



NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold a Work Session and its Regularly Scheduled Meeting on Tuesday, June 22, 2021, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC").

Locations

Celina Campus

Collin Higher Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Farmersville Campus

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

Andrew Hardin, *Chair*
Jay Saad, *Vice Chair*
Jim Orr, *Secretary*
Raj Menon, Ph.D., *Treasurer*
Stacy Anne Arias
J. Robert Collins, Ph.D.
Stacey Donald, Ph.D.
Greg Gomel
Fred Moses

District President

H. Neil Matkin, Ed.D.
3452 Spur 399
P.O. Box 8021
McKinney, Texas 75070
P | 972.758.3800
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nmatkin@collin.edu
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WORK SESSION: 5:30 p.m., Board Conference Room 135, CHEC.

DISCUSSION ITEMS

- 1. Public Comment Decorum - Monica Velazquez, General Counsel

CONVENE REGULAR MONTHLY MEETING: 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 551.074 - Personnel Matters

- a. Discuss annual evaluation of District President
- b. Discuss employment, evaluation, or discipline of college personnel and faculty emeritus distinction to be bestowed

Section 551.071 - Consultations with Attorney

- a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality
- b. Discuss pending litigation in the *Burleson, et al. v. Collin College* matters (Cause No. 05-21-00088-CV on appeal 5th District COA, Cause No. 20-40318 on appeal 5th Circuit COA, and SOAH Dockets 407-20-4013.F5 and 407-20-4051.F5)

Section 551.072 - Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around one new college campus and potential campus projects

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

PRESENTATIONS

- 1. ROSE Award Finalists - Andrew Campbell, Staff Council President

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. All comments related to non-agenda items will be heard at the end of the Board Meeting. 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. 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 to be enacted in one motion. Trustees receive agenda materials four days in advance of the meeting to prepare for the business to be conducted.

Approval of June 22, 2021 Consent Agenda Items

2021-06-C1

Approval of the Minutes of the May 25, 2021 Regular Meeting and the Amended Minutes of the April 27, 2021 Regular Meeting

2021-06-C2

Report Out of the Finance and Audit Committee and Consideration of Approval of the Authorized Broker/Dealer List

2021-06-C3

Consideration of Approval of an Interlocal Agreement with the City of Allen on Behalf of the Allen Animal Shelter for Veterinary Technology Field Training

2021-06-C4

Consideration of Approval of an Interlocal Agreement for Radio Use for the Collin Police Department with the Cities of Plano and Allen

CONSIDERATION OF ACTION ON AGENDA ITEMS

2021-06-1

Report Out of the Finance and Audit and Organization, Education, and Policy Committees, First Reading of Local Board Policy

2021-06-2

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

2021-06-3

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 Construction of a Parking Lot at the Public Safety Training Center (PSTC)

2021-06-4

Report Out of the Finance and Audit Committee and Consideration of Approval of Updates to the Audit Plan for FY 2021

2021-06-5

Consideration of Approval of the Professor Emeritus Distinction to be Bestowed Upon the Recommended Candidate

2021-06-6

Consideration of Approval of the Bid Report for June 22, 2021

PUBLIC COMMENTS ON NON-AGENDA ITEMS (*If required in accordance with HB 2840.*)

INFORMATION REPORTS

Information Item - Personnel Report for June 2021

Collin Central Appraisal District 2021 Certified Estimate of Taxable Value

Collin College 2021 Planning Calendar for Tax Appraisal and Related Due Dates

Purchasing Audit Report

Collin College HB1735 Compliance Audit

State Auditor's Office Report 21-023

Statement of Net Position as of May 31, 2021

Summaries of Current Funds, Revenue, & Expenses as of May 31, 2021

Monthly Investment Report as of May 31, 2021

Gifts-In-Kind as of May 31, 2021

Quarterly Grant Budget Amendments as of May 31, 2021

Quarterly Purchasing Report as of May 31, 2021

AECOM Report as of May 31, 2021

PRESIDENT'S AND BOARD ANNOUNCEMENTS

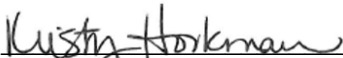
Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ANNOUNCEMENTS/ADJOURNMENT

*Andrew Hardin
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 Boardroom 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 June 17, 2021 at 10:00 a.m., in compliance with the Texas Open Meetings Act.



For the Board of Trustees

CONSENT AGENDA ITEMS TO BE CONSIDERED

2021-06-C1	Approval of the Minutes of the May 25, 2021 Regular Meeting and the Amended Minutes of the April 27, 2021 Regular Meeting	pg. 6
2021-06-C2	Report Out of the Finance and Audit Committee and Consideration of Approval of the Authorized Broker/ Dealer List	pg. 20
2021-06-C3	Consideration of Approval of an Interlocal Agreement with the City of Allen on Behalf of the Allen Animal Shelter for Veterinary Technology Field Training	pg. 22
2021-06-C4	Consideration of Approval of an Interlocal Agreement for Radio Use for the Collin Police Department with the Cities of Plano and Allen	pg. 30

June 22, 2021

SUBJECT:

Approval of the Minutes of the May 25, 2021 Regular Meeting and the Amended Minutes of the April 27, 2021 Regular Meeting

RECOMMENDATION:

The District President recommends approval of the minutes of the May 25, 2021 Regular Meeting and amended minutes of the April 27, 2021 Regular Meeting

RESOURCE PERSONNEL:

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

ATTACHMENTS:

- A) May 25, 2021 Regular Meeting Minutes
- B) Amended April 27, 2021 Regular Meeting Minutes

Respectfully Submitted By:



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

**Minutes of Regular Meeting
May 25, 2021**

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

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Tuesday, May 25, 2021, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andy Hardin presiding. Trustees in attendance were Mr. Jay Saad, Mr. Jim Orr, Dr. Raj Menon, Ms. Stacy Arias, Dr. Robert Collins, Dr. Stacey Donald, Mr. Greg Gomel (excused from meeting prior to adjournment), and Mr. Fred Moses.

CALL TO ORDER 5:30 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION
Chair Collins adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit at 5:31 p.m.

Section 551.074 - Personnel Matters

- a. Discuss annual evaluation of District President
- b. Discuss employment, evaluation, or discipline of a college employee

Section 551.071 - Consultations with Attorney

- a. Consultation with the College's General Counsel on a matter in which the attorney has an ethical duty of confidentiality
- b. Discuss and receive legal advice regarding contemplated litigation involving allegations by three non-renewed faculty members
- c. Discuss pending litigation in the *Burleson, et al. v. Collin College* matters (Cause No. 05-21-00088-CV on appeal 5th District COA, Cause No. 20-40318 on appeal 5th Circuit COA, and SOAH Dockets 407-20-4013.F5 and 407-20-4051.F5)

Section 551.072 - Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around one new college campus and potential campus projects

RECONVENE REGULAR MEETING: 7:08 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

OATH OF OFFICE, Trustee Places 7, 8, 9

Notary Public Kristy Horkman administered the oath of office to Trustee Place 7, Jim Orr, for a term ending May 2027; Trustee Place 8, Bob Collins, for a term ending May 2027; and Trustee Place 9, Andy Hardin, for a term ending May 2027. The newly appointed Trustees signed the Statement of Elected/Appointed Officer prior to swearing

in and the Oath of Office document immediately afterward. The Certificate of Election was presented to the three Trustees.

ELECTION OF BOARD OFFICERS

Trustee Collins, Board Chair, turned the meeting over to Dr. Neil Matkin, District President, to conduct the election for Chair of the Collin County Community College District Board of Trustees. Dr. Matkin entertained a motion for Chair of the Board of Trustees.

Trustee Moses made a motion to nominate Trustee Collins. Trustee Arias nominated Trustee Andy Hardin. There being no other nominations for Chair of the Collin County Community College District Board of Trustees, Trustee Menon made the motion to cease nominations, which was seconded by Trustee Orr and approved unanimously.

Dr. Matkin asked for those in favor of Trustee Collins to say aye and raise their hands (Collins, Moses, Orr, and Saad). Those opposed to Trustee Collins say no and raise their hands (Arias, Donald, Gomel, Hardin and Menon).

Dr. Matkin asked for those in favor of Trustee Hardin to say aye and raise their hands (Arias, Donald, Gomel, Hardin and Menon). Those opposed to Trustee Hardin say no and raise their hands (Moses and Saad).

There being a majority vote, Trustee Hardin was declared Chair of the Collin County Community College District Board of Trustees.

Dr. Matkin turned the meeting over to Chair Hardin to continue the election.

Chair Hardin entertained a motion for Vice Chair. Trustee Orr made a motion to nominate Trustee Saad. Trustee Menon made a motion to nominate himself. Trustee Arias made a motion to nominate Trustee Donald. There being no other nominations, Trustee Orr moved that nominations cease, which was seconded by Trustee Menon and approved unanimously. Chair Hardin asked for those in favor of Trustee Saad to say aye and raise their hands (Collins, Gomel, Hardin, Menon, Moses, Orr, and Saad). Trustee Menon did not receive any votes. Trustee Donald received two votes (Arias and Donald). There being a majority vote, Trustee Saad was declared Vice Chair of the Collin County Community College District Board of Trustees.

Chair Hardin entertained a motion for Secretary. Trustee Gomel made a motion to nominate Trustee Orr. Trustee Arias made a motion to nominate Trustee Menon. There being no other nominations, Trustee Menon moved that nominations cease, which was seconded by Trustee Moses and approved unanimously. Chair Hardin asked for those in favor of Trustee Orr to say aye and raise their hands (Collins, Gomel, Moses, Orr, and Saad). Chair Hardin asked for those in favor of Trustee Menon to say aye and raise their hands (Arias, Donald, and Menon). There being a majority vote, Trustee Orr was declared Secretary of the Collin County Community College District Board of Trustees.

Chair Hardin entertained a motion for Treasurer. Trustee Saad made a motion to nominate Trustee Menon. Trustee Arias made a motion to nominate Trustee Donald. There being no other nominations, Trustee Orr moved that nominations cease, which was seconded by Trustee Menon and approved unanimously. Chair Hardin asked for those in favor of Trustee Menon to say aye and raise their hands (Collins, Menon, Moses, Orr, and Saad). Chair Hardin asked for those in favor of Trustee Donald to say aye and raise their hands (Arias, Donald, and Gomel). There being a majority vote, Trustee Menon was declared Treasurer of the Collin County Community College District Board of Trustees.

The officers of the Board of Trustees of Collin County Community College District serving until the next election of trustees are:

Trustee Andy Hardin – Chair
Trustee Jay Saad – Vice Chair
Trustee Jim Orr – Secretary
Trustee Raj Menon – Treasurer

PRESENTATIONS

1. Outstanding Professor of the Year - Dr. Rebecca Orr, Professor of Biology, and Council on Excellence Chair
2. Outstanding Adjunct Professor of the Year - Craig Leverette, Campus Provost
3. League of Innovation Awards - Dr. Neil Matkin, District President

PUBLIC COMMENT

Haileigh Daniel and Tatiana Oney

Chair Hardin then read the following statement: “Good evening. I am taking this opportunity to address a request that was presented at our last Board meeting by Dr. Donald. Dr. Donald requested that two personnel-related items be placed on our agenda.

The Board follows Board policy and *Robert’s Rules of Order*. Under such *Rules*, a motion for proposed action cannot (1) exceed the Board’s authority, (2) present a conflict with a prior decision, or (3) propose action that is in conflict with applicable procedural rules.

The two items submitted by Dr. Donald exceed the Board’s authority with respect to personnel matters.

Under Board policy DD(Local), the Board delegated authority to the District President to employ faculty or other staff for Board-approved budgeted positions. The Board cannot grant faculty a contract outright, nor create a position that has not been budgeted for or recommended. We simply do not have such authority as a Board, under our policies, over such personnel matters.

Therefore, if the Board placed Dr. Donald's requested items on the agenda, if they were voted on, and if they passed, the actions would be null and void under *Roberts' Rules of Order*.

In Texas, community colleges are subject to the policies of locally-elected boards and it is up to each board to self-govern. In keeping with our self-governance obligations, we cannot engage in conduct that results in actions that are, ultimately, null and void. To do so, would greatly undermine the trust that our community places in each of us to prevent operational disruptions that prevent us from fulfilling the mission of our College. On such a closing note, I want to let you know that is the reason it is not on the agenda at this time."

PUBLIC COMMENT (continued)

Betty Friauf, Leslie Cunningham, Betsy Brody, Michael Phillips, and Brianna Day.

Approval of the May 25, 2021 Consent Agenda

2021-05-2-C1 Approval of the Minutes of the April 27, 2021 Regular Meeting and May 11, 2021 Special Called Meeting to Canvass Election Results

2021-05-2-C2 Presentation of the Personnel Report for May 2021

Trustee Menon asked that the Minutes of the April 27, 2021 Regular Meeting be removed from the Consent Agenda.

On motion of Trustee Orr, and second of Trustee Menon, the May 25, 2021 Consent Agenda was approved by a vote of 8-0, which did not include the April 27, 2021 Regular Meeting minutes.

Trustee Menon made a motion to amend the April 27, 2021 Regular Meeting minutes to include the closing comments made by Trustee Donald regarding two agenda items, and second of Trustee Saad. This motion was approved by a vote of 8-0.

Trustee Menon made a motion to approve the minutes of the May 11, 2021 Special Called Meeting to Canvass Election Results, and second of Trustee Orr. This motion was approved by a vote of 8-0.

Trustee Menon made a motion to review the amended April 27, 2021 Regular Meeting minutes at the next meeting, and second of Trustee Arias. This motion was approved by a vote of 8-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2021-05-2-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies

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

No action was required.

2021-05-2-2 Consideration of Approval of Facility Naming in Connection with Major Gifts

On motion of Trustee Menon, and second of Trustee Orr, this item was approved by a vote of 8-0.

2021-05-2-3 Consideration of Approval of Costs Related to the Execution of the College's Marketing Plan

On motion of Trustee Moses, and second of Trustee Donald, this item was approved by a vote of 8-0.

2021-05-2-4 Consideration of Approval of the Bid Report for May 2021

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for May 2021, which included five new solicitations and three contract revisions.

I. NEW SOLICITATIONS

Purchase Request #1		
Digital Book Scanners	\$	89,057
Purchase Request #2		
Celina Custodial Services		900,000
Purchase Request #3		
Student Help Desk Services		900,000
Purchase Request #4		
Job Order Contract (JOC) Services		5,000,000
Purchase Request #5		
Wenger SoundLok Practice Rooms		151,025
TOTAL OF NEW SOLICITATIONS	\$	<u>7,040,082</u>

II. CONTRACT REVISIONS

Purchase Request #6		
General Hardware, Tools, Supplies	\$	500,000
Purchase Request #7		
HVAC Repair Maintenance		300,000
Purchase Request #8		
Storage Area Network	\$	300,000
TOTAL OF CONTRACT REVISIONS	\$	<u>1,100,000</u>
GRAND TOTAL	\$	<u>8,140,082</u>

On motion of Trustee Menon, and second of Trustee Collins, this item was approved by a vote of 8-0.

PUBLIC COMMENT

The following individuals made public comments: Danielle Sanit, Gina Neeler, Kim Nyman, Jerry Sullivan, Eileen Horany, Barbara Hanson, Nicholas Enoch, Sarah Dibou, Roger Ward, Betsy Friauf, Leslie Cunningham, Betsy Brody, Haileigh Daniel, Courtney Brooks, Valerie Adams, and Joan Jenkins.

INFORMATION REPORTS

Information Item – Summer and Fall 2021 Restart Guidelines

Information Item – Peer Information on Board Meeting Format and Fall 2021 Reopening Plans as of April 30, 2021

Information Item – Collin College Police Department Racial Profiling Report 2020 Racial Profiling 2020 State Report

Statement of Net Position as of April 30, 2021

Summaries of Current Funds, Revenue, & Expenses as of April 30, 2021

Monthly Investment Report as of April 30, 2021

AECOM Monthly Report for April 2021

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

Chair Hardin adjourned the meeting of the Board of Trustees of Collin County Community College District at 10:07 p.m.

RECONVENED TO CLOSED OR EXECUTIVE SESSION: Board Conference Room 135, CHEC

The Board of Trustees reconvened into closed or executive session in compliance with Texas Government Code Chapter 551.001 *et seq.*, and Section 551.074 at approximately 10:08 p.m. The closed or executive session ended at approximately 11:15 p.m. and no further action was taken by the Board.

**Amended Minutes of Regular Meeting
April 27, 2021**

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

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on Tuesday, April 27, 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, Mr. Fred Moses, Dr. Stacey Donald, and Ms. Stacy Arias.

CALL TO ORDER 5:30 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION
Chairman Collins adjourned the regular meeting to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit at 5:31 p.m.

Section 551.072 - Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around one new college campus and potential campus projects

Section 551.074 - Personnel Matters

- a. Discuss employment, evaluation, or discipline of three college employees

Section 551.071 - Consultations with Attorney

- a. Discuss pending litigation in the *Burleson, et al. v. Collin College* matters (Cause No. 05-21-00088-CV on appeal 5th District COA, Cause No. 20-40318 on appeal 5th Circuit COA, and SOAH Dockets 407-20-4013.F5 and 407-20-4051.F5)
- b. Discuss and receive legal advice regarding contemplated litigation involving allegations by three non-renewed faculty members
- c. Consultation with the College's General Counsel or external counsel on a matter in which the attorneys have an ethical duty of confidentiality

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

1. Pledges of Allegiance

PUBLIC COMMENT

No public comments addressing listed agenda items were made.

PRESENTATIONS

1. Phi Theta Kappa Recap of 2020 - Wendy Gunderson, Administrator of Collin's Alpha

- Mu Tau Chapter of Phi Theta Kappa, and Anna Seida, student at Collin College and regional president for the Texas Region of Phi Theta Kappa
2. Student Government Association (SGA) Resolution Presentation - Juan Sanchez, SGA President
 3. Great Colleges to Work For - Floyd Nickerson, Chief Human Resources Officer

Approval of the April 27, 2021 Consent Agenda

2021-04-C1 Approval of the Minutes of the March 23, 2021 Regular Meeting

2021-04-C2 Approval of the Personnel Report for April 2021

On motion of Trustee Menon, and second of Trustee Gomel, the April 27, 2021 Consent Agenda was approved unanimously.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2021-04-1 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 Kitchen Addition at Alumni Hall and Building Renovations and Exterior Improvements at Alumni Hall, Founders Hall, Lawler Hall, and Heritage Hall at the Frisco 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 Kitchen Addition at Alumni Hall and Building Renovations and Exterior Improvements at Alumni Hall, Founders Hall, Lawler Hall, and Heritage Hall at the Frisco Campus.

The motion was approved unanimously as presented.

2021-04-2 Consideration of Approval of the New Bachelor of Applied Science Degree Program with a Major in Construction Management

On motion of Trustee Menon, and second of Trustee Arias, this item was approved unanimously as presented.

2021-04-3 Consideration of Approval of the Bid Report for April 2021

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for April 2021, which included three new solicitations and five contract revisions.

I. NEW SOLICITATIONS

Purchase Request #1		
Temporary Personnel Services	\$	4,500,000
Purchase Request #2		
Data and Voice Cabling Services	\$	650,000

Purchase Request #3		
Welding Materials and Supplies		1,500,000
TOTAL OF NEW SOLICITATIONS	\$	<u>6,650,000</u>
II.	CONTRACT REVISIONS	
Purchase Request #4		
Science Lab Supplies and Equipment	\$	400,000
Purchase Request #5		
Software	\$	50,000
Purchase Request #6		
Professional Engineering Services	\$	90,000
Purchase Request #7		
District Vehicles	\$	160,000
Purchase Request #8		
Help Desk Services	\$	160,000
TOTAL OF CONTRACT REVISIONS	\$	<u>860,000</u>
GRAND TOTAL	\$	<u><u>7,510,000</u></u>

On motion of Trustee Orr, and second of Trustee Arias, this item was approved unanimously as presented.

PUBLIC COMMENT

The following individuals made public comments: Gina Neeler, Sarah Mitchell, Elisa Klein, Stephanie Shirer, William Switzer, Valerie Adams, Danielle Sanit, Courtney Brooks, Leslie Cunningham, Joan Jenkins, Roger Ward, Kim Parker Nyman, John Lingenfelder, Michael Phillips, Brianna Day, Jerry Sullivan, and Paul Day.

INFORMATION REPORTS

- Information Item – Mental Health Support for Full-Time Faculty
- Statement of Net Position as of March 31, 2021
- Summaries of Current Funds, Revenue, & Expenses as of March 31, 2021
- Monthly Investment Report as of March 31, 2021
- Gifts-In-Kind as of March 31, 2021
- Quarterly Foundation Report as of February 28, 2021
- Quarterly Investment Report as of February 28, 2021
- Quarterly Purchasing Report as of March 31, 2021
- AECOM Monthly Report for March 2021

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.

Chair Collins opened the floor for Board Member announcements:

Trustee Gornel: Appreciate everybody attending tonight and make sure you get out and vote on Saturday if you haven't done that so far. Great presentations, specifically the students. You guys are doing a fantastic job and we really do appreciate the wonderful effort you put into it. Thank you.

Trustee Donald: Yes, sir. So I think that all the board members love the college and do our best to defend it, however, that defense looks very different from board member to board member, and my colleagues are so good at working with the legislature to get permission for our four year degrees. They're also really great at keeping our budget balanced, our doors open, and the College of fiscal success, things that are definitely not in my wheelhouse. This is critical stuff. However, the board also has those of us who work in defense of the spirit and the heart of the college and its values. And we're not acting consistently with our core values of dignity, respect, and integrity right now. To that end, I have two recommendations and I make them publicly before you that my board members and before the community. The first one is that Trustee Arias and I propose a voted-on agenda item for next month's meeting regarding the reinstatements of professors Audra Heaslip and Dr. Suzanne Jones. Between the two professors, we have the assets of combined 30 years of excellence and experience, and the college is better served by retaining these two exemplary, unique faculty members who have successfully balanced their love of the College with their strength of character. The second is that the college, at the repeated request of Trustee Arias and myself, create and fill the position of a chief diversity and inclusion officer. Racism, racist jokes, conversations in poor taste, and a general environments of inequality can't be tolerated. And it seems that we need an executive officer trained in these matters on staff. I don't enjoy being at odds with my colleagues here on the dais and I hope you know that it grieves me to present less than a united front with you and I don't do it lightly. However, if there was ever a time to respectfully dissent, that time is now. And I thank you all for hearing me out.

Trustee Menon: Thank you, Mr. Chairman, I want to recognize the students who did an outstanding job, and I know we do it very often, but we probably don't do it enough. We really, really need to show our appreciation for the faculty and the staff and every single employee of Collin College that makes this institution, that at least tries to work hard and makes this institution better every day so congratulations to all of you and give yourself a pat on the back.

Trustee Orr: It's an excellent night in that y'all stayed. Usually once the awards done, you get up and leave so thank you very much for sticking around. First of all, we really appreciated the presentation that you all gave. It's excellent information and your strong leadership shows. Please carry that through for the rest of your lives. If you ever need advice, I'm easy to get a hold of. If you ever want to talk to somebody that's got some experience then always welcome to take a call. I do want to thank everybody here in the room and those that aren't in the room for giving us another excellent semester and trying times. Oh, the staff and especially the faculty, they are the front line. And we

know that and so we really do appreciate that. I want to say congratulations to those that actually brought that degree across the line, that's three. And you know when we started this thing a while back, it was all about adding additional value to the county and how do we do that, and this is the third one and hopefully from the legislature will get a couple more that meet the direct needs of the county. Excellent to see Stetson and Stiletto did well. Do not mistake preparation for cheating. The people on my team, know the expectation of being on my team are given study assignments beforehand. So that's real. By the way, the Foundation doesn't just exist to do Stetson and Stiletto. The Foundation is there all year long and provides scholarships to students either that show academic excellence or a need. Don't just remember them then. Remember them if you've got something you want them to do or any specific donations or if you got something that's in your budget, please, please push that to them because that directly benefits the students. That's it for me, Bob. Just thank you, everybody, for coming.

Trustee Hardin: Yes, sir. A lot of repeat stuff, the Phi Theta Kappa group, what a fantastic group of students, and it's one of the really things that when we sit up here and we see people to see such great achievement, and it is it is heartwarming to see what you've accomplished and we wish you the best. Appreciate the pride you bring to Collin College. The gentleman from the Student Government Association. What a great thing that they've come up with. It sounds like they're doing a great job. We appreciate them. Great colleges to work for, that's a nice award that we get. You know, I was here as many people were before we had any four year degrees and to see us come up with our third degree, I know that the College spent a lot of effort and time trying to figure out what those three degrees would be. I did hear somebody tell me recently that we were getting four year degrees in something that wasn't helping people earn a living. Nursing, cybersecurity, and construction management. Those are excellent four year degrees that will help those people that graduate with those degrees to earn a living for their family. Something that didn't get a lot of publicity, but I think the board feels like it's very important. We were about to finish installation of the ultraviolet and ionization project that will provide as clean a air as we can for every campus that students, faculty, and staff work in because this board is committed to trying to provide for everybody that's associated with this college the most safe environment that you can. It's my understanding, but I don't understand it, but this is almost as good as a hospital has in their operating rooms. It's not the cure all, be all, but it shows, again, what we're doing to try to do things right. It is a pleasure to be here and I appreciate everybody being here. Try not to have these meetings too late, but we are here as long as we need to be. Thank you very much.

Trustee Saad: Ok, I thank you very much. I'll be brief. Anna, you and your team did a great job, great presentation as well. Floyd, thank you for the updates. Back to Juan's point, there may be some changes by next year. We'll see about that. That would be a great talking point for us to go forward with. And then on Friday night, I had an opportunity to go to the Technical Center. The Technical Center was recognizing a scholarship for somebody for two years, a complete scholarship. And these are the programs that we're talking about. People are looking to hire individuals and we're helping them. So great job. I think it was a great program. We didn't get enough

recognition for it. But the point behind it is it's good to see that we're a family as an organization. And that's the best part, Juan. I love that idea. I mean, you drilled it. So, when you come down, you're talking about somebody passing away, a student, and you recognize them from their college. Oh, that is beautiful. That's, that's strong. And I'm very proud of you. So, thank you very much.

Trustee Arias: We've been through one of the worst health disasters in our lifetime, and it's not even close to being over, many of us have seen friends and family we normally see. We have not seen them. Many of us have changed our lifestyle so drastically that we don't even feel like ourselves anymore. Most importantly and most tragically, many of us have lost friends and family to covid or other illnesses during a time where we could not be by their side. The here and now is full of heartache as we realize the cost this past year. Miss Meda and Mr. Martinez should have never lost their lives. The loss can never be replaced and words will never soothe the soul. Thank you to Juan and all the members of SGA for your leadership and recognizing our students that have passed. I look forward to seeing how we honor our staff and faculty. The two have suffered from this horrible disease. Our district was created to meet the needs of a growing county 36 years ago. What was a small dream has now become an expansive reality, the goal of providing educational opportunities for all while maintaining affordability and accessibility has always been a focus. But as we grew, we saw the need to create an environment that fosters creativity, innovation, academic excellence, dignity and respect, and integrity. The past 14 months have shown us our great strength in adapting quickly to continue to meet the needs of our communities. It has been difficult in ensuring we make the right decisions. Our policies, procedures, and strategic movement should always be in support of our students, faculty, and staff. As a board, we are charged with ensuring our choices are focused on the greater good for the college community. We will continue to respect the process, ask the questions and do what is best for this institution. If that means going backwards in order to move forward, that is what we must do. We all have heard the words, read the articles, and participated in conversations. We know what challenges our district is facing. With that being said, our core values need to remain the basis for all of our actions. We do not accept or tolerate anything that goes against those standards. We need to reunite, regain our commitment to our college community. Each and every member of Collin College is deeply valued and immensely appreciated. Can we be greater than this? Absolutely. This is a call to action, to do what is right. This is not a spectator sport. I ask my colleagues to remember who we represent and the purpose of our seats. We set the tone for the district and that tone should be one of healing and a united push toward excellence with a zero tolerance for words or actions of discrimination of any type or a hindrance of our God given freedoms that not only are supported by our Constitution, but are also by our own policies. Make the decision to lead and be the person we need. Thank you.

Trustee Moses: Dr. Collins and the board and in all of it, everyone that's still here with us tonight. In the last couple of weeks, one of the publications came out and it highlighted about talking about students that are having difficult times here at Collin College and how the faculty and everyone embraces them. The lady was a student on

the cover, was talking about Hadassah, and that kind of reminded me of Esther in the Bible when she talks about Hadassah. And so that's all. But I think also, but more importantly than that is to talk about the work that you're doing as a student, but as faculty members and administrators and how you care about students and how are you trying to go the extra mile to help them get through. And so that's pretty extraordinary. I'm pretty proud to be a part of the extra work that you do and how you care, and because I know earlier when I was going through community college, I had to have somebody come and take me under their wings. You know, I was in a class of 100, the only black guy, and the faculty member would tell me, don't miss because I know you're not here. And so it was pretty interesting to be a part of that. But that showed how much he cared for me. And as a result of that, I'm here today. Thank you very much.

Chair Collins: I'll make a couple comments here. As always, I'm thoroughly impressed with our students and our student leaders when they come here. And I want to thank the members of Phi Theta Kappa who came tonight to address us. And I'm really impressed with what you guys have done as well as SCA. Juan, what a great presentation. I like the resolution. The leadership that our students exhibit just blows me away sometimes. You guys have done it once again. And Wendy, thank you so much for spending the time to administer our Phi Theta Kappa chapter. You're doing a great job. Appreciate our faculty members who take the extra time and the extra effort to work with our student teams and our student programs. With that I'm going to adjourn us for tonight. Thank you all for coming.

ADJOURNMENT

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

June 22, 2021

SUBJECT:

Report Out of the Finance and Audit Committee and Consideration of Approval of the Authorized Broker/Dealer List

RECOMMENDATION:

The District President recommends approval of the approved broker/dealers with which the College is authorized to transact investment activity.

Policy CAK (Local) requires that the Board of Trustees annually review and approve the list of approved broker/dealers with which the College is authorized to transact investment activity. At the regular meeting of the Board in March 2020, a contract was awarded to Meeder Investment Management, Inc. to act as investment advisors to the College. In their capacity as investment advisors, Meeder Investment Management, Inc. has recommended a list of primary dealers with which the College is authorized to execute securities transactions. Primary dealers are banks or securities broker-dealers who may trade directly with the Federal Reserve System of the United States. Primary dealers purchase the vast majority of U.S. Treasury securities and resell them to the public and other brokerage firms. Due to the large volume of U.S. Treasury securities they trade, they are often able to offer securities at advantageous prices.

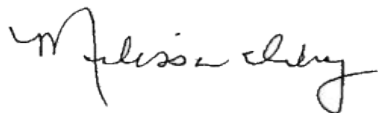
RESOURCE PERSONNEL:

Melissa Irby, Chief Financial Officer

ATTACHMENT:

A. Resolution – Adopting Authorized Broker/Dealer List

Respectfully Submitted By:

A handwritten signature in cursive script that reads "Melissa Irby".

Melissa Irby
Chief Financial Officer

**RESOLUTION
ADOPTING AUTHORIZED BROKER/DEALER LIST**

WHEREAS, the Public Funds Investment Act (Texas Government Code, Chapter 2256) governs local government investment; and

WHEREAS, the Public Fund Investment Act (Section 2256.025) requires the governing body or its designated investment committee, no less than annually, to review, revise and adopt a list of qualified broker/dealers authorized to engage in investment transactions; and

WHEREAS, the following broker/dealers are recommended for approval:

NOW, THEREFORE, BE IT RESOLVED that:

Broker/Dealers	
Cantor Fitzgerald	Oppenheimer
FHN Financial	Piper Sandler & Co.
InCapital	Raymond James
Bank of America/Merrill Lynch	RBC Capital Markets
BOK Financial	Robert W. Baird
Jefferies*	Siebert Williams Shank
JP Morgan*	Stifel Nicolaus
Loop Capital*	StoneX Group
Mizuho Securities	UBS Financial Services
Moreton Securities*	Vining Sparks
Morgan Stanley	Wells Fargo

are authorized as broker/dealers for the District. (* New Broker for 2021-22)

In accordance with the Act and the Investment Policy, a copy of the Investment Policy will be sent to each broker/dealer on the list whenever a material change is made to the Policy, and each broker/dealer will be required to provide written certification of their review of the Investment Policy.

Any qualified Texas bank used for time or demand deposits may be approved by the investment officers as identified through the competitive process without Board action.

That the College has complied with the requirements of the Public Funds Investment Act, and the list of authorized broker/dealers is hereby adopted.

PASSED, ADOPTED, AND APPROVED by the Board this the 22nd day of June 2021.

Board Secretary

Board Treasurer

June 22, 2021

SUBJECT:

Consideration of Approval of an Interlocal Agreement with the City of Allen on Behalf of the Allen Animal Shelter for Veterinary Technology Field Training

RECOMMENDATION:

The District President recommends approval of the proposed Interlocal Agreement with the City of Allen on behalf of the Allen Animal Shelter for Veterinary Technology Field Training.

RATIONALE:

Collin College offers education and training in Veterinary Technology but currently operates without facilities to house or perform live animal instruction on campus. The program's accrediting body, American Veterinary Medical Association (AVMA), does not require an institution to own animals for instruction. However, AVMA does require that some 250 essential tasks be performed on live animals by students enrolled in the program.

Shelters around the district provide access to a significant number of animals in need of medical care. Both students and homeless animals benefit from a partnership between the Collin County Veterinary Technology program and local animal shelters, such as Allen Animal Shelter. These shelters often operate on a limited veterinary care budget. Thus far, shelters in the area have been successful by utilizing volunteers and contracting part-time help with local veterinarians. A shortage of veterinarians and licensed technicians in Collin County's district has caused the demand on available professionals in private sectors to significantly increase, leaving very little time for those same professionals to devote time to shelters and rescues. This partnership provides students with real-world, hands-on training and provides shelter animals with high-quality veterinary care. Shelter animals receiving full prevention care measures and a clean bill of health are more adoptable. Students will learn the necessary medical skills required for Academic Excellence. They will also practice Collin's Core Values, such as Service and Involvement, Dignity, Respect (to all beings), and Integrity every time they step through one of these shelter doors to serve the community's animals.

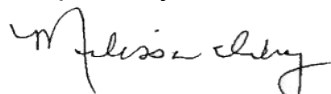
RESOURCE PERSONNEL:

Melissa Irby, Chief Financial Officer

ATTACHMENT:

- A. Interlocal Agreement (Allen Animal Shelter)

Respectfully Submitted By:



Melissa Irby, Chief Financial Officer

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

**INTER LOCAL COOPERATION AGREEMENT
FOR ALLEN ANIMAL SHELTER USE**

This Inter Local Cooperation Agreement (“Agreement”) is made by and among the CITY OF ALLEN, TEXAS, a Texas home-rule municipality (collectively hereinafter referred to as “City”), and the Collin County Community College District, a Texas public junior college established under Chapter 130 of the Texas Education Code, (hereinafter referred to as “Collin College”) acting by and through their duly authorized representatives (the City and Collin College collectively referred to as “the Parties” or individually as “Party”).

Recitals

WHEREAS, the City and Collin College are political subdivisions within the State of Texas, each of which engages in the provision of governmental services for the benefit of their citizens; and

WHEREAS, the Interlocal Cooperation Act under Chapter 791 of the Texas Government Code (the “Act”) provides authority for local governments of the State of Texas to enter into Interlocal agreements with each other regarding governmental functions and services as set forth in the Act; and

WHEREAS, the City owns, operates, and maintains the Allen Animal Shelter (hereinafter referred to as “Shelter” or “Facility”) for the purpose of serving Allen's pets and wildlife through adoption, rehabilitation, pet registration, animal surrender and education; and

WHEREAS, Collin College wishes to use designated areas of the Shelter for conducting the Veterinary Technology Programs of Collin College; and

WHEREAS, the use of the Shelter in the provision of governmental services promotes efficiency and effectiveness of local governments, and provides real life educational experiences for Collin College students; and

WHEREAS, any payments that the Parties are required to make hereunder, if any, shall be made from current, available revenue;

NOW, THEREFORE, the City and Collin College, for and in consideration of the and terms and conditions contained herein and other valuable consideration the receipt and sufficiency of which are hereby acknowledged the Parties agree as follows:

I. TERM: PURPOSE

The term of this Agreement is will begin on the 1st day of May, 2021, and continue through the 30th day of May, 2022 (“Initial Term”). Thereafter the term of this Agreement shall automatically be renewed for successive terms of one (1) year periods each (each a “Renewal Term”), unless sooner terminated by any Party by providing to the other Party written notice of termination at least 30 days before the end of the then current term. For purposes of this Agreement “term” shall mean the Initial Term and any Renewal Term.

The purpose of this Agreement is to set forth the terms and conditions for the use of the

Shelter by Collin College to provide instruction to students enrolled at Collin College for Veterinary Technology Programs.

II. OBLIGATIONS OF COLLIN COLLEGE

Section 2.01 Collin College shall use the Shelter for Curriculum and Instruction – Collin College will have sole oversight and control of the curriculum, staffing, and instructional materials for the college courses offered at the Facility.

Section 2.02 Equipment Utilization – Collin College will supply any equipment needed for the program. Such equipment will be made available to teachers and students. Each student receiving instruction at the Facility may not use any City equipment, computer, fax, or telephone equipment, except the City's telephone may be used in the event of an emergency.

Section 2.03 Standards of Conduct – Collin College shall be responsible for resolving standards of conduct violations by students admitted to Collin College or persons employed by Collin College at the Facility. Each student receiving instruction at the Facility shall be required to comply with Facility Polices.

Section 2.04 Collin College shall ensure that each student receiving instruction at the Facility provides a liability release form, in a form provided by City, prior to being permitted to access the Facility.

Section 2.05 Collin College shall during the term of this Agreement obtain and maintain in full force and effect, at its expense, the following policies of insurance and coverage:

(a) Commercial General Liability Policy. Commercial General Liability Policy covering bodily injury, death and property damage, including the property of the City, its officers, contractors, agents and employees (collectively referred to as the "City") insuring against claims, demands or actions relating to Collin College use of the Facility pursuant to this Agreement with minimum limits of not less than Two Million Dollars (\$1,000,000) combined single limit, and One Million Dollars (\$1,000,000) aggregate, This policy shall be primary to any policy or policies carried by or available to the City, as relates to District operations.

(b) Workers' Compensation/Employer's Liability Insurance Policy. Workers' Compensation/Employer's liability insurance policy in full accordance with the statutory requirements of the State of Texas and shall include bodily injury, occupational illness or disease coverage with minimum Employer's Liability limits of not less than \$1,000,000/\$1,000,000/\$1,000,000.

(c) Automobile Liability Insurance Policy. Automobile liability insurance policy covering all operations of the Collin College pursuant to this Agreement involving the use of motor vehicles, including all owned, non-owned and hired vehicles with minimum limits of not less than One Million Dollars (\$1,000,000) combined single limit for bodily injury, death and property damage liability.

(d) Excess Coverage. The above insurance limits can be provided by primary policies reflecting required limits or through a combination of primary and excess liability insurance policies. The general liability and automobile liability insurance shall be primary and any excess or umbrella coverage shall follow form to the primary coverage.

(e) Waiver of Subrogation Rights. All such policies of insurance shall waive the insurer's right of subrogation against the City. The Commercial General Liability, Worker's Compensation, and Business Auto insurance required pursuant to this Agreement shall provide for waivers of all rights of subrogation against the City.

(f) Additional Insured Status. All insurance shall be endorsed to provide the following provisions: (1) name the City, its council, officers, and employees as additional insureds as to all applicable coverage with the exception of Workers Compensation Insurance; (2) provide for a waiver of subrogation against the City for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance. A specific endorsement needs to be added to all policies, with a copy of the endorsement provided to the City that indicates the insurance company will provide to the City at least a thirty (30) day prior written notice for cancellation, non-renewal, and/or material changes of the policy. In the event the companies providing the required insurance are prohibited by law to provide any such specific endorsements Collin College shall provide at least thirty (30) days prior written notice to the City of any cancellation, non-renewal and/or material changes to any of the policies of insurance. All policies must be written on a primary basis, non-contributory with any insurance coverage and/or self-insurance maintained by the City.

(g) Certificates of Insurance. Certificates of Insurance and policy endorsements in a form satisfactory to City shall be delivered to City prior to the commencement of the use of the Facility under this Agreement and annually thereafter until the expiration or termination of this Agreement. All required policies shall be endorsed to provide the City with thirty (30) days advance notice of cancellation, waiver of subrogation, City as additional insureds, and shall be primary with City insurance coverage being non-contributory.

(h) At the renewal of the required insurance policies, Collin College shall cause a Certificate of Insurance and policy endorsements to be issued evidencing the required insurance herein and delivered to City. In addition, Collin College shall, within ten (10) business days after written request, provide City with Certificates of Insurance and policy endorsements for the insurance required herein. All policies must be written on a primary, non-contributory basis with any other insurance coverage and/or self-insurance maintained by City.

(i) Carriers. All policies of insurance required to be obtained by Collin College pursuant to this Agreement shall be maintained with insurance carriers that are reasonably satisfactory to City and lawfully authorized to issue insurance in the state of Texas for the types and amounts of insurance required herein. All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A - VII or better" by AM Best or other equivalent rating service.

III. OBLIGATIONS OF CITY

Section 3.01 Allow Collin College program staff and students access at no charge to the treatment areas and kennel areas, along with access to the parking lot, of the Facility.

Section 3.02 Work with Collin College to permit preliminary setup for events after 8 a.m. on days specified for labs and activities.

Section 3.03 Facility Compliance –The City will be responsible for ensuring that the Facility is following all local, state, and federal statutes, regulations, and codes including, but not limited to applicable building codes (structural, electrical, plumbing, HVAC, and life safety).

Article IV. CONTROL OF THE EVENT

Section 4.01 Other than as outlined in this Agreement, Collin College shall control and direct the planning, execution, and decision-making regarding the Veterinary Technology Programs. The Parties agree that nothing in the Agreement makes any employee of Collin College an employee of the City, nor makes any employee of the City an employee of Collin College. All employees of Collin College providing services related to this Agreement shall be solely subject to Collin College's policies and procedures.

Article V. LIABILITIES

It is understood that no Party to this Agreement is the agent of any other Party and no Party is liable for the wrongful acts or negligence of other parties. Each Party shall be responsible for its negligent acts or omissions and those of its own officers, employees, or agents to the extent provided by applicable Texas law.

Article VI. SIGNATURE AND MODIFICATION

This Agreement may only be modified by written consent of authorized officials from the Shelter, and Collin College.

This Agreement shall become effective upon signature by the authorized officials from each Party and will remain in effect until modified or terminated by consent of all Parties.

This Agreement contains the entire agreement of the Parties with respect to the matters contained herein and may not be modified or terminated except upon the provisions hereof or by the written agreement of all the Parties hereto.

Article VII. CHOICE OF LAW / VENUE / RESOLUTION OF DISPUTES

This Agreement shall be construed in accordance with the laws of the State of Texas and shall be performable in Collin County, Texas. Venue for any action related to this Agreement shall lie in the applicable state or federal district courts in and for Collin County, Texas. The Parties agree to pursue mediation of disputes as the first resort. If mediation is unsuccessful, the Parties may pursue other legal action.

Article VIII. AUTHORITY

The individuals executing this Agreement on behalf of the respective Parties below represent to each other and to others that all appropriate and necessary action has been taken to authorize the individual who is executing this Agreement to do so for and on behalf of the Party for which his/her signature appears, that there are no other Parties or entities required to execute this Agreement in order for the same to be an authorized and binding agreement on the Party for whom the individual is signing this Agreement and that each individual affixing his or her signature hereto is authorized to do so, and such authorization is valid and effective on the date hereof.

Article IX. ASSIGNMENT

This Agreement may not be assigned by any Party without the consent of the other Parties.

Article X. ENTIRE AGREEMENT

This Agreement represents the entire agreement between the City and Collin College, and supersedes all prior negotiations, representations and/or agreements, either written or oral. The Parties may amend this Agreement only by written instrument signed by Collin College and the City.

Article XI. NOTICES

Any notice required or permitted to be delivered hereunder shall be deemed received three (3) days thereafter sent by United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the Party at the address set forth below or on the day actually received when sent by courier or otherwise hand delivered.

If intended for Collin College, to:

Collin College Representative:
Vice President of Administrative Services/CFO
Collin Higher Education Center
3452 Spur 399
McKinney, Texas 75069

WITH COPY TO:
Sabrina L Cummings, DVM, PhD
Director of Veterinary Technology
391 Country Club Drive
Wylie, Texas 75098
(972) 378-8378
Email: slcumings@collin.edu

If intended for City, to:

City Representative:
City Manager
City of Allen
205 W. McDermott Drive
Allen, Texas 75013

WITH COPY TO:
Deborah Michnick
Animal Control Supervisor
770 S. Allen Heights Drive
Allen, Texas 75002
(214) 509-4378
Email: animalshelter@cityofallen.org

Article XIII. SEVERABILITY

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held to be contrary to the law or contrary to any rule or regulation having the force and effect of the law, such decisions shall not affect the remaining portions of the Agreement. However, upon the occurrence of such event, either Party may terminate this Agreement by giving the other Party thirty (30) days written notice.

Article XV. INTERPRETATION OF AGREEMENT

This is a negotiated document. Should any part of this Agreement be in dispute, the Parties agree that the Agreement shall not be construed more favorably for any Party.

Article XVI. REMEDIES

No right or remedy granted herein or reserved to the Parties is exclusive of any right or remedy granted by law or equity; but each shall be cumulative of every right or remedy given

hereunder. No covenant or condition of this Agreement may be waived without the express written consent of the Parties. It is further agreed that one (1) or more instances of forbearance by any Party in the exercise of its respective rights under this Agreement shall in no way constitute a waiver thereof.

Article XVII. SUCCESSORS AND ASSIGNS

The terms and conditions of this Agreement are binding upon the successors and assigns of the Parties.

Article XVIII COUNTERPARTS

This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

ARTICLE XIX GOVERNMENTAL IMMUNITY.

It is expressly understood and agreed that, in the execution of this Agreement, no Party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to or against claims arising in the exercise of governmental functions relating hereto or otherwise. By entering into this Agreement, the Parties do not create any obligations, expressed or implied, other than those set forth herein, and this Agreement shall not create any rights in any parties not signatory hereto. Each Party agrees to and accepts full responsibility for the acts, negligence and/or omissions of such Party's officers, agents and employees in the execution and performance of this Agreement.

[Signature Page Follows]

EXECUTED on the dates indicated below:

**COLLIN COUNTY COMMUNITY COLLEGE
DISTRICT**

BY: _____
Andrew Hardin
Chair, Board of Trustees

CITY OF ALLEN, TEXAS

BY: _____
Eric Ellwanger
City Manager

APPROVED AS TO FORM:

Peter G. Smith, Attorney for the City of Allen, Texas

ACKNOWLEDGEMENTS

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the ____ day of _____, 2021, by Andrew Hardin, Chair, Board of Trustees of the **COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**, a public junior college established under Chapter 130 of the Texas Education Code.

Notary Public, State of Texas

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

This instrument was acknowledged before me on the ____ day of _____, 2021, by **ERIC ELLWANGER**, City Manager of the **CITY OF ALLEN, TEXAS**, a home-rule municipality, on behalf of such Municipality.

Notary Public, State of Texas

June 22, 2021

SUBJECT:

Consideration of Approval of an Interlocal Agreement for Radio Use for the Collin Police Department with the Cities of Plano and Allen

RECOMMENDATION:

The District President recommends approval of an Interlocal Cooperation Agreement for Radio Use for the Collin Police Department with the Cities of Plano and Allen.

RATIONALE:

Currently, the Collin Police Department's radio system is a location-centric analog system whose broadcast backbone is roof-mounted antenna type repeaters at each campus. The system has limitations because of its analog design, local failure possibilities, and the inability of interagency communications.

By obtaining permission to access the Plano/Allen radio system, the Collin Police Department will be able to communicate district-wide on a reliable, stable digital platform. In addition, the Department will have the ability to communicate on an interagency basis and coordinate with local municipal and county agencies when needed.

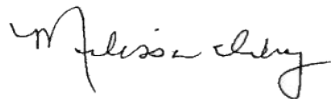
RESOURCE PERSONNEL:

Melissa Irby, Chief Financial Officer

ATTACHMENT:

- A. Interlocal Agreement (Plano & Allen Radio Use)

Respectfully Submitted By:



Melissa Irby, Chief Financial Officer

COMMUNICATIONS SYSTEM AGREEMENT

CATEGORY 1 – GOVERNMENT ENTITY

This **COMMUNICATIONS SYSTEM AGREEMENT** (the “**Agreement**”) is made and entered into by and between the **Cities of Plano and Allen** (“**Cities**” or “**City**” when referred to **individually**) acting herein by and through its duly authorized City Managers, and the **Collin County Community College District** (“**USER**”), acting herein by and through its duly authorized representative, individually referred to as a “**Party**,” collectively referred to herein as the “**Parties**.” Plano and Allen shall include all employees, directors, officers, agents, and authorized representatives of Plano and Allen, respectively. **USER** shall include all employees, directors, officers, agents, and authorized representatives of **USER**.

RECITALS

WHEREAS, this Agreement is made under the authority of Sections 791.001-791.029, Texas Government Code; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that Party; and

WHEREAS, each governing body finds that the subject of this Agreement is necessary for the benefit of the public and each has the legal authority to perform and provide the governmental function or service which is the subject matter of this Agreement; and

WHEREAS, each governing body finds that the performance of this Agreement is in the common interest of all Parties and that the division of costs fairly compensates the performing Party for the services or functions under this Agreement; and

WHEREAS, the **Cities** jointly own, operate, and maintain the radio communications system exclusive of the radios owned individually by each City (herein referred to as Joint Radio System) for the purpose of providing Public Safety voice radio and data communications and are the sole license holders of the Joint Radio Systems with all privileges and responsibilities thereof.

NOW THEREFORE, the **Cities** and **USER** agree as follows:

1. GRANT OF LICENSE

The **Cities** hereby grant the **USER** specific permission to operate **USER**'s owned or leased field radio equipment or equipment attached and/or interfaced to the Joint Radio System infrastructure in accordance with the specific details and requirements for use as set forth in “**Exhibit A, Terms of Use**,” which is attached hereto, incorporated herein, and made a part of this Agreement for all purposes. Failure to comply with these specific details and requirements may result in the immediate withdrawal of the specified permissions.

2. TERM

This Agreement shall begin upon the last day executed by all authorized Parties (“Execution Date”) and shall continue in full force and effect for a period of one year (the “Initial Term”). After the Initial Term, this Agreement shall automatically renew for successive one-year terms for four (4) additional years unless otherwise terminated in accordance with the provisions set forth herein and in “**Exhibit A**”.

3. COMPENSATION

USER shall remit payment to the City of Plano in the amount and manner set forth in “**Exhibit A**”.

4. LIABILITY

Each Party agrees to be liable for any damages or losses that may be caused by its own negligence, omission or intentional misconduct. For purposes of this section, the term Party shall include employees, directors, officers, agents, authorized representatives, subcontractors, consultants, and volunteers of the respective Party. Nothing in the performance of this Agreement shall impose any liability for claims against either Party other than for claims for which the Texas Tort Claims Act may impose liability.

5. INDEPENDENT ENTITY

It is expressly understood and agreed that **USER** shall operate as an independent entity as to all rights and privileges granted herein, and not as an agent, representative or employee of the **Cities**. Subject to and in accordance with the conditions and provisions of this Agreement, **USER** shall have the exclusive right to control the details of its operations and activities and be solely responsible for the acts and omissions of its employees, directors, officers, agents, authorized representatives, subcontractors, and consultants. **USER** acknowledges that the doctrine of *respondeat superior* shall not apply between the **Cities**, its employees, directors, officers, agents, and authorized representatives, and **USER** and its employees, directors, officers, agents, authorized representatives, subcontractors, and consultants. **USER** further agrees that nothing herein shall be construed as the creation of a partnership or joint enterprise between the **Cities** and **USER**.

6. HOLD HARMLESS

To the extent allowed by law, each Party agrees to hold harmless the other Party and its respective officials, officers, agents, employees, in both their public and private capacities, from any and all liability, claims, suits, demands, losses, damages, attorney’s fees, including all expenses of litigation or settlement, or causes of action which may arise by reason or injury to or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement. In the event that a claim is filed, each Party shall be responsible for its proportionate share of liability.

7. NON-APPROPRIATION OF FUNDS

The **Cities** and **USER** will use best efforts to appropriate sufficient funds to support obligations under this Agreement. However, in the event that sufficient funds are not appropriated by either Party's governing body, and, as a result, that Party is unable to fulfill its obligations under this Agreement, that Party (i) shall promptly notify the other Parties in writing and (ii) may terminate this Agreement, effective as of the last day for which sufficient funds have been appropriated, without further obligation for payment.

8. RIGHT TO AUDIT

USER agrees that the **Cities** shall, at no additional cost to the **Cities**, during and until the expiration of three (3) years after termination of this Agreement, have access to and the right to examine, at reasonable times, any directly pertinent books, documents, papers, records, and communications of the **USER** involving transactions relating to this Agreement. **USER** agrees that the **Cities** shall have access during normal working hours to all necessary **USER** facilities and shall be provided adequate and appropriate workspace in order to conduct audits in compliance with the provisions of this section. The **Cities** shall give **USER** reasonable advance notice of intended audits.

9. ASSIGNMENT

USER shall not have the right to assign or subcontract any of its duties, obligations or rights under this Agreement without the prior written consent of the **Cities**, which such right shall be granted solely at the discretion of the **Cities**. Any assignment in violation of this provision shall be void.

10. NO WAIVER

The failure of either Party to insist upon the performance of any provision or condition of this Agreement or to exercise any right granted herein shall not constitute a waiver of that Party's right to insist upon appropriate performance or to assert any such right on any future occasion.

11. GOVERNMENTAL POWERS/IMMUNITIES

It is understood and agreed that by execution of this Agreement, that neither **Cities** nor **USER** waive or surrender any of their governmental powers or immunities.

12. AMENDMENTS

No amendment to this Agreement shall be binding upon either Party hereto unless such amendment is set forth in writing, dated subsequent to the date of this Agreement, and signed by all Parties.

13. SEVERABILITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

14. TERMINATION

Should circumstances other than those set forth in Exhibit A or otherwise provided in this Agreement exist that require one or more Parties to terminate this Agreement, then such termination shall be with the following conditions:

This Agreement may be terminated upon one (1) year advanced written notice from the Party seeking termination to the other Party. The Party terminating this Agreement shall reimburse the remaining Party for reconfiguring of the system, such as microwave realignment and licensing fees. Notwithstanding the foregoing, no obligations herein shall require the City to levy a tax or create a sinking fund.

15. CONFIDENTIAL INFORMATION

To the extent permitted by law, **USER** and its officers, agents and employees, agrees that it shall treat all information provided to it by the **Cities** as confidential (“City Information”) and shall not disclose any such information to a third party without the prior written approval of the **Cities**, unless such disclosure is required by law, rule, regulation, court order, in which event **USER** shall notify the **Cities** in writing of such requirement in sufficient time to allow the **Cities** to seek injunctive or other relief to prevent such disclosure. **USER** shall store and maintain City Information in a secure manner and shall not allow unauthorized users to access, modify, delete or otherwise corrupt City Information in any way. **USER** shall notify the **Cities** immediately if the security or integrity of any City Information has been compromised or is believed to have been compromised.

16. FORCE MAJEURE

The Parties shall exercise their best efforts to meet their respective duties and obligations hereunder, but shall not be held liable for any delay in or omission of performance due to force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any state or federal law or regulation, acts of God, acts of omission, fires, strikes, lockouts, national disasters, wars, riots, material or labor restrictions, transportation problems, existing contractual obligations directly related to the subject matter of this Agreement, or declaration of a state of disaster or emergency by the federal, state, county, or City government in accordance with applicable law.

17. NOTICES.

Notices required pursuant to the provisions of this Agreement shall be conclusively determined to have been delivered when (1) hand-delivered to the other Party, its agents, employees, servants or representatives, (2) delivered by facsimile with electronic confirmation of the transmission (Fax

numbers: Plano 972-941-5088; Collin County Community College 972-625-1887), or (3) received by the other Party by United States Mail, registered, return receipt requested, addressed as follows:

City of Plano

City of Allen

Collin County Community College

Attn: Office of the CIO
1117 E. 15th Street
Plano, Texas 75074

Attn: IT Director
305 Century Parkway
Allen, TX 75013

Attn: VP of Administrative Services
3452 Spur 399
McKinney, TX 75069

18. GOVERNING LAW / VENUE

This Agreement shall be construed in accordance with the laws of the State of Texas. Venue for any action brought on the basis of this Agreement shall lie exclusively in state courts located in Collin County, Texas or the United States District Court for the Eastern District of Texas. In any such action, each Party shall pay its own attorneys' fees, court costs and other expenses incurred as a result of the action.

19. SIGNATURE AUTHORITY

The person signing this Agreement hereby warrants that he or she has the legal authority to execute this Agreement on behalf of his or her respective Party, and that such binding authority has been granted by proper order, resolution, ordinance or other authorization of the entity. The other Party is fully entitled to rely on this warranty and representation in entering into this Agreement.

20. ENTIRETY OF AGREEMENT

This written instrument, including all Exhibits attached hereto, contains the entire understanding and agreement between the **Cities** and **USER** as to the matters contained herein. Any prior or contemporaneous oral or written agreement is hereby declared null and void to the extent in conflict with this Agreement. Any previously executed Communication System Agreement (ILA) between the Parties shall be terminated simultaneously with the final execution of this Agreement by both Parties.

21. COUNTERPARTS.

This Agreement may be executed in one or more counterparts and each counterpart shall, for all purposes, be deemed an original, but all such counterparts shall together constitute one and the same instrument.

22. COOPERATIVE MANAGEMENT AND DISPUTE RESOLUTION

Problems may arise in the programming of subscriber radios, consoles, and consolettes; and managing microwave paths and undue RF interference; as well as in unexpected areas.

The Plano Radio Division, acting as the operating arm of the Joint Radio System's simulcast system, will fully participate in the resolution of any connectivity issues that may arise during the life of this Agreement. This participation includes the initial implementation of connectivity and integration of the two networks. The Parties will rely on internal staff, contractors, and vendors, as required, to ensure full functionality of the Joint Radio System's simulcast system platform.

A Party will promptly notify the others of any performance concern, problem, or information indicating a possible problem for the Joint Radio System's simulcast system. A Party will provide the other Parties, and their representatives and experts, with escorted access to any site, location or piece of equipment or infrastructure (where applicable) for an inspection and evaluation of a problem or issue facing the Party's simulcast system or simulcast cell. Each Party will provide the others with any information or data it may have, including from a radio-system-management server or similar server related to the issue. The Parties will promptly exchange with one another their information, reports, results of any inspection or evaluation, expert analyses or recommendations, and proposals for avoiding, improving, or fixing any problem. The Plano Radio Division phone and email contact information shall be provided to **USER** as a first point of contact in order to address such pressing issues. The Plano Radio Division shall also be provided relevant phone and email information in order to respond and coordinate as needed. The Parties will use their best efforts to solve a problem quickly. The Plano Radio Division shall respond within one-hour to any report of a system-wide infrastructure outage or priority-restore items at dispatch centers or fire station alerting systems.

In the event of a dispute regarding any aspect of this Agreement, the dispute shall be discussed first amongst an assigned Technical Committee designee of **USER**, the City of Plano and the City of Allen in an attempt to seek an informal resolution within five business days of all Parties being made aware of such dispute. If an agreement on a solution remains unresolved, then the dispute shall be referred to a joint meeting of representative City and **USER** management of each of the Parties within a reasonable period of time from the initial meeting. If the dispute continues to remain unresolved after this process, the Parties shall refer the dispute to outside non-binding mediation for resolution prior to engaging in litigation. All Parties shall share equally in the costs of a certified mediator and each Party shall be responsible for their own attorney fees.

[Signature Page Follows]

EXECUTED IN MULTIPLE ORIGINALS on this the ____ day of _____, 20 ____.

CITY OF PLANO, TEXAS

BY: _____
Mark D. Israelson
City Manager

APPROVED AS TO FORM:

Paige Mims, CITY ATTORNEY

CITY OF ALLEN, TEXAS

BY: _____
Eric Ellwanger
City Manager

APPROVED AS TO FORM:

Peter G. Smith, CITY ATTORNEY

**COLLIN COUNTY COMMUNITY COLLEGE
DISTRICT**

By: _____
Andrew Hardin
Chair, Board of Trustees

APPROVED AS TO FORM:

ATTORNEY

ACKNOWLEDGMENTS

STATE OF TEXAS)
)
COUNTY OF COLLIN)

This instrument was acknowledged before me on the _____ day of _____, 2021, by **MARK D. ISRAELSON**, City Manager of the **CITY OF PLANO, TEXAS**, a home-rule municipality, on behalf of such corporation.

Notary Public, State of Texas

STATE OF TEXAS)
)
COUNTY OF COLLIN)

This instrument was acknowledged before me on the _____ day of _____, 2021, by **ERIC ELLWANGER**, City Manager, of the **CITY OF ALLEN, TEXAS**, a home-rule municipality, on behalf of such Municipality.

Notary Public, State of Texas

STATE OF TEXAS)
)
COUNTY OF COLLIN)

This instrument was acknowledged before me on the _____ day of _____, 2021, by Andrew Hardin, Chair, Board of Trustees of the **COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**, a public community college established under Chapter 130 of the Texas Education Code

Notary Public, State of Texas

EXHIBIT A

CATEGORY 1, TERMS OF USE

The Terms of Use are set forth below:

TERMS OF USE

1. The installation and maintenance of the Radio System infrastructure equipment is the responsibility of the City of Plano Radio Division unless otherwise stated in this Agreement.
2. The City of Plano Radio Division is the holder of the FCC (Federal Communications Commission) license(s) that the Joint Radio System uses for its operation. This Agreement shall not be construed or interpreted to grant, convey, or otherwise provide **USER** with any rights whatsoever to the Plano Radio Division FCC license(s) or to the Radio Frequency spectrum used by the Joint Radio System.
3. The City of Plano Radio Division makes no guarantee, either express or implied, as to radio signal strength or a specific level of radio coverage in a particular location. The **USER** is responsible for conducting appropriate and applicable in-building and geographical coverage testing to determine the expected radio coverage level for **USER**'s equipment.
4. **USER** will be responsible for the acquisition of all equipment and ensuring the proper programming and maintenance of all equipment that **USER** will be utilizing in connection with the Joint Radio System infrastructure, including, but not limited to, Subscriber Radios, consoles, and special equipment.
5. In order to ensure hardware and software compatibility with the Joint Radio System infrastructure, all Subscriber Radios and consoles intended for use by **USER** on the Joint Radio System shall be compliant with Project 25 Phase II standards established by the Telecommunications Industry Association. The use of unauthorized radios on the Joint Radio System may result in suspended operation of the radios and/or termination of the Agreement.

The City of Plano operates a radio shop for the mutual benefit of all users of the Joint Radio System. The radio shop provides day-to-day system administration as well as centralized shipping and receiving for all mobile and portable repairs. When radios return from repair, the radio shop verifies their operation and programs the unit as required. To ensure optimum interoperability of thousands of radios on this network, infrastructure owners on this joint radio system are expected to have their radio programming done exclusively by the City of Plano Radio Shop. The radio shop offers a drive-up service to assist in troubleshooting radio issues in vehicles in addition to the functions outline in Item 23 of this ILA.

The radio shop is generally open Monday-Friday 7:30 a.m. to 4 p.m. If service is required after hours, the on-call technician will respond. After hours responses shall be limited to service affecting system-wide infrastructure or priority-restore items at dispatch centers, fire station

alerting, at the sole discretion of the Plano Radio Manager. Mobile and portable service is not available after hours or weekends.

6. **USER** agrees to exclusively utilize antennas specifically approved by the radio manufacturer for use with the specific models of **USER**'s radios. The use of short, broad spectrum, or "stubby," antennas is not recommended. **USER** shall be solely liable for coverage gaps in the event **USER** utilizes short broad spectrum or stubby antennas or other antennas not approved by the manufacturer for use with the specific models of **USER**'s radios.

7. No antenna gain greater than 3 DB will be allowed for mobiles and consolettes.

8. **USER** shall use due diligence in the maintenance and configuration of its Subscriber Radio equipment to ensure that no **USER** radio or console causes a degradation to the Joint Radio System operation. The City of Plano Radio Division shall have the right to remove from operation any field radio unit or equipment owned or leased by **USER** that is operating on, attached and/or interfaced to the Joint Radio System infrastructure, if the Plano Radio Division determines in its sole reasonable discretion that such equipment is causing interference or harm to the Joint Radio System in any way. The Plano Radio Division reserves the right to request that **USER** operated field radio units or equipment operating on, attached and/or interfaced to the infrastructure be tested for proper operation and/or repaired by the Plano Radio Division or an authorized radio repair facility approved by the Plano Radio Division. Any costs incurred for such testing or repair that are not covered by payment of the Infrastructure Support Fee of the Plano Radio Division will be the sole responsibility of **USER**. Furthermore, the Plano Radio Division shall have the right to deactivate, without prior notification to or consent of **USER**, any field radio or other **USER** equipment suspected of causing interference, intentionally or unintentionally, to any other radios on the Joint Radio System or to the Radio System's overall operation.

9. **USER**'s radios may be used for voice and data radio communications over the Joint Radio System infrastructure in accordance with the terms and conditions of this Agreement for as long as this Agreement remains in effect.

10. The Plano Radio Division will be responsible for managing infrastructure loading and demand. The City of Plano Radio Division reserves the right, without notice to incumbent users, to enter into a similar agreement with other entities or to deny the addition of new Subscriber Radio equipment to any user of the Joint Radio System. The Plano Radio Division shall have discretion in determining whether to allow additional users or radios based on the Joint Radio System's Coordination Committee determination of whether such addition to the Joint Radio System can be made without adversely impacting the Joint Radio System. The City of Plano agrees to not enter into a similar agreement with other entities or allow additional users or radios from other entities if it is reasonably calculated to result in the future denial of a reasonable request by **USER** to add new Subscriber Radio equipment.

11. **USER** is prohibited from utilizing telephone interconnect on the Joint Radio System. This prohibition shall include, but is not limited to, connecting to either the PSTN (Public Switched Telephone Network) or **USER**'s internal phone system(s) through a console patch into the Joint Radio System or to any Subscriber Radio on the Radio System.

12. Due to the radio infrastructure resource allocations required by “Private Call,” **USER** is not permitted to utilize “Private Call” on the Joint Radio System.

13. **USER’s** utilization of data communications on the Joint Radio System will be limited to the Radio System’s over-the-air programming (“OTAP”) or over-the-air rekeying (“OTAR”) functions. Performance of data communications over the Joint Radio System is not guaranteed. For programming changes involving more than ten Subscriber Radios, **USER** agrees to coordinate with the Plano Radio Division prior to executing changes to minimize impact on other users and the Radio System.

14. The use of OTAR in association with Subscriber Radio encryption is prohibited without prior approval of the Plano Radio Division. Administration of encryption keys will be performed exclusively by the Plano Radio Division. **USER** may utilize and administer other encryption methods as required.

15. The Plano Radio Division will provide **USER** with an Advanced System Key (ASK) for use with the **USER’s** Subscriber Radios only. The ASK will expire annually, and **USER** shall be responsible for requesting a new ASK 30 days prior to expiration, if one is required. **USER** will be responsible for safeguarding the security of the ASK to prevent theft and/or loss. **USER** agrees to notify the Plano Radio Division immediately upon the theft or loss of the ASK.

16. The Plano Radio Division will assign the **USER** Talk Group IDs unique to **USER** operation. All Talk Group names shall include a prefix unique to the **USER’s** agency. No other agency will be authorized to use **USER** Talk Groups without the express written permission of **USER**, and a copy of such permission must be on file with the Plano Radio Division before such use may occur. The Plano Radio Division reserves the right to require certain Talk Group IDs to be programmed in **USER** radios. Additionally, the Plano Radio Division shall have the right to limit the number of Talk Group IDs to be used by **USER** and to disable Talk Groups IDs as it deems appropriate. The Plano Radio Division will provide no less than 20 Talk Group IDs to **USER**.

17. The Plano Radio Division has established a coordinated Interoperable Communications Plan to apply to the Joint Radio System and the users of its Radio System. **USER** agrees to participate in the Plan and include the Plan’s interoperable Talk Groups in the programming of its Subscriber Radios and Console Systems.

18. Roaming to other systems or the use of **USER’s** Talk Groups on other trunked systems that are interconnected to the Joint Radio System is prohibited without prior approval by the Plano Radio Division. Roaming to other trunked systems will be limited to the Joint Radio System’s interoperable Talk Groups, although this capability may be terminated by the Plano Radio Division if its use is determined to result in performance degradation to either the Joint Radio System or the interconnected trunked system.

19. **USER** may utilize a Network Management Console (NMC) to manage its own environment. **USER** is responsible for acquiring and maintaining, at **USER’s** sole cost, all components required to connect the NMC to the Joint Radio System. The **USER’s** NMC must be partitioned in a manner

to limit access to **USER**'s own environment only and to prevent **USER** from viewing, accessing, or making any changes to equipment that is not owned or leased by **USER**. The **USER** must ensure the NMC is located in a secure area. USB ports on the NMC must be deactivated except during maintenance activity. All security patches related to operating systems and other associated software must be maintained at current manufacturer-tested levels. No other software applications may be utilized by the NMC.

20. The Plano Radio Division generally maintains aliases for units operating on the Joint Radio System. If the **USER** has acquired the capability to modify its aliases, it may administer and maintain its own subscriber unit aliases. From that point, **USER** will be responsible for administering and maintaining its own subscriber unit aliases, and the Plano Radio Division will no longer administer and maintain the **USER**'s subscriber unit aliases.

21. USB ports on the **USER**'s Console Systems must be deactivated except during maintenance activity. All security patches related to operating systems and other associated software must be maintained at current manufacturer-tested levels. If required, all connectivity between the Console Systems and the Joint Radio System is the responsibility of the **USER**, including software, hardware and carrier services. Associated costs will be incurred by the **USER**. Unless otherwise approved by the Plano Radio Division, connectivity will be achieved through local terrestrial circuit facilities. The use of other connectivity methods, including, but not limited to, microwave or fiber, must be approved by the Plano Radio Division. **USER** may incur additional costs from the Plano Radio Division for other connectivity methods.

22. As applicable, the Plano Radio Division shall execute with Motorola Solutions a System Upgrade Agreement for the Console Systems and Site Repeater Systems that would be affected by the software upgrades, including those owned (or leased) and operated by the **USER**. Unless the **USER** is notified otherwise by the Plano Radio Division, the software for the Joint Radio System, all Site Repeater Systems and all Console Systems will be upgraded to the current level every two years. The **USER** will provide all reasonable coordination necessary for the upgrade of its Console Systems. **USER** acknowledges that reductions in functionality may occur during the upgrade process.

APPLICABLE FEES; TERMINATION; REFUNDS

23. **USER** shall pay the Plano Radio Division an annual Infrastructure Support Fee, per Subscriber Radio or console. This fee is payable in advance on an annual basis for all active radio IDs and consoles issued to **USER** at the time of the annual billing. Invoicing will occur on a pro-rata basis when new Radio IDs are issued or consoles added, and thereafter, at the beginning of each fiscal year. There will be no refunds or credits for radios or consoles removed from service during the fiscal year, however, the annual Infrastructure Support Fee paid for a radio or console that becomes permanently out of service during the year may be applied to the replacement radio or console.

24. Radio Subscribers shall pay the City of Plano (Radio Division) an annual Infrastructure Support Fee in the amount of \$33.00 per Radio or console per month and a \$1.00 per radio/month network access fee for a total of \$34.00 per month per radio/console. The monthly per Subscriber Radio support covers access to the primary master site in Plano and the back-up site in Allen, radio

programming services by the City of Plano Radio Division, and the following City of Plano Radio Division services cited in the table below.

Radio Installation & Patching	Shipping & Receiving Devices
Loaner Program	Service & Repair
FCC License Management	Solution Engineering (Consultation)
Encryption & Key Management	Talk Group Assignment
Network Problem Resolution	Service Center
Network Upgrade Management	Tower Operation & Maintenance
Radio Monitoring	On-Call Support (7x24x365)

25. The Plano Radio Division shall have the right to increase any applicable fees under this Agreement each fiscal year to offset any increased costs incurred by the Plano Radio Division in the operation or maintenance of the Joint Radio System. Any increase in applicable fees will be effective at the beginning of the next Plano Radio Division fiscal year. The Plano Radio Division shall provide **USER** with 120 days’ written notice of any intended fee increase, **provided, however,** that this notice period may be less than 120 days if Motorola Solutions provides the Plano Radio Division with less than 90 days’ notice of an increase in the System Upgrade Agreement Fee and such reduced notice period shall not impact **USER**’s obligation to pay the increased fee. If the amount of increase in fees is more than a ten percent (10%) increase per console/radio as compared to the prior fiscal year, **USER** may elect to terminate this Agreement by providing not less than thirty (30) days written notice prior to the start of the next billing cycle. In the event **USER** terminates this Agreement due to an increase in fees that exceeds ten percent (10%) per console/radio as compared to the prior fiscal year, **USER** shall not be obligated to reimburse the remaining Party for reconfiguring of the system, such as microwave realignment and licensing fees. Notwithstanding the foregoing, no obligations herein shall require the City to levy a tax or create a sinking fund.

TERM

26. Either **USER** or the Plano Radio Division may terminate this Agreement for any reason, with or without cause, upon one (1) year written notice to the other Party. If **USER** terminates, there will be no refunds or credits for any fee. If the Plano Radio Division terminates, the Plano Radio Division will issue a refund to the **USER** of all fees, pro-rated to the end of the current fiscal year. The Plano Radio Division, in its sole discretion, shall have the right to deny **USER** access to the radio infrastructure and/or the right to terminate the Agreement immediately if **USER** fails to make full payment of invoiced system fees within thirty (30) days of the date payment is due, unless **USER** has disputed the invoiced system fees. If **USER** has disputed the invoiced system fees but paid the undisputed portion of the invoiced system fees, the Plano Radio Division will continue to allow access to the radio infrastructure until resolution of the disputed invoice is complete and a reasonable time thereafter. By paying the undisputed portion of invoiced fees, **USER** is not waiving any claims, privileges, or rights to the disputed portion of the invoiced fees. The Plano Radio Division further reserves the right to terminate this Agreement, or deny access to the **USER**, upon notice of **USER** misuse of the Joint Radio System. In the event that the Plano Radio Division denies access to **USER** for an alleged misuse of the Joint Radio System, the Plano Radio Division shall immediately provide **USER** with written notice of the alleged misuse of the system and shall

allow **USER** thirty (30) days to correct the default prior to terminating this Agreement. Notwithstanding the foregoing, the Plano Radio Division, in its sole discretion, reserves the right to immediately deny access to the **USER** if such action is required to prevent the spread of a security breach or threatened security breach or due to an emergency, operational issue, or other critical incident between the Master Switches and the **USER's** environment. The Plano Radio Division will use best efforts to restore access to the **USER** as soon as possible, once the security breach, emergency, operational issue, or critical incident is resolved.

ADMINISTRATION OF THE JOINT COMMUNICATIONS SYSTEM

27. **Coordinating Committee.** Operation, administration and policy development of the Joint Radio System shall be the responsibility of the Joint Radio System Coordinating Committee, comprised of one (1) Designee from each City, appointed by the respective City Manager of Plano, and Allen, (hereinafter "Coordinating Committee"). Additional ex-officio members may be selected by the City Managers to serve on the Coordinating Committee and to assist the Committee, but shall have no voting authority.

28. The Coordinating Committee's duties will be to make recommendations to the respective Parties' governmental bodies of system changes, upgrades, additional uses and any other aspects of the Joint Radio System. The governing bodies or the designee of each of the Parties as required by their respective City Charters and ordinances must approve payment of monies, pursuant to the terms and obligations of this Agreement. Administrative decisions may be made by the Coordinating Committee.

29. The Coordinating Committee quarterly meeting schedule will be established by the appointed representative from each Party to the Joint Communications System Agreement.

30. **Technical Committee.** A committee of technical personnel shall be selected to advise the Coordinating Committee (hereinafter "Technical Committee"). The Coordinating Committee members shall be able to appoint up to four (4) persons to serve on the Technical Committee. The schedule for the Technical Committee will be set by the Coordinating Committee.

31. Technical Standards based on the most current microwave radio system technology, for the operation of the Joint Radio System shall be developed by the Technical Committee and approved by mutual agreement of the Coordinating Committee. Once approved, these standards must be compatible with existing equipment and may not violate any of the terms of this Agreement or of any existing maintenance or hardware agreement.

32. End User Group consists of both infrastructure and radio subscribers on the Joint System Radio Network. This group shall consist of a representative from each currently subscribing entity on the Joint System Radio Network. This group will receive regular updates on Joint System Network operations, including upgrades, technical direction and technology changes to the network.

COMPLIANCE WITH LAWS

33. The **USER** shall comply with all current and future Federal, State, and Local laws, Ordinances, and Mandates, including Federal Communications Commission rules and regulations regarding proper use of radio communications equipment. The **USER** will also comply with the guidelines, or procedures set out in this Agreement. Furthermore, the **USER** is responsible for enforcing such compliance by its employees, directors, officers, agents, authorized representatives, subcontractors, and consultants for **USER** Subscriber Radio equipment. Furthermore, the **USER** will be responsible for payment of any fines and penalties levied against the Plano Radio Division (as the license holder) as a result of improper or unlawful use of Subscriber Radio equipment owned or leased by **USER**.

34. In order to comply with Federal, State, and Local Laws and/ or Mandates, the Plano Radio Division, as the license holder, may need to act on behalf of the **USER** regarding possible modifications, reconfiguration, or exchange of Subscriber Radio equipment in order to meet these obligations. For as long as this Agreement is in force, the **USER** will allow the Plano Radio Division to facilitate such activities on **USER's** behalf as necessary.

35. In the instance where **USER** Subscriber Radio equipment is to be replaced in order to be in compliance with Federal, State, and Local Laws and/or Mandates, title and ownership of such replacement Subscriber Radio equipment shall, upon delivery of Subscriber Radio equipment to the **USER's** site, pass directly to the owner of the equipment that is being replaced. The **USER** shall provide the Plano Radio Division, or its designee, with the serial number(s) and radio IDs of Subscriber Radio equipment to be replaced, as well as the serial number(s) of the new radio equipment. **USER** shall be liable for payment of any fees associated with radios deemed to be not in proper working order. **USER** shall be liable for payment of any fees associated with upgrades to Subscriber Radio equipment.

DEFINITIONS

36. The following definitions shall have the meanings set forth below and apply to this Agreement:

“Console System” shall mean all hardware and software associated with any dispatch console or set of consoles operated by the **USER** that are connected to the Joint Radio System Master Switches.

“Infrastructure Support Fee” shall mean the annual fee charged by the Plano Radio Division to offset costs incurred in the operation and maintenance of the Joint Radio System.

“Interoperable Communications Plan” (the “Plan”) shall mean the plan developed and established by the Plano Radio Division and the Coordinating Committee to facilitate, enhance and simplify radio communications among all agencies utilizing the Joint Radio System or connecting their Subscriber Radio or Console Systems to the Joint Radio System Master Switches.

“Joint Radio System Coordinating Committee” (“Coordinating Committee”) shall mean that group of individuals tasked with maintaining and administering the Joint Radio System infrastructure and selecting a Technical Committee. The Coordinating Committee shall determine and may periodically adjust the number of members and the method for selecting members for

each classification of users with a goal of ensuring that the Technical Committee reflects the full range of user types.

“Master Switch” shall mean the primary processing and network infrastructure to which all Console Systems and Site Repeater Systems must connect in order to operate on the Joint Radio System. The primary Master Switch is currently located at the Plano Radio Division facility and the back-up facility in Allen.

“Over the Air Rekeying” (“OTAR”) shall mean the management and support of Subscriber Radio encryption keys via over-the-air, radio channel transmission.

“Over the Air Programming” (“OTAP”) shall mean the method of implementing programming changes to Subscriber Radios using the over-the-air data capabilities of the Joint Radio System.

“Private Call” shall mean a feature that reserves channel resources specifically for conversations between two Subscriber Radios.

“Site Repeater System” shall mean the base stations, shelter, tower and all site-specific hardware and software infrastructure associated with the provision of a radio site connected to the Joint Radio System Master Switches.

“Subscriber Radio” shall mean a radio that has a unique identification number and is programmed to operate on the Joint Radio System. The term shall include, but not be limited to, control stations (desk top radios), consoles, mobile radios, and portable radios.

“Talk Group” shall mean a specific group of Subscriber Radios allowed to communicate privately within that group over shared infrastructure resources.

“Technical Committee” shall mean a committee consisting of representative(s) from each entity utilizing the Plano and Allen Joint Radio System. This group will function as advisers to the Coordinating Committee regarding technology, new Subscribers, microwave network capacity planning, communication plan, and tasks assigned by the Coordinating Committee.

“End User Group” shall mean a group consisting of currently subscribing entities on the Joint System Radio Network that shall receive regular updates on Joint System Network operations, including upgrades, technical direction, and technology changes to the network.

[End of Document]

Collin County Community College District Board of Trustees

2021-06-1

June 22, 2021

Resource: Kim Davison
Chief of Staff

AGENDA ITEM: Report Out of the Finance and Audit and Organization, Education, and Policy Committees, First Reading of Local Board Policy

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 policy outlined below is being presented for your review as a first reading.

CAK (Local) Appropriations and Revenue Sources – Investments – The Public Funds Investment Act Government Code 2256.005(e) requires the following:
(e) The governing body of an investing entity shall review its investment policy and investment strategies not less than annually. The governing body shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. The College's investment advisory firm, Meeder Investment Management, Inc., has conducted its annual review and recommends the following changes:

- elimination of the requirement for broker/dealers to certify the policy
- addition that each broker/dealer will receive a copy of the policy
- extension of the maturity limit on commercial paper from 180 days to 270 days
- addition of "interest bearing accounts from Texas banks" as an authorized investment type
- addition of language related to HB 2706 that allows investment of bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act and in accordance with both the relevant statutory provisions and the college district's local investment policy.

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

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Purpose Statement	The College District is required under the Public Funds Investment Act (PFIA) Chapter 2256, Texas Government Code, to adopt a written investment policy. The College District is required to comply with the investment policy as approved by the Board in accordance with the standard of care as set forth in Chapter 2256.006, Texas Government Code.
Statement of Intent	The College District will invest public funds in a manner that provides the maximum security while meeting the daily cash flow demands of the College District, providing maximum potential interest earnings, and conforming to all state and local statutes governing the investment of public funds.
Scope	This investment policy applies to all financial assets of the College District. All funds are accounted for in the College District's Annual Financial and Compliance Report.
Prudence	<p>Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.</p> <p>The standard of prudence to be used by investment officers will be the "prudent person" standard and will be applied in the context of managing the overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence will be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.</p> <p>Prudent measures will be used to liquidate any investment that is downgraded to less than the required minimum rating.</p>
Objectives	<p>The primary objectives, in priority order, of the College District's investment activities will be:</p> <ol style="list-style-type: none">1. Safety: Safety of principal is the foremost objective of the College District's investment program. Investments of the College District will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.2. Liquidity: The College District's investment portfolio will remain sufficiently liquid to enable the College District to meet all operating requirements that might be reasonably anticipated.

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3. Return on Investments: The College District's investment portfolio will be designed with the objective of attaining a reasonable market yield throughout budgetary and economic cycles commensurate with the College District's investment risk constraints and the cash flow characteristics of the portfolio.

Designated Officers

The College District's chief financial officer, the associate vice president of accounting and financial reporting, and the associate vice president/controller are expressly authorized by the Board to cause the investment of all available College District funds consistent with this policy and are therefore designated as the investment officers. Because of the various duties and responsibilities related to managing the investment portfolio, the College District's designated investment officers may delegate specific support duties and responsibilities to the revenues and receivables accountant. No person may engage in an investment transaction except as provided under the terms of this policy.

The College District may contract with a Securities and Exchange Commission (SEC)-registered investment adviser for non-discretionary management of the portfolio.

Ethics and Conflicts of Interest

Officers and employees involved in the investment process will refrain from personal business activity that could conflict with proper execution of the College District's investment program or that could impair their ability to make impartial investment decisions. Investment officers who have a personal business relationship with a business organization seeking to sell investments to the College District will file a statement disclosing the relationship to the College District's Board. Any material financial interests in financial institutions that conduct business with the College District, as well as any personal financial/investment positions that could be related to or have an impact upon the performance of the College District's portfolio, will be disclosed.

Additionally, any investment officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573, to an individual seeking to sell an investment to the College District will file a statement disclosing that relationship to the Texas Ethics Commission. A personal business relationship for this disclosure is defined as:

1. Owning ten percent or more of the voting stock or shares of the business organization or owning \$5,000 or more of the fair market value of the business organization;
2. Receiving funds from the business organization exceeding ten percent of gross income for the previous year; or

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3. Acquiring from the business organization during the previous year investments with a book value of \$2,500 or more for a personal account.

**Sellers of
Investments**

~~Prior to authorization by the College District as a broker/dealer for the College District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law.~~

The firm and representatives of brokers/dealers will be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA). A copy of the policy will be sent to every authorized broker/dealer.

**Authorized Financial
Dealers and
Institutions**

The College District will maintain a list of qualified brokers/dealers authorized to engage in investment transactions. The Board will annually review, revise, and adopt this list of qualified brokers.

All approved brokers must have completed a College District broker/dealer questionnaire and will be sent a copy of the investment policy for their records.

Approved brokers will have a current financial statement on file and, if applicable, will have executed a Master Repurchase Agreement.

Local government pools will be sent a copy of the policy and must certify that they have reviewed that policy.

**Authorized
Investments**

The College District will pursue a conservative, proactive approach to investment activity, including bond proceeds and pledged revenue to the extent allowed by law, and although other investments may be authorized by law, the College District may invest only in investments authorized by the Board as listed below:

1. Treasury bills, treasury notes, and treasury bonds of the United States and other direct obligations of the agencies and instrumentalities of the United States.
2. Federal Deposit Insurance Corporation (FDIC) insured or collateralized time or demand deposits issued by a state or national bank domiciled in this state that are:
 - a. Insured by the FDIC or its successor; or
 - b. Secured by obligations described by the Public Funds Collateral Act, Chapter 2257.

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3. Fully collateralized repurchase agreements, as expressly defined in Section 2256.011, Texas Government Code.
4. Local government investment pools approved by the College District's Board, by resolution, with a continuous rating of no lower than AAA or an equivalent rating by at least one nationally recognized rating service, and striving to maintain a \$1 net asset value.
5. AAA-rated money market mutual funds meeting the following criteria:
 - a. The fund must be registered with and regulated by the SEC;
 - b. The fund must have a dollar-weighted average stated maturity of not more than 60 days;
 - c. An established objective of the fund must be to maintain a stable net asset value of \$1 for each share;
 - d. The fund must comply with SEC Rule 2a-7; and
 - e. The fund must meet all requirements of the Texas Public Funds Investment Act, as amended.
6. Domestic commercial paper rated A1/P1 or equivalent with a maximum maturity of ~~180~~270 days.
7. Obligations of states, agencies, counties, cities, and other political subdivisions of any U.S. state rated A or equivalent by a nationally recognized investment rating agency.
8. FDIC-insured brokered certificates of deposit securities issued by any bank in the U.S. delivery-versus-payment (DVP) to the College District's safekeeping agent.
9. Share certificates of credit unions domiciled in the state insured by the National Credit Union Insurance Fund.

~~9-10.~~ Interest bearing accounts in any bank in Texas, FDIC insured or collateralized in accordance with this policy.

**Prohibited
Investments**

The College District is strictly prohibited from investing in any of the following collateralized mortgage obligations (CMO):

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.

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2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
4. Collateralized mortgage obligations that have interest rates determined by an index that adjusts opposite to the changes in a market index.

Collateralization

Collateralization will be required on all bank time or demand deposits and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 102 percent of market value of principal and accrued interest. The custodian will be independent and outside the holding company of the pledging institution or repurchase agreement counter-party.

Acceptable collateral for depository time and demand deposits includes only:

- Obligations of the U.S. government, its agencies, and instrumentalities;
- Obligations of or guaranteed by state and local governmental entities if rated "A" or better; and
- FHLB letters of credit.

Acceptable collateral for repurchase agreements includes only:

- Obligations of the U.S. government, its agencies, and instrumentalities; and
- Obligations of or guaranteed by state and local governmental entities if rated "A" or better.

All these securities are authorized by the Public Funds Collateral Act, Chapter 2257, Texas Government Code.

Additional collateral may be pledged or purchased as required, released as it is not needed, and substituted, if necessary, with the written consent of the investment officer.

Safekeeping

All security transactions, including collateral for repurchase agreements, entered into by the College District will be conducted on a DVP basis. Securities owned by the College District will be held by a College District contracted third-party safekeeping institution. Safekeeping receipts and clearance documents will be required for

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all securities purchased or sold by the College District and held in safekeeping by an authorized third party.

Diversification

Diversification by investment maturity based on cash flow needs will reduce the impact of adverse market fluctuations.

Maximum Maturities

To the extent possible, the College District will attempt to match its investments with anticipated cash flow requirements except the College District will not invest in securities maturing more than 36 months from the date of purchase.

The maximum dollar weighted average maturity of the total portfolio will not exceed 12 months.

Internal Controls

Duties related to investment activities will be delegated so that segregation of duties will be maintained with respect to purchasing, recording, authorizing, and reconciling investment accounts. The College District's designated investment officers will be responsible for all investment decisions. Written signature authorization of two of the aforementioned investment officers will be required to execute all investment purchases or sales.

As part of the annual financial audit, the external auditors will perform a compliance audit of management controls on investments and adherence to investment policies and procedures.

Delivery Versus Payment

All security transactions (with the exception of pool or money funds) by the College District will be settled "delivery versus payment." That is, the College District authorizes the safekeeping institution to release its funds only after a purchased security has been received by the institution.

Competitive Bidding Required

All investments will be purchased or sold on a competitive basis with bids or offers from a minimum of three College District authorized brokers/dealers for the best yield and maturity. New issue agencies must be compared to comparable securities as a competitive bid.

Monitoring Credit Ratings

The investment officer or investment adviser will monitor, on no less than a weekly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by policy, the investment officer or adviser will notify the CFO of the loss of rating, conditions affecting the rating, and possible loss of principal with liquidation options available, within five days after the loss of the required rating.

Loss of Credit Rating

The College District will monitor the credit ratings on securities that require minimum ratings. This may be accomplished through staff

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research or with the assistance of brokers/dealers, banks, safe-keeping agents, advisers, or other independent sources. In the event that the credit rating of any security falls below the minimum required rating, the College District will take all prudent measures that are consistent with its policy to liquidate the investment.

The College District is not required to liquidate investments that were authorized investments at the time of purchase. [See 2256.017]

Monitoring FDIC Coverage

The investment officer or investment adviser will monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CDs owned by the College District based upon information from the FDIC. If any bank has been acquired, or merged with another bank in which brokered CDs are owned, the investment officer or adviser will immediately liquidate any brokered CD that places the College District above the FDIC insurance level.

Reporting

Not less than quarterly, a written report of investment transactions for all funds will be prepared and signed by the investment officers and will be submitted to the Board. Reports will be prepared in accordance with requirements as specified in Section 2256.023, Texas Government Code. The quarterly written reports will be reviewed annually during the compliance audit of an independent auditor with the results reported to the Board.

Market Price

The investment portfolio will be marked to market monthly. Pricing information will be obtained from sources deemed independent and comparable by the associate vice president of accounting and financial reporting or the associate vice president/controller. If the price of a security is not available, the price may be estimated by analyzing similar securities' market values (matrix pricing).

Training

The College District's chief financial officer, the associate vice president of accounting and financial reporting, and the associate vice president/controller, being designated by the Board as the investment officers for the College District, will receive ten hours of instruction in accordance with the PFIA of the State of Texas within the first 12 months of assuming the position. Every succeeding two years the officers will receive at least ten additional hours of training relating to investment responsibility from an independent source approved by the Board.

Investment Policy Review and Adoption

The College District's investment policy will be adopted by written resolution of the Board stating that the Board has reviewed the investment policy and strategy and will include any changes made to either. The investment policies and strategies will be reviewed by

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the Board not less than annually. All revisions will be formally approved by the Board.

Investment Strategy

The College District maintains portfolios that use four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolio(s). The weighted average maturity of the overall portfolio will not exceed one year.

Strategies for the investment of College District funds will address:

1. Investment suitability as it relates to the financial requirements and credit concerns of the College District;
2. Preservation and safety of principal to ensure that capital losses are avoided whether they be from defaults or erosion of market value;
3. Liquidity to the extent needed to pay the College District's obligations as they become due;
4. Investment marketability provided the need arises for the College District to liquidate the investment prior to its maturity date, although securities of all types are purchased with the intention of holding until maturity;
5. Investment diversification by maturity and market sector; and
6. Yield to attain the best yield on investments, while considering risk constraints and cash flow needs; the basis or benchmark used to determine whether market yields are being achieved will be the one-year Treasury Bill chosen for its comparability to the portfolio's maximum weighted average maturity.

Operating Fund

The primary objective of the investment strategy for the operating fund will be to ensure that anticipated cash flows are matched with adequate investment liquidity. Maturities will be staggered to meet operating expenditures, based on known and projected cash flows and market conditions. Thirty-six months is the maximum maturity for the majority of securities in the portfolio.

Building Fund

The primary objective of the investment strategy for the building fund will be to ensure that maturities are matched with anticipated cash flows. Maturities will be staggered so that they coincide with estimated draw down dates based on construction schedules and estimated project completion dates.

Debt Service Fund

The primary objective of the investment strategy for the debt service fund will be to ensure that investment liquidity is adequate to

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cover each succeeding debt service obligation on the required payment date. No investments may be made that exceed the next unfunded debt service payment date.

Debt Service
Reserve Funds

Debt service reserves have no anticipated expenditures. The funds are deposited to provide annual debt service payment protection to bond holders. Market conditions and arbitrage regulation compliance determine the advantage of security diversification and liquidity. Generally, if investment rates exceed the applicable arbitrage yield for a specific bond issue, the College District is best served by locking in investment maturities and reducing liquidity. If the arbitrage yield cannot be exceeded, the concurrent market conditions will determine the attractiveness of locking in maturities or investing shorter and anticipating future increased yields. Managing the portfolios maturities to not exceed the call provisions of the bond issue will reduce the investment's market risk if the College District's bonds are called and the reserve fund liquidated. No investment maturity will exceed three years. All portfolio investments will be in compliance with bond covenants and insurance requirements of all bond issues.

Collin County Community College District Board of Trustees

2021-06-2

June 22, 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

- **DBA(Local)** – Employment Requirements and Restrictions – Credentials and Records
- **DEC(Local)** – Compensation and Benefits – Leaves and Absences
- **FLDB(Local)** – Student Complaints – Course Grade Complaints
- **FM(Local)** – Discipline and Penalties
- **FMA(Local)** – Discipline and Penalties – Discipline Procedure

DISCUSSION:

The Organization, Education, and Policy Committee reviewed all policies presented in this item. The Committee Chair will report out a recommendation at the June 22, 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.

- **DBA(Local) – Employment Requirements and Restrictions – Credentials and Records** - Updates required due to restructuring of accreditation institutions.
- **DEC(Local) – Compensation and Benefits – Leaves and Absences** - Authorizes the District President to pay an employee for earned but unused vacation hours in lieu of providing time off when deemed necessary due to critical needs of the college.
- **FLDB(Local) – Student Complaints – Course Grade Complaints** - This revision updates the title of the Grade Appeals Board (GAB).

- **FM(Local) – Discipline and Penalties-** Recommended revisions incorporate operational changes consistent with the College’s student discipline process.
- **FMA(Local) – Discipline and Penalties – Discipline Procedure-** Similarly, recommended revisions incorporate operational changes consistent with the College’s student discipline process.

DISTRICT PRESIDENT’S RECOMMENDATION:

The District President recommends approval of the five 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.”

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

DBA
(LOCAL)

**Social Security
Number**

The College District ~~shall~~will not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the College District ~~shall~~will keep an employee's social security number confidential.

**Custodian of
Personnel Records**

The College District designates the chief human resources officer as the custodian of personnel records to serve as the agent of the District President and maintain all records relating to all present and past employees of the College District.

**Employee
Credentials**

Degrees, credit hours, and certificates ~~shall~~will be evaluated and recognized by using the following criteria:

1. The degree and/or credit hours are from a college/university accredited (or in pre-accreditation status) by a nationally recognized accrediting agency ~~and also an accrediting agency~~ recognized by the Coordinating Board. Accredited institutions and nationally recognized accrediting agencies ~~shall~~will be determined by using the following:
 - a. Accredited Institutions of Higher Education.
 - ~~b. Education Directory, Colleges, and Universities.~~
 - ~~c. Federation of Regional Accrediting Commissions of Higher Education.~~
 - ~~d. Council on Postsecondary Accreditation.~~
 - ~~e-b.~~ U.S. Department of Education.
 - ~~c.~~ Coordinating Board.
 - ~~f-d.~~ Council for Higher Education Accreditation.
 - ~~g-e.~~ Other agencies or publications that will establish national recognition or accreditation.
2. If the degree/certificate is from a college, university, school, institution, or association outside the United States, it must be verified through a nationally recognized independent foreign transcript evaluation service or by a university in the United States qualified to conduct such evaluations.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

Comprehensive Leave Program	The Board provides a comprehensive program of leave benefits for full-time employees of the College District.
Accrual of Leave	Leave hours accrue on the last day of each month. An employee who is in a paid status (at work or on paid leave) on the last day of the month earns leave hours for that month.
Reporting Absences	Employee absences are reported through a time and attendance reporting system. Supervisors ensure appropriate documentation and use of leave and take action, as needed, if an employee does not accurately report his or her absences. [See DMAA(LOCAL)]
Family and Medical Leave	<p>For purposes of the Family and Medical Leave Act (FMLA), the following eligible conditions apply:</p> <ol style="list-style-type: none">1. For the birth of a son or daughter, and to care for the newborn child;2. For placement with the employee of a son or daughter for adoption or foster care [For the rules regarding leave for “adoption” and “foster care,” see 29 C.F.R. 825.121];3. To care for the employee's spouse, son, daughter, or parent with a serious health condition;4. Because of a serious health condition that makes the employee unable to perform the functions of the employee's job;5. Because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a military member on covered active duty (or has been notified of an impending call or order to covered active duty status); and6. To care for a covered service member with a serious injury or illness incurred in the line of duty if the employee is the spouse, son, daughter, parent, or next of kin of the covered service member.
Immediate Family	For purposes of this policy, “immediate family” is defined as a dependent son or daughter, including a biological, adopted, or foster child; a stepchild; a legal ward, or a child for whom the employee stands <i>in loco parentis</i> who is under the age of 18, or someone 18 years or older who is incapable of self-care because of a mental or physical disability; and a spouse.
Family Emergency	The term “family emergency” will be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Leave Day	A “leave day” for purposes of earning, use, or recording of leave will mean the number of hours per day equivalent to the employee’s usual assignment.
Catastrophic Illness or Injury	A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family. A catastrophic illness or injury is one that is expected to incapacitate the employee for an extended period of time (usually longer than five days) and that requires inpatient care in a hospital, hospice, or residential medical facility, or a regimen of continuing treatment of the employee by a health-care provider that requires absences from work for treatment. Catastrophic leave is only available for those employees who have exhausted all leave time earned by those employees. Such conditions typically require prolonged inpatient hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth will be considered catastrophic if they meet the requirements of this paragraph. The College District may require a second or third medical opinion, at its cost, to confirm that the illness or injury qualifies for catastrophic leave.
Earning Leave	An employee will not earn any form of paid leave when he or she is in unpaid status. An employee using full or proportionate paid leave will be considered to be in paid status.
Deductions	The College District will not approve paid leave for more leave days than have been carried over from prior years plus leave currently available. Any unapproved absences or absences beyond available paid leave will result in deductions from the employee’s pay. An employee’s final paycheck will be reduced for paid leave the employee used, but had not earned, as of the date of separation.
Leave Without Pay	
Leave Proration	Paid leave will be prorated based on the actual time employed within an academic year.
Order of Use	Earned compensatory time will be used before any available paid leave. [See DEA]
	Use of the sick leave bank will be permitted only after all available local leave has been exhausted.
Concurrent Use of Leave	When an absent employee is eligible for FMLA leave, the College District will designate the absence as FMLA leave. The College District will require the employee to use paid leave, including compensatory time, concurrently with FMLA leave.

An employee receiving workers' compensation income benefits may be eligible for paid or unpaid leave. An absence due to a work-related injury or illness will be designated as FMLA leave.

Sick Leave

Full-time employees will earn eight hours of paid sick leave per month in accordance with administrative regulations.

Sick leave will accumulate to a maximum of 720 hours.

Sick leave will only be used for the following:

1. Illness of the employee.
2. Illness of a member of the employee's immediate family [see Immediate Family, above].
3. Up to three days (24 hours) of accrued sick leave each fiscal year for medical or dental appointments or to help care for an extended family member who is ill. Extended family members include parents, grandparents, adult children, grandchildren, siblings and in-laws, and step and foster relationships of the preceding.
4. Family emergency.
5. Birth or placement of a child when taken within the first year after the child's birth, adoption, or foster placement.
6. Contribution to the sick leave bank.

Sick Leave Bank

The College District will establish a sick leave bank to which all full-time employees may contribute up to 24 hours of earned but unused sick leave per year.

A full-time employee may request leave from the bank if the employee experiences a catastrophic illness or injury as defined in this policy and has exhausted all paid leave.

If the employee is unable to request leave from the sick leave bank, a member of the employee's family or the employee's supervisor may submit the request.

Eligibility

Only full-time benefits-eligible employees may apply for use of the sick leave bank.

Eligible employees may only draw from the sick leave bank for a single diagnosis code for a period not to exceed the maximum allowable hours consistent with plan operating procedures.

The District President or designee will develop procedures for the operation of the sick leave bank that address the following:

1. Procedures to request leave from the sick leave bank;

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LEAVES AND ABSENCES

DEC
(LOCAL)

2. The maximum number of days per academic year a member employee may receive from the sick leave bank;
3. The administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
4. Other procedures deemed necessary for the operation of the sick leave bank.

Appeal

All decisions regarding the sick leave bank may be appealed in accordance with DGBA(LOCAL).

Family and Medical Leave

Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period will be measured forward from the date an individual employee's first FMLA leave begins.

Combined Leave for Spouses

If both spouses are employed by the College District, the College District provides a combined total of 12 weeks (in any combination) of FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition. The College District will limit military caregiver leave to a combined total of 26 weeks. [See DECA(LEGAL)]

Intermittent or Reduced Schedule Leave

The College District will permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee. [See DECA(LEGAL) for use of intermittent or reduced schedule leave due to a medical necessity.]

Certification of Leave

If an employee requests leave, the employee will provide certification, as required by FMLA regulations, of the need for leave. [See DECA(LEGAL)]

Fitness-For-Duty Certification

If an employee takes FMLA leave due to the employee's own serious health condition, the employee will provide, before resuming work, a fitness-for-duty certification. If the College District will require certification of the employee's ability to perform essential job functions, the College District will provide a list of essential job functions to the employee with the FMLA designation notice.

Failure to Return

If, at the expiration of FMLA leave, the employee is able to return to work but chooses not to do so, the College District may require reimbursement of premiums paid by the College District during the leave. [See DECA(LEGAL), Recovery of Benefit Cost]

Parental Leave

Employees who have been employed in a benefits-eligible position for at least 12 months are eligible to use ten days of paid parental leave at the time of the birth or adoption of a child. Parental leave

must be coordinated with the employee's concurrent leave under the FMLA and is available for use from the time of birth or placement of the child only. Parental leave must be used while the employee is on the related FMLA leave and does not accrue or remain available for use at a later date. Adjunct faculty, part-time employees, and employees on leave without pay status are not eligible for paid parental leave as outlined in this policy but may be eligible for unpaid FMLA leave.

Personal Leave

Full-time employees will earn 24 hours of paid leave each fiscal year to conduct personal business in accordance with administrative regulations. Personal leave will be noncumulative.

Request for Personal Leave

The employee will submit a request for use of personal leave in advance in accordance with leave of absence procedures and guidelines. In deciding whether to approve or deny personal leave, the supervisor or designee will not seek or consider the reasons for which an employee requests to use leave. The supervisor or designee will, however, consider the effect of the employee's absence on the educational program or College District operations.

Vacation Leave

All full-time, 12-month staff and administrative employees will earn paid vacation in accordance with the schedule published in administrative regulations.

Upon successful completion of the new employee 90-day (calendar day) probationary period, eligible employees will receive vacation credit retroactive to the original service date, in accordance with the published vacation plan. Employees who terminate employment prior to completion of the new employee probationary period will have no accrued vacation credit.

Use of vacation leave will not exceed 15 consecutive workdays.

Carryover of earned but unused vacation hours will be permitted within the guidelines established by the District President or designee.

**Payment of
Vacation Leave in
Lieu of Time Off**

If sufficient funds are available in the Board-approved budget or from other appropriate funding sources, the District President may authorize a payment of up to 160 hours of an employee's earned but unused vacation leave hours. This payment would be in lieu of time off when an employee is not permitted or able to take requested vacation leave due to workload, special projects, or critical needs of the college, as designated by the District President.

If sufficient funds are not available, the request must be submitted to the Board for consideration to allocate the needed funds from appropriate reserve accounts.

An annual report of any authorized payments to employees under this sub-section of the policy will be presented to the Board as an information item following the fiscal year end.

Payment of
Vacation Leave at
Termination

Employees beyond the initial 90-day probationary period, who terminate eligible employment with the College District, will be paid for the current fiscal year's earned but unused vacation hours and up to a maximum of 80 hours of earned but unused carryover vacation hours from prior fiscal years.

Request for
Vacation Leave

The employee will submit a request for use of vacation leave in advance in accordance with leave of absence procedures and guidelines. In deciding whether to approve or deny vacation leave, the supervisor or designee will consider the effect of the employee's absence on the educational program or College District operations.

Sabbatical Leave

Sabbatical leaves are available to provide College District employees with a significant opportunity for professional growth. Sabbatical leaves are granted based on a review and recommendation by the sabbatical committee in response to the published priorities for the year, with subsequent review, recommendation, and consideration by the executive vice president, District President, and the Board. Sabbatical leaves are not granted on the basis of longevity and are not an entitlement.

Sabbatical leave may be granted, upon application, for study, research, writing, field observations, or other suitable purposes such as completing a degree, improving skills, and maintaining currency in the employee's discipline or field.

Eligible employees [see definition at DEC(LEGAL) Development Leaves of Absence] may apply for a sabbatical upon completion of five years of continuous full-time service. Six years of continuous full-time service must be completed before a sabbatical can commence.

The leave will be for one academic year at one-half of the faculty member's regular salary or for one-half academic year at full regular salary. Failure to return for all or part of the one-year period will make the person liable for the return of all, or part, of the sabbatical stipend in proportion to the percent of time not completed.

An otherwise eligible employee who has received a sabbatical leave within the past five years, whose position is funded by an external grant or contract, or who is in his or her last year of full-time employment with the College District is ineligible for sabbatical leave.

The chief human resources officer and the chair of the sabbatical leave committee are available to answer questions concerning the sabbatical leave policy and procedures.

Bereavement Leave

A full-time benefits-eligible employee will be granted up to 40 hours of paid bereavement leave upon the death of an employee's spouse, child, parent, or other person who occupies a position of similar importance in the employee's family in accordance with administrative regulations.

A full-time benefits-eligible employee will be granted up to 24 hours of paid bereavement leave upon the death of other family members of the employee to include siblings, grandparents, grandchildren, parents-in-law, and siblings-in-law, or other person who occupies a position of similar importance in the employee's family in accordance with administrative regulations, including an employee's step and foster relationships of the above.

Bereavement leave will be noncumulative.

Critical Illness Leave

Definition

"Critical illness" is defined as a life-threatening condition.

Benefit

A full-time employee will be granted up to 24 hours of paid critical illness leave for absences associated with the critical illness of an immediate family member or other family members of the employee to include siblings, grandparents, grandchildren, parents-in-law, and siblings-in-law, or other person who occupies a position of similar importance in the employee's family, in accordance with administrative regulations.

Critical illness leave will be noncumulative.

Workers' Compensation

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the College District's contribution to health insurance. [See CKD(LOCAL) regarding payment of insurance contribution during employee absences.]

An absence due to a work-related injury or illness will be designated as FMLA leave.

An employee eligible for workers' compensation income benefits may elect in writing to use paid leave.

Extraordinary Circumstances

Up to 40 hours of leave without pay may be granted to an employee for extraordinary circumstances that cannot be addressed within the paid leave benefits provided by the College District, in

accordance with administrative procedures and guidelines for faculty and staff. An employee who has been employed more than 12 months may request leave without pay of up to 720 hours after he or she has exhausted all eligible leave, including paid, unpaid, and FMLA leave for his or her own serious health condition or that of an immediate family member, to include the spouse or dependent child(ren) of the employee. Upon return from the leave of absence, the employee will be eligible for the same or similar position, upon release from his or her physician, if applicable, consistent with the College District's procedures and guidelines for faculty and staff.

Employees not Eligible for FMLA Leave

A full-time employee who has not yet worked the required 12 months and 1250 hours to qualify for FMLA leave may take a maximum of 160 hours of leave without pay for his or her own serious health condition or for the serious health condition of the employee's spouse and dependent children of the employee.

Expiration of Available Leave and Attendance Policy

When an employee is close to using all earned paid and unpaid approved leave, the College District will send a letter to the employee at the home address on file explaining that his or her leave is almost exhausted and the notification requirements for returning to work. If the employee's absence is due to his or her own medical condition, the employee must present a written medical clearance form, a health-care professional who verifies the employee is able to perform the essential functions of his or her position, and a description of any requested job-related accommodations provided by the deadline to the College District.

[See DMAA]

If an employee is not medically released to return to work, with or without reasonable accommodations, when all available paid and unpaid leave has been exhausted, the employee's employment with the College District will end, absent a request by the employee for a reasonable accommodation. Communications with the employee will be consistent with administrative procedures and guidelines.

Voting in Public Elections

An employee is expected to vote before or after his or her scheduled working hours unless voting at a polling location on a College District campus. In the rare instance that this is not possible, the employee may request prior approval from his or her supervisor for time off, not to exceed two hours, to vote.

Court Appearances

Absences due to compliance with a valid subpoena for College District-related business or for jury duty will be fully compensated by the College District and will not be deducted from the employee's pay or leave balance.

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

Absences due to compliance with a valid subpoena for personal business will be deducted from the employee's personal leave or vacation leave or result in loss of pay at the employee's daily rate for each day of work missed.

**Other Absences and
Leave Without Pay**

Any other absences or granted leaves of absence will result in an appropriate deduction from pay or deduction from eligible leave balances, consistent with the College District's procedures and guidelines for faculty and staff.

**Freedom from
Capricious Grading**

Students have a right to be free from capricious grading and to be treated fairly in grading and classroom practices. In most circumstances, students ~~shall~~should seek to settle any dissatisfaction concerning grades directly with the faculty member involved. If a grade dispute cannot be settled in this way, students ~~shall~~should consult the ~~dean of the appropriate academic division~~ appropriate associate academic/workforce dean or academic/workforce dean. If the issue remains unresolved, the student may appeal to the ~~grade appeals task force~~ Grade Appeals Board (GAB).

Appeals to the ~~grade appeals task force (GATF)~~ Grade Appeals Board (GAB) ~~shall~~will be filed with the chair of the ~~GATF-GAB~~ no later than the last regular class day of the next long semester after receiving the grade. An allegation of capricious grading shall be handled according to the grade appeals procedure outlined in the student handbook.

Note: For procedures related to student discipline, see FMA.

Penalties for Student Misconduct

A student will be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct [see FLB]. If a student commits an infraction or engages in misconduct, the College District may impose one or more of the following types of penalties:

1. Reprimand - A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.
2. Restitution - Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
3. Scholastic penaltyies - The assignment of a failing grade on an assignment or examination or in a course by an instructor after a student is found responsible through the student disciplinary process for ~~based on~~ scholastic dishonesty, including, but not limited to, cheating, collusion, and plagiarism; ~~committed by a student~~. The instructor or program director will submit a written report of the incident and of the recommended planned scholastic penalty(ies) action to their instructor's associate dean and/or dean.
4. Educational Project Experience (EPE) – An assignment or experience allowing the student to learn specific behaviors or lessons related to the student's conduct and the specifics of the student's disciplinary case. EPEs offered by the College District include, but are not limited to, awareness seminars, essays or written assignments, and online learning modules.
5. Conditional Probation - The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Conditional probation may include restrictions on a student's rights and privileges or specified community service. The Conditional pProbation may be for a specified length of time or ~~for an~~ indefinite period according to the relative severity of the infraction or misconduct. Failure to fulfill the terms of the Conditional pProbation may lead to suspension or expulsion.
6. Suspension - Forced withdrawal from the College District for either a definite period of time or until stated conditions have been met. Normally, suspension will extend through a minimum of one regular long semester (with summer sessions not

counting in the one semester minimum time lapse). However, suspension may exceed the one semester minimum.

7. Expulsion - Permanent forced withdrawal from the College District. A student receiving expulsion will have the action noted in the student's permanent record.

Suspended or
Expelled Students

No former student who has been suspended or expelled from the College District for disciplinary reasons will be permitted on the campus or other facilities of the College District, initiated into an honorary or service organization, or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the appropriate administrator or the Board.

Disciplinary Records and Retention

The College District will maintain for every student alleged or determined to have committed misconduct at the College District, a disciplinary record that will reflect the charge(s), the disposition of the charge(s), the sanction(s) assessed, if any, and any other pertinent information. The disciplinary record will be separate from the student's academic record and will be treated as confidential; the contents will not be revealed except on request of the student or in accordance with applicable state or federal laws.

The disciplinary record will be maintained permanently in the event that a student is expelled or subject to an extended suspension. In all other cases, the disciplinary record will be maintained in accordance with the College District's records retention schedule.

Publication

Information regarding student discipline described in College District policies and accompanying procedures will be published in the student handbook.

**Reports of Alleged
Misconduct**

College District faculty and staff will submit an alleged violation or violations of College District policies and procedures, including the rules for student conduct [see FLB], committed by a student to the dean of students within a reasonable time following an alleged incident, not to exceed ten College District business days. For the purpose of this policy, "a reasonable time" means within ten College District business days of the alleged incident or, in the case of scholastic dishonesty, within ten College District business days of the date the instructor reviews the assignment in question.

The allegation(s) must be submitted in writing, through traditional or electronic means, and must describe the violation(s) and any surrounding facts.

Exception

The dean of students or designee will investigate the matter, as necessary appropriate.

Dismissal of
Allegation

Reports of sex discrimination or sexual harassment will be submitted in accordance with DIIA or FFDA, as appropriate.

Exception

If an allegation is deemed to be unfounded, the dean of students or designee will dismiss the allegation and will provide the student written notice that the allegation of misconduct was made against the student and that the allegation was dismissed.

**Notification
Conference**

~~Reports of sex discrimination or sexual harassment will be submitted in accordance with DIIA or FFDA, as appropriate.~~

If, ~~however,~~ the dean of students or designee determines ~~that~~ the allegation warrants further consideration, the dean of students or designee will summon the student for a notification conference to be held within a reasonable time, not to exceed ten College District business days, following ~~the~~ receipt of the allegation of misconduct.

At the notification conference, the dean of students or designee will ~~notify-inform~~ the student of the allegation(s) ~~or allegations~~ and provide the student an opportunity to respond and submit applicable documentation or evidence for consideration by the dean of students or designee.

Unfounded
Allegations "Not
Responsible"
Administrative
Decision

After conferring with the student, if the dean of students or designee determines ~~that~~ the student did not commit a violation, the ~~allegation or allegations will be dismissed as unfounded~~ student will be found not responsible and will not be issued a disciplinary penalty under FM. The student will be provided written notice of the dismissal "Not Responsible" administrative decision. A "Not Responsible" administrative decision from the dean of students or designee will be final, and binding, and the student will not be allowed to appeal that decision.

DISCIPLINE AND PENALTIES
DISCIPLINE PROCEDURE

FMA
(LOCAL)

Informal
Administrative
Decision/Resolution

If the dean of students or designee determines that addressing the allegation(s) informally is more appropriate, the dean of students or designee will recommend an informal resolution of the allegation(s). The dean of students or designee will ~~will~~-may recommend behavioral directives to support compliance with the College District's *Student Code of Conduct*. If the student agrees to comply with all recommended behavioral directives, ~~then~~ the dean of students or designee will issue an Informal Resolution Agreement and the student will not be issued a disciplinary penalty under FM. As part of the Informal Resolution Agreement, the student will be required to sign an Acknowledgment Statement indicating the student will comply with the *Student Code of Conduct* for the designated time or for the remainder of their attendance at the College District. Once the Acknowledgment Statement is signed, the Informal Resolution Agreement will be final, binding, and the student will not be allowed to appeal the Informal Resolution.

Formal
Administrative
Decision and
Misconduct
Warranting a
Disciplinary
Penalty

If the dean of students or designee determines ~~that~~ the student committed misconduct that warrants a penalty or penalties under FM, the dean of students or designee will provide the student a written administrative decision with notice of the penalty or penalties and the student's options, including the right to appeal to the ~~disciplinary~~ Disciplinary Appeals Committee (DAC).

Student Chooses
to Appeal the
Administrative
Decision

If the student chooses to appeal the administrative decision of the dean of students or designee, they must submit the Disciplinary Appeal Request Form contained in the administrative decision documents on or before the tenth College District business day following the administrative decision. Once the deadline for filing an appeal has passed, the administrative decision of the dean of students or designee will be final, binding, and the student will not be allowed to appeal that decision. The student will be expected to comply with all disciplinary penalties and obligations set forth in the administrative decision.

Student Chooses
to Accept the
Administrative
Decision

A student who chooses to accept the administrative decision rendered by the dean of students or designee will sign an ~~acceptance~~ Acceptance of the Administrative Decision ~~s~~Statement indicating ~~he or she~~ they understands:

1. the Student Code of Conduct violation(s),
2. the disciplinary penalty, or penalties imposed, and
- 4-3. _____ that by signing the ~~acceptance~~ Acceptance of the Administrative Decision ~~s~~Statement ~~he or she~~ they voluntarily waives the right to appeal.

The Acceptance of the Administrative Decision Statement must be

	<p><u>signed no later than ten College District business days following the administrative decision. Once the acceptance Acceptance of the Administrative Decision Statement is signed or the deadline for filing an appeal has passed, the administrative decision of the dean of students or designee will be final, binding, and the student will not be allowed to appeal that decision. The student will be expected to comply with all disciplinary penalties and obligations set forth in the administrative decision.</u></p>
<p><u>Student Chooses to Take No Action</u></p>	<p><u>If the student does not sign the Acceptance of the Administrative Decision Statement or submit the Disciplinary Appeals Request Form by the stated deadline, the administrative decision of the dean of students or designee will be final, binding, and the student will not be allowed to appeal that decision. The student will be expected to comply with all disciplinary penalties and obligations set forth in the administrative decision.</u></p>
<p><u>Scholastic Dishonesty Violations</u></p>	<p><u>If the student was found responsible for a scholastic dishonesty violation, as defined in the College District's <i>Student Code of Conduct</i>, the student may also receive a scholastic penalty in the course where the scholastic dishonesty took place. The faculty member will determine the appropriate scholastic penalty, which may range from a grade of zero on the assignment to failing the course. [See FLB and FM.]</u></p>
<p>Interim Disciplinary Action</p>	<p>The dean of students or designee may take immediate interim disciplinary action; including, <u>but not limited to, temporary immediate suspension pending a hearing, against a student for policy violations if the continuing presence of the student poses a danger to persons or property or an ongoing threat of disrupting the educational environment.</u></p>
<p>Disciplinary Appeals Committee (DAC)</p>	<p>The disciplinary Appeals Committee <u>Disciplinary Appeals Committee (DAC)</u> will be convened on <u>at the</u> request of a student appealing the <u>formal administrative decision and/or disciplinary</u> penalty or penalties imposed by the dean of students or designee. The student's request must be submitted in writing within ten College District business days of the date of the dean of students or designee's written administrative decision. <u>Upon receipt of the student's request for appeal and under reasons designated by the DAC, the DAC may recommend that the matter return to an informal Resolution by the dean of students or designee prior to the scheduling of the DAC appeal hearing.</u></p>
<p>Composition</p>	<p>The disciplinary appeals committee <u>DAC</u> will be composed of at least four <u>three</u> College District employees and a minimum of one current College District student, when appropriate. <u>To hold an appeal hearing, a quorum of three DAC members must be met.</u> The members of the disciplinary appeals committee <u>DAC</u> and the com-</p>

mittee chairperson will be designated according to procedures developed by the designated leadership team member. All members chosen to serve on the DAC appeal hearing panel of the disciplinary appeals committee will be eligible to vote on the issue of whether or not the student violated College District policies and procedures, including the rules for student conduct, and whether the student should receive an appropriate disciplinary penalty or penalties during the hearing.

DAC Appeal
Hearing Notice

The dean of students or designee will notify the student by letter of the date, time, and place for the DAC appeal hearing. Unless the student and the dean of students or designee otherwise agree or unless there are unforeseeable circumstances beyond the College District's control, the DAC appeal hearing will take place within a reasonable time period, not to exceed ten College District business days after the date of the student's request for the appeal hearing ~~or the dean of students or designee's determination that the student should be suspended.~~ The dean of students may extend the College District's ten-day timelines within this policy by sending written notice to the parties of the extension.

*Contents of
Notice*

The notice will:

1. Direct the student to appear on the date and at the time and place specified.
2. Advise the student of ~~his or her~~their rights to:
 - a. ~~To h~~Have a private appeal hearing.
 - b. ~~To b~~Be assisted by an adviser or legal counsel at the appeal hearing.
 - c. ~~To e~~Call witnesses, request copies of evidence in the College District's possession, and offer evidence and agreement on ~~his or her~~their own behalf.
 - d. ~~To m~~Make an audio recording of the proceedings, after first notifying the dean of students or designee in advance of the hearing, or, at the student's own expense, to have a stenographer present at the appeal hearing to make astenographic transcript of the appeal hearing.
 - e. ~~To a~~Ask questions of each witness who testifies against the student.
3. Contain the names of witnesses who will testify against the student and a description of documentary and other evidence that will be offered against the student.
4. Contain a description of the allegation(s) of misconduct in sufficient detail to enable the student to prepare ~~his or her~~their

DISCIPLINE AND PENALTIES
DISCIPLINE PROCEDURE

FMA
(LOCAL)

defense against the charges.

5. State the proposed ~~punishment~~ disciplinary penalty or range of ~~punishments~~ disciplinary penalties that may be imposed.

Failure to Appear
for DAC Appeal
Hearing

The ~~disciplinary appeals committee~~ DAC may impose an appropriate ~~punishment~~ disciplinary penalty or penalties upon a student who fails without good cause to appear for the appeal hearing.; ~~f~~For purposes of assessing ~~punishment~~ an appropriate disciplinary penalty or penalties, the ~~committee~~ DAC may proceed with the ap-
peal hearing in the student's absence.

All DAC appeal hearings will be recorded by the College District.

DAC Appeal
Hearing Procedures

The appeal hearing will proceed as follows:

1. The chairperson or associate chairperson will read the description of the alleged misconduct.
2. The chairperson or associate chairperson will inform the student of ~~his or her~~ their rights.
3. The ~~designated official or representative~~ dean of students or designee will present the College District's case.
4. The student or representative will present the student's defense.
5. The ~~designated College District official or representative~~ dean of students or designee will present rebuttal evidence.
6. The ~~committee~~ DAC members may ask questions of witnesses testifying on behalf of the student or the College District.
7. The ~~designated official or representative~~ dean of students or designee will summarize and argue the College District's case.
8. The student or representative will summarize and argue ~~his or her~~ their case.
9. The ~~designated official or representative~~ dean of students or designee will have an opportunity for rebuttal argument.
10. The ~~committee~~ DAC members will deliberate in closed session. The ~~committee~~ DAC members will vote on the issue of whether or not the student violated College District policies and procedures, including the rules for student conduct, and whether the student should receive an appropriate disciplinary penalty or penalties.
11. If the ~~committee~~ DAC finds the student committed misconduct, the ~~committee~~ DAC members will determine whether the

disciplinary penalty assessed, or proposed in the case of rec-ommendation for expulsion, by the dean of students or designee is appropriate and, if necessary, will assess a different or additional penalty.

12. The ~~committee-DAC~~ chairperson or associate chairperson will communicate the decision and any findings of facts in support of the ~~committee's-DAC's~~ decision to the student-dean of students or designee in writing within ten College District business days of the appeal hearing. The dean of students or designee will notify the student in writing within ten College District business days of the appeal hearing of the DAC's decision and the disciplinary penalty or penalties imposed, if any. The notice will include procedures for accepting the DAC's decision or appealing the committee's-DAC's decision to the designated leadership team member.

Evidence

~~All hearings will be recorded by the College District.~~

Evidence will be handled in accordance with the following:

1. Legal rules of evidence do not apply unless otherwise required by applicable Title IX regulations; the ~~committee-DAC~~ chairperson or associate chairperson may admit evidence or exclude evidence considered to be irrelevant, immaterial, and unduly repetitious.
2. At the appeal hearing, the College District will be required to prove by a preponderance of the evidence that the charges are true.
3. A student may not be compelled to testify.
4. The ~~committee-DAC~~ will determine if a violation has occurred and assess an appropriate disciplinary penalty or penalties based solely on the evidence presented at the appeal hearing.

After the Appeal Hearing

The dean of students or designee will notify the student in writing, within ten College District business days of the appeal hearing, of the DAC's decision and the disciplinary penalty or penalties imposed, if any. The notice will include procedures for accepting the DAC's decision or appealing to the designated leadership team member.

Appeal to College District Administration the Designated Leadership Team Member

A student may, within ten College District business days of receiving notice of the ~~disciplinary~~ Disciplinary appeal Appeal committee's Committee's (DAC's) decision, petition in writing the designated leadership team member to review the decision. To initiate the appeal to the designated leadership team member, the student must submit the Disciplinary Appeal Request Form contained in the DAC's decision documents on or before the tenth College District business day following the DAC's decision. The student's petition will state with particularity why the decision is believed to be incorrect.

After receiving notice of the appeal, the ~~disciplinary appeals committee~~ DAC chairperson or associate chairperson will forward all evidence considered during the appeal hearing, the audio recording of the appeal hearing, and the digest of the appeal hearing, if applicable, to the designated leadership team member.

The designated leadership team member will hold a conference within ten College District business days after the appeal notice is filed, unless there are unforeseeable circumstances beyond the College District's control. At the conference, the student may provide information concerning any documents or information relied on by the ~~committee~~ DAC. The designated leadership team member may set reasonable scope and time limits for the conference. The conference will be audio recorded.

The designated leadership team member will provide the student a written response, stating the basis of the decision, within ten College District business days following the conference. In reaching a decision, the designated leadership team member may consider the evidence included in the student's petition, provided during the conference, and forwarded by the ~~committee~~ DAC chairperson or associate chairperson.

The designated leadership team member may act to affirm, modify, remand, or reverse the decision of the ~~disciplinary appeals committee~~ DAC. The designated leadership team member's decision is final and non-appealable, except when expulsion is recommended by the dean of students or designee and/or the ~~disciplinary appeals committee~~ DAC and affirmed by the designated leadership team member.

After the Appeal

The designated leadership team member or designee will notify the student in writing within ten College District business days of the appeal of the decision and the disciplinary penalty or penalties imposed, if any. The notice will include procedures for accepting the designated leadership team member's decision or for appealing to the District President or designee solely in those cases where expulsion is recommended and affirmed.

**District President
Review of
Recommendation for
Expulsion**

Solely in the case where expulsion is recommended and affirmed, a student may appeal to the District President or designee. An appeal to the District President or designee will be held on the request of a student appealing the designated leadership team member's decision and affirmation of expulsion. The appeal request must be submitted in writing within ten College District business days of the designated leadership team member's decision. To initiate the appeal to the District President or designee, the student must submit the Disciplinary Appeal Request Form contained in the designated leadership team member's decision documents on or before the tenth College District business day following the designated leadership team member's decision.

The District President or designee may request a meeting with the student prior to issuing a final administrative decision.

The District President or designee will review all recommendations for expulsion, whether or not the student chooses to proceed through the disciplinary appeals process. The designated leadership team member will forward the recommendation for expulsion and evidence to the District President or designee for review and final consideration. The District President or designee may act to affirm, modify, or reverse the recommendation for expulsion.

The student will be notified in writing of the District President or designee's decision within ten College District business days. The District President or designee's decision is final and non-appealable. Unless otherwise specified in writing, expulsion ~~shall will~~ have College District-wide effect, and an expelled student may not enroll for admission to any campus without the District President or designee's approval unless the ~~expulsion has expired by its own terms~~ student's petition to revoke the expulsion is approved [see Petition to Revoke Expulsion].

**Petition to Revoke
Expulsion**

Once five calendar years from the date of the District President or designee's final decision ~~have expired~~ lapsed, the student may petition to revoke the expulsion. To initiate the expulsion revocation process, the student must complete the Expulsion Revocation Form and return it to the dean of students or designee.

If the petition to revoke the expulsion is approved by the District President or designee, the student will be required to meet with the dean of students or designee prior to returning to the College District. Once the meeting with the dean of students or designee is

concluded, the student will be allowed to return to all College District campuses and ~~may~~ will be considered to be in good disciplinary standing.

If the petition to revoke expulsion is not approved by the District President or designee, the student's expulsion will remain in effect and the student will not be allowed to return to the College District.

**Administrative
Decisions Related to
a Crime of Violence
or Non-Forcible Sex
Offense**

Upon written request, the College District will disclose to the alleged victim of a crime of violence ~~or non-forcible sex offense~~, as ~~that those~~ terms ~~is~~ are defined under the *Clery Act*, the report on the results of any disciplinary proceeding and/or appeal(s) conducted by ~~Collin College~~ 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 alleged victim's next of kin as the alleged victim.

Collin County Community College District Board of Trustees

2021-06-3

June 22, 2021

Resource: Christopher G. 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 Construction of a Parking Lot at the Public Safety Training Center (PSTC)

DISCUSSION: At the PSTC, there is not enough parking available at peak times which results in students and staff parking off property, in the grass, or in other unapproved parking areas. A project to construct a new parking lot was approved as part of the Master Plan.

There are currently 216 total parking spaces, with 187 in the main lot. This new project will add 115 additional spaces and associated lighting.

Formal solicitations were issued and evaluated to determine the contractor. Two (2) responses were received and subsequently reviewed by the project management staff. The bid submitted by North Rock Construction, LLC, was the most responsive to the solicitation requirements and is recommended as the District's best value. The estimated cost for this project is \$675,000, which includes a bid amount of \$646,015 and \$28,985 of owner's contingency, which is budgeted and available in bond funds.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of North Rock Construction LLC's bid of \$646,015 and \$28,985 of owner's contingency, for a total of \$675,000 to construct a new parking lot at the Public Safety Training Center.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves North Rock Construction LLC's bid in the amount of \$646,015 and \$28,985 of owner's contingency, for a total of \$675,000 to construct a new parking lot at the Public Safety Training Center."

Collin County Community College District Board of Trustees

2021-06-4

June 22, 2021

Resource: Ali Subhani
Director of Internal Audit

AGENDA ITEM: Report Out of the Finance and Audit Committee and Consideration of Approval of Updates to the Audit Plan for FY 2021

DISCUSSION: The following list outlines the projects that were approved by the Board of Trustees at the October 27, 2020 board meeting for inclusion in the Audit Plan for FY 2021:

- Return to Title IV
- Purchasing
- Payroll
- Vulnerability Management

The recommended revised Audit Plan includes the following projects:

- Return to Title IV
- Purchasing
- Payroll
- Investigation- Academic Integrity
- Investigation- SAO Hotline
- Audit Management System Implementation

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the updates to the Audit Plan.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the updates to the Audit Plan for FY 2021."



OFFICE OF

Internal Audit

Date: June 15, 2021

To: Members of the Finance and Audit Committee
Dr. Neil Matkin, District President

From: Ali Subhani, CIA, CISA, GSNA
Director, Office of Internal Audit

Subject: 2021 Audit Plan Revision Approval *Ali Subhani*

The Internal Audit Charter requires that the Board of Trustees approve the annual audit plan.

The following projects are recommended for approval:

Audits

- Return to Title IV
- Purchasing
- Payroll - Limited Scope Consulting

Investigations

- Academic Integrity
- SAO Hotline

Administrative

- Audit Management System Implementation

The plan was based on the utilization of one full-time auditor.

Collin County Community College District Board of Trustees

2021-06-5

June 22, 2021

Resource: Dr. Sherry Schumann
Executive Vice President

AGENDA ITEM: Consideration of Approval of the Professor Emeritus Distinction to be Bestowed Upon the Recommended Candidate

DISCUSSION: The Professor Emeritus Program honors the exceptional contributions of faculty members who have committed a significant portion of their career to Collin College and its students, and it provides an avenue to continue benefiting from their expertise.

Faculty members have specific criteria they must meet in order to be eligible to be considered, including employment as full-time professors at Collin for a minimum of ten years, retirement from Collin, demonstrable accomplishments of excellence in teaching, service, professional development, and/or leadership while employed at Collin, the most recent contract with Collin was a multi-year contract, and the faculty member consistently upheld Collin's Core Values. Nominations for Professor Emeritus are evaluated by the professor emeritus committee, the Campus Provosts, the Executive Vice President, and the District President.

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Professor Emeritus distinction for the recommended candidate.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Professor Emeritus distinction for the recommended candidate."

Collin County Community College District Board of Trustees

2021-06-6

June 22, 2021

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Bid Report for June 22, 2021

DISCUSSION: The Bid Report for June:

4 New Solicitations
1 Contract Renewal
4 Contract Revisions

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Bid Report for June 22, 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 June 22, 2021 as presented."

I. NEW SOLICITATIONS

Purchase Request #1 – pg. 87 Signage Products	\$	500,000
Purchase Request #2 – pg. 88 Dental Supplies, Equipment and Installation	\$	1,500,000
Purchase Request #3 – pg. 89 Veterinary Equipment and Supplies	\$	500,000
Purchase Request #4 – pg. 90 Telehealth/Telepsychiatry Services		<u>1,700,000</u>
TOTAL OF NEW SOLICITATIONS	\$	<u>4,200,000</u>

II. CONTRACT RENEWAL

Purchase Request #5 – pg. 91 Cisco Networking	\$	<u>300,000</u>
TOTAL OF CONTRACT RENEWAL	\$	<u>300,000</u>

III. CONTRACT REVISIONS

Purchase Request #6 – pg. 92 Video Conferencing Systems	\$	200,000
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Purchase Request #7 – pg. 93 Dell	\$	1,000,000
Purchase Request #8 – pg. 94 HVAC Trainers and Furnishing	\$	80,000
Purchase Request #9 – pg. 95 Industrial Automation	\$	<u>100,000</u>
TOTAL OF CONTRACT REVISIONS	\$	<u>1,380,000</u>
GRAND TOTAL	\$	<u><u>5,880,000</u></u>

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract to purchase Signage Products from ColorDynamics Inc, FASTSIGNS of Allen, FASTSIGNS of McKinney, FASTSIGNS of Plano, and Signarama of Plano for the District.

BACKGROUND

The District has used ColorDynamics Inc, FASTSIGNS #17501, FASTSIGNS of McKinney, FASTSIGNS of Plano, and Signarama of Plano in the past. These vendors have proven to be responsive to the District's needs while providing exceptional service and value.

Invitation to Bid (ITB) Number 4447 was issued to procure signage products. Five (5) responses were received and evaluated by a Purchasing Department team that determined awarding a contract to all of the above vendors would provide the best value to the District.

IMPACT OF THIS ACTION

This contract provides for the purchase of signage products such as, but not limited to, interior wall signage, exterior signage, custom banners, dimensional letters, regulatory and ADA signage, vehicle graphics, and parking signage. Awarding to five (5) vendors will provide the District with the best availability of these resources.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$500,000 for three (3) years, which is budgeted in the District's FY21 operating budget and subsequent years' budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be three (3) years beginning June 23, 2021 through June 30, 2024.

RESOURCE PERSONNEL

Christopher Eyle, Vice President of Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract to purchase Dental Supplies, Equipment, and Installation for the Dental Hygiene Department.

BACKGROUND

The Dental Hygiene program is being expanded and updated as part of the New Welcome Center and Building Renovations at the McKinney Campus. The awarded contract will provide the supplies, equipment, and installation needed for this project and serve as the annual contract for supplies and equipment that the program needs for the next three years. This recommendation is being requested to approve the spend authorization without the vendor information to ensure the equipment is delivered and installed when the contractor is ready.

Invitation to Bid (ITB) Number 4461 has been issued to procure Dental Supplies, Equipment, and Installation Services and will be evaluated by staff from the Dental Hygiene program and the Purchasing Department to ensure a best value award is achieved.

IMPACT OF THIS ACTION

The expansion of the Dental Hygiene Program space will allow the District the ability to increase student enrollment. The Dental Hygiene program receives 80-100 applicants annually and currently only has 16 spots. This expansion will allow the program to increase acceptance from 16 to 24 students annually. The new lab will offer more capabilities to the students, as the dental hygienists' licensure responsibilities will be increasing.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$1,500,000.00, which is budgeted in the 2017 CIP FF&E budget, the Dental Hygiene Department's FY21 operating budget, and subsequent years' budgets subject to Board approval.

RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations Officer
972-985-3760

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract to purchase Veterinary Equipment and Supplies for the Veterinary Technology Department.

BACKGROUND

This purchase will be for equipment and supplies for the Veterinary Technology programs for Fall 2021 and provide an annual contract to purchase equipment and supplies for the next three years. The program will utilize the products to teach the curriculum and provide the students with the necessary experience needed after graduation. This recommendation is being requested to approve the spend authorization without the vendor information to ensure the equipment is delivered and installed to comply with accreditation standards.

Invitation to Bid (ITB), Number 4456, has been issued to procure Veterinary Equipment and Supplies and will be evaluated by staff from the Veterinary Technology program and the Purchasing Department to ensure a best value award is achieved.

IMPACT OF THIS ACTION

The funding will be used to provide Veterinary Technology with supplies and equipment to support its curriculum. Contracting for these products at a discounted rate will provide greater cost savings for the District.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$500,000, which is budgeted in the Veterinary Technology Department's FY21 operating budget and subsequent years' budgets, subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be for three (3) years, beginning June 23, 2021 through June 30, 2024.

RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations Officer
972-985-3760

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract to purchase telehealth/telepsychiatry services from TimelyMD for the District.

BACKGROUND

COVID-19 has brought to the forefront the importance of access to healthcare. Collin College's full-time employees are provided a comprehensive package of health and other insurance coverages as a part of the State of Texas' Group Benefits Plan, but many of the District's adjunct faculty, part-time employees and students have not had access to any health insurance benefits. Access to healthcare can relieve a layer of stress for students and employees facing health challenges. A pilot program was launched last year and approximately 700 students and employees enrolled in and utilized the benefit.

Request for Proposal (RFP) Number 4448 was issued to procure telehealth/telepsychiatry services. Seven (7) responses were received and evaluated by a team consisting of various department staff. Based upon evaluation scores, the proposal/bid submitted by TimelyMD is being recommended as the best value to the District.

IMPACT OF THIS ACTION

Providing these types of services can help attract and retain students, as well as highly-qualified adjunct faculty and part-time employees. These benefits also support Collin College's efforts to become the college of choice for our students and the employer of choice for our adjunct faculty and part-time staff employees.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$1,700,000 for four (4) years, which is budgeted in the Student and Enrollment Services and Human Resources departments' FY21 operating budget and subsequent years' budgets, subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be four (4) years beginning August 1, 2021 through July 31, 2025.

RESOURCE PERSONNEL

Kim Davison, Chief of Staff
972-985-3781

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the contract renewal for The Cisco Networking Academy® Discount Program from Connection, Inc.

BACKGROUND

The Cisco Networking Academy® Discount Program enables participating member academies to purchase equipment that supports the delivery and hands-on learning aspects of Cisco CCNA Routing and Switching®, CCNA Security®, CCNP®, and Networking Essentials Networking Academy courses at reduced prices.

Reference (REF) Number 4233 was issued to track the volume of spend for The Cisco Networking Academy. Connection, Inc. has a contract through the National IPA cooperative purchasing program, contract number R160202. The contract complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

Purchases from the Networking Academy include Cisco Wireless Routers, interface cards, cables, network switches, network firewalls, security licenses, and Smartnet warranty support. Only academies currently offering CCNA, CCNA Security, CCNP, or Networking Essentials are eligible for the Networking Academy Promotional Discount.

This contract will be used to procure equipment and supplies related to The Cisco Networking Academy offered at the IT Center at the Frisco Campus.

MONITORING AND REPORTING TIMELINE

The term of contract is September 1, 2020 through August 31, 2021.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$300,000 which is budgeted in the 2017 CIP Fixtures Furniture and Equipment budget.

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 video conferencing systems from Taurus Technologies for the District.

BACKGROUND

This contract provides video conferencing systems, technology solutions, products, and services for new and existing campuses.

Reference number (REF) 4074 was issued to track the volume of spend for video conferencing systems. Taurus Technologies has a contract through The Interlocal Purchasing System (TIPS) cooperative contracts program to provide technology solutions products and services (Contract Number 200105). This contract complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code

IMPACT OF THIS ACTION

These additional funds are needed to purchase and install video conferencing systems and interactive presentation systems at the Frisco Campus, the Dental Hygiene area at the McKinney Campus, and various departments throughout the District. Audio/visual and video conferencing technology enhance instruction, improve communications, and aid in professional presentations and streaming of Board meetings.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$2,600,000. This purchasing request is for spend authorization for an additional \$200,000, which is budgeted in various Departments' FY21 operating budgets and the 2017 CIP technology budget.

MONITORING AND REPORTING TIMELINE

The contract term is September 1, 2020 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 the expenditure of additional funds to purchase technology products and services from Dell Marketing LP (Dell) for the District.

BACKGROUND

This contract with Dell provides computers and accessories needed for District offices, computer labs and libraries, upgrades of computers, laptops, software, peripherals, and other technology products and services.

Reference Number 2517 was issued to track the volume of spend through the Purchasing Department's eProcurement system. Dell has a contract through the Department of Information Resources (DIR) cooperative contracts program to provide technology products and services, Contract #DIR-TSO-3763. The contract complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

The District has standardized certain Dell products, services, hardware, and software. These additional funds will provide computer setups for classrooms, computer labs, District offices, and various software programs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$4,000,000. This purchasing request is for spend authorization for an additional \$1,000,000, which is budgeted in the various Departments' FY21 operating budget and 2017 CIP technology budget.

MONITORING AND REPORTING TIMELINE

The contract term is September 1, 2020 through August 31, 2021.

RESOURCE PERSONNEL

Mike Dickson, Chief Innovation Officer
972-758-3832

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends that the Board of Trustees approves additional funds to purchase HVAC and Welding Electronics, Appliances, Goods, and Services from Advanced Technologies Consultants for the Welding program.

BACKGROUND

The HVAC and Welding departments purchase HVAC Trainers and Equipment from Advanced Technologies Consultants for the HVAC and Welding programs.

Reference (REF) Number 4329 has been issued to track the volume of spend for industrial training equipment and curriculum procured on behalf of the Technical Campus HVAC and Welding Departments. Advanced Technologies Consultants has a contract through the TIPS cooperative purchasing program to provide Electronics, Appliances, Goods, and Services, Contract number 191003. The contract 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 additional funds requested will allow the welding program to purchase equipment needed to add robotic welding training and refrigeration training to the program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$110,000. This purchasing request is for spend authorization for an additional \$80,000, which is budgeted in the HVAC and Welding Department's FY21 operating budget.

MONITORING AND REPORTING TIMELINE

The contract term is September 1, 2020 through August 31, 2021.

RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations Officer
972-985-3760

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves additional funds to purchase Training Systems Distributor Industrial Training Equipment and Curriculum for advanced manufacturing, industrial maintenance, mechatronics, welding, renewable energy, and engineering from Technical Laboratory Systems for the District.

BACKGROUND

The Industrial Automation department purchases Amatrol based training equipment from Technical Laboratory Systems and needs to add to their training system for the programs at the Technical Campus. This supplier also provides additional training systems and equipment for the Welding, Automotive, and Collision programs.

Reference (REF) Number 4337 has been issued to track the volume of spend for industrial training equipment and curriculum. Technical Laboratory Systems has a contract through the Choice Partners cooperative purchasing program to provide industrial training equipment and curriculum for advanced manufacturing, industrial maintenance, mechatronics, welding, renewable energy, and engineering, Contract number 18/056KD-61. The contract 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 additional funds requested will allow the welding program to purchase equipment needed to add robotic welding training and refrigeration training to the program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$200,000. This purchasing request is for spend authorization for an additional \$ 100,000, which is budgeted in the Industrial Automation, Welding and Automotive and Collision Department's FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term is January 1, 2021 through August 31, 2021.

RESOURCE PERSONNEL

Dr. Abe Johnson, SVP Campus Operations Officer
972-985-3760

INFORMATION REPORTS

- Information Item - Personnel Report for June 2021 pg. 97
- Collin Central Appraisal District 2021 Certified Estimate of Taxable Value pg. 135
- Collin College 2021 Planning Calendar for Tax Appraisal and Related Due Dates pg. 138
- Purchasing Audit Report pg. 139
- Collin College HB1735 Compliance Audit pg. 155
- State Auditor's Office Report 21-023 pg. 159
- Statement of Net Position as of May 31, 2021 pg. 198
- Summaries of Current Funds, Revenue, & Expenses as of May 31, 2021 pg. 199
- Monthly Investment Report as of May 31, 2021 pg. 206
- Gifts-In-Kind as of May 31, 2021 pg. 227
- Quarterly Grant Budget Amendments as of May 31, 2021 pg. 228
- Quarterly Purchasing Report as of May 31, 2021 pg. 229
- AECOM Report as of May 31, 2021 pg. 231

Information Item

Personnel Report for June 2021

The District President has approved the following Personnel Actions for June 2021:

- 2 Administrative Appointments
- 10 Faculty Appointments
- 15 Staff Appointments
- 5 Promotions and Lateral Changes
- 23 Resignations and Separations

Supporting documents are attached.

Resource:

Floyd Nickerson, Chief Human Resources Officer
972-599-3159
fnickerson@collin.edu

Collin County Community College District Board of Trustees

Personnel Report: Administrative Appointments

The following are Administrative Appointments for June 2021.

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Ann Blackman	N: Dean, Campus Technology/eLearning Center O: Director, Instructional Technology	04/01/21	N: Technology Services O: Technology Services	New position	N: \$108,062 O: \$92,056
Jennifer McDermott	N: Director, Technology Support Services O: Assistant Director, Campus Technology Services	04/01/21	N: Campus Technology Services O: Campus Technology Services	New position	N: \$95,242 O: \$79,440

BACK-UP INFORMATION

NAME: Ann Blackman
ADDRESS: McKinney, TX
POSITION: Dean, Campus Technology/eLearning Center
DEPARTMENT: Technology Services, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	04/15 – 03/21	Director, Instructional Technology
Collin College	03/12 – 03/15	Coordinator, Online Student Support
Collin College	06/05 – 03/12	Program Manager, Convergence Technology Center

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Aurora University	1983	B.S.W., Applied Behavioral Science

BACK-UP INFORMATION

NAME: Jennifer McDermott
ADDRESS: McKinney, TX
POSITION: Director, Technology Support Services
DEPARTMENT: Campus Technology Services, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	09/19 – 04/21	Assistant Director, Campus Technology Services
Collin College	05/18 – 09/19	Manager, Technology Solutions
Collin College	02/17 – 05/18	Coordinator, Communication Technology
Collin College	05/16 – 01/17	Supervisor, Technology Services
Collin College	03/16 – 05/16	Media Technology Specialist
Heritage Auctions	01/15 – 02/16	Operations Assistant
Rockwall ISD	08/11 – 09/14	Teacher, Computer Technology

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Full Sail University	2006	B.S., Entertainment Business
Full Sail University	2006	A.S., Recording Arts

Collin County Community College District Board of Trustees

Personnel Report: Faculty Appointments

The following are Faculty Appointments for June 2021.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Terrence Caston	Professor, Construction Technology, Electrical	05/24/21	Academic Affairs	Replacement Daniel Klages	\$83,546
Thomas Eimermacher	Professor, Biology	08/10/21	Academic Affairs	New position	\$65,048
Katherine Hedberg	Professor, Civil Engineering	08/10/21	Academic Affairs	New position	\$63,809
Kathryn Johanon	Professor, Mathematics	08/10/21	Academic Affairs	New position	\$54,509
Ann Mampilli	Professor, Physics	08/10/21	Academic Affairs	New position	\$54,244
Benedict Nguyen-Lee	Professor, Biology	08/10/21	Academic Affairs	New position	\$53,846
Nathanael Rehlander	Professor, Photography	08/10/21	Academic Affairs	Replacement Peter Calvin	\$54,626
Kirk Ritzman	Professor, Business Administration	08/10/21	Academic Affairs	Replacement Peter Dawson	\$55,570
Rachna Sachdeva	Professor, Mathematics	08/10/21	Academic Affairs	New position	\$55,703
Calin Scoggins	Professor, Political Science	08/10/21	Academic Affairs	New position	\$54,642

BACK-UP INFORMATION

NAME: Terrence Caston
ADDRESS: Fort Worth, TX
POSITION: Professor, Construction Technology, Electrical
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	04/20 – 05/21	Adjunct Professor, Construction Technology, Electrical
Dallas College	08/18 – 05/21	Professor and Coordinator, Electrical Technology
Altierus Career College	11/17 – 10/18	Professor and Program Chair
Hinds Community College	05/09 – 09/17	Professor, Electrical Technology
Tyson Foods	08/09 – 10/11	Maintenance Electrician

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Hinds Community College	2008	A.A.S., Electrical Technology
Texas Department of Licensing and Regulation	2021	License, Master Electrician
Hinds Community College	2006	Technical Certification, Electrical Technology
Hinds Community College	2005	Career Certification, Electrical Technology

BACK-UP INFORMATION

NAME: Thomas Eimermacher
ADDRESS: Arlington, TX
POSITION: Professor, Biology
DEPARTMENT: Academic Affairs, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Grand Prairie High School	08/20 – 05/21	Science Teacher
Collin College	01/13 – 05/21	Adjunct Professor, Biology
Moisés E. Molina High School	08/18 – 05/20	Advanced Placement Science Teacher
A. Maceo Smith New Tech High School	12/15 – 06/18	Advanced Placement Science Teacher
Tarrant County College	01/13 – 05/14	Adjunct Professor, Human Anatomy and Physiology
The University of Texas at Arlington	08/07 – 08/12	Graduate Teaching Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
The University of Texas at Arlington	2012	Ph.D., Quantitative Biology
Southeastern Louisiana University	2007	M.S., Biology
University of New Orleans	2002	M.B.A., Management Information Systems
University of New Orleans	2000	B.S., Management

BACK-UP INFORMATION

NAME: Katherine Hedberg
ADDRESS: McKinney, TX
POSITION: Professor, Civil Engineering
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/20 – 05/21	Professor, Engineering (Temporary)
Self-Employed	06/17 – 08/20	Writer
Loyola Marymount University	08/15 – 05/17	Visiting Assistant Professor and Lecturer
Group Delta Consultant	08/14 – 07/15	Geotechnical Engineer
Tonkin and Taylor	09/13 – 05/14	Geotechnical Engineer
University of California, Berkeley	08/11 – 12/11	Graduate Student Instructor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of California, Berkeley	2013	Ph.D., Civil and Environmental Engineering
University of California, Berkeley	2009	M.S., Civil and Environmental Engineering
Arizona State University	2008	B.S.E., Civil Engineering

BACK-UP INFORMATION

NAME: Kathryn Johanon
ADDRESS: Carrollton, TX
POSITION: Professor, Mathematics
DEPARTMENT: Academic Affairs, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Dallas College	08/19 – 05/21	Professor, Mathematics
Collin College	08/18 – 05/19	Professor, Mathematics (Temporary)
Dallas College	01/16 – 08/18	Adjunct Professor, Mathematics
Collin College	08/15 – 08/18	Adjunct Professor, Mathematics

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Woman's University	2015	M.S., Mathematics
Texas Woman's University	2006	B.S., Mathematics
Collin College	2003	A.A., Business

BACK-UP INFORMATION

NAME: Ann Mampilli
ADDRESS: Frisco, TX
POSITION: Professor, Physics
DEPARTMENT: Academic Affairs, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/16 – 05/21	Adjunct Professor, Physics
All Saints Catholic School	08/18 – 05/19	Math Teacher
KD College Prep	08/17 – 04/18	Math Instructor, Part-time
Collin College	09/14 – 05/16	Math Lab Tutor, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Mahatma Gandhi University	2001	M.S., Physics
Mahatma Gandhi University	1999	B.S., Physics

BACK-UP INFORMATION

NAME: Benedict Nguyen-Lee
ADDRESS: Dallas, TX
POSITION: Professor, Biology
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
El Centro College	08/19 – 05/21	Adjunct Professor, Biology, Anatomy and Physiology
Collin College	01/18 – 05/21	Adjunct Professor, Biology
University of Texas at Dallas	08/15 – 08/17	Graduate Teaching Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2017	M.S., Biotechnology
University of Texas at Dallas	2011	B.A., Biology

BACK-UP INFORMATION

NAME: Nathanael Rehlander
ADDRESS: Dallas, TX
POSITION: Professor, Photography
DEPARTMENT: Academic Affairs, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
JCPenney Portrait Studio	10/15 – 05/21	Operations Manager
JCPenney Portrait Studio	06/12 – 10/15	Senior Project Manager
JCPenney Portrait Studio	04/11 – 05/12	Project Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M University	1999	B.F.A., Photography

BACK-UP INFORMATION

NAME: Kirk Ritzman
ADDRESS: Allen, TX
POSITION: Professor, Business Administration
DEPARTMENT: Academic Affairs, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/17 – 05/21	Adjunct Professor, Business Administration
The Ritzman Group	11/15 – 05/21	Owner
Decision Analyst	09/11 – 11/15	Vice President

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Southern Illinois University	1983	M.B.A., Business Administration
Southern Illinois University	1979	B.A., Political Science

BACK-UP INFORMATION

NAME: Rachna Sachdeva
ADDRESS: Celina, TX
POSITION: Professor, Mathematics
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	08/20 – 05/21	Professor Collegiate Academy, Mathematics
Plano ISD	08/18 – 07/20	Teacher, Mathematics
Richland College	08/18 – 07/20	Adjunct Professor, Mathematics
Collin College	06/18 – 07/20	Adjunct Professor, Mathematics
The University of Texas at Austin	08/17 – 05/18	Embedded Dual Credit Teacher
Little Elm ISD	08/08 – 07/17	Teacher, Mathematics

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Delhi University	1992	M.S., Mathematics
Delhi University	1990	B.Ed., Education
Delhi University	1989	B.S., Mathematics

BACK-UP INFORMATION

NAME: Calin Scoggins
ADDRESS: Plano, TX
POSITION: Professor, Political Science
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Dallas College	08/19 – 05/21	Professor, Government
Collin College	08/16 – 08/19	Adjunct Professor, Government
Dallas College	08/15 – 08/19	Adjunct Professor, Government
Dallas Baptist University	08/16 – 05/19	Adjunct Professor, Political Science
The University of Texas at Dallas	05/12 – 08/15	Adjunct Instructor, Political Science
The University of Texas at Dallas	08/10 – 08/14	Graduate Teaching Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
The University of Texas at Dallas	2014	M.A., Political Science
The University of Texas at Dallas	2010	B.A., Political Science

Collin County Community College District Board of Trustees

Personnel Report: Staff Appointments

The following are Staff Appointments for June 2021.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Darren Baucham	Supervisor, Facilities Maintenance	06/07/21	Physical Plant Support Services	Replacement Jacob Banner	\$57,818
Marifrances Casey	Administrative Assistant	05/24/21	Academic Affairs	New position	\$35,167
Tonya Cooper	Director, Collegiate Academies	06/01/21	Academic Affairs	Replacement Lisa Forrester	\$83,499
Amanda Davis	Reference Associate	06/07/21	Library	New position	\$38,186
Zachrey Fox	Plant Operations Worker	06/07/21	Physical Plant Support Services	Replacement Michael Jeffrey	\$31,543
Nancy Garner	Accounts Receivable Associate	05/10/21	Financial Services	Replacement Matilda Mokake	\$42,640
Ricardo Gonzalez	Veterans Services Specialist	05/24/21	Financial Aid	Replacement Mark Martinez	\$38,914
George Herrera	Manager, Science Lab	06/07/21	Academic Affairs	New position	\$59,381
Juan Iturriaga	Manager, Help Desk	06/07/21	Campus Technology	Replacement Karen Renkiewicz	\$65,892
Gregory McCown	Call Center Specialist	06/07/21	Call Center	Replacement Mariam Kassim	\$36,025
Matthew Moree	Coordinator, Welding Technology Labs	06/01/21	Welding	Replacement Colby Craddock	\$46,347
Nicole Sindelar	Testing Center Assistant	06/01/21	Testing and Assessment	Replacement Linda Gilbert	\$31,975
Ashley Turner	Coordinator, Marketing and Communications	05/24/21	Public Relations	Replacement Lisa Evans-Reagan	\$58,000
James Wicks	District College and Career Counselor	06/14/21	Admissions and Advising	New position	\$52,088
Chance Wyatt	Admissions and Records Assistant	05/17/21	Student and Enrollment Services	Replacement Tiffany Taylor	\$33,436

BACK-UP INFORMATION

NAME: Darren Baucham
ADDRESS: Garland, TX
POSITION: Supervisor, Facilities Maintenance
DEPARTMENT: Physical Plant Support Services, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Southern Methodist University	05/18 – 05/21	Supervisor, General Services
Southern Methodist University	09/15 – 02/18	Manager, Facilities
Southern Methodist University	01/12 – 09/15	Assistant Manager, Facilities

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Southern Methodist University	2011	B.A., Sociology

BACK-UP INFORMATION

NAME: Marifrances Casey
ADDRESS: Celeste, TX
POSITION: Administrative Assistant
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Paris Junior College	01/19 – 05/21	Site Coordinator and Career Navigator, Adult Education
Paris Junior College	07/18 – 12/19	Instructor and Lead for Quality, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Southern Methodist University	1986	B.B.A., General Business
Southern Methodist University	1986	B.A., English

BACK-UP INFORMATION

NAME: Tonya Cooper
ADDRESS: Dallas, TX
POSITION: Director, Collegiate Academies
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
University of Dallas	01/19 – 05/21	Certification Officer
Dallas College	01/15 – 05/21	Adjunct Professor, Management
Vista College	01/15 – 01/17	Coordinator, Academic Compliance
Wayne County Community College District	01/11 – 01/14	Associate Dean, Instruction and Distance Learning

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Abilene Christian University	2020	Ed.D., Organizational Leadership in Higher Education
University of Phoenix	2009	M.B.A., Business and Public Administration
Eastern Michigan University	1996	B.S., Labor Studies

BACK-UP INFORMATION

NAME: Amanda Davis
ADDRESS: Greenville, TX
POSITION: Reference Associate
DEPARTMENT: Library, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Harvey R. 'Bum' Bright Library	05/18 – 03/20	Children's Reference Assistant, Part-time
James G. Gee Library, Texas A&M University	05/16 – 05/18	Library Specialist I, Reserves
W. Walworth Harrison Public Library	05/15 – 05/16	Reference Associate, Part-time
W. Walworth Harrison Public Library	06/13 – 05/15	Circulation Assistant, Part-time
W. Walworth Harrison Public Library	05/12 – 06/13	Library Page, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Woman's University	2019	M.L.S., Library Science
Texas A&M University, Commerce	2014	B.S., Sociology

BACK-UP INFORMATION

NAME: Zachrey Fox
ADDRESS: Little Elm, TX
POSITION: Plant Operations Worker
DEPARTMENT: Physical Plant Support Services, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Wing Daddy's	10/20 – 05/21	Support Staff
Conifer Health Solutions	01/17 – 09/20	Revenue Biller
Action Pest Services	01/16 – 12/16	Pest Control
Fairy Tale Manor Event Venue	01/10 – 01/14	Event Staff

BACK-UP INFORMATION

NAME: Nancy Garner
ADDRESS: Dallas, TX
POSITION: Accounts Receivable Associate
DEPARTMENT: Financial Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	11/14 – 05/21	Accounts Receivable Associate, Part-time

BACK-UP INFORMATION

NAME Ricardo Gonzalez
ADDRESS: Dallas, TX
POSITION: Veterans Services Specialist
DEPARTMENT: Financial Aid, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Manpower	02/21 – 04/21	File Assembly Clerk
Dallas College	09/19 – 01/21	Administrative Clerk
Whataburger	02/19 – 08/19	Team Leader
United States Marine Corps	12/13 – 03/17	Administrative Specialist
Whataburger	10/11 – 03/13	Team Leader

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Dallas College	2020	A.A.S., Executive Assistant
Richland College	2019	A.A.T., Early Childhood Education

BACK-UP INFORMATION

NAME: George Herrera
ADDRESS: McKinney, TX
POSITION: Manager, Science Lab
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Dallas College	08/16 – 05/21	Manager, Chemistry Department
George Herrera DBA Big Day DVD	08/12 – 03/15	Event Videographer
University of Texas, Pan American	06/94 – 04/12	Supervisor, Technical Laboratory Services

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas, Pan American	1994	B.S., Chemistry

BACK-UP INFORMATION

NAME Juan Iturriaga
ADDRESS: Celina, TX
POSITION: Manager, Help Desk
DEPARTMENT: Campus Technology, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Pressure Solutions	04/17 – 05/21	Director, Information Technology
St. Luke's Health System	08/13 – 08/16	Manager, Information Technology
Medical Evaluations Specialists, Inc.	03/04 – 10/12	Manager, Help Desk

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M University, Corpus Christi	1995	B.B.A., Accounting

BACK-UP INFORMATION

NAME: Gregory McCown
ADDRESS: Plano, TX
POSITION: Call Center Specialist
DEPARTMENT: Call Center, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Duquesne University	08/18 – 04/21	Graduate Teaching Assistant, Part-time
West Virginia University	05/18 – 08/18	Financial Aid and Student Account Representative
West Virginia University	08/14 – 05/16	Graduate Teaching Assistant, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
West Virginia University	2016	M.S., Industrial Relations
Marshall University	2013	R.B.A., Political Science

BACK-UP INFORMATION

NAME: Matthew Moree
ADDRESS: McKinney, TX
POSITION: Coordinator, Welding Technology Labs
DEPARTMENT: Welding, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Brook Hollow	07/20 – 05/21	Maintenance Engineer
The University of Iowa	09/16 – 01/19	Sheet Metal Mechanic
RJ Corman Railroad Group	06/15 – 08/16	Welder Fabricator
The Henry Group	05/12 – 11/14	Millwright and Welder

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Tulsa Welding School	2012	Certification, Master Welder

BACK-UP INFORMATION

NAME Nicole Sindelar
ADDRESS: Rowlett, TX
POSITION: Testing Center Assistant
DEPARTMENT: Testing and Assessment, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Northway Christian Church	07/16 – 05/21	Administrative Assistant
Benignus Elementary	08/13 – 06/16	Attendance Secretary
Benignus Elementary	01/11 – 07/13	Special Education Aide

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Morton College	1991	A.S., Business

BACK-UP INFORMATION

NAME: Ashley Turner
ADDRESS: McKinney, TX
POSITION: Coordinator, Marketing and Communications
DEPARTMENT: Public Relations, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
VisitDallas	01/17 – 05/21	Content Manager
VisitDallas	03/16 – 12/16	Coordinator, Marketing and Communications

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Tech University	2015	B.A., Public Relations

BACK-UP INFORMATION

NAME: James Wicks
ADDRESS: Murfreesboro, TN
POSITION: District College and Career Counselor
DEPARTMENT: Admissions and Advising, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Middle Tennessee State University	08/19 – 05/21	Adjunct Professor, Interdisciplinary Studies
Middle Tennessee State University	08/17 – 05/21	Academic Advisor
Texas A&M University	04/16 – 07/17	Associate Director, Recruitment and School Relations
Texas Woman's University	06/14 – 04/16	Academic Advisor II
Texas Woman's University	07/13 – 06/14	Academic Advisor I
University of North Texas	01/12 – 07/13	Teaching Assistant, Part-time
University of North Texas	02/11 – 07/13	Academic Coach, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Tech University	2021	Ed.D., Higher Education
University of North Texas	2013	M.S., Sociology
University of North Texas	2011	B.S., Sociology

BACK-UP INFORMATION

NAME: Chance Wyatt
ADDRESS: Dallas, TX
POSITION: Admissions and Records Assistant
DEPARTMENT: Student and Enrollment Services, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Vista College	06/19 – 08/20	Admissions Specialist
The Marianella Soap Bar	11/17 – 05/19	Wholesale Account Manager and Client Relations
Academic Partnerships	03/12 – 10/17	Enrollment Specialist
Nationstar Mortgage	08/09 – 03/12	Loss Mitigation Bankruptcy Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2007	A.A., General Studies

Collin County Community College District Board of Trustees

Personnel Report: Promotions and Lateral Changes

The following are Promotions and Lateral Changes for June 2021.

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Brittany Cortez	N: College and Career Counselor O: Coordinator, Outreach and Student Success	06/01/21	N: Dual Credit O: Dual Credit	New position	N: \$51,141 O: \$45,826
Pamela Darling-Facio	N: Director, eLearning Accessibility and Compliance O: Senior Instructional Designer	06/01/21	N: eLearning Centers O: eLearning Centers	Replacement Ann Blackman	N: \$75,564 O: \$68,069
Pete Maltezos	N: Campus Technology Manager O: Technology Specialist	05/24/21	N: Technology Services O: Technology Services	Replacement Eric Donihoo	N: \$63,313 O: \$49,812
Sascha Sinopa	N: Lab Instructor, Biology O: Lab Assistant	06/01/21	N: Academic Affairs O: Academic Affairs	New position	N: \$53,509 O: \$43,951
David Stephens	N: Project Manager, Technology O: Associate Project Manager, Technology	06/01/21	N: Technology Services O: Technology Services	Reclassification	N: \$80,091 O: \$67,210

BACK-UP INFORMATION

NAME: Brittany Cortez
ADDRESS: McKinney, TX
POSITION: College and Career Counselor
DEPARTMENT: Dual Credit, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	03/19 – 05/21	Coordinator, Outreach and Student Success
Seminole State College	05/18 – 01/19	Coordinator, Dual Enrollment
Habitat for Humanity of McLean County	03/16 – 04/17	Coordinator and Development Assistant
University of Illinois	01/16 – 01/17	Seasonal Employment, Part-time
University of Illinois	09/11 – 05/15	Counselor, Senior Admissions

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Illinois State University	2010	M.S., College Student Personnel Administration
Northwestern State University	2006	B.S., Health and Human Performance

BACK-UP INFORMATION

NAME: Pamela Darling-Facio
ADDRESS: McKinney, TX
POSITION: Director, eLearning Accessibility and Compliance
DEPARTMENT: eLearning Centers, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	12/20 – 05/21	Senior Instructional Designer
Collin College	03/20 – 11/20	Instructional Designer
Collin College	02/18 – 03/20	Instructional Design Assistant, Part-time
Santa Rosa Junior College	01/96 – 03/20	Adjunct Professor, Communication Design
Collin College	01/14 – 01/17	Continuing Education Instructor, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Western Governors University, Texas	2013	M.Ed., Learning Technology
California State University, Chino	1989	B.S., Business Administration

BACK-UP INFORMATION

NAME Pete Maltezos
ADDRESS: Allen, TX
POSITION: Campus Technology Manager
DEPARTMENT: Campus Technology Services, Courtyard Center

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/20 – 05/21	Technology Specialist
McKinney ISD	02/14 – 09/20	District Technician
Apple, Inc.	10/10 – 01/16	Apple Certified Macintosh Genius

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2016	B.A.A.S., Applied Arts and Sciences

BACK-UP INFORMATION

NAME: Sascha Sinopa
ADDRESS: Lewisville, TX
POSITION: Lab Instructor, Biology
DEPARTMENT: Academic Affairs, Farmersville Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/09 – 05/21	Lab Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
The University of Texas at Dallas	2015	B.S., Biochemistry
Collin College	2007	A.S., Biochemistry

BACK-UP INFORMATION

NAME: David Stephens
ADDRESS: McKinney, TX
POSITION: Project Manager, Technology
DEPARTMENT: Technology Services, CHEC

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/20 – 05/21	Associate Project Manager, Technology
Collin College	11/19 – 07/20	Technology Specialist
Plano ISD	03/19 – 11/19	Campus Technology Specialist
Arcana Insurance Services	03/16 – 11/18	Chief Information Officer
City of Plano	08/15 – 01/16	Strategic Technology Liaison
City of Plano	08/04 – 08/15	Chief Information Officer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2009	Ph.D., Public Affairs
University of Hartford	1991	M.B.A., Business Administration
University of Illinois at Urbana-Champaign	1983	B.A., Economics

Collin County Community College District Board of Trustees

Personnel Report: Resignations and Separations

The following are Resignations and Separations for June 2021.

EMPLOYEE	LAST DAY	SERVICE	TITLE	DEPARTMENT	REASON
Vijay Advani	05/14/21	9	Professor, ASL	Academic Affairs	Separation
Shevon Alexander	05/04/21	<1	Lab Instructor, Chemistry	Academic Affairs	Separation
Sabrina Belt	06/30/21	18	Associate Dean, P-12 Partnerships	Dual Credit	Retirement
Timothy Buchanan	07/23/21	1	Groundskeeper	Grounds Maintenance	Resignation
Lora Burnett	05/14/21	2	Professor, History	Academic Affairs	Separation
Jovanna Dollins	06/11/21	14	Student Engagement Specialist	Student and Enrollment Services	Resignation
Linda Gilbert	06/08/21	<1	Testing Center Assistant	Testing and Assessment	Resignation
Barbara Hanson	05/14/21	3	Professor, English	Academic Affairs	Separation
Audra Heaslip	05/14/21	9	Professor, Humanities	Academic Affairs	Separation
Brooke Hughes	05/14/21	1	Student Engagement Specialist	Student and Enrollment Services	Resignation
Suzanne Jones	05/14/21	9	Professor, Education	Academic Affairs	Separation
Ron Kwong	06/01/21	2	Senior Database Administrator	Technology Services	Resignation
James Leathers	05/31/21	7	Manager, Call Center	Call Center	Retirement
Kathy Jo Moses	05/31/21	21	Supervisor, Circulation	Library	Retirement
Thomas Nixon	05/14/21	9	Professor, Culinary Arts	Academic Affairs	Separation
Kim Nyman	05/17/21	15	Professor, Speech	Academic Affairs	Retirement
Kimberly O'Neil	05/14/21	3	Professor, Political Science	Academic Affairs	Resignation
Zachary Reagan	06/03/21	3	Collin Police Officer	Police	Separation
Patricia Rogers	05/14/21	7	Professor, Nursing	Academic Affairs	Resignation
Laura Russell	06/01/21	<1	Secretary, Technical Programs	Auto and Collision Technology	Resignation
Diane Schull	05/14/21	10	Professor, Nursing	Academic Affairs	Separation
Katie Smith	06/02/21	7	Lab Assistant	Academic Affairs	Resignation
Jeanette Vaughan	05/14/21	1	Professor, Nursing	Academic Affairs	Separation

**COLLIN CENTRAL APPRAISAL DISTRICT
2021 PRELIMINARY ESTIMATE OF TAXABLE VALUE**

TAXING ENTITY NAME	2020 CERTIFIED TAXABLE VALUE, SUPP # 11, MARCH 4, 2021	2021 ESTIMATED NEW PROPERTY (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 ANNEXATIONS TAXABLE (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 CERTIFIED ESTIMATE OF TAXABLE VALUE, APRIL 30, 2021 (Based on April 26th Preliminary Totals)	2021 PRELIM. TAXABLE VALUE COMPARED TO 2020 SUPP #11	2021 ESTIMATED PERCENT CHANGE IN EXISTING PROPERTY TAXABLE, YEAR-OVER-YEAR	2021 ESTIMATED TAXABLE VALUE CHANGE DUE TO NEW PROPERTY & ANNEXATIONS	2020 AVG HOMESTEAD MARKET VALUE, AS OF MARCH 4, 2021 SUPP #11	2021 AVG HOMESTEAD MARKET VALUE, AS OF APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY OVER-65 FREEZE TAXABLE LOSS, APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY FREEZE ADJUSTED TAXABLE VALUE (ROUNDED), (Based on April 26th Preliminary Totals)
SCHOOLS											
ALLEN ISD	\$15,822,301,241	\$465,711,000	\$0	\$16,540,000,000	4.54%	1.59%	2.94%	\$374,968	\$393,400	\$1,500,326,167	\$15,030,000,000
ANNA ISD	\$1,733,167,564	\$166,609,000	\$0	\$1,960,000,000	13.09%	3.47%	9.61%	\$241,208	\$255,600	\$201,659,292	\$1,750,000,000
BLAND ISD	\$19,207,742	\$726,000	\$0	\$20,600,000	7.25%	3.47%	3.78%	\$234,939	\$259,500	\$3,297,751	\$17,300,000
BLUE RIDGE ISD	\$333,170,575	\$19,129,000	\$0	\$366,000,000	9.85%	4.11%	5.74%	\$223,803	\$244,448	\$49,471,023	\$316,000,000
CELINA ISD	\$1,793,522,656	\$164,481,000	\$0	\$2,020,000,000	12.63%	3.46%	9.17%	\$348,612	\$371,000	\$236,093,821	\$1,780,000,000
COMMUNITY ISD	\$1,238,765,726	\$110,326,000	\$0	\$1,410,000,000	13.82%	4.92%	8.91%	\$239,215	\$262,100	\$179,891,999	\$1,230,000,000
FARMERSVILLE ISD	\$803,898,981	\$29,512,000	\$0	\$868,000,000	7.97%	4.30%	3.67%	\$220,127	\$238,000	\$124,715,168	\$743,000,000
FRISCO ISD	\$33,201,383,907	\$1,277,677,000	-\$4,611	\$34,900,000,000	5.12%	1.27%	3.85%	\$420,184	\$440,900	\$2,030,787,204	\$32,860,000,000
GUNTER ISD	\$720,872	\$0	\$0	\$728,000	0.99%	0.99%	0.00%	\$434,902	\$446,800	\$416,282	\$311,000
LEONARD ISD	\$19,980,619	\$799,000	\$0	\$22,000,000	10.11%	6.11%	4.00%	\$204,129	\$214,400	\$3,057,986	\$18,900,000
LOVEJOY ISD	\$3,099,917,419	\$65,146,000	\$0	\$3,270,000,000	5.49%	3.39%	2.10%	\$605,611	\$641,800	\$769,738,570	\$2,500,000,000
MCKINNEY ISD	\$17,783,506,087	\$569,952,000	\$0	\$18,800,000,000	5.72%	2.51%	3.20%	\$354,396	\$375,400	\$2,436,858,499	\$16,360,000,000
MELISSA ISD	\$1,781,767,372	\$238,360,000	\$0	\$2,090,000,000	17.30%	3.92%	13.38%	\$307,280	\$328,500	\$198,423,522	\$1,890,000,000
PLANO ISD	\$60,307,812,800	\$581,316,000	\$0	\$61,200,000,000	1.48%	0.52%	0.96%	\$391,314	\$405,400	\$8,405,732,463	\$52,790,000,000
PRINCETON ISD	\$1,791,070,206	\$282,324,000	\$0	\$2,130,000,000	18.92%	3.16%	15.76%	\$209,704	\$222,800	\$186,028,643	\$1,940,000,000
PROSPER ISD	\$9,486,665,009	\$777,348,000	\$0	\$10,570,000,000	11.42%	3.23%	8.19%	\$445,405	\$471,100	\$865,456,630	\$9,700,000,000
ROCKWALL ISD	\$972,254	\$0	\$0	\$1,010,000	3.88%	3.88%	0.00%	\$511,837	\$562,800	\$367,243	\$642,000
ROYSE CITY ISD	\$220,407,039	\$4,708,000	\$0	\$232,000,000	5.26%	3.12%	2.14%	\$229,964	\$241,800	\$28,922,995	\$203,000,000
TRENTON ISD	\$19,080,557	\$86,000	\$0	\$19,700,000	3.25%	2.80%	0.45%	\$283,891	\$336,500	\$1,526,165	\$18,100,000
VAN ALSTYNE ISD	\$64,942,409	\$3,460,000	\$0	\$70,000,000	7.79%	2.46%	5.33%	\$308,420	\$355,100	\$11,979,093	\$58,000,000
WHITEWRIGHT ISD	\$7,288,396	\$483,000	\$0	\$8,070,000	10.72%	4.10%	6.63%	\$245,113	\$257,600	\$2,168,617	\$5,900,000
WYLIE ISD	\$7,523,150,005	\$275,742,000	\$0	\$8,060,000,000	7.14%	3.47%	3.67%	\$301,415	\$318,000	\$853,907,956	\$7,200,000,000
CITIES & TOWNS											
CITY OF ALLEN	\$14,890,007,944	\$340,644,000	\$0	\$15,470,000,000	3.90%	1.61%	2.29%	\$370,652	\$388,000	N/A	N/A
CITY OF ANNA	\$1,476,403,622	\$155,757,000	\$0	\$1,690,000,000	14.47%	3.92%	10.55%	\$232,267	\$243,500	N/A	N/A
CITY OF BLUE RIDGE	\$57,845,960	\$388,000	\$0	\$61,000,000	5.45%	4.78%	0.67%	\$133,272	\$145,300	N/A	N/A
CITY OF CARROLLTON	\$129,760,350	\$9,178,000	\$0	\$140,000,000	7.89%	0.82%	7.07%	NA	\$0	N/A	N/A

**COLLIN CENTRAL APPRAISAL DISTRICT
2021 PRELIMINARY ESTIMATE OF TAXABLE VALUE**

TAXING ENTITY NAME	2020 CERTIFIED TAXABLE VALUE, SUPP # 11, MARCH 4, 2021	2021 ESTIMATED NEW PROPERTY (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 ANNEXATIONS TAXABLE (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 CERTIFIED ESTIMATE OF TAXABLE VALUE, APRIL 30, 2021 (Based on April 26th Preliminary Totals)	2021 PRELIM. TAXABLE VALUE COMPARED TO 2020 SUPP #11	2021 ESTIMATED PERCENT CHANGE IN EXISTING PROPERTY TAXABLE, YEAR-OVER-YEAR	2021 ESTIMATED TAXABLE VALUE CHANGE DUE TO NEW PROPERTY & ANNEXATIONS	2020 AVG HOMESTEAD MARKET VALUE, AS OF MARCH 4, 2021 SUPP #11	2021 AVG HOMESTEAD MARKET VALUE, AS OF APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY OVER-65 FREEZE TAXABLE LOSS, APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY FREEZE ADJUSTED TAXABLE VALUE (ROUNDED), (Based on April 26th Preliminary Totals)
CITIES & TOWNS											
CITY OF CELINA	\$2,074,020,456	\$278,252,000	\$26,956,669	\$2,450,000,000	18.13%	3.41%	14.72%	\$385,675	\$403,000	\$196,495,051	\$2,250,000,000
CITY OF DALLAS	\$5,850,700,355	\$27,105,000	\$0	\$5,880,000,000	0.50%	0.04%	0.46%	\$434,450	\$451,900	N/A	N/A
TOWN OF FAIRVIEW	\$2,084,413,172	\$66,221,000	\$0	\$2,180,000,000	4.59%	1.41%	3.18%	\$537,319	\$569,800	N/A	N/A
CITY OF FARMERSVILLE	\$292,071,969	\$7,750,000	\$364,952	\$312,000,000	6.82%	4.04%	2.78%	\$170,960	\$187,600	N/A	N/A
CITY OF FRISCO	\$21,185,352,633	\$978,669,000	\$0	\$22,440,000,000	5.92%	1.30%	4.62%	\$450,434	\$472,600	N/A	N/A
CITY OF GARLAND	\$29,263,023	\$86,000	\$0	\$29,400,000	0.47%	0.17%	0.29%	\$362,331	\$367,200	N/A	N/A
CITY OF JOSEPHINE	\$133,648,313	\$8,589,000	\$0	\$149,000,000	11.49%	5.06%	6.43%	\$198,657	\$210,700	\$17,150,580	\$131,000,000
CITY OF LAVON	\$408,386,820	\$24,707,000	\$0	\$447,000,000	9.46%	3.41%	6.05%	\$266,397	\$283,600	\$55,347,126	\$391,000,000
LOWRY CROSSING	\$177,365,286	\$1,316,000	\$0	\$188,000,000	6.00%	5.25%	0.74%	\$280,337	\$299,800	\$41,526,075	\$146,000,000
CITY OF LUCAS	\$1,497,501,013	\$43,789,000	\$2,009,438	\$1,590,000,000	6.18%	3.12%	3.06%	\$646,884	\$688,400	\$218,981,343	\$1,370,000,000
CITY OF MCKINNEY	\$25,067,191,976	\$798,855,000	\$0	\$26,540,000,000	5.88%	2.69%	3.19%	\$352,399	\$371,500	N/A	N/A
CITY OF MELISSA	\$1,425,047,583	\$189,923,000	\$701,669	\$1,670,000,000	17.19%	3.81%	13.38%	\$298,986	\$318,800	N/A	N/A
CITY OF MURPHY	\$2,646,701,003	\$27,393,000	\$0	\$2,697,000,000	1.90%	0.87%	1.03%	\$395,212	\$401,700	N/A	N/A
CITY OF NEVADA	\$124,855,514	\$2,155,000	\$0	\$133,000,000	6.52%	4.80%	1.73%	\$249,671	\$269,200	N/A	N/A
TOWN OF NEW HOPE	\$68,096,864	\$226,000	\$0	\$71,100,000	4.41%	4.08%	0.33%	\$279,366	\$298,100	N/A	N/A
CITY OF PARKER	\$1,126,221,420	\$48,857,000	\$0	\$1,200,000,000	6.55%	2.21%	4.34%	\$656,614	\$678,700	N/A	N/A
CITY OF PLANO	\$45,070,344,206	\$616,165,000	\$0	\$45,750,000,000	1.51%	0.14%	1.37%	\$378,406	\$393,600	\$4,682,141,566	\$41,060,000,000
CITY OF PRINCETON	\$1,326,814,362	\$220,996,000	-\$6,076	\$1,600,000,000	20.59%	3.93%	16.66%	\$217,857	\$227,100	\$98,416,957	\$1,500,000,000
TOWN OF PROSPER	\$4,188,711,722	\$298,476,000	\$0	\$4,590,000,000	9.58%	2.45%	7.13%	\$544,133	\$579,100	\$419,316,676	\$4,170,000,000
CITY OF RICHARDSON	\$8,198,952,594	\$150,623,000	\$0	\$8,290,000,000	1.11%	-0.73%	1.84%	\$391,819	\$398,800	N/A	N/A
CITY OF ROYSE CITY	\$212,625,009	\$4,264,000	\$2,949,733	\$223,000,000	4.88%	1.49%	3.39%	\$238,825	\$245,200	\$28,936,507	\$194,000,000
CITY OF SACHSE	\$1,057,050,320	\$35,426,000	\$0	\$1,120,000,000	5.96%	2.60%	3.35%	\$329,637	\$348,100	\$116,124,042	\$1,000,000,000
CITY OF ST. PAUL	\$127,098,792	\$610,000	\$0	\$133,700,000	5.19%	4.71%	0.48%	\$340,815	\$370,200	N/A	N/A
CITY OF VAN ALSTYNE	\$1,133	\$0	\$0	\$1,140	N/A	0.62%	N/A	N/A	\$0	N/A	N/A
CITY OF WESTON	\$39,028,302	\$1,909,000	\$0	\$43,100,000	10.43%	5.54%	4.89%	\$181,751	\$198,500	\$6,215,689	\$36,800,000
CITY OF WYLIE	\$5,174,051,991	\$147,114,000	\$800,095	\$5,500,000,000	6.30%	3.44%	2.86%	\$279,917	\$296,500	\$488,106,281	\$5,010,000,000

**COLLIN CENTRAL APPRAISAL DISTRICT
2021 PRELIMINARY ESTIMATE OF TAXABLE VALUE**

TAXING ENTITY NAME	2020 CERTIFIED TAXABLE VALUE, SUPP # 11, MARCH 4, 2021	2021 ESTIMATED NEW PROPERTY (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 ANNEXATIONS TAXABLE (INCLUDED IN PRELIMINARY ESTIMATED TAXABLE)	2021 CERTIFIED ESTIMATE OF TAXABLE VALUE, APRIL 30, 2021 (Based on April 26th Preliminary Totals)	2021 PRELIM. TAXABLE VALUE COMPARED TO 2020 SUPP #11	2021 ESTIMATED PERCENT CHANGE IN EXISTING PROPERTY TAXABLE, YEAR-OVER-YEAR	2021 ESTIMATED TAXABLE VALUE CHANGE DUE TO NEW PROPERTY & ANNEXATIONS	2020 AVG HOMESTEAD MARKET VALUE, AS OF MARCH 4, 2021 SUPP #11	2021 AVG HOMESTEAD MARKET VALUE, AS OF APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY OVER-65 FREEZE TAXABLE LOSS, APRIL 26, 2021 PRELIMINARY TOTALS	2021 PRELIMINARY FREEZE ADJUSTED TAXABLE VALUE (ROUNDED), (Based on April 26th Preliminary Totals)
COUNTY & COLLEGE											
COLLIN COUNTY	\$156,740,192,270	\$5,004,088,000	\$0	\$165,240,000,000	5.42%	2.23%	3.19%	\$375,720	\$393,900	\$17,365,108,610	\$147,800,000,000
COLLIN CO. COLLEGE	\$159,744,328,557	\$5,032,403,000	\$0	\$168,400,000,000	5.42%	2.27%	3.15%	\$375,720	\$393,900	\$18,108,521,118	\$150,200,000,000
SPECIAL DISTRICTS											
COLLIN CO.WCID#3 (INSPIRATION)	\$358,389,978	\$68,932,000	\$0	\$441,000,000	23.05%	3.82%	19.23%	\$375,304	\$386,400	N/A	N/A
COLLIN COUNTY MUD CR412 WM412	\$0	\$0	\$0	\$1,500,000	N/A	N/A	N/A	\$0	\$194,100	N/A	N/A
COLLIN COUNTY MUD#1 WCCM1	\$726,188,510	\$73,787,000	\$0	\$824,000,000	13.47%	3.31%	10.16%	\$416,417	\$432,600	N/A	N/A
COLLIN COUNTY MUD#2 WCCM2	\$10,635,647	\$28,440,000	\$1,471,274	\$56,900,000	434.99%	153.76%	281.24%	\$0	\$195,300	N/A	N/A
COLLIN COUNTY MUD#4 WCCM4	\$0	\$0	\$4,315,332	\$4,310,000	N/A	N/A	N/A	\$0	\$0	N/A	N/A
LAKEHAVEN MUD (WLHM)	\$0	\$0	\$2,947,057	\$2,940,000	N/A	N/A	N/A	\$0	\$0	N/A	N/A
MAGNOLIA POINTE MUD #1 WDRM1	\$68,047,805	\$43,208,000	\$0	\$137,000,000	101.33%	37.83%	63.50%	\$198,289	N/A	N/A	N/A
MCKINNEY MUD#1 WMM1	\$475,109,202	\$82,664,000	\$0	\$583,000,000	22.71%	5.31%	17.40%	\$374,472	\$404,700	N/A	N/A
MCKINNEY MUD#2 WMM2	\$65,940,319	\$12,193,000	\$0	\$89,000,000	34.97%	16.48%	18.49%	\$298,783	\$297,500	N/A	N/A
SEIS LAGOS UTILITY DIST WSE	\$255,145,465	\$13,237,000	\$0	\$276,000,000	8.17%	2.99%	5.19%	\$510,848	\$549,700	N/A	N/A
TRAILS OF BLUE RIDGE RDTBR	\$30,108,845	\$10,083,000	\$0	\$41,600,000	38.17%	4.68%	33.49%	\$374,388	\$423,400	N/A	N/A
VAN ALSTYNE MUD#2 WVAM2	\$0	\$0	\$0	\$0	N/A	N/A	N/A	\$0	\$0	N/A	N/A

2021 PLANNING CALENDAR



COLLIN COLLEGE

<u>April - May</u>	Mailing of "Notices of Appraised Value" by Chief Appraiser.
<u>April 30</u>	The Chief Appraiser prepares and certifies to the Tax Assessor for each county, municipality, and school district participating in the appraisal district an estimate of the taxable value.
<u>May 15</u>	Deadline for submitting Appraisal Records to ARB.
<u>July 20 (Aug 30)</u>	Deadline for ARB to approve Appraisal Records.
<u>July 25</u>	Deadline for Chief Appraiser to certify Appraisal Rolls to each Taxing Unit.
<u>Aug</u>	Certification of anticipated collection rate by collector.
<u>07/25/21</u>	Calculation of Effective and Rollback Tax Rates.
	Publication of " Effective and Rollback Tax Rates, Statement and Schedules "; Submission to the Governing Body
<u>07/31/21</u>	72 Hour Notice for Meeting (Open Meetings Notice).
<u>08/03/21</u>	Meeting of Governing Body to Discuss Tax Rates. If proposed tax rate will exceed the Rollback Rate or the Effective Tax Rate (whichever is lower), take record vote and schedule Public Hearing.
<u>08/17/21</u>	Publication of the " Notice of Public Hearing on Tax Increase " This Notice is the first quarter-page notice in the newspaper and website, if available. Publish at least five days before Public Hearing.
<u>08/20/21</u>	72 Hour Notice for First Public Hearing (Open Meetings Notice).
<u>08/24/21</u>	Public Hearing
<u>08/24/21</u>	Meeting to Adopt 2021 Tax Rate.

Tax Code Section 81.06 directs that if a date falls on a weekend, the deadline is extended to the following regular business day.
Advice of taxing unit legal counsel should be sought to determine how to fulfill the requirements of Section 140.010 Local Code (SB 1510).

Copy of the Ordinance adopted by the Board of Trustees of the 2021 Tax Rate to the Tax Office by: September 15, 2021.



PURCHASING AUDIT

AUDIT # 21-02

15 JUNE, 2021

Report Distribution:

H. Neil Matkin, Ed.D., District President
Melissa Irby, CPA, Chief Financial Officer
Cindy White, CPPO, CPPB, Director of Purchasing and Contracts

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Collin College is an equal opportunity institution and provides educational and employment opportunities without discrimination on the basis of race, color, religion, sex, age, national origin, disability, veteran status or other legally protected class.

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Internal Audit

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EXECUTIVE SUMMARY

AUDIT OBJECTIVE

The objective of the audit was to evaluate compliance with the District's purchasing policies and applicable external requirements. The scope of the audit included the period from the fiscal year 2019 through the fiscal year 2020.

AUDIT RECOMMENDATIONS

Recommendation	Risk Level	Implementation Date
1. Strengthen Process for Reporting Contracts to the Legislative Budget Board	High	December 2021
2. Update Approval Workflow to Facilitate Segregation of Duties	High	December 2021
3. Enhance Vendor Evaluation and Improve Compliance with Texas Education Code	Medium	December 2021
4. Require that Solicitations be Posted on the Electronic State Business Daily Portal	Low	December 2021

Other less significant opportunities for improvement were communicated to management separately.

DESIGNATED MANAGEMENT

Responsible Parties



Melissa Irby, CPA
Chief Financial Officer



Cindy White, CPPO, CPPB
Director of Purchasing and Contracts

CONCLUSION

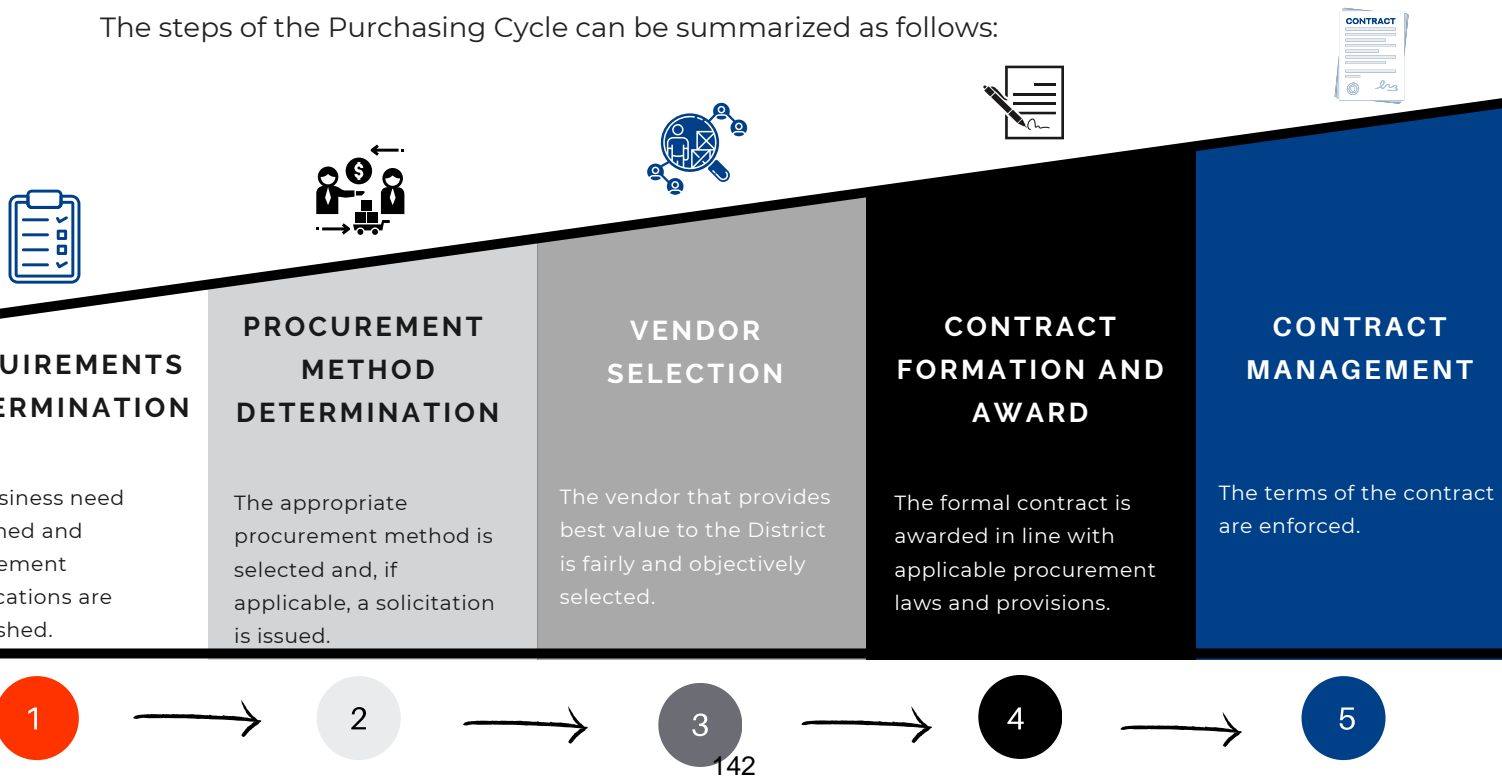
Implementation of the recommendations outlined in the report will strengthen processes and improve compliance.

BACKGROUND

Purchasing decisions at Collin College are governed by provisions of the Texas Education Code (TEC) Chapter 44, Subchapter B. According to TEC §44.0312 (a), the Board may, as appropriate, delegate certain purchasing authority to a designated person, representative, or committee. Under Board Policy CF (LOCAL), the Board has delegated to the District President the authority to make budgeted purchases for goods and services with the desire to accept the bid/proposal that represents the best value. The Purchasing Department at the District has sole responsibility and authority for the procurement process within the College's Board policies. The Purchasing Department has invested in multiple applications to streamline the purchasing process. The Ion Wave sourcing and bidding application is utilized for evaluating all competitive solicitations. In contrast, the electronic procurement application developed by Jaggaer is used for managing contracts after execution and for the submission and processing of requisitions and purchase orders.

PURCHASING CYCLE SUMMARIZED

The steps of the Purchasing Cycle can be summarized as follows:



METHODOLOGY

To satisfy audit objectives, the following procedures were performed:

- Gained an understanding of the District's purchasing policies and purchasing department procedures.
- Gained an overview of the process for posting purchasing solicitations and evaluating vendors.
- Reviewed purchases to confirm Board approval.
- Validated that the budget notification configuration was set up on contracts.
- Reviewed the purchase approval workflow for segregation of duties.
- Evaluated compliance with contract reporting requirements mandated by Article IX, Section 7.04 of the General Appropriations Act.
- Performed data analysis procedures to compute the average number of responses that are received on competitively bid solicitations.
- Reviewed controls within the bid solicitation and e-procurement applications.
- Selected a sample of purchases to evaluate compliance with District purchasing procedures.

The International Standards for the Professional Practice of Internal Auditing were utilized as guidance for conducting the audit. The Standards are statements of core requirements for the professional practice of internal auditing. Those standards require that sufficient and appropriate evidence is obtained in performing and planning the audit to provide a reasonable basis for the findings and conclusions based on the audit objectives. The evidence obtained provides a reasonable basis for the findings and conclusion based on the audit objectives.

CONTROLS & STRENGTHS NOTED

The following controls and strengths were noted as the audit was completed:

- A policy that outlines the District's purchasing requirements is in place.
- Board approval was consistently noted on purchases that required Board approval.
- Contracts were set up to notify the designated Contract Manager when budget spend reached the 85 percent threshold.
- Implementation of the electronic procurement application has allowed for the approval process for purchases to be streamlined.
- A summary of bid tabulations that outlines the scores assigned to each vendor by evaluators is posted publically once the contract is awarded. This allows for greater transparency in the purchasing process.
- District personnel that were set up as users within the e-procurement application were offered training on applicable purchasing requirements by the Purchasing Director.
- An audit trail that detailed that bids are only unsealed after the bid submission deadline has elapsed was in place.
- Documentation was maintained as evidence that the required legal notices for upcoming bid opportunities with the District were published in the county newspaper.



reviewed were approved by the Board. This is based on a review of 196 contracts with total budgeted contract value of \$215.16 million.



reviewed were set up to notify the designated Contract Manager when budget spend reached the 85 % threshold. This is based on a review of 740 contracts.



The average time for issuing purchase orders once requisitions were submitted was two days.

AUDIT RESULTS & MANAGEMENT RESPONSES

1. Strengthen Process for Reporting Contracts to the Legislative Budget Board

Risk Level: High

Category: Compliance, Reputation

According to the General Appropriations Act, Article IX, Section 7.04 :

"A state agency or institution of higher education receiving an appropriation under this Act shall report a contract pursuant to this section without regard to source of funds or method of finance associated with the expenditure, including a contract for which only non-appropriated funds will be expended." The requirements mandate reporting of all contracts that exceed fifty thousand dollars to the LBB within 30 days. In addition, contract modifications that exceed 10 percent of the originally reported amount must also be reported. "

In a review of 193 contracts that met the criteria for reporting to the Legislative Budget Board (LBB), it was noted that the:

- Contract values for 155 contracts were accurately reported to the LBB.
- Contract values for 38 contracts were underreported to the LBB by at least \$54 million.

LBB Reporting Review Results



The contract values were not accurately reported either due to the designated Purchasing staff member failing to submit the required information or misunderstanding the reporting requirements whenever contract revisions were executed. The District risks negative publicity with continued non-compliance with the LBB's reporting requirements.



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Recommendation:

The process for reporting contracts to the LBB should be strengthened so that the required information is submitted accurately.

Management Response:

Management agrees to strengthen the reporting process. The Contract Administrator in the Purchasing Department is now running PO reports monthly to catch any purchases that exceed \$50,000 and is also reviewing the entire Board agenda to catch purchase items that went as a committee agenda item and were not included on the Bid Report. All LBB reported contracts have been updated.

Person Responsible for Implementation:

Cindy White, Director of Purchasing and Contracts

2. Update Approval Workflow to Facilitate Segregation of Duties

Risk Level: High	Category: Governance
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Security Control Standards Catalog, Control AC-5 states:

"organizations shall ensure adequate controls and separation of duties for tasks that are susceptible to fraudulent or other unauthorized activity."

The District has implemented an e-procurement application for managing contracts and facilitating purchases. The application offers critical functionality such as the capability for:

- Personnel to create and submit a requisition. A requisition is an internal document that requests the purchasing department to initiate a purchase order.
- Supervisors to review and electronically approve requisitions to authorize the use of funds for purchases.
- Personnel to confirm receipt of an item after delivery.

Departments where Requisitions were Processed



- Other - \$ 2,255
- Grounds Maintenance - \$ 243,822
- Physical Plant - \$ 976,286

A total of \$ 1.2 million in requisitions were processed within different departments, where the same individual carried out the tasks of submitting the purchase requisition, providing approval to authorize the use of funds, and providing confirmation that the items were received. This is due to the fact that the approval workflow is not configured to route requisitions to the next individual in the organization hierarchy if requisitions are submitted and approved by the same individual. Inadequate segregation of duties may allow individuals the opportunity to misuse the District's fiscal resources.

Recommendation:

The approval workflow should be updated to facilitate the segregation of duties on purchase requisitions.

Management Response:

While requisitions under \$15,000 do not go to a next-level supervisor for approval, they are reviewed by two individuals in the Purchasing Department, unless they are being purchased through a punch-out or catalog supplier and the dollar amount is under \$5,000. However, Purchasing does not approve or review receivers.

Management agrees to revise the workflow for those individuals who do not have a Division Secretary to have their direct supervisor approve the requisition or have another individual submit the requisition for their approval and create the receiver. The workflow in Workday will be set to not allow an individual who submits a requisition to also approve the requisition.

Person Responsible for Implementation:

Cindy White, Director of Purchasing and Contracts

3. Enhance Vendor Evaluation and Improve Compliance with Texas Education Code

Risk Level: Medium

Category: Governance / Compliance

Texas Education Code, Subchapter B, Section 44.0351 states that:

" A school district shall award a competitively bid contract at the bid amount to the bidder offering the best value for the district. "

In a review of 21 solicitations with a budgeted contract value of \$ 10.28 million, it was noted that:

- On 1 solicitation with a budgeted contract value of \$400,000, there was a large variance in the scores assigned by the evaluators for the reference check evaluation factor. Scores of 15, 6, 6, and 8 were assigned. This gives the impression that the evaluators did not ask the same questions when

performing the reference check. The same script or format of questions must be used when conducting reference checks so that the results are consistent and fair to all respondents. Currently, there is no documented reference form that details the questions that the evaluators posed.

- On 1 solicitation with a budgeted contract value of \$185,000, 3 of the 4 evaluators did not assign the highest scores for pricing to the vendor with the lowest cost. No comments were identified to support the assigned lower scores.
- 1 solicitation with a budgeted contract value of \$242,258, for purchase of colocation and internet services, did not follow the standard procurement process where prospective vendors had the opportunity to submit a bid. No sole source exemption was claimed on the contract.
- Lastly, sole source documentation was not consistently maintained. According to the Purchasing Procedures Manual, " Sole Source documentation must be current and may not be more than 12 months old."

The District risks non-compliance with requirements of the Texas Education Code Subchapter B, Section 44.035 if vendor evaluations and documentation retention is not improved.

Recommendation:

Vendor evaluations should be enhanced by:

- Requiring solicitation evaluators to document the results of vendor reference checks on a standardized reference check form.
- Implementing a documented review process so that scoring discrepancies can be identified and addressed prior to execution of the contract.

Additionally, compliance with requirements of Texas Education should be improved:

- For solicitations, where a sole-source exemption cannot be claimed, the standard business practice that allows competitive bidding by prospective vendors should be followed.
- When a sole source exemption is claimed, the contract should not be executed before the required sole-source documentation is in place.

Management Response:

Management agrees to:

- Share a standard reference check form with all staff involved in the evaluation process and update procedures to require the use of the reference form.
- Create a ratings key to assist evaluators in determining their scores. Since the implementation of the evaluation tool in Ion Wave, the scoring for pricing has been set as a "Buyer Only" entered field and a formula is used for scoring the prices.
- For solicitations, where a sole-source exemption cannot be claimed, the standard business practice that allows competitive bidding by prospective vendors will be followed.
- Review sole source purchases to ensure the required documentation has been completed prior to processing the order or submission for Board approval. In Workday, the sole source justification will be a required field for all requisitions that are created as a Sole Source requisition type.

Person Responsible for Implementation:

Cindy White, Director of Purchasing and Contracting

4. Require that Solicitations be Posted on the Electronic State Business Daily Portal

Risk Level: Low Category: Cost Savings

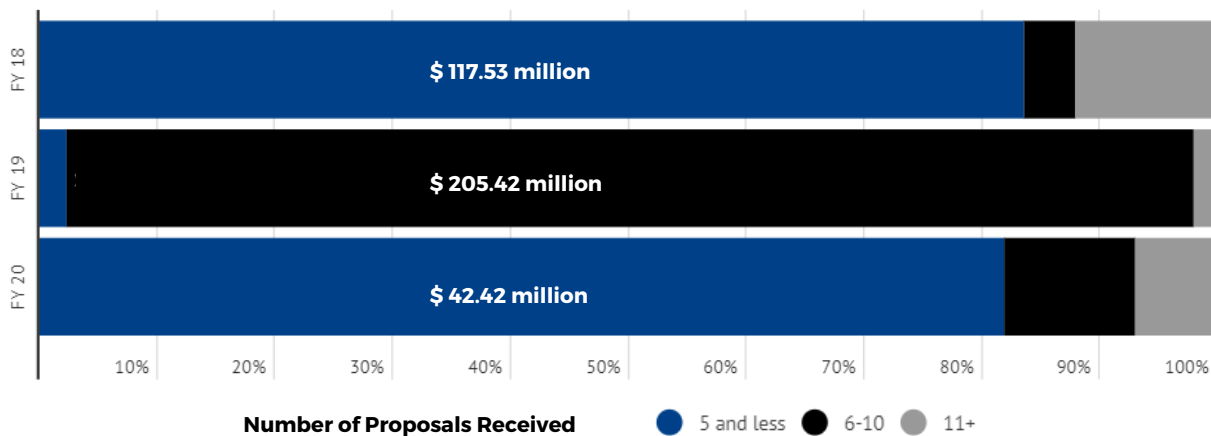
Texas Education Code, Subchapter B, Section 44.0351 states that:

" A school district shall award a competitively bid contract at the bid amount to the bidder offering the best value for the district. "

The District provides a means for prospective vendors to register electronically to receive notifications of bid opportunities via email, based on the commodity codes selected by the vendor during registration. In addition, the District posts the required legal notices in the county newspaper to share information about upcoming bid opportunities. However, in an analysis of the number of proposals that were received during the past

three fiscal years, it was noted that approximately \$164.87 million (40.41 %) was authorized for contracting based on the submission of five or less proposals.

Contract Budgets and the Number of Proposals Received



Since it is optional for junior college districts to utilize the Electronic State Business (EBSB) portal, the District currently does not post solicitations on the EBSB portal. State agencies utilize the portal to inform vendors about upcoming bid opportunities. The District may derive improved best value as a result of greater competition between vendors by posting bid opportunities on the EBSB portal.

Recommendation:

The practice of posting solicitations on the Electronic State Business Daily Portal should be adopted as a standard business practice.

Management Response:

The Purchasing Department will review the added practice of posting solicitations to the Electronic State Business Daily (ESBD) to determine the amount of time that will be required by the Buyers to add this step and evaluate the number of suppliers responding to solicitations who indicate that they received the information from the ESBD.

Person Responsible for Implementation:

Cindy White, Director of Purchasing and Contracts

PRIORITY FINDINGS AND RISK MATRIX

Definitions of Risks

Risk Level	Definition
Priority	High probability of occurrence that would significantly impact Collin College. If not addressed in a timely way, could directly impact achievement of a strategic or important operational objective of Collin as a whole.
High	Risks are considered to be substantially undesirable and pose a moderate to significant level of exposure to the college's operations. Without appropriate controls, the risk will happen on a consistent basis.
Medium	The risks are considered to be undesirable and could moderately expose the college. Without appropriate controls, the risk will occur some of the time.
Low	Low probability of various risk factors occurring. Even with no controls, the exposure to the college will be minimal.

AUDIT OBSERVATION CATEGORIES

- Compliance
- Cost Savings
- Financial Reporting
- Governance
- Information Technology / Security
- Operations
- Reputation



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THANK YOU

I appreciate the courtesies and considerations extended to me during the engagement.

Please let me know if you have questions or comments regarding this audit.

A handwritten signature in black ink that reads 'Ali Subhani'.

Ali Subhani, CIA, CISA, GSNA
Director Internal Audit



TEXAS HIGHER EDUCATION COORDINATING BOARD

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May 25, 2021

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Dr. H. Neil Matkin
President
Collin County Community College District
2200 W. University Drive
McKinney, Texas 75071

Dear Dr. Matkin,

Collin County Community College District substantially complied with the requirements of House Bill 1735 of the 86th Regular Legislative Session (HB-1735), based on our desk review of 18 requirements identified in HB-1735. The attached Summary of Results lists the areas reviewed and results obtained.

Our desk review included:

- Analyzing information available on your public website,
- Submitting a request for information to your Title IX administrator, and
- Compiling all information obtained to determine the level of compliance achieved by your institution.

The cooperation of your staff during this engagement is greatly appreciated. If you have any questions or comments on the conduct of this review, please let me know.

Sincerely,

A handwritten signature in black ink that reads "Mark A. Poehl".

Mark A. Poehl, CPA, CIA, CISA, CFE
Assistant Commissioner, Internal Audit and Compliance

PERFORMED BY:

Mr. Bobby Lane, CFE, CICA, Compliance Specialist

CC:

THECB

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Summary of Results

Item Number	Bill Reference by Section	Policy Compliance Requirements	Compliance Assessment
1	51.282 (a)(1)(A)	A "Definitions" page and details prohibited behavior.	No Improvement Recommendations Noted
2	51.282 (a)(2)	Board-approved policy.	
3	51.282 (b)(1)	Included in student handbook and personnel handbook.	
4	51.282 (b)(2)	Dedicated webpage and clearly linked to the IHE homepage.	
5	51.282 (c)	Requires each entering freshman or undergraduate transfer students to attend an orientation on the institution's policy.	
6	51.282 (d)	Prevention and outreach program that addresses required elements.	
7	51.282 (e)(1) and (2)	Protocol addresses counseling resources and must allow course drop.	
8	51.282 (f)	Biennial review and governing board approval of policy revisions.	
9	51.283	Electronic reporting option for an enrolled student or an IHE employee.	
10	51.284	Provides "Amnesty for Students Reporting Certain Incidents".	
11	51.285	Procedures for documenting a victim request not to investigate and to notify the victim of the IHE's decision whether it will investigate the alleged incident.	
12	51.286	A disciplinary process for certain violations.	
13	51.287	Protocol for when a student withdraws or graduates with pending disciplinary charges.	

Item Number	Bill Reference by Section	Policy Compliance Requirements	Compliance Assessment
14	51.288	Trauma-informed investigation training to each peace officer employed by an IHE.	No Improvement Recommendations Noted
15	51.289	IHE has an MOU with one or more of the following: (1) local law enforcement agencies; (2) sexual harassment, sexual assault, dating violence, or stalking advocacy groups; or (3) hospitals or other medical resource providers.	
16	51.290	Provides for at least one or more responsible employee, confidential employee, and student advocate. Responsible employee for the purposes of Title IX; (1) Confidential employee to whom enrolled students may speak confidentially; and (2) Student advocate is an enrolled student to whom an enrolled student may speak confidentially.	
17	51.291	Addresses confidentiality adheres to these requirements stipulated in this sub-section.	
18	51.293	Protocols address equal access for students enrolled at or employees of an IHE who are persons with disabilities.	



Lisa R. Collier, CPA, CFE, CIDA
First Assistant State Auditor

A Report on

**Agencies', Higher Education
Institutions', and Community Colleges'
Compliance with Public Funds
Investment Act and Rider 5, General
Appropriations Act, Reporting
Requirements**

June 2021
Report No. 21-023

State Auditor's Office reports are available on the Internet at <http://www.sao.texas.gov/>.



A Report on

Agencies', Higher Education Institutions', and Community Colleges' Compliance with Public Funds Investment Act and Rider 5, General Appropriations Act, Reporting Requirements

SAO Report No. 21-023
June 2021

Overall Conclusion

All agencies, higher education institutions, and community colleges subject to Texas Government Code, Chapter 2256, the Public Funds Investment Act (Act), reported that they complied with the Act for the reporting period ending August 31, 2019¹. Additionally, higher education institutions, including universities, university systems, and community colleges², are subject to the reporting requirements of Special Provisions Relating Only to State Agencies of Higher Education (Rider 5), page III-261, General Appropriations Act (86th Legislature), and prescribed by the State Auditor's Office. All of those institutions complied with Rider 5. Entities subject to the requirements of the Act, Rider 5, or both reported total investment holdings of \$118.5 billion³ as of August 31, 2020.

It is important to note that the entities provided the information in this report and that the State Auditor's Office did not independently verify this information.

Background Information

The Legislature enacted the Public Funds Investment Act (Act) in 1995 to improve the transparency and management of investments by state agencies, higher education institutions, community colleges, and local governments. The Act requires certain state agencies, higher education institutions, and community colleges to implement controls in the form of investment policies, contracting, training, reporting, and reviewing, as well as to obtain audits of those controls at least once every two years and provide those audits to the State Auditor's Office by January 1 of every even numbered year.

In addition, Rider 5, the General Appropriations Act (86th Legislature), requires higher education institutions and community colleges to file an annual investment report prepared in a method prescribed by the State Auditor's Office. The State Auditor's Office prescribed that method and additional reporting requirements at

<http://www.sao.texas.gov/InternalAudit/PublicFunds/>. Additionally, the higher education institutions and community colleges are required to publish quarterly investment reports on their websites.

Sources: The Act, the General Appropriations Act (86th Legislature), and the State Auditor's Office website.

¹ The Act requires compliance reporting once every two years. As a result, this report reviewed compliance reports as of August 31, 2019, two years after the previous report. Rider 5 compliance requires information posted by the higher education institutions for the previous two years. Rider 5 compliance testing is for the two years ended August 31, 2020, and investment balances are as of August 31, 2020.

² For the purposes of this report, if a community college is within a community college district (with multiple community colleges), the phrase "community college" refers to the community college district.

³ Total investment holdings is the sum of investments of the agencies, higher education institutions, and community colleges that are subject to the Act, as well as investments of the higher education institutions that are not subject to the Act. The total excludes those entities' investments in the Texas Local Government Pool (TexPool) and Texas Local Government Investment Pool Prime (TexPool Prime) to prevent counting those holdings twice. The sources for the investment amounts are the entities' annual investment reports and annual financial statements.

Summary of Compliance

The following describes compliance by the type of entity.

- **Agencies.** All 13⁴ agencies subject to the Act submitted compliance audit reports that indicated full or substantial compliance with the Act.
- **Higher Education Institutions.**
 - **Compliance with the Act.** All four higher education institutions subject to the Act submitted compliance reports that indicated substantial or minimal compliance with the Act. Midwestern State University and Texas Southern University provided compliance audits that indicated multiple or significant instances of noncompliance.
 - **Compliance with the Higher Education Investment Reporting Requirements.** All of the higher education institutions, including three universities and one system subject to the Act and one university and six university systems not subject to the Act, complied with the reporting requirements of Rider 5, page III-261, General Appropriations Act (86th Legislature).
- **Community Colleges.**
 - **Compliance with the Act.** All 50 community colleges subject to the Act submitted compliance audit reports that indicated full or substantial compliance with the Act. Amarillo College, Clarendon College, and San Jacinto College provided compliance audits with minor instances of noncompliance.
 - **Compliance with the Higher Education Investment Reporting Requirements.** All 50 community colleges complied with the reporting requirements of Rider 5. Southwest Texas Junior College was determined to be substantially compliant due to one instance of noncompliance.

⁴ The 13 agencies include agencies of the state, self-directed semi-independent agencies, and nonprofit corporations established by and for the benefit of the state agency.

Some entities did not submit compliance reports by the statutorily required due date of January 1, 2020. In addition, a number of institutions using external auditors submitted reports limited to material noncompliance. Further, a number of higher education institutions did not fully comply with the higher education reporting requirements by the due date of December 31, 2020. However, the entities or auditors were able to provide the missing information or verify that the reporting requirements were met prior to completion of this report.

Audit Objectives and Scope

The objectives of this project were to:

- Determine whether state agencies and higher education institutions complied with the Act requirement to submit a compliance report to the State Auditor's Office by January 1, 2020.
- Determine whether higher education institutions complied with Special Provisions Relating Only to State Agencies of Higher Education, page III-261, the General Appropriations Act (86th Legislature), and reporting requirements as prescribed by the State Auditor's Office on its website.

The scope of this project covered compliance audit reports with due dates of January 1, 2020, and Rider 5 investment disclosures with due dates of December 31, 2019, and December 31, 2020. State auditors performed reviews of the reports from February 2021 through April 2021.

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Detailed Results

Chapter 1





All Agencies Subject to the Act Submitted Compliance Reports That Indicated They Were Fully or Substantially Compliant

The Public Funds Investment Act (Act) in Texas Government Code, Chapter 2256, requires that the governing bodies of state agencies with authority to invest public funds implement investment-related controls in the following areas: policies, contracting, training, reporting, reviewing, and auditing. The Act contains multiple requirements for each of those areas, and the agencies' internal or external auditors must test compliance with those policies every two years. The Act requires the agencies to submit those audit results to the State Auditor's Office.

For the compliance reporting period ended August 31, 2019, all entities subject to the Act submitted the required compliance audit reports.

The State Auditor's Office reviewed those reports and defined levels of compliance (see text box).

Definitions of Compliance with the Act

-  **Fully Compliant:** No findings were reported.
-  **Substantially Compliant:** Few findings were reported that may include a significant finding related to policies, contracting, training, reporting, reviewing, or auditing.
-  **Minimally Compliant:** Some findings were reported that were significant to policies, contracting, training, reporting, reviewing, or auditing.
-  **Noncompliant:** The required compliance report was not provided or contained many findings that were significant to policies, contracting, training, reporting, reviewing, or auditing.

Agencies' Compliance with the Act. Of the 13 agencies subject to the Act, 11 agencies submitted reports that indicated full compliance with the Act. Two agencies submitted reports that indicated they were substantially compliant with the Act. Instances of noncompliance are noted in Appendix 2.

Table 1 on the next page shows ratings for compliance by agencies subject to the Act.

Table 1





Agencies' Compliance with the Act	
Rating	Agency
●	Board of Law Examiners
●	Department of Criminal Justice
●	Department of Housing and Community Affairs
●	Department of Transportation
●	Office of the Consumer Credit Commissioner
●	Real Estate Commission
●	School for the Blind and Visually Impaired
●	State Bar of Texas
●	Texas Access to Justice Foundation
●	Texas State Affordable Housing Corporation
●	Texas Treasury Safekeeping Trust Company (TexPool and TexPool Prime)
●	Trusted Programs within the Office of the Governor
●	Water Development Board

Higher Education Institutions Subject to the Act Were Determined to Be Substantially or Minimally Compliant with the Act and Fully Compliant with Investment Reporting Requirements of Rider 5

The State Auditor’s Office reviewed the compliance audit reports submitted, and based on the results of those reports, determined the level of compliance with the Act (see text box for definitions of compliance with the Act).

The Act defines state agencies to include higher education institutions with authority to invest public funds. However, higher education institutions with total endowments of \$150 million in book value as of September 1, 2017, are exempt from the Act. Requirements for compliance with the Act are discussed in Chapter 1. Also, see Chapter 4 for more information on the university and university systems determined to be exempt from the Act.

Definitions of Compliance with the Act

-  **Fully Compliant:** No findings were reported.
-  **Substantially Compliant:** Few findings were reported that may include a significant finding related to policies, contracting, training, reporting, reviewing, or auditing.
-  **Minimally Compliant:** Some findings were reported that were significant to policies, contracting, training, reporting, reviewing, or auditing.
-  **Noncompliant:** The required compliance report was not provided or contained many findings that were significant to policies, contracting, training, reporting, reviewing, or auditing.

In addition, the State Auditor’s Office reviewed the investment reports and disclosures on the institutions’ websites to determine compliance with Rider 5, page III-261, General Appropriations Act (86th Legislature), and as prescribed by the State Auditor’s Office requirements.

Higher Education Institutions’ Compliance with the Act. All four higher education institutions provided compliance audit reports for the compliance period ending August 31, 2019. Two institutions provided reports from which auditors determined that they were substantially compliant with the Act. Two institutions provided reports from which auditors determined that they were minimally compliant with the Act. Instances of noncompliance with the Act are noted in Appendix 2.

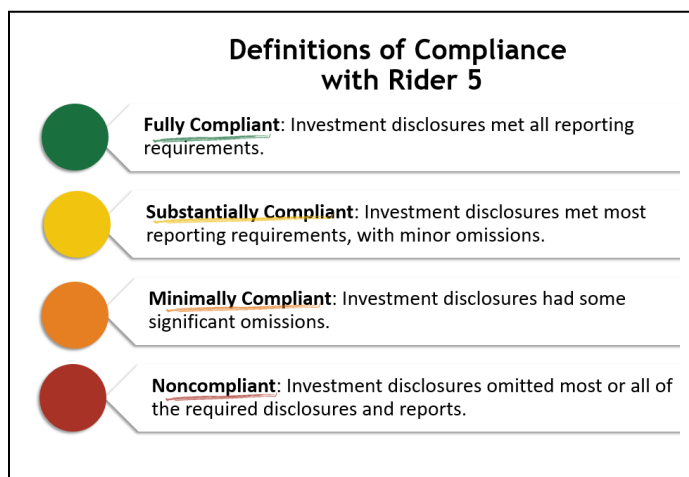
Higher Education Institutions’ Compliance with Investment Reporting Requirements of Rider 5. Rider 5 requires all higher education institutions to provide an annual report of investment transactions, in a manner prescribed by the State Auditor’s Office.

Those requirements include the following:

- Submitting an annual investment report to the State Auditor’s Office, the Office of the Comptroller of Public Accounts, the Office of the Governor, and the Legislative Budget Board, using the format prescribed by the State Auditor’s Office.
- Disclosing the following information on the higher education institution’s website:
 - ♦ Quarterly investment reports.
 - ♦ The use of outside investment advisors or managers.
 - ♦ The use of soft dollar agreements, directed brokerage or directed commission, commission recapture, or similar arrangements.⁵
 - ♦ Associations with independent endowments or foundations.
 - ♦ Current investment policies.









All four institutions provided reports from which auditors determined that they were fully compliant with Rider 5 (see text box for definitions of the levels of compliance with Rider 5).

Table 2 on the next page shows ratings for compliance by higher education institutions subject to the Act and Rider 5.



⁵ Those arrangements typically involve using brokerage commissions as a means of paying for other related investment services through credits of a portion of brokerage commissions paid, rather than through direct payments or using selected brokers who rebate a portion of the commission they receive on trades for the investor.

Table 2





Higher Education Institutions' Compliance		
Act	Rider 5	Higher Education Institution
		Midwestern State University
		Stephen F. Austin State University
		Texas Southern University
		Texas State Technical College System

Community Colleges Submitted Compliance Audit Reports Indicating That They Were Fully or Substantially Compliant with the Act, and Most Were Compliant with the Reporting Requirements of Rider 5

The Act requires that the governing bodies of higher education institutions, including community colleges with authority to invest funds, implement investment-related controls in the following areas: policies, contracting, training, reporting, reviewing, and auditing. The Act contains multiple requirements for each of those areas, and the community colleges' internal or external auditors must test compliance with those policies every two years. The Act also requires the community colleges to submit those audit results to the State Auditor's Office.

Of the 50 community colleges in Texas, all 50 provided compliance audit reports for the reporting period ending August 31, 2019. The State Auditor's Office reviewed those reports and established definitions of compliance with the Act (see text box).

Definitions of Compliance with the Act

-  **Fully Compliant:** No findings were reported.
-  **Substantially Compliant:** Few findings were reported that may include a significant finding related to policies, contracting, training, reporting, reviewing, or auditing.
-  **Minimally Compliant:** Some findings were reported that were significant to policies, contracting, training, reporting, reviewing, or auditing.
-  **Noncompliant:** The required compliance report was not provided or contained many findings that were significant to policies, contracting, training, reporting, reviewing, or auditing.

Additionally, community colleges are subject to the investment reporting requirements of Rider 5, page III-261, General Appropriations Act (86th Legislature).

Community Colleges' Compliance with the Act and Rider 5. Of the 50 community colleges, 47 fully complied and 3 substantially complied with the Act. Instances of noncompliance are listed in Appendix 2.

In reviewing the community colleges' websites, 49 fully complied with the reporting requirements of Rider 5 (see text box for definitions of compliance with Rider 5). One community college, Southwest Texas Junior College, was determined to be substantially compliant because of a minor omission related to the review, approval, and publication of its investment policies.

Table 3 provides additional details of community colleges' compliance with the Act and reporting requirements of Rider 5.

Definitions of Compliance with Rider 5











































-  **Fully Compliant:** Investment disclosures met all reporting requirements.
-  **Substantially Compliant:** Investment disclosures met most reporting requirements, with minor omissions.
-  **Minimally Compliant:** Investment disclosures had some significant omissions.
-  **Noncompliant:** Investment disclosures omitted most or all of the required disclosures and reports.

Table 3

Community College Compliance		
Act	Rider 5	Community College
		Alamo Community College
		Alvin Community College
		Amarillo College
		Angelina College
		Austin Community College
		Blinn College
		Brazosport College
		Central Texas College
		Cisco Junior College
		Clarendon College
		Coastal Bend College
		College of the Mainland
		Collin County Community College
		Dallas County Community College
		Del Mar College
		El Paso Community College
		Frank Phillips College (Borger Junior College District)
		Galveston College
		Grayson County College

Community College Compliance		
Act	Rider 5	Community College
●	●	Hill College
●	●	Houston Community College
●	●	Howard College
●	●	Kilgore College
●	●	Laredo Community College
●	●	Lee College
●	●	Lone Star College System
●	●	McLennan Community College
●	●	Midland College
●	●	Navarro College
●	●	North Central Texas College
●	●	Northeast Texas Community College
●	●	Odessa College
●	●	Panola College
●	●	Paris Junior College
●	●	Ranger College
●	●	San Jacinto College
●	●	South Plains College
●	●	South Texas College
●	●	Southwest Texas Junior College
●	●	Tarrant County College
●	●	Temple College
●	●	Texarkana College
●	●	Texas Southmost College
●	●	Trinity Valley Community College
●	●	Tyler Junior College
●	●	Vernon College
●	●	Victoria College
●	●	Weatherford College
●	●	Western Texas College
●	●	Wharton County Junior College

The University and the University Systems Subject to Rider 5 But Not Subject to the Act Complied with Reporting Requirements

The seven higher education institutions (one university and six university systems) that were subject to Rider 5, page III-261, General Appropriations Act (86th Legislature), and prescribed by the State Auditor's Office at <http://www.sao.texas.gov/internalaudit/publicfunds/> but exempt from the Act complied with the reporting requirements of Rider 5. Those higher education institutions are:

- Texas A&M University System.
- Texas State University System.
- Texas Tech University System.
- Texas Woman's University.
- The University of Texas System.
- University of Houston System.
- University of North Texas System.

The Act does not apply to any institution of higher education with total endowments of at least \$150 million in book value as of September 1, 2017. However, all institutions of higher education are subject to the investment reporting requirements of Rider 5.

Summary of Investments for Agencies, Higher Education Institutions, and Community Colleges

The agencies, higher education institutions, and community colleges reviewed reported total investment holdings of \$118.5 billion as of August 31, 2020. Specifically:

- The 13 agencies **subject to the Act** reported investments of \$38.6 billion as of August 31, 2020.
- The four higher education institutions **subject to the Act** reported total investments of \$402.5 million as of August 31, 2020.
- The 50 community colleges **subject to the Act** reported total investments of \$3.8 billion as of August 31, 2020.
- The seven higher education institutions that are **not subject to the Act** reported investments of \$75.7 billion as of August 31, 2020.

Investments at Agencies Subject to the Act

Table 4 on the next page lists the total investments for agencies subject to the Act as of August 31, 2020. To avoid double counting, these amounts do not include TexPool and TexPool Prime investments of \$1.3 billion held by certain agencies and included with Texas Treasury Safekeeping and Trust Company investments.

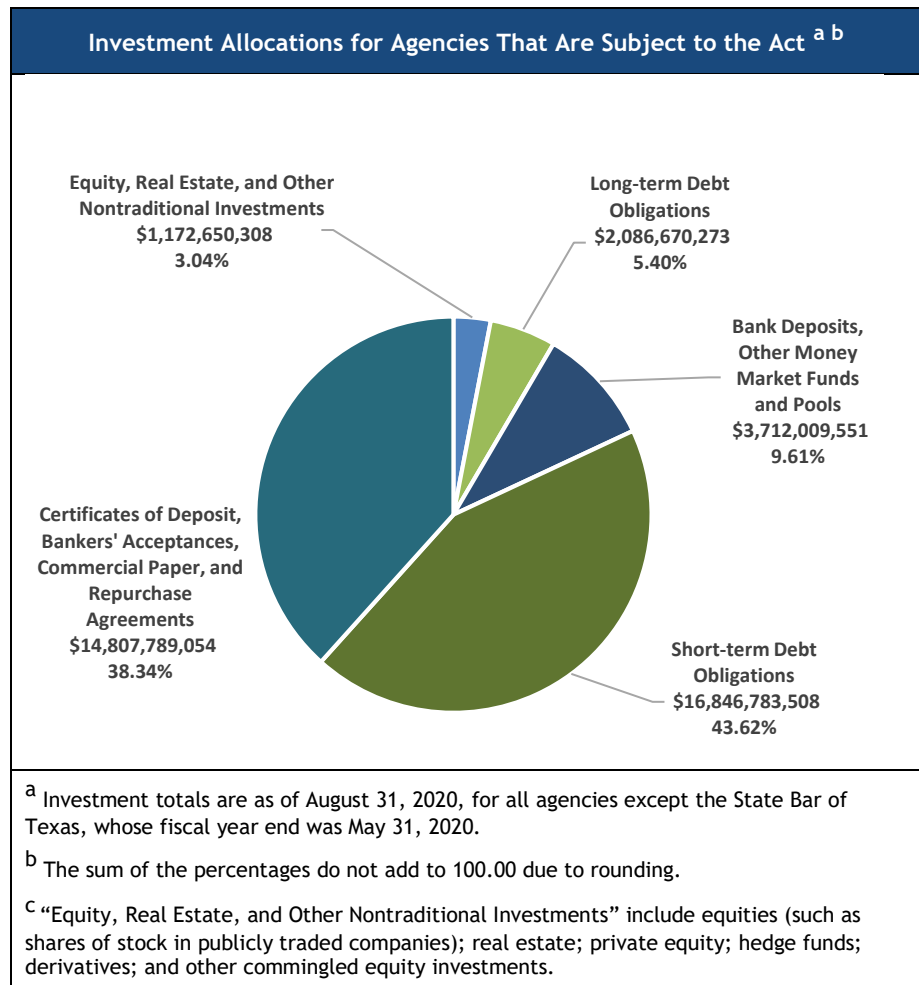
Table 4

Total Investments for Agencies Subject to the Act ^a	
Agency	Market Value of Investments as of August 31, 2020
Board of Law Examiners	\$ 4,245,420
Department of Criminal Justice	54,405,252
Department of Housing and Community Affairs	1,640,636,617
Department of Transportation	1,193,613,000
Office of the Consumer Credit Commissioner	8,466,107
Real Estate Commission	28,564,840
School for the Blind and Visually Impaired	984,516
State Bar of Texas ^b	51,492,815
Texas Access to Justice Foundation	42,269,785
Texas State Affordable Housing Corporation	98,197,426
Texas Treasury Safekeeping Trust Company	32,778,368,268
Trusted Programs within the Office of the Governor	11,428,877
Water Development Board	2,713,229,771
Total	\$ 38,625,902,694
<p>^a This table includes investment information only for agencies subject to the Act. The amounts in this table are based on information the agencies provided. Auditors did not perform tests or other procedures to verify the accuracy of the reported amounts. These amounts include agency investments that are subject to the Act but exclude agencies' investments in the Texas Treasury Safekeeping Trust Company (TexPool and TexPool Prime) to prevent counting those holdings twice.</p> <p>^b Data is as of the agency's fiscal year end, May 31, 2020.</p>	

Sources: **Unaudited annual financial reports:** Department of Criminal Justice, Department of Housing and Community Affairs, Office of the Consumer Credit Commissioner, Real Estate Commission, School for the Blind and Visually Impaired, Trusted Programs within the Office of the Governor, and Water Development Board. **Annual investment report:** Texas Access to Justice Foundation. **Audited annual financial reports:** Board of Law Examiners, Department of Transportation, State Bar of Texas, Texas State Affordable Housing Corporation, and Texas Treasury Safekeeping Trust Company.

Figure 1 on the next page shows the allocation of investments held by agencies subject to the Act as of August 31, 2020. See Appendix 3 for definitions of asset classes.

Figure 1



Sources: **Unaudited annual financial reports:** Department of Criminal Justice, Department of Housing and Community Affairs, Office of the Consumer Credit Commissioner, Real Estate Commission, School for the Blind and Visually Impaired, Trusteed Programs within the Office of the Governor, and Water Development Board. **Annual investment report:** Texas Access to Justice Foundation. **Audited annual financial reports:** Board of Law Examiners, Department of Transportation, State Bar of Texas, Texas State Affordable Housing Corporation, and Texas Treasury Safekeeping Trust Company.

Investments at Higher Education Institutions Subject to the Act

Table 5 lists the total investments as of August 31, 2020, reported by higher education institutions that are subject to the Act and subject to the reporting requirements of Rider 5. These amounts do not include TexPool and TexPool Prime investments of \$124.4 million held by multiple institutions and included with Texas Treasury Safekeeping and Trust Company investments.

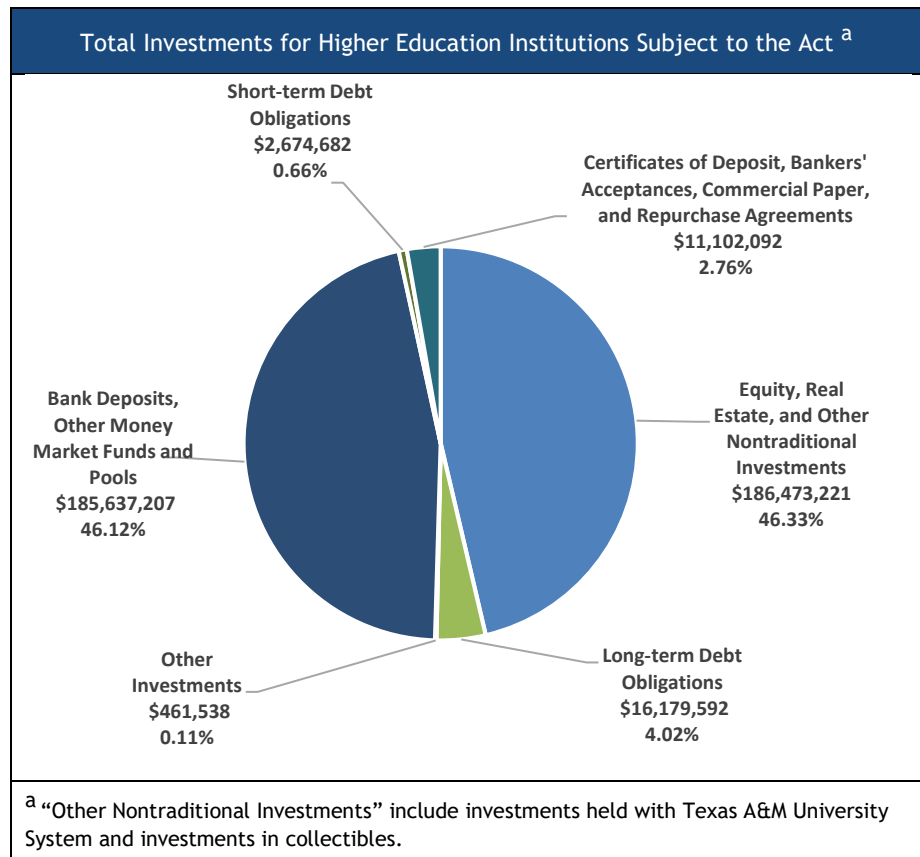
Table 5

Total Investments for Higher Education Institutions Subject to the Act ^a	
University or System	Market Value of Investments as of August 31, 2020
Midwestern State University	\$ 74,883,842
Stephen F. Austin State University	205,632,395
Texas Southern University	67,022,818
Texas State Technical College System	54,989,277
Total	\$ 402,528,332
^a This table includes investment information only for higher education entities subject to the Act and does not include cash. The amounts in this table are based on self-reported information. Auditors did not perform tests or other procedures to verify the accuracy of the reported amounts. These amounts include higher education institutions' investments that are subject to the Act but exclude higher education institutions' investments in the Texas Treasury Safekeeping Trust Company (TexPool and TexPool Prime) to prevent counting those holdings twice.	

Sources: Annual investment reports as of August 31, 2020, provided by the universities and system.

Figure 2 on the next page shows the investment allocations as of August 31, 2020, for higher education institutions subject to the Act.

Figure 2



Sources: Annual investment reports as of August 31, 2020, provided by the universities and system.

Investments at Community Colleges Subject to the Act

Table 6 on the next page lists the total investments at community colleges subject to the Act as of August 31, 2020, and subject to the reporting requirements of Rider 5. These amounts do not include TexPool and TexPool Prime investments of \$1.3 billion held by certain institutions and included with Texas Treasury Safekeeping and Trust Company investments.

Table 6

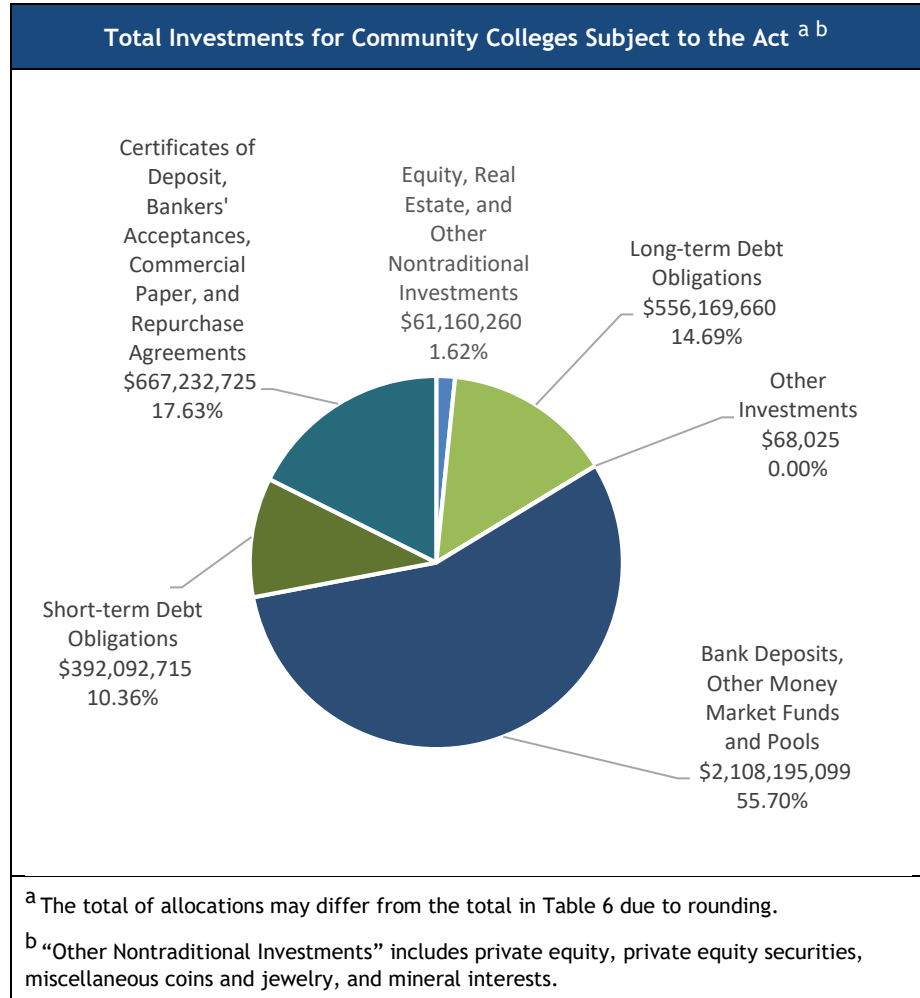
Total Investments for Community Colleges Subject to the Act ^a	
Community College	Market Value of Investments as of August 31, 2020
Alamo Community College	\$ 168,428,585
Alvin Community College	15,242,361
Amarillo College	26,483,133
Angelina College	24,319,056
Austin Community College	109,667,524
Blinn College	120,412,889
Brazosport College	13,207,978
Central Texas College	104,899,555
Cisco Junior College	6,140,860
Clarendon College	4,536,687
Coastal Bend College	7,403,464
College of the Mainland	106,283,851
Collin County Community College	140,871,177
Dallas County Community College	423,977,421
Del Mar College	250,649,996
El Paso Community College	153,191,370
Frank Phillips College (Borger Junior College District) ^b	-
Galveston College	15,682,324
Grayson County College	34,100,677
Hill College	19,393,110
Houston Community College	156,203,857
Howard College	26,403,869
Kilgore College	22,990,579
Laredo Community College	94,763,430
Lee College	33,013,029
Lone Star College System	193,736,407
McLennan Community College	15,526,746
Midland College	53,688,647
Navarro College	27,343,248
North Central Texas College	7,220,961
Northeast Texas Community College	6,319,011
Odessa College	36,869,927
Panola College	36,745,243

Total Investments for Community Colleges Subject to the Act ^a	
Community College	Market Value of Investments as of August 31, 2020
Paris Junior College	27,609,212
Ranger College	2,955,355
San Jacinto College	34,284,819
South Plains College	29,725,295
South Texas College	277,285,094
Southwest Texas Junior College	10,704,069
Tarrant County College	642,928,649
Temple College	24,619,031
Texarkana College	26,762,173
Texas Southmost College	70,491,673
Trinity Valley Community College	21,429,736
Tyler Junior College	31,799,472
Vernon College	7,398,745
Victoria College	14,096,057
Weatherford College	55,023,746
Western Texas College	27,723,648
Wharton County Junior College	24,364,739
Total	\$ 3,784,918,485
<p>^a The amounts in this table are based on information the community colleges provided. Auditors did not perform tests or other procedures to verify the accuracy of the reported amounts. This table includes investment information only for community colleges subject to the Act. These amounts include investments that are not subject to the Act and exclude community colleges' investments in the Texas Treasury Safekeeping Trust Company (TexPool and TexPool Prime) to prevent counting those holdings twice.</p> <p>^b Frank Phillips College investments included \$3,615 invested in TexPool. TexPool and TexPool Prime are not reflected in the investment totals above.</p>	

Sources: Annual investment reports as of August 31, 2020, provided by the community colleges.

Figure 3 shows the allocation of investments held by community colleges as of August 31, 2020.

Figure 3



Sources: Annual investment reports as of August 31, 2020, provided by the community colleges.

Investments at Higher Education Institutions Not Subject to the Act

Table 7 on the next page lists the total investments reported by higher education institutions that are not subject to the Act but are subject to the higher education reporting requirements of Rider 5. These amounts do not include TexPool and TexPool Prime investments of \$902.5 million held by certain institutions and included with Texas Treasury Safekeeping and Trust Company investments.

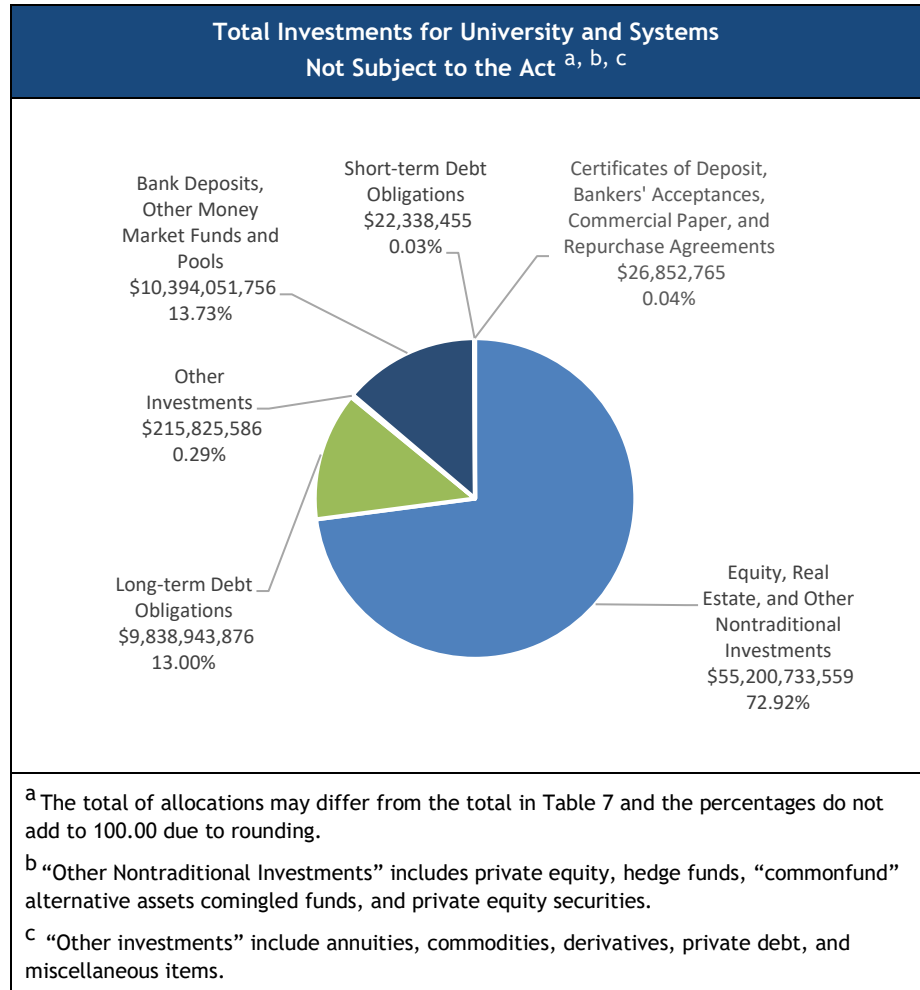
Table 7

Total Investments for University and Systems Not Subject to the Act ^a	
University or System	Market Value of Investments as of August 31, 2020
Texas A&M University System	\$ 6,613,186,012
Texas State University System	680,072,978
Texas Tech University System	2,977,715,832
Texas Woman’s University	273,506,285
The University of Texas System	62,925,256,526
University of Houston System	1,596,860,625
University of North Texas System	632,147,740
Total	\$ 75,698,745,998
<p>^a This table includes investment information only for the university and the university systems exempt from the Act in Texas Government Code, Section 2256.004. The amounts do not include cash or TexPool and TexPool Prime. Investments in the Texas Treasury Safekeeping Trust Company (TexPool and TexPool Prime) are not included to prevent counting those holdings twice. The amounts in this table are based on self-reported information, and auditors did not perform tests or other procedures to verify the accuracy of the reported amounts.</p>	

Sources: Annual investment reports as of August 31, 2020, provided by the university and university systems.

Figure 4 on the next page shows the investment allocations as of August 31, 2020, for higher education institutions that are not subject to the Act but are subject to the investment reporting requirements of Rider 5.

Figure 4



Sources: Annual investment reports as of August 31, 2020, provided by the university and university systems.

Appendices

Appendix 1

Objectives, Scope, and Methodology

Objectives

The objectives of this project were to:

- Determine whether state agencies and higher education institutions complied with the Public Funds Investment Act (Act) requirement to submit a compliance report to the State Auditor’s Office by January 1, 2020.
- Determine whether higher education institutions complied with Special Provisions Relating Only to State Agencies of Higher Education, page III-261, the General Appropriations Act (86th Legislature), and reporting requirements as prescribed by the State Auditor’s Office on its website.

Scope

The scope of this project covered compliance audit reports with due dates of January 1, 2020, and Rider 5 investment disclosures with due dates of December 31, 2019, and December 31, 2020. State auditors performed reviews of the reports from February 2021 through April 2021.

Auditors considered information provided through March 19, 2021, for agencies, higher education institutions, and community colleges when determining their level of compliance with the Act and higher education investment requirements.

Methodology

The project methodology included (1) collecting and evaluating evidence regarding compliance with the Act included in entities' most recent compliance audit reports, (2) reviewing higher education institutions' and community colleges' websites and the documents that they submitted to the State Auditor's Office for the required investment disclosures, and (3) compiling entities' investment balances individually and by type of entity. In addition, auditors communicated with agencies, higher education institutions, and community colleges in an effort to clarify the relevant requirements. Auditors did not perform any information technology work. It is important to note that the entities provided the information in this report and that the State Auditor's Office did not independently verify that information.

Information collected and reviewed included the following:

- Compliance audit reports issued by entities' internal or external auditors.
- Annual investment reports of higher education entities and community colleges.
- Investment policies of higher education institutions and community colleges.
- Investment disclosures on higher education institutions' and community colleges' websites.
- Audited and unaudited annual financial reports.

Procedures and tests conducted included the following:

- Reviewing compliance audit reports and summarizing any findings reported.
- Determining whether each higher education institution and community college submitted an annual investment report to the State Auditor's Office and posted the following on its website:
 - ♦ Investment policy reviewed and approved by its board within the previous two years.
 - ♦ Quarterly and annual investment reports for the previous two years.
 - ♦ Answers to the State Auditor's Office questions regarding outside investment managers, soft-dollar arrangements, and foundations.

- Determining whether the annual investment report for each higher education institution and community college used the format prescribed by the State Auditor’s Office.
- Compiling investment balances for each entity individually and by type of entity.

Criteria used included the following:

- The Public Funds Investment Act (Texas Government Code, Chapter 2256).
- Higher education investment reporting requirements mandated by Rider 5, page III-261, General Appropriations Act (86th Legislature), and prescribed by the State Auditor’s Office on its website at <http://www.sao.texas.gov/InternalAudit/PublicFunds/>.

Project Information

Project fieldwork was conducted from February 2021 through April 2021. This project was not an audit, and the information in this report was not subjected to all the tests and confirmations that would be performed in an audit. However, the information in this report was subjected to certain quality control procedures to ensure accuracy.

The following members of the State Auditor’s staff performed the project:

- Jules V. Hunter, CPA, CIA (Project Manager)
- Kristin Auriel René Pope, MSA
- Michelle Ann Duncan Feller, CPA, CIA (Quality Control Reviewer)
- James Timberlake, CIA, CFE (Audit Manager)

Instances of Noncompliance with the Act

Tables 8 through 10 provide information on the instances of noncompliance reported by the internal and external auditors of agencies, higher education institutions, and community colleges that are subject to the Public Funds Investment Act (Act).

Table 8

Agencies That Were Not Fully Compliant with the Act (From Compliance Audit Reports for the Reporting Period Ending August 31, 2019)		
Agency	Area of Noncompliance	Internal or External Auditor Findings ^a
Agencies That Were Substantially Compliant with the Act		
School for the Blind and Visually Impaired (School)	Policies	<i>The School's investment policies and procedures reflect the Act and provide assurance of consistent performance in investment activities that comply with the Act, however some procedural steps are not documented.</i> <i>The procedure for monitoring investments was updated in April of 2016. The procedure provides direction and control steps to assign responsibilities and provide accountability but is limited to monitoring activities for CDs. The procedure should be expanded to cover other types of investments and should incorporate the cash flow forecasting process.</i>
	Reporting	<i>The earnings on investments were not accrued in the year-end reports, causing bank statement earnings balances to differ slightly from those reported on the Investment Reports. The amounts are not material (\$500-\$1000).</i>
Trusted Programs within the Office of the Governor (Office)	Reporting	<i>[Internal Audit] found that although written reports are prepared, they are signed by only one of the investment officers (although there is evidence that both investment officers, and the director of the Financial Services Division reviewed the reports prior to transmitting them to the governing bodies).</i> <i>Additionally, of the 32 quarters reviewed, only 13 reports were transmitted to the entity governing board within a reasonable time period</i> <i>Finally, in most instances, quarterly reports for multiple quarters were prepared and transmitted to governing boards at the same time.</i>
^a The findings presented are direct excerpts from the agencies' audit reports.		

Source: State Auditor's Office review of the compliance audit reports issued by the agencies' auditors.

Table 9

Higher Education Institutions That Were Not Fully Compliant with the Act (From Compliance Audit Reports for the Reporting Period Ending August 31, 2019)		
Higher Education Institution	Area of Noncompliance	Internal or External Auditor Compliance Audit Findings ^a
Higher Education Institutions That Were Substantially Compliant with the Act		
Stephen F. Austin State University (University)	Reporting	<i>The University has historically included interest-bearing bank deposits on the annual investment report; however, the accounts have not been included in the quarterly investment reports. With the 2017 change to the Act, the accounts should be reflected on the quarterly investment reports.</i>
Texas State Technical College System (System)	Policies	<i>Employees who work with System investments are required to submit an Employee Independence - Deposits and Investment form by October 1 of each year. While all employees either submitted forms by the due date or within 30 days of it, 6 of 12 the forms were dated after October 1. There were no conflicts reported on any form.</i> <i>Regents are required to submit a Board Member Independence - Deposits and Investment form by November 1 of each year. Of the 20 forms [Internal Audit] tested, 3 were submitted after the due date and 4 of the forms were not dated. There were no conflicts reported on any form.</i>
	Reporting	<i>A report on investment officer training was not presented to the Board of Regents in November 2017. Nevertheless, all training was completed.</i> <i>[Internal Audit] identified a Quarterly Investment report presented to the Board of Regents that was signed by only 1 of the investment officers. The report was accurate, nevertheless.</i>

**Higher Education Institutions That Were Not Fully Compliant with the Act
(From Compliance Audit Reports for the Reporting Period Ending August 31, 2019)**

Higher Education Institution	Area of Noncompliance	Internal or External Auditor Compliance Audit Findings ^a
Texas Southern University (University)	Policies	<i>Management did not submit its Investment policies (both the Endowment and Non-Endowment Funds policies) to the Texas Southern University Governing Board during Fiscal Year 2019 to receive adoption by rule, order, ordinance, or resolution as written investment policies controlling the investment of funds under University's control as required by the Public Funds Investment Act (Texas Government Code Section 2256.005).</i>
	Reporting	<p><i>[Internal Audit] reviewed the University's website on November 22, 2019 to determine whether the University is complying with the investment reporting requirements for institutions of higher education specified in the Texas State Auditor's. [Internal Audit] observed that the University has posted some of the required information on the University's website:</i></p> <p><i>Management has posted current investment policies:</i> <i>(Endowment Policy - February 2010)</i> <i>(Non-Endowment Policy - February 2010)</i></p> <p><i>Management has not posted the following information for 2019:</i></p> <p><i>Quarterly Investment Reports as prescribed by Rider 5; Management has not posted the 4th Quarter Report for 2019 on University's Website. Quarterly Investment Reports for the first three quarters were posted on the University's website.</i></p> <p><i>Management has not posted 2019 Disclosure concerning:</i></p> <p><i>(a) Employment of investment advisor/manager (name and address);</i> <i>(b) Use of soft dollar arrangements (brokerage commission or direct pmt.);</i> <i>(c) Existence of associated endowments and foundations (e.g., component units)</i></p> <p><i>One of the University's investment advisors/managers, Consequent Capital, has not completed and submitted the Annual Disclosure Statement for FY2019.</i></p>
	Contracting	<i>The Consequent Capital contract should not exceed two years.</i>

^a The findings presented are direct excerpts from the universities' audit reports.

Source: State Auditor's Office review of the compliance audit reports issued by the universities' auditors.

Table 10

Community Colleges That Were Not Fully Compliant with the Act (From Compliance Audit Reports for the Reporting Period Ending August 31, 2019)		
Community College	Area of Noncompliance	Internal or External Auditor Compliance Audit Findings ^a
Community Colleges That Were Substantially Compliant with the Act		
Amarillo College (College)	Policies	<i>The College did not obtain proper approval prior to the purchase of securities or reinvestment of funds for one investment. This was an isolated instance.</i>
Clarendon College (College)	Reporting	<i>The College did not post their February 2019 Investment report to the College's website during fiscal year 2018-2019. This has now been corrected by the College.</i>
San Jacinto College (College)	Training	<i>Texas Government Code Section 2256.007 requires that an investment officer attend at least one training session related to the person's responsibilities within six months after assuming duties. As a result of testing procedures performed, [auditors] noted that the College's investment officer assumed duties during the year ended August 31, 2018 and that a training session was not taken by the investment officer within six months after assuming duties.</i>
	Reporting	<i>Texas Government Code Section 2256.023 requires that not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by the PFIA for the preceding reporting period. As a result of testing procedures performed, [auditors] noted that the written investment report for the quarter ended May 31, 2019 was not presented to the governing board.</i>
^a The findings presented are direct excerpts from the colleges' audit reports.		

Sources: State Auditor's Office review of the compliance audit reports issued by the colleges' auditors.

Definitions of Asset Classes

Table 11 provides the definitions of investment and deposit types used in reports by higher education institutions to the State Auditor's Office.

Table 11

Definitions of Investment and Deposit Types	
Investment/Deposit Type	Definition
Annuity	A type of contract sold by insurance companies guaranteeing fixed or variable future payments.
Asset Backed Securities (ABS)	Securities backed by pools of assets such as credit card receivables, home equity loans, and auto loans, but typically excluding mortgages.
Balanced Mutual Funds	Mutual funds that expect to invest in a mix of equity and debt investments. (Categorize in the "Publicly Traded Equity and Similar" category if the fund's target allocation is expected to exceed 50 percent equities. Otherwise, categorize in the "Publicly Traded Debt and Similar" category.) (See also Mutual Funds.)
Bank Deposits	Amounts reported in this category should include balances held in a financial institution such as a bank, savings bank, or credit union as "demand deposits" (which the customer can withdraw at any time without penalty) or "time deposits" (which might be subject to restrictions on immediate withdrawal). However, bank deposits do not include certificates of deposit. Although non-negotiable certificates of deposit are generally considered time deposits, these balances should be separately disclosed on the annual investment report. (See also Certificates of Deposit.)
Bankers' Acceptance	A time draft drawn on a bank by a bank's customer, ordering the bank to pay an amount at a future date, generally within a short time period. When accepted by the bank, it can be traded in secondary markets, usually as a money market instrument.
Cash Held at State Treasury	All deposit balances held by the Comptroller of Public Accounts in the State Treasury. Institutions should not include funds invested in TexPool or TexPool Prime. Amounts managed by the Texas State Treasury Safekeeping Trust Company should be reported in the appropriate investment categories, and any uninvested cash held by the Trust Company should be reported as bank deposits.
Certificates of Deposit (CD)	Time deposits with a financial institution that may not be withdrawn prior to maturity without a penalty. "Negotiable CDs" are issued in large dollar amounts and are traded in secondary markets. Although some entities might report nonnegotiable CDs in their financial statements under the "Investments" category, they are considered deposits, whereas negotiable CDs represent investment securities. CDs are insured by the Federal Deposit Insurance Corporation. (Categorize nonnegotiable CDs separately from negotiable CDs on the annual investment report.)
Collateralized Mortgage Obligations (CMOs) - Agency or Private Label	CMOs consist of pools of mortgage pass-through securities or mortgage loans for which the cash flows of principal and interest payments are directed in a prescribed manner to different underlying classes of the CMOs. The different classes are referred to as "tranches," with each tranche structured to have different expected risk, return, and maturity characteristics. "Agency" CMOs are guaranteed, or issued and guaranteed, by U.S. government agencies. "Private Label" CMOs are issued by, and are the sole obligation of, the private issuers, which might be financial institutions, subsidiaries of investment banks, or home builders. Certain tranches are generally prohibited by the Public Funds Investment Act (PFIA), including "Interest Only Strips (IOs)," "Principal Only Strips (POs)," and "Inverse Floaters." The PFIA also does not authorize most investing entities to acquire CMOs that have a final stated maturity exceeding 10 years.
Collectibles	Rare items collected by investors, such as art, stamps, coins, antiques, and memorabilia.
Commercial Paper - A1/P1 (or equivalent)	Commercial paper is a type of short-term, unsecured obligation issued by banks, corporations, or other borrowers, usually issued at a discount and with maturities of 270 days or fewer. A1 and P1 denote the highest short-term rating categories used by Standard and Poor's and Moody's, respectively. (Lower rated commercial paper should be listed under "Other Commercial Paper - Lower Rated.")

Definitions of Investment and Deposit Types

Investment/Deposit Type	Definition
Commingled Fund	An external manager pools and invests the funds of several institutional investors. Securities are owned by the overall fund, and each investor owns a pro rata share of the fund. The U.S. Securities and Exchange Commission (SEC) does not oversee commingled funds. (Classification on the annual investment report should be based on the underlying assets in which the fund primarily invests, for example, publicly traded equities, publicly traded debt, or “other” investments.)
Commodities	Includes investments in bulk goods such as grains, metals, and foods, and energy products such as crude oil, heating oil, gasoline, and natural gas. Commodities are often traded using futures contracts; however, investing can also involve spot market trades or taking physical possession of the commodities.
Commonfund	Also known as “The Common Fund for Nonprofit Organizations,” this is a private, nonprofit organization that is exempt from taxation under Section 501(f), U.S. Internal Revenue Code of 1986 (Title 26, United States Code, Section 501(f)). Commonfund offers participating clients the ability to invest in a wide range of commingled investment funds, including fixed income, equity, and alternative assets.
Common Stock (publicly traded)	Also referred to as equities, or equity securities, common stock represents units of ownership in a publicly held corporation. Shareholders typically have rights to vote and to receive dividends. Claims of common stock holders are subordinate to claims of creditors, bond holders, and preferred stock holders.
Corporate Obligations (U.S. or foreign corporations)	Debt securities issued by U.S. or foreign corporations. Excludes debt issued by governmental entities (see Sovereign Debt). (Group by credit rating category, or, if applicable, as “not rated.”)
Equity/Stock Mutual Funds	Mutual funds that invest primarily in stocks, although at times they might hold some fixed-income and money market securities. (See also Balanced Mutual Funds description.)
Equity Securities	Stock (as opposed to bonds). The term is often used to refer to “common stock” (see Common Stock definition); however “preferred stock” is also considered an equity security (see Preferred Stock definition).
Fixed Income/Bond Mutual Funds	Mutual funds that, by policy, invest in the fixed-income sector. (See also Mutual Funds.)
Guaranteed Investment Contracts (GICs)	GICs represent contracts issued by insurance companies that promise to pay a specified rate of interest on the invested capital over the life of the contract. GICs are sometimes referred to as “guaranteed insurance contracts.”
Hedge Funds	Hedge funds may be broadly defined as pooled funds that are not registered with the SEC; are typically available only to institutional investors or individuals with a high net worth; and use advanced trading strategies such as leverage, derivatives, short selling, and arbitrage.
Highly Rated Corporate Obligations	Based on the description in the PFIA for “Authorized Investments: Institutions of Higher Education,” this category is limited to corporate debt obligations rated by a nationally recognized investment rating agency in one of its two highest long-term rating categories, without regard to gradations (e.g. + or -) within those categories. The two highest rating categories for Standard and Poor’s and Fitch Ratings are AAA and AA, while the two highest categories for Moody’s are Aaa and Aa.
High Yield Bonds	Corporate obligations that are considered below “investment grade” and are also referred to as “junk bonds” or “speculative grade.” Such corporate securities are rated BB or lower by Standard and Poor’s or Fitch Ratings and Ba or lower by Moody’s.
Market Value	In general, this equates to the “fair value” of an investment, as defined in Governmental Accounting Standards Board Statement No. 31 (GASB 31). A reporting entity that reports certain short-term, highly liquid debt instruments—such as commercial paper, bankers’ acceptances, and U.S. Treasury and agency obligations (“money market investments”)—on its balance sheet at “amortized cost” may report the same value on the annual investment report in the “Market Value” column for consistency.
Money Market Mutual Fund (or Money Market Fund)	An open-end mutual fund (registered with the SEC) that must comply with the SEC’s “Rule 2a-7,” which imposes certain restrictions, such as a requirement that the fund’s board must attempt to maintain a stable net asset value (NAV) per share or stable price per share, limits on the maximum maturity of any individual security in the fund’s portfolio, and limits on the maximum weighted average portfolio maturity and weighted average portfolio life. Money market funds typically attempt to maintain an NAV or a price of \$1.00 per share. (Institutions should report the “market value” of their money market fund investments based on the fund’s share price.)
Mortgage Pass-throughs - Agency	Mortgage pass-throughs are securities created by pooling mortgages, for which investors receive a pro-rata share of payments of principal and interest on the pool of mortgages. Agency mortgage pass-throughs are guaranteed by a U.S. government agency or government sponsored enterprise.

Definitions of Investment and Deposit Types

Investment/Deposit Type	Definition
Mortgage Pass-throughs - Private Label	Private label mortgage pass-throughs are issued by institutions such as subsidiaries of investment banks, financial institutions, and home builders. They are the obligation of the issuers and are not guaranteed by the U.S. government or any government sponsored enterprise.
Municipal Obligations	Debt (typically bonds) issued by states, cities, counties, or other government entities. Income on some municipal bonds is exempt from both federal and state income taxes, while, for other municipal bonds, the income is not exempt from federal taxation.
Mutual Funds	Similar to commingled funds, the funds of multiple investors are pooled by the external manager. The investors own shares of the fund but do not own the individual securities. The public, as well as institutional investors, can invest in mutual funds. In contrast to commingled funds, mutual funds are regulated by the SEC. (See also Money Market Funds, a subset of mutual funds that should be categorized separately.)
Not Rated (NR) Corporate Obligations	Issues that have not been rated by a major rating agency. Standard and Poor's uses NR to designate issues for which no rating was requested; there was insufficient information on which to assign a rating; or, by policy, it does not rate that particular obligation.
Other Commercial Paper - lower rated	Commercial paper rated below the highest short-term rating categories used by major rating agencies (that is, below A-1, P-1, or equivalent ratings).
Other Investment Grade Corporate Obligations	Corporate debt obligations that are not categorized as "Highly Rated Corporate Obligations" but, nevertheless, receive an "investment grade" rating from a nationally recognized investment rating agency. Ratings of A or BBB by Standard and Poor's or Fitch Ratings and A or Baa by Moody's are considered "investment grade."
Other Real Asset Investments	Real assets typically exist in physical form and are generally considered to include "hard assets" that are used to produce goods or services, in contrast to "financial assets," such as stocks and bonds, which represent a claim on the income provided by real assets. Examples of real assets include real estate, timber, commodities like oil and gas, and infrastructure. (Institutions should categorize investments in real estate separately from their investments in "other real assets" if managed as distinct portfolios. See also Real Estate.)
Preferred Stock	A class of capital stock in a corporation distinct from common stock. Preferred stock generally carries no voting rights, pays a specified dividend, and has preference over common stock in the payment of dividends or in the event that corporate assets are liquidated. Although preferred stock has some features similar to bonds, it is classified as an "equity" investment.
Private Equity	Private equity funds are privately managed investment pools, typically organized as limited partnerships. They are managed by the fund's general partners who typically make long-term investments in private companies and who may take a controlling interest with the aim of increasing the value of those companies, often by helping to manage the companies. Private equity fund strategies include venture capital investments and leveraged buyouts, among others. (Institutions that make direct investments in private companies, often as "co-investments" alongside a private equity fund in which they invest, also should categorize such investments as "Private Equity.")
Public Funds Investment Pool Created to Function as a Money Market Mutual Fund and Other Investment Pools	The PFIA describes the criteria for allowable investments in "investment pools," including those it describes as a "public funds investment pool created to function as a money market mutual fund." Those types of pools are typically also referred to as "local government investment pools" or "LGIPs." They often function like money market mutual funds (see discussions at "TexPool" and "Money Market Funds") and might be referred to as "2a7-like" pools, but they are not required to register with the SEC. Other investment pools might choose not to function like money market funds, and therefore might permit a floating NAV, longer overall or individual investment maturity, and higher potential investment risk and return. (Institutions should separately categorize investments in (1) TexPool, (2) Other Public Funds Investment Pools Functioning as Money Market Mutual Funds, and (3) Other Investment Pools that do not operate as money market funds.)
Real Estate	Includes real estate held for investment directly or through investment vehicles such as private investment funds, which are limited partnerships that invest in real estate. Such investments are designed to produce high current income and/or capital gains through appreciation in the underlying real estate. (Does not include real estate not held for investment, such as campus buildings.)

Definitions of Investment and Deposit Types

Investment/Deposit Type	Definition
Real Estate Investment Trusts (REITs)	REITs are companies that invest in real estate by investing directly in portfolios of various types of real estate properties and/or by making loans to building developers. Although generally they are publicly traded on major exchanges and available to all investors, some REITs are established as private investments, which can reduce the liquidity of such investments. (Private REITs should be categorized on the annual investment report as Real Estate in "Other Investments.")
Repurchase Agreements (Repos)	Short-term investment agreements in which an investor buys securities, usually U.S. government securities, from a seller and the seller agrees to repurchase them at a later date for a slightly higher price that is negotiated between the parties. Such arrangements function as money market investments with either a fixed maturity date, often overnight, or an open term, in which they are callable at any time.
Securities Lending Collateral Reinvestments	Institutions that participate in securities lending programs often receive cash as collateral for their loaned investments. The cash is normally reinvested, typically by the entity's lending agent, in a separate account for the lender or as part of a collateral investment pool that commingles the cash collateral received by multiple lenders. The cash collateral is typically invested in investments having relatively low credit risk, and interest rate risk is reduced by maintaining a relatively short average portfolio maturity. (An institution involved with securities lending should report the value for its share of any reinvested cash collateral in the same amount on its annual investment report and on its financial statements.)
Separately Managed Account	Securities in the external manager's portfolio are owned directly by the investing entity and are held by each investing entity's custodian bank. The investing entity can require the external manager to adhere to specific investment guidelines.
Short-term Investments	Includes all debt investments maturing within one year of the purchase date.
Short-term Mutual Funds (other than Money Market funds)	Mutual funds that specialize in short-term debt instruments, but that do not meet the strict criteria required to be called "money market" mutual funds. (If not reported as fixed income mutual funds in the section for Debt and Similar Investments > 1 Year Maturity, institutions should report non-money market, short-term fixed income mutual funds in the section for Short-Term Investments and Deposits.)
Sovereign Debt (non-U.S.)	Debt securities issued or guaranteed by foreign governments.
TexPool (and TexPool Prime)	TexPool and TexPool Prime are local government investment pools administered by the Texas Treasury Safekeeping Trust Company at the Office of the Comptroller of Public Accounts. Both funds are operated according to the rules governing money market mutual funds (the SEC's "Rule 2a-7"), which require a policy to maintain a stable net asset value per share (both funds seek to maintain a \$1.00 NAV per share) and impose limitations on maximum maturities of the overall portfolio and any individual security. Unlike true mutual funds, local government investment pools (whether or not organized to operate as money market mutual funds) are not required to register with the SEC.
U.S. Government Agency Securities	Also called "Agency Securities" or "Agencies," they represent debt securities (1) issued or guaranteed by U.S. federal government agencies or (2) issued by government sponsored enterprises (GSEs). Debt securities issued or guaranteed by U.S. federal government agencies, like U.S. Treasury Securities, are backed by the full faith and credit of the U.S. government. However, debt securities issued by GSEs are not backed by similar U.S. government guarantees; therefore, they are considered to carry more credit risk than securities issued or guaranteed by federal government agencies.
U.S. Government Securities	Also called "U.S. Treasury Securities" or "Treasuries," U.S. government securities are negotiable debt obligations, such as treasury bills, treasury notes, and treasury bonds that are backed by the full faith and credit of the U.S. government.

Source: The explanation of terms used in the annual investment report (including deposits) by higher education institutions is available on the State Auditor's Office's website at <http://www.sao.texas.gov/Resources/HigherEducationInvestmentReporting/>.

Related State Auditor’s Office Reports

Table 12

Related State Auditor’s Office Reports		
Number	Report Name	Release Date
18-029	<i>A Report on Agencies’, Higher Education Institutions’, and Community Colleges’ Compliance with Public Investment Reporting Requirements</i>	May 2018
16-027	<i>A Report on Agencies’, Higher Education Institutions’, and Community Colleges’ Compliance with Public Investment Reporting Requirements</i>	May 2016

Copies of this report have been distributed to the following:

Legislative Audit Committee

The Honorable Dan Patrick, Lieutenant Governor, Joint Chair

The Honorable Dade Phelan, Speaker of the House, Joint Chair

The Honorable Jane Nelson, Senate Finance Committee

The Honorable Robert Nichols, Member, Texas Senate

The Honorable Greg Bonnen, House Appropriations Committee

The Honorable Morgan Meyer, House Ways and Means Committee

Office of the Governor

The Honorable Greg Abbott, Governor

Entities Listed in Report

This report was distributed to the boards, chancellors, presidents, and executive directors of the agencies, higher education institutions, and community colleges listed in this report.



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Collin College
Statement of Net Position
May 31

	2021	2020
Assets		
Current assets		
Cash and cash equivalents	\$ 431,539,859	\$ 587,083,332
Short term investments	62,407,825	87,009,783
Accounts receivable (net of allowance for bad debt)	9,885,641	8,953,065
Tax receivable (net of allowance for bad debt)	627,699	680,915
Inventories	45,423	4,616
Prepaid expenses	1,457,177	664,609
Total current assets	<u>505,963,623</u>	<u>684,396,320</u>
Noncurrent assets		
Long term investments	32,139,183	9,050,201
Capital assets, net		
Not subject to depreciation	190,395,571	360,072,354
Subject to depreciation	582,720,238	270,243,411
Total noncurrent assets	<u>805,254,991</u>	<u>639,365,966</u>
Total assets	<u>\$ 1,311,218,615</u>	<u>\$ 1,323,762,286</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	\$ 10,523,647	\$ 16,292,355
Accrued liabilities	6,560,489	4,025,291
Funds held for others	512,253	469,070
Unearned revenue	17,396,949	16,363,073
Accrued compensable absences payable	102,025	127,152
Bonds payable - current portion	10,120,000	12,435,000
OPEB liability - current portion	2,612,800	963,647
Total current liabilities	<u>47,828,163</u>	<u>50,675,587</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	579,065,784	596,137,709
Total noncurrent liabilities	<u>697,195,082</u>	<u>697,045,960</u>
Total liabilities	<u>\$ 745,023,245</u>	<u>\$ 747,721,547</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	\$ 329,029,686	\$ 391,247,007
Restricted for:		
Expendable		
Student aid/non-governmental grants and contracts	1,404,123	1,263,802
Reserve debt service	12,315,093	15,693,831
Unrestricted	261,564,377	201,285,146
Total net position	<u>\$ 604,313,278</u>	<u>\$ 609,489,786</u>

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Unrestricted						
State Appropriations-General Revenue	\$ 39,834,020	\$ 28,489,293	71.5 %	\$ 39,834,020	\$ 28,489,469	71.5 %
Tuition and Fees	53,658,563	42,112,395	78.5 %	48,788,991	41,200,857	84.4 %
Scholarship allowances	(8,000,000)	(6,000,000)	75.0 %	(7,700,000)	(5,775,000)	75.0 %
Taxes for Current Operations	130,982,990	122,565,913	93.6 %	118,601,066	116,758,748	98.4 %
Investment Income-Unrestricted Fund	2,350,000	471,434	20.1 %	4,070,000	2,645,475	65.0 %
Investment Income-Stabilization Fund	655,000	42,664	6.5 %	1,200,000	565,000	47.1 %
Investment Income-Building Fund	1,200,000	91,462	7.6 %	2,300,000	1,114,776	48.5 %
Miscellaneous - Unrestricted Fund	2,255,465	1,007,178	44.7 %	2,214,142	1,051,543	47.5 %
Auxiliary Fund	4,867,483	2,297,757	47.2 %	2,408,455	2,034,865	84.5 %
Total Unrestricted	227,803,521	191,078,096	83.9 %	211,716,674	188,085,733	88.8 %
Restricted						
Grants and Contracts	108,838,675	35,971,145	33.0 %	47,957,608	32,153,259	67.0 %
State Allocation-On-Behalf Benefits	8,984,595	7,047,076	78.4 %	8,641,239	6,617,994	76.6 %
Debt Service- General Obligation Bonds	4,788,309	3,395,052	70.9 %	4,896,142	3,470,216	70.9 %
Total Restricted	122,611,579	46,413,272	37.9 %	61,494,989	42,241,469	68.7 %
Transfers						
Transfer in - Unrestricted to Stabilization and Startup Fd	25,000,000	18,750,000	75.0 %	30,300,000	22,725,000	75.0 %
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	176,715	80.3 %
Transfer in - Unrestricted to Grant Fund - Matching	162,608	88,552	54.5 %	158,971	115,184	72.5 %
Transfer in - Unrestricted to Debt Service Fund	26,509,955	19,618,493	74.0 %	15,803,626	11,832,050	74.9 %
Transfer in - Stabilization and Startup to Debt Srvc Fd	9,960,545	7,470,409	75.0 %	1,600,523	1,200,392	75.0 %
Transfer in - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	73,204,239	31.4 %
Total Transfers	61,883,108	45,927,454	74.2 %	281,147,765	109,253,580	38.9 %
Total Revenues and Transfers	\$ 412,298,208	\$ 283,418,821	68.7 %	\$ 554,359,428	\$ 339,580,782	61.3 %
Expenses						
Unrestricted						
Instruction	\$ 98,611,348	\$ 70,959,683	72.0 %	\$ 85,932,404	\$ 60,372,789	70.3 %
Public Service	59,107	20,534	34.7 %	56,413	28,210	50.0 %
Academic Support	24,714,977	14,273,575	57.8 %	23,467,609	12,542,128	53.4 %
Student Services	24,665,423	12,483,026	50.6 %	19,544,065	11,754,271	60.1 %
Institutional Support	49,749,095	30,524,321	61.4 %	50,838,661	29,781,979	58.6 %
Operation and Maintenance of Plant	28,861,853	14,414,123	49.9 %	19,024,010	10,519,527	55.3 %
Scholarship allowances	(8,000,000)	(6,000,000)	75.0 %	(7,700,000)	(5,775,000)	75.0 %
Auxiliary Enterprises	3,754,169	2,905,942	77.4 %	3,887,432	2,611,987	67.2 %
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	3,189,192	91.1 %
Total Unrestricted Expenses	222,415,972	139,581,205	62.8 %	198,924,758	125,025,084	62.9 %
Restricted						
Grants and Contracts-Scholarships	101,677,674	36,079,235	35.5 %	50,529,853	32,658,045	64.6 %
Debt Service - General Obligation	35,165,533	23,773,169	67.6 %	23,522,732	8,609,876	36.6 %
State Allocation-On-Behalf Benefits	8,984,595	7,046,627	78.4 %	8,641,239	6,617,994	76.6 %
Limited Tax Series Bonds	133,128,987	60,627,528	45.5 %	27,693,363	132,595,660	478.8 %
Total Restricted Expenses	278,956,789	127,526,559	45.7 %	110,387,187	180,481,575	163.5 %
Transfers						
Transfer out - Unrestricted to Stabilization and Startup Fd	25,000,000	18,750,000	75.0 %	30,300,000	22,725,000	75.0 %
Transfer out - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	176,715	80.3 %
Transfer out - Unrestricted to Grant Fund - Matching	162,608	88,552	54.5 %	158,971	115,184	72.5 %
Transfer out - Unrestricted to Debt Service Fund	26,509,955	19,618,493	74.0 %	15,803,626	11,832,050	74.9 %
Transfer out - Stabilization and Startup to Debt Service Fd	9,960,545	7,470,409	75.0 %	1,600,523	1,200,392	75.0 %
Transfer out - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	73,204,239	31.4 %
Total Transfers	61,883,108	45,927,454	74.2 %	281,147,765	109,253,580	38.9 %
Other Adjustments						
Depreciation	16,630,452	13,643,276	82.0 %	12,354,681	9,229,903	74.7 %
Bond Principal-General Obligation Bonds	(23,681,777)	(7,000,000)	29.6 %	(10,520,000)	-	0.0 %
Capitalized Expenses-Operating/Aux/Restricted	(11,998,044)	(7,000,246)	58.3 %	(10,261,404)	(3,317,984)	32.3 %
Capitalized Expenses-Building Fund	-	-	-	(4,613,944)	(3,189,192)	69.1 %
Capitalized Expenses-Limited Tax Bond Series	(133,071,684)	(60,626,929)	45.6 %	(235,398,926)	(130,501,282)	55.4 %
Total Other Expenses	(152,121,053)	(60,983,899)	40.1 %	(248,439,593)	(127,778,556)	51.4 %
Total Expenses, Transfers and Adjustments	411,134,816	252,051,319	61.3 %	342,020,118	286,981,683	83.9 %
Excess (Deficit) of Revenues Over Expenses	1,163,392	31,367,502	2696.2 %	212,339,311	52,599,099	24.8 %
Total Expenses and Change to Net Position	\$ 412,298,208	\$ 283,418,821	68.7 %	\$ 554,359,428	\$ 339,580,782	61.3 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers In						
State Appropriations	\$ 39,834,020	\$ 28,489,293	71.5 %	\$ 39,834,020	\$ 28,489,469	71.5 %
Tuition and Fees (net of discounts)	53,658,563	42,112,395	78.5 %	48,788,991	41,200,857	84.4 %
Scholarship Allowances	(8,000,000)	(6,000,000)	75.0 %	(7,700,000)	(5,775,000)	75.0 %
Taxes for Current Operations	130,982,990	122,565,913	93.6 %	118,601,066	116,758,748	98.4 %
Investment Income	2,350,000	471,434	20.1 %	4,070,000	2,645,475	65.0 %
Miscellaneous	2,255,465	1,007,178	44.7 %	2,214,142	1,051,543	47.5 %
Total Revenues	\$ 221,081,038	\$ 188,646,214	85.3 %	\$ 205,808,219	\$ 184,371,092	89.6 %
Expenses						
Instruction	\$ 97,450,264	\$ 70,815,498	72.7 %	\$ 84,050,236	\$ 59,733,027	71.1 %
Public Service	59,107	20,534	34.7 %	56,413	28,210	50.0 %
Academic Support	23,154,936	13,806,372	59.6 %	16,712,745	10,856,762	65.0 %
Student Services	23,650,463	12,363,969	52.3 %	18,960,611	11,550,912	60.9 %
Institutional Support	48,849,734	30,489,595	62.4 %	49,831,278	29,271,395	58.7 %
Plant Operations & Maintenance	27,292,227	14,083,607	51.6 %	18,029,495	10,351,060	57.4 %
Scholarship Allowances	(8,000,000)	(6,000,000)	75.0 %	(7,700,000)	(5,775,000)	75.0 %
Total Unrestricted Expenses	212,456,731	135,579,575	63.8 %	179,940,778	116,016,367	64.5 %
Transfers						
Non-Mandatory:						
Unrestricted to Stabilization and Startup	25,000,000	18,750,000	75.0 %	30,300,000	22,725,000	75.0 %
Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	176,715	80.3 %
Mandatory:						
Unrestricted to Grant Fund (Matching)	162,608	88,552	54.5 %	158,971	115,184	72.5 %
Unrestricted to Debt Service	26,509,955	19,618,493	74.0 %	15,803,626	11,832,050	74.9 %
Total Transfers	51,922,563	38,457,045	74.1 %	46,482,597	34,848,948	75.0 %
Reserves						
Reserves for Supplemental	-	-	-	312,500	-	0.0 %
Total Reserves	-	-	-	312,500	-	0.0 %
Other Expenses and adjustments						
Depreciation	16,630,452	13,643,276	82.0 %	12,354,681	9,229,903	74.7 %
Capitalized Expenses	(8,899,989)	(5,596,703)	62.9 %	(9,703,242)	(3,118,285)	32.1 %
Total Other Expenses	7,730,463	8,046,573	104.1 %	2,651,440	6,111,619	230.5 %
Total Expenses, Transfers, and Reserves	272,109,757	182,083,194	66.9 %	229,387,315	156,976,934	68.4 %
Excess (Deficit) of Revenues Over Expenses	(51,028,719)	6,563,020	(12.9)%	(23,579,096)	27,394,158	(116.2)%
Total Expenses and Change to Net Position	\$ 221,081,038	\$ 188,646,214	85.3 %	\$ 205,808,219	\$ 184,371,092	89.6 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers						
Investment Income	\$ 655,000	\$ 42,664	6.5 %	\$ 1,200,000	\$ 565,000	47.1 %
Transfer In - from Unrestricted	25,000,000	18,750,000	75.0 %	30,300,000	22,725,000	75.0 %
Total Revenues and Transfers	\$ 25,655,000	\$ 18,792,664	73.3 %	\$ 31,500,000	\$ 23,290,000	73.9 %
Expenses and Transfers						
Instruction	\$ 1,161,084	\$ 144,185	12.4 %	\$ 1,882,168	\$ 639,762	34.0 %
Academic Support	1,560,041	467,203	29.9 %	6,754,864	1,685,366	25.0 %
Student Services	1,014,960	119,057	11.7 %	583,454	203,359	34.9 %
Institutional Support	899,361	34,726	3.9 %	1,007,383	510,584	50.7 %
Plant Operations & Maintenance	1,569,626	330,516	21.1 %	994,515	168,467	16.9 %
Transfer out - to Debt Service	9,960,545	7,470,409	75.0 %	1,600,523	1,200,392	75.0 %
Total Expenses and Transfers	16,165,617	8,566,097	53.0 %	12,822,907	4,407,930	34.4 %
Excess (Deficit)Revenues over Expenses	9,489,383	10,226,567	107.8 %	18,677,093	18,882,070	101.1 %
Total Expenses and Change to Net Position	\$ 25,655,000	\$ 18,792,664	73.3 %	\$ 31,500,000	\$ 23,290,000	73.9 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Bookstore	\$ 850,000	\$ 584,169	68.7 %	\$ 925,000	\$ 725,361	78.4 %
Food Services/Vending	1,725,590	508,136	29.4 %	737,000	566,695	76.9 %
Catering Services	250,000	61,361	24.5 %	310,000	233,679	75.4 %
Facilities Rental	188,000	(1,984)	(1.1)%	186,000	91,336	49.1 %
Print Shop	123,000	29,534	24.0 %	124,500	80,508	64.7 %
Miscellaneous	10,000	7,265	72.7 %	10,000	7,125	71.3 %
Athletics	4,000	339	8.5 %	4,000	2,693	67.3 %
Student Housing	1,604,938	1,023,483	63.8 %	-	243,502	-
Cell Tower	111,955	85,454	76.3 %	111,955	83,967	75.0 %
Total	<u>4,867,483</u>	<u>2,297,757</u>	47.2 %	<u>2,408,455</u>	<u>2,034,865</u>	84.5 %
Transfers						
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	176,715	80.3 %
Total Revenues and Transfers	<u>\$ 5,117,483</u>	<u>\$ 2,297,757</u>	44.9 %	<u>\$ 2,628,455</u>	<u>\$ 2,211,581</u>	84.1 %
Expenses						
Auxiliary Services Administration	\$ 137,335	\$ 152,073	110.7 %	\$ 186,386	\$ 152,224	81.7 %
Food Services/Vending	1,388,627	1,132,088	81.5 %	1,028,861	795,720	77.3 %
Catering Services	213,515	97,431	45.6 %	282,618	231,318	81.8 %
Facilities Rental	230,685	113,340	49.1 %	160,703	114,127	71.0 %
Print Shop	123,812	51,132	41.3 %	131,782	73,398	55.7 %
Athletics	854,674	488,234	57.1 %	854,674	625,876	73.2 %
Student Housing	634,021	774,660	122.2 %	1,015,070	507,480	50.0 %
Scholarships	132,500	80,747	60.9 %	132,500	88,480	66.8 %
Refund Petition	39,000	16,238	41.6 %	27,000	23,365	86.5 %
Reserve for Supplemental - Auxiliary Fund	-	-	-	61,664	-	0.0 %
Total Expenses	<u>3,754,169</u>	<u>2,905,942</u>	77.4 %	<u>3,881,258</u>	<u>2,611,987</u>	67.3 %
Other Adjustments						
Capitalized expenses	(19,000)	-	0.0 %	(48,100)	-	0.0 %
Total Expenses and Adjustments	<u>3,735,169</u>	<u>2,905,942</u>	77.8 %	<u>3,833,158</u>	<u>2,611,987</u>	68.1 %
Excess (Deficit) of Revenues Over Expenses	<u>1,382,314</u>	<u>(608,185)</u>	(44.0)%	<u>(1,204,703)</u>	<u>(400,406)</u>	33.2 %
Total Expenses and Change in Net Position	<u>\$ 5,117,483</u>	<u>\$ 2,297,757</u>	44.9 %	<u>\$ 2,628,455</u>	<u>\$ 2,211,581</u>	84.1 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers						
Investment Income	\$ 1,200,000	\$ 91,462	7.6 %	\$ 2,300,000	\$ 1,114,776	48.5 %
Transfer in - Limited Tax Series Bonds	-	-	-	117,435,564	-	0.0 %
Total Revenues and Transfers	<u>\$ 1,200,000</u>	<u>\$ 91,462</u>	7.6 %	<u>\$ 119,735,564</u>	<u>\$ 1,114,776</u>	0.9 %
Expenses and Transfers						
Student Housing Expenses	\$ -	\$ -	-	\$ 4,613,944	\$ 3,189,192	69.1 %
Transfer out - Limited Tax Series Bonds	-	-	-	-	73,204,239	-
Total Expenses and Transfers	<u>-</u>	<u>-</u>	-	<u>4,613,944</u>	<u>76,393,432</u>	1655.7 %
Other Adjustments						
Student Housing Expenses to be capitalized	-	-	-	(4,613,944)	(3,189,192)	69.1 %
Total Expenses, Transfers and Adjustments	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>73,204,239</u>	-
Excess (Deficit) Revenues over Expenses	<u>1,200,000</u>	<u>91,462</u>	7.6 %	<u>119,735,564</u>	<u>(72,089,464)</u>	(60.2)%
Total Expenses and Change to Net Position	<u>\$ 1,200,000</u>	<u>\$ 91,462</u>	7.6 %	<u>\$ 119,735,564</u>	<u>\$ 1,114,776</u>	0.9 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Federal	\$ 102,962,739	\$ 32,300,684	31.4 %	\$ 41,171,116	\$ 28,626,219	69.5 %
State	12,303,087	8,907,288	72.4 %	12,843,131	8,171,022	63.6 %
Local/Private	2,557,444	1,810,248	70.8 %	2,714,513	1,974,012	72.7 %
Total Restricted Revenues	<u>117,823,270</u>	<u>43,018,221</u>	36.5 %	<u>56,728,760</u>	<u>38,771,253</u>	68.3 %
Matching	162,608	88,552	54.5 %	158,971	115,184	72.5 %
Total Revenues and Matching	<u>\$ 117,985,878</u>	<u>\$ 43,106,773</u>	36.5 %	<u>\$ 56,887,731</u>	<u>\$ 38,886,437</u>	68.4 %
Expenses						
Instruction	\$ 5,678,344	\$ 4,836,004	85.2 %	\$ 6,220,616	\$ 3,605,086	58.0 %
Public Service	753,042	468,572	62.2 %	844,582	411,163	48.7 %
Academic Support	5,773,184	1,392,421	24.1 %	3,819,245	1,379,851	36.1 %
Student Services	2,936,919	1,441,318	49.1 %	2,106,668	1,534,286	72.8 %
Institutional Support	38,933,175	4,034,641	10.4 %	4,069,065	1,908,186	46.9 %
Capitalized Expenses (CARES)	580,249	580,249	100.0 %	-	-	-
Scholarships and Fellowships	56,007,356	30,372,657	54.2 %	33,966,699	30,437,467	89.6 %
Total Restricted Expenses	<u>110,662,269</u>	<u>43,125,862</u>	39.0 %	<u>51,026,875</u>	<u>39,276,039</u>	77.0 %
Other Expenses and Adjustments						
Capitalized expenses	<u>(3,079,055)</u>	<u>(1,403,543)</u>	45.6 %	<u>(510,062)</u>	<u>(199,699)</u>	39.2 %
Excess Revenue (Deficit) over Expenses	<u>10,402,664</u>	<u>1,384,454</u>	13.3 %	<u>6,370,918</u>	<u>(189,903)</u>	(3.0)%
Total Expenses and Change to Net Position	<u>\$ 121,064,933</u>	<u>\$ 44,510,316</u>	36.8 %	<u>\$ 57,397,793</u>	<u>\$ 39,086,136</u>	68.1 %

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

	2021 (75% Elapsed)			2020 (75% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Ad Valorem Taxes	\$ 3,528,309	\$ 3,295,606	93.4 %	\$ 3,196,142	\$ 3,132,514	98.0 %
Investment Income	1,260,000	99,445	7.9 %	1,700,000	337,702	19.9 %
Transfer In - Unrestricted to DS* Fund	26,509,955	19,618,493	74.0 %	15,803,626	11,832,050	74.9 %
Transfer In - Stabilization & Start Up to DS*	9,960,545	7,470,409	75.0 %	1,600,523	1,200,392	75.0 %
Total Revenue	<u>41,258,809</u>	<u>30,483,953</u>	73.9 %	<u>22,300,291</u>	<u>16,502,658</u>	74.0 %
Expenses						
Bond Principal-Series 2010	\$ 2,760,000	\$ 7,000,000	253.6 %	\$ 2,635,000	\$ -	0.0 %
Bond Interest-Series 2010	323,100	(117,965)	(36.5)%	441,675	331,256	75.0 %
Bond Principal-Series 2018	8,205,000	-	0.0 %	7,885,000	-	0.0 %
Bond Interest-Series 2018	9,245,656	6,934,242	75.0 %	9,561,057	7,170,792	75.0 %
Bond Principal-Series 2020	1,915,000	-	0.0 %	-	-	-
Bond Interest-Series 2020	12,716,777	9,956,892	78.3 %	3,000,000	1,107,828	36.9 %
Total Expenses	<u>20,533,756</u>	<u>23,773,169</u>	115.8 %	<u>20,522,732</u>	<u>8,609,876</u>	42.0 %
Add back: Principal payment	(10,965,000)	(7,000,000)	63.8 %	(10,520,000)	-	0.0 %
Excess (Deficit)Revenues over Expenses	<u>31,690,053</u>	<u>13,710,784</u>	43.3 %	<u>12,297,559</u>	<u>7,892,782</u>	64.2 %
Total Expenses and Change to Net Position	<u>\$ 41,258,809</u>	<u>\$ 30,483,953</u>	73.9 %	<u>\$ 22,300,291</u>	<u>\$ 16,502,658</u>	74.0 %

*DS=Debt Service



Monthly Investment Report

PREPARED FOR COLLIN COUNTY COLLEGE

MAY 31, 2021



**PATTERSON
& ASSOCIATES**

A MEEDER INVESTMENT MANAGEMENT COMPANY

WITH YOU. FOR YOU.

Recovery...But With Hurdles

The US economy has continued to gain momentum in 2Q boosting confidence and expectations of a recovery. It still has hurdles however I manufacturing, housing, jobs and even cyberattacks.

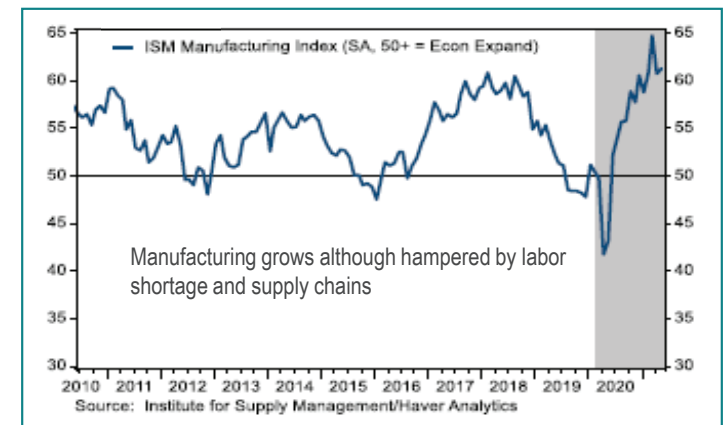
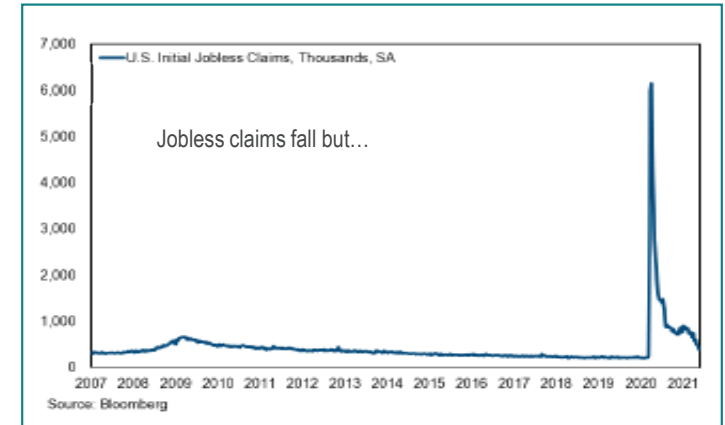
Manufacturing rose only slightly on new orders, but production actually fell and prices soared. Manufacturing faces two major hurdles: supply chain kinks and labor concerns. The delays in supply chains overall stand at a 16 year high as the global economy slowly re-opens. Since every product has gained from globalization and multiple suppliers re-starting and re-connecting those chains is a major effort. That will point to a longer-term rise in CPI. The Fed's latest Beige Book report contained a laundry list of complaints on labor shortages. One key area, metals and aluminum may be improving as the US-EU have agreed to "chart a path" to end their dispute and indeed bourbon and cycles will flow again!

Even with fading unemployment claims there still remains 5.8M unemployed. Why they stay unemployed is a key question. Is it competing stimulus checks, childcare, or health concerns? These types of concerns are not fixed by monetary policy – it has to be fiscal policy's role to a large degree. And it ripples. Teenagers are taking many more jobs which is a concern because schools note that they are dropping out to do so. Teenagers represented 78% of the latest job increase!

Housing represents 17.5% of GDP. It is a key component to recovery. Historically low interest rates have increased demand for homes and suburban homes as folks move out of the cities with remote work. However, supply chain woes have made commodity prices for lumber through copper and chips (in appliances) soar. Lumber is up 274% over the last 12 months with wildfires, tariffs and transport.

Cyberattacks have caused slowdowns and the US has labeled ransom-ware attacks as terrorist acts. The world's largest beef producer (JBS) and the US's largest gas pipeline (Colonial) both were victims this month causing delays and price increases.

All of these feed into a major concern on inflationary pressures.



The 800 lb. Inflation Gorilla

Inflation is painfully apparent to anyone shopping or building right now. Prices are rising generally on increased demand, labor and commodity shortages and high transportation costs and is has been compounded by cyberattacks.

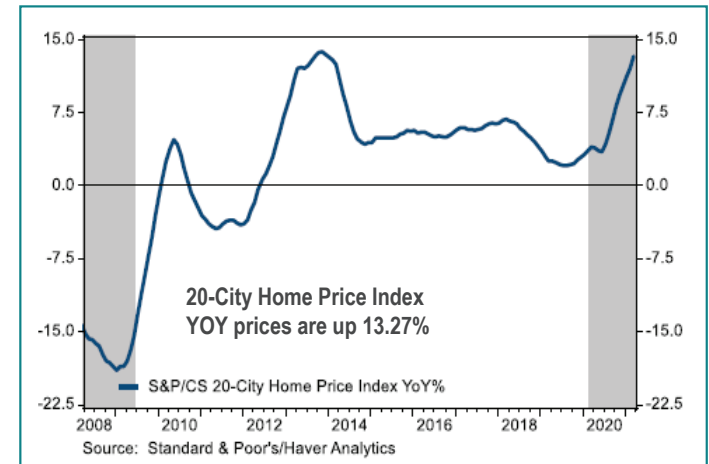
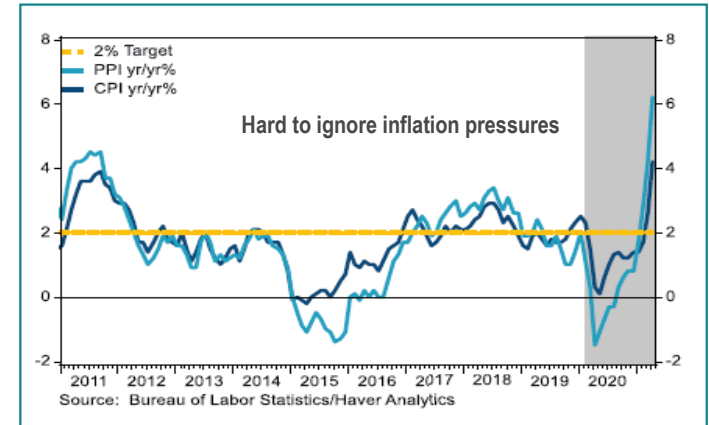
The Fed has termed this inflationary spike as “transitory” and largely fueled by supply chain problems. The Fed continues to be cautiously optimistic about the recovery and at the April meeting there was some discussion concerning scaling back the massive central bank’s bond purchases “at some point” because of progress toward the Committee’s employment goals.

The June meeting will give us more clues. The Fed has already released plans to begin a pullback of its accommodation actions but not by stopping bond purchases or raising interest rates. They have announced an end to corporate bond purchases specifically and announced they will sell off its exchange-traded fund investments and direct bond holdings totaling roughly \$14 billion over the next months. As Pres. Daly said ...“We’re talking about talking about tapering, and that is what you want out of us. You want to be long-viewed here” Indeed we do.

Other monetary aides that the Fed used last year have already expired including the credit facility for CP Funding, MMMF Liquidity facility, Primary Market Corp Credit Facility, Municipal Liquidity Facility and Term ABS Loan Facility. All of these actions are major conciliation to a recovering economy.

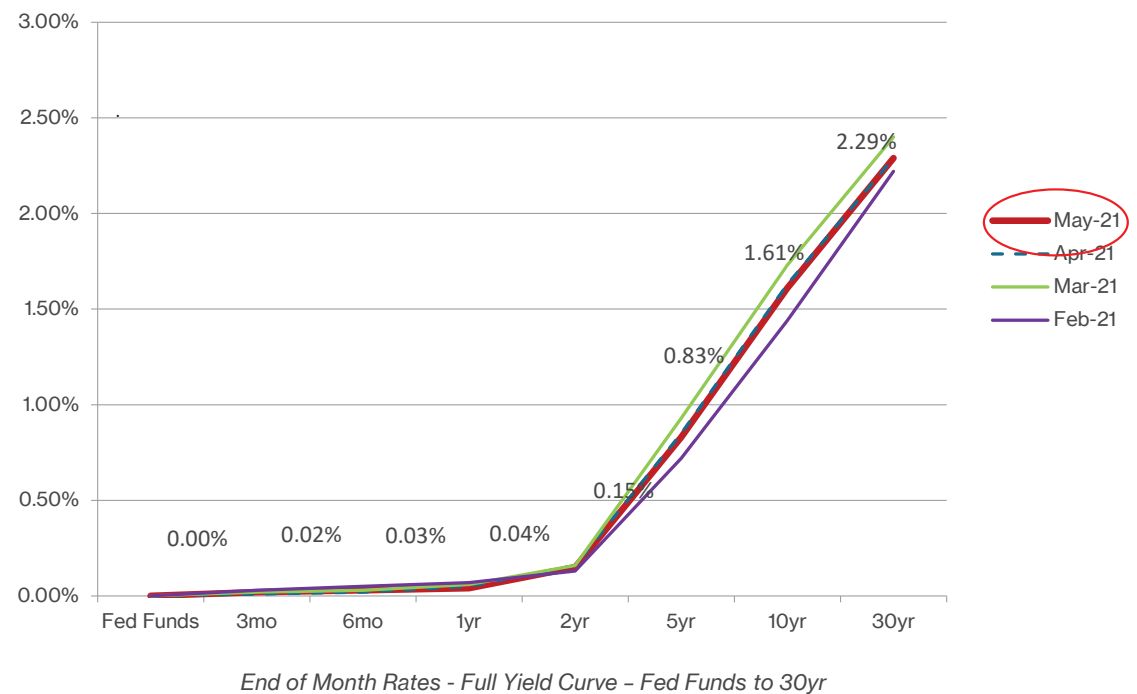
This does appear tied to the Administration’s that would allow the recovery to pace itself. The Administration and Congress remains undeterred to move towards more stimulus. Despite the \$5.7T under Trump and Biden – and amid rising inflation fears – we continue to move more onto the US balance sheet. The new budget seeks \$6T for 2022 with trillions going to infrastructure and education. Not that it isn’t needed but the debt accumulation has to be a concern.

Going forward, as federal stimulus slows, the economy and consumer spending will be reliant on more organic means such as job and income growth. While more sustainable, without artificial support, spending activity is likely to stabilize at a somewhat lower-level controlling inflation on its own. That slowing may encourage those pushing for more stimulus and disappointing those looking for a never-ending boom. Only time will tell.



A Stationary Curve

- The curve remains cemented while reacting to the its major concerns: Covid, inflation, stimulus programs progress, and the speed of the improving US economy
- Inflation concerns as stimulus trillions work into the economy is a major concern as inflation would raise rates.
- Short end investors remain liquid or short until some definitive signs appear.
- The various Covid vaccines have been a major boost to confidence, but a more robust economic recovery may require several more months.
- A shortage of workers is holding back the re-opening of the economy.

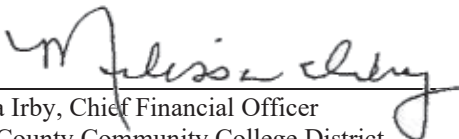


SOURCE: BLOOMBERG AS OF 5/31/21

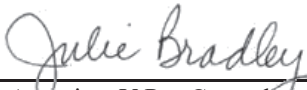
Collin County Community College District
 Monthly Investment Report
 May 1, 2021 – May 31, 2021

Portfolio Summary Management Report

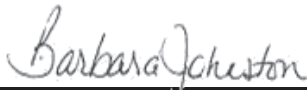
<u>Portfolio as of 04/30/21:</u>		<u>Portfolio as of 05/31/21:</u>	
Beginning Book Value	\$ 540,898,826	Ending Book Value	\$ 530,023,525
Beginning Market Value	\$ 540,071,862	Ending Market Value	\$ 530,197,968
		Unrealized Gain/Loss	\$ 174,443
WAM at Beginning Period Date ¹	53 days	WAM at Ending Period Date ¹	81 days
<i>(Decrease in market value is due to seasonal cash outflows)</i>		Change in Market Value ²	\$ (9,873,894)
Average Yield to Maturity for period		0.065%	
Average Yield 3 Month Treasury Bill for period		0.020%	



 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

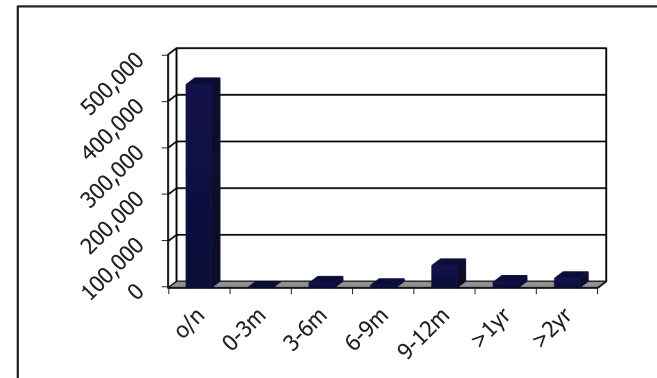
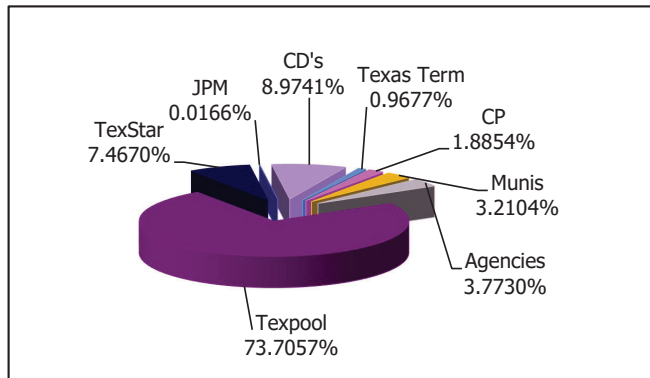
¹ WAM – weighted average maturity

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 CCCCDC.

Your Portfolio

As of May 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 to find any available safe value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity has been reduced to little or no value but with a flat short curve it may be the only sector available out to twelve 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.
- The non-cash portion of your portfolio is yielding 0.32%.



**Collin Co Comm College Dist.
Portfolio Management
Portfolio Summary
May 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	9,992,558.33	9,992,558.33	1.89	180	141	0.193
Federal Agency Coupon Securities	20,000,000.00	20,000,104.80	19,998,170.15	3.77	1,089	875	0.335
Municipal Bonds	16,865,000.00	17,188,674.90	17,016,166.06	3.21	706	400	0.953
TexStar	39,577,079.87	39,577,079.87	39,577,079.87	7.47	1	1	0.010
Texpool	390,657,661.77	390,657,661.77	390,657,661.77	73.71	1	1	0.010
JPMorgan Chase	87,579.90	87,579.90	87,579.90	0.02	1	1	0.000
CD's - Interest Monthly/Quarterly	47,565,175.70	47,565,175.70	47,565,175.70	8.97	365	353	0.110
Texas Term	5,129,133.02	5,129,133.02	5,129,133.02	0.97	1	1	0.040
	529,881,630.26	530,197,968.29	530,023,524.80	100.00%	101	81	0.065

Total Earnings	May 31 Month Ending	Fiscal Year To Date
Current Year	42,104.85	683,597.52

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**Collin Co Comm College Dist.
Summary by Type
May 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						
Commercial Paper Disc. -Amortizing	1	10,000,000.00	9,992,558.33	1.89	0.193	141
Federal Agency Coupon Securities	1	5,000,000.00	5,000,000.00	0.94	0.400	1,015
Municipal Bonds	2	8,000,000.00	8,041,695.54	1.52	0.371	297
Texpool	1	67,574,798.15	67,574,798.15	12.75	0.010	1
TexStar	1	28,259,317.02	28,259,317.02	5.33	0.010	1
Subtotal	6	118,834,115.17	118,868,369.04	22.43	0.066	75
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	101,580,580.81	101,580,580.81	19.17	0.010	1
Subtotal	1	101,580,580.81	101,580,580.81	19.17	0.010	1
Fund: Debt Service						
Texas Term	1	20.50	20.50	0.00	0.000	1
Texpool	1	21,114,393.93	21,114,393.93	3.98	0.010	1
Subtotal	2	21,114,414.43	21,114,414.43	3.98	0.010	1
Fund: Operating						
Municipal Bonds	2	8,865,000.00	8,974,470.52	1.69	1.474	492
CD's - Interest Monthly/Quarterly	1	47,565,175.70	47,565,175.70	8.97	0.110	353
Federal Agency Coupon Securities	3	15,000,000.00	14,998,170.15	2.83	0.314	829
JPMorgan Chase	1	87,579.90	87,579.90	0.02	0.000	1
Texas Term	1	5,129,112.52	5,129,112.52	0.97	0.040	1
Texpool	1	114,232,786.43	114,232,786.43	21.55	0.010	1
TexStar	1	11,317,762.85	11,317,762.85	2.14	0.010	1

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

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Subtotal	10	202,197,417.40	202,305,058.07	38.17	0.122	167
Fund: Stabilization						
Texpool	1	86,155,102.45	86,155,102.45	16.25	0.010	1
Subtotal	1	86,155,102.45	86,155,102.45	16.25	0.010	1
Total and Average	21	529,881,630.26	530,023,524.80	100.00	0.065	81

**Collin Co Comm College Dist.
Fund BLDG - Building
Investments by Fund
May 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
Commercial Paper Disc. -Amortizing											
06742XEFO	10173	Barclays Bank CP	04/23/2021	9,992,558.33	10,000,000.00	9,992,558.33		0.190	0.192	10/20/2021	141
Subtotal and Average				9,992,558.33	10,000,000.00	9,992,558.33		0.190	0.193		141
Federal Agency Coupon Securities											
3130ALJ70	10172	FHLB Call Note	03/12/2021	5,000,000.00	5,000,000.00	5,000,064.05	0.400	0.394	0.400	03/12/2024	1,015
Subtotal and Average				5,000,000.00	5,000,000.00	5,000,064.05		0.395	0.400		1,015
Municipal Bonds											
419792ZH2	10170	State of Hawaii	10/29/2020	3,000,000.00	3,000,000.00	3,012,000.00	0.429	0.422	0.428	10/01/2022	487
476576QP1	10171	Jersey City NJ	12/03/2020	5,041,695.54	5,000,000.00	5,047,500.00	2.000	0.331	0.335	12/02/2021	184
Subtotal and Average				8,041,695.54	8,000,000.00	8,059,500.00		0.365	0.371		297
TexStar											
2450	10007	TexStar	02/01/2016	28,259,317.02	28,259,317.02	28,259,317.02	0.010	0.009	0.010		1
Subtotal and Average				28,259,317.02	28,259,317.02	28,259,317.02		0.010	0.010		1
Texpool											
700001	10009	Texpool	02/01/2016	67,574,798.15	67,574,798.15	67,574,798.15	0.010	0.010	0.010		1
Subtotal and Average				67,574,798.15	67,574,798.15	67,574,798.15		0.010	0.010		1
Total Investments and Average				118,868,369.04	118,834,115.17	118,886,237.55		0.065	0.066		75

Fund BOND18 - 2018 Bond Series
Investments by Fund
May 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
May 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	101,580,580.81	101,580,580.81	101,580,580.81	0.010	0.010	0.010	1
Subtotal and Average				101,580,580.81	101,580,580.81	101,580,580.81	0.010	0.010	0.010	1
Total Investments and Average				101,580,580.81	101,580,580.81	101,580,580.81	0.010	0.010	0.010	1

**Fund DS - Debt Service
Investments by Fund
May 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	21,114,393.93	21,114,393.93	21,114,393.93	0.010	0.010	0.010	1
Subtotal and Average				21,114,393.93	21,114,393.93	21,114,393.93	0.010	0.010	0.010	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	0.000	1
Total Investments and Average				21,114,414.43	21,114,414.43	21,114,414.43	0.010	0.010	0.010	1

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

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Federal Agency Coupon Securities											
3133EL5J9	10167	FFCB Call Note	09/16/2020	4,999,608.70	5,000,000.00	5,001,420.00	0.300	0.305	0.310	09/01/2023	822
3133EL6U3	10169	FFCB Call Note	09/16/2020	4,998,561.45	5,000,000.00	4,998,543.60	0.280	0.309	0.313	09/14/2023	835
3134GWK47	10168	FHLMC Call Note	09/16/2020	5,000,000.00	5,000,000.00	5,000,077.15	0.305	0.312	0.316	09/08/2023	829
Subtotal and Average				14,998,170.15	15,000,000.00	15,000,040.75		0.309	0.314		828
Municipal Bonds											
20772J3G5	10162	State of Connecticut	04/20/2020	5,903,714.62	5,865,000.00	5,995,554.90	2.020	1.440	1.460	08/15/2022	440
20772KAE9	10163	State of Connecticut	04/20/2020	3,070,755.90	3,000,000.00	3,133,620.00	2.990	1.479	1.500	01/15/2023	593
Subtotal and Average				8,974,470.52	8,865,000.00	9,129,174.90		1.454	1.474		492
TexStar											
5450	10008	TexStar	02/01/2016	11,317,762.85	11,317,762.85	11,317,762.85	0.010	0.009	0.010		1
Subtotal and Average				11,317,762.85	11,317,762.85	11,317,762.85		0.010	0.010		1
Texpool											
700003	10011	Texpool	02/01/2016	114,232,786.43	114,232,786.43	114,232,786.43	0.010	0.010	0.010		1
Subtotal and Average				114,232,786.43	114,232,786.43	114,232,786.43		0.010	0.010		1
JPMorgan Chase											
7828	10012	JPMorgan Chase Commercial Chkg	02/01/2016	87,579.90	87,579.90	87,579.90					1
Subtotal and Average				87,579.90	87,579.90	87,579.90		0.000	0.000		1
CD's - Interest Monthly/Quarterly											
172128542B	10174	East West Bank	05/20/2021	47,565,175.70	47,565,175.70	47,565,175.70	0.110	0.108	0.110	05/20/2022	353
Subtotal and Average				47,565,175.70	47,565,175.70	47,565,175.70		0.108	0.110		353
Texas Term											
1291-00	10142	TexasDAILY	02/06/2019	5,129,112.52	5,129,112.52	5,129,112.52	0.040	0.039	0.040		1
Subtotal and Average				5,129,112.52	5,129,112.52	5,129,112.52		0.039	0.040		1
Total Investments and Average				202,305,058.07	202,197,417.40	202,461,633.05		0.120	0.122		166

**Fund STABL - Stabilization
Investments by Fund
May 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	86,155,102.45	86,155,102.45	86,155,102.45	0.010	0.010	0.010	1
Subtotal and Average				86,155,102.45	86,155,102.45	86,155,102.45	0.010	0.010	0.010	1
Total Investments and Average				86,155,102.45	86,155,102.45	86,155,102.45	0.010	0.010	0.010	1



**Collin Co Comm College Dist.
Cash Reconciliation Report
For the Period May 1, 2021 - May 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											
05/20/2021	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	0.00	15,348.01	0.00	15,348.01
05/20/2021	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	-15,348.01	0.00	0.00	-15,348.01
05/20/2021	10174	OPER	Purchase	172128542B	47,563,455.57	EWB 47.6M 0.11% Mat. 05/20/2022	05/20/2022	-47,563,455.57	0.00	0.00	-47,563,455.57
05/31/2021	10174	OPER	Interest	172128542B	47,563,455.57	EWB 47.6M 0.11% Mat. 05/20/2022	05/20/2022	0.00	1,720.13	0.00	1,720.13
05/31/2021	10174	OPER	Interest	172128542B	47,563,455.57	EWB 47.6M 0.11% Mat. 05/20/2022	05/20/2022	-1,720.13	0.00	0.00	-1,720.13
Subtotal								-47,580,523.71	17,068.14	0.00	-47,563,455.57
Total								-47,580,523.71	17,068.14	0.00	-47,563,455.57



Collin Co Comm College Dist.
Purchases Report
Sorted by Fund - Fund
May 1, 2021 - May 31, 2021

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

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
Operating													
172128542B	10174	OPER	RR4	EWB	47,563,455.57	05/20/2021	/ - Monthly	47,563,455.57		0.110	05/20/2022	0.110	47,565,175.70
				Subtotal	47,563,455.57			47,563,455.57	0.00				47,565,175.70
				Total Purchases	47,563,455.57			47,563,455.57	0.00				47,565,175.70

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

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

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Building												
2450	10007	BLDG	RRP	28,259,317.02	28,259,077.03	28,259,108.00		0.010	0.010	239.99	0.00	239.99
700001	10009	BLDG	RR2	67,574,798.15	67,574,213.44	67,574,288.89		0.010	0.010	584.71	0.00	584.71
3130ALJ70	10172	BLDG	FAC	5,000,000.00	5,000,000.00	5,000,000.00	03/12/2024	0.400	0.392	1,666.67	0.00	1,666.67
06742XEFO	10173	BLDG	ACP	10,000,000.00	9,990,922.22	9,991,766.67	10/20/2021		0.193	0.00	1,636.11	1,636.11
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	5,048,606.41	5,044,928.04	12/02/2021	2.000	0.332	8,333.33	-6,910.87	1,422.46
			Subtotal	118,834,115.17	118,872,819.10	118,870,091.59			0.066	11,897.20	-5,274.76	6,622.44
Fund: 2020 Bond Series												
700006A	10164	BOND20	RR2	101,580,580.81	104,433,247.48	104,065,161.46		0.010	0.010	900.46	0.00	900.46
			Subtotal	101,580,580.81	104,433,247.48	104,065,161.46			0.010	900.46	0.00	900.46
Fund: Debt Service												
700004	10010	DS	RR2	21,114,393.93	18,104,354.48	18,686,932.34		0.010	0.010	161.53	0.00	161.53
1291-01	10141	DS	RR5	20.50	20.50	20.50				0.00	0.00	0.00
			Subtotal	21,114,414.43	18,104,374.98	18,686,952.84			0.010	161.53	0.00	161.53
Fund: Operating												
5450	10008	OPER	RRP	11,317,762.85	11,317,666.75	11,317,679.15		0.010	0.010	96.10	0.00	96.10
700003	10011	OPER	RR2	114,232,786.43	126,251,493.59	122,859,798.21		0.010	0.010	1,063.00	0.00	1,063.00
7828	10012	OPER	RR3	87,579.90	362,706.28	327,206.10				0.00	0.00	0.00
3134GWK47	10168	OPER	FAC	5,000,000.00	5,000,000.00	5,000,000.00	09/08/2023	0.305	0.299	1,270.83	0.00	1,270.83
172128542A	10165	OPER	RR4	0.00	47,548,107.56	29,142,388.50	05/20/2021	0.620	0.620	15,348.01	0.00	15,348.01
172128542B	10174	OPER	RR4	47,565,175.70	0.00	18,411,715.71	05/20/2022	0.110	0.110	1,720.13	0.00	1,720.13
3133EL5J9	10167	OPER	FAC	5,000,000.00	4,999,478.26	4,999,547.69	09/01/2023	0.300	0.325	1,250.00	130.44	1,380.44
3133EL6U3	10169	OPER	FAC	5,000,000.00	4,998,142.46	4,998,365.47	09/14/2023	0.280	0.374	1,166.66	418.99	1,585.65
1291-00	10142	OPER	RR5	5,129,112.52	5,128,929.85	5,128,953.42		0.040	0.042	182.67	0.00	182.67
20772KAE9	10163	OPER	MC1	3,000,000.00	3,074,390.62	3,072,456.01	01/15/2023	2.990	1.472	7,475.00	-3,634.72	3,840.28
20772J3G5	10162	OPER	MC1	5,865,000.00	5,906,390.74	5,904,966.36	08/15/2022	2.020	1.435	9,872.75	-2,676.12	7,196.63

Collin Co Comm College Dist.
 Interest Earnings
 May 1, 2021 - May 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	202,197,417.40	214,587,306.11	211,163,076.62			0.188	39,445.15	-5,761.41	33,683.74
Fund: Stabilization												
700005	10050	STABL	RR2	86,155,102.45	84,901,077.86	85,143,744.77		0.010	0.010	736.68	0.00	736.68
			Subtotal	86,155,102.45	84,901,077.86	85,143,744.77			0.010	736.68	0.00	736.68
			Total	529,881,630.26	540,898,825.53	537,929,027.28			0.092	53,141.02	-11,036.17	42,104.85

**Collin Co Comm College Dist.
Amortization Schedule
May 1, 2021 - May 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 05/01/2021	Amount Amortized This Period	Amt Amortized Through 05/31/2021	Amount Unamortized Through 05/31/2021
Building										
10173 Barclays Bank CP	BLDG	10/20/2021	10,000,000.00	9,990,500.00	-9,500.00	9,992,558.33	422.22 -9,077.78	1,636.11	2,058.33	-7,441.67
10171 Jersey City NJ	BLDG	12/02/2021	5,000,000.00 2.000	5,082,700.00	82,700.00	5,041,695.54	-34,093.59 48,606.41	-6,910.87	-41,004.46	41,695.54
			Subtotal	15,073,200.00	73,200.00	15,034,253.87	-33,671.37 39,528.63	-5,274.76	-38,946.13	34,253.87
Operating										
10162 State of Connecticut	OPER	08/15/2022	5,865,000.00 2.020	5,939,485.50	74,485.50	5,903,714.62	-33,094.76 41,390.74	-2,676.12	-35,770.88	38,714.62
10163 State of Connecticut	OPER	01/15/2023	3,000,000.00 2.990	3,119,340.00	119,340.00	3,070,755.90	-44,949.38 74,390.62	-3,634.72	-48,584.10	70,755.90
10167 FFCB Call Note	OPER	09/01/2023 09/01/2021	5,000,000.00 0.300	4,998,500.00	-1,500.00	4,999,608.70	978.26 -521.74	130.44	1,108.70	-391.30
10169 FFCB Call Note	OPER	09/14/2023 09/14/2021	5,000,000.00 0.280	4,995,000.00	-5,000.00	4,998,561.45	3,142.46 -1,857.54	418.99	3,561.45	-1,438.55
10168 FHLMC Call Note	OPER	09/08/2023 03/08/2021	5,000,000.00 0.305	4,998,250.00	-1,750.00	5,000,000.00	1,750.00 0.00	0.00	1,750.00	0.00
			Subtotal	24,050,575.50	185,575.50	23,972,640.67	-72,173.42 113,402.08	-5,761.41	-77,934.83	107,640.67
			Total	39,123,775.50	258,775.50	39,006,894.54	-105,844.79 152,930.71	-11,036.17	-116,880.96	141,894.54

**Collin Co Comm College Dist.
Projected Cashflow Report
Sorted by Monthly
For the Period June 1, 2021 - December 31, 2021**

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

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
June 2021										
06/08/2021	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
06/12/2021	10172	BLDG	3130ALJ70	Call	FHLB Call Note	5,000,000.00	5,000,000.00	5,000,000.00	0.00	5,000,000.00
Total for June 2021						10,000,000.00	9,998,250.00	10,000,000.00	0.00	10,000,000.00
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
September 2021										
09/01/2021	10167	OPER	3133EL5J9	Interest	FFCB Call Note	0.00	0.00	0.00	7,500.00	7,500.00
09/01/2021	10167	OPER	3133EL5J9	Call	FFCB Call Note	5,000,000.00	4,998,500.00	5,000,000.00	0.00	5,000,000.00
09/08/2021	10168	OPER	3134GWK47	Interest	FHLMC Call Note	0.00	0.00	0.00	7,625.00	7,625.00
09/12/2021	10172	BLDG	3130ALJ70	Interest	FHLB Call Note	0.00	0.00	0.00	10,000.00	10,000.00
09/14/2021	10169	OPER	3133EL6U3	Interest	FFCB Call Note	0.00	0.00	0.00	7,000.00	7,000.00
09/14/2021	10169	OPER	3133EL6U3	Call	FFCB Call Note	5,000,000.00	4,995,000.00	5,000,000.00	0.00	5,000,000.00
Total for September 2021						10,000,000.00	9,993,500.00	10,000,000.00	32,125.00	10,032,125.00
October 2021										
10/01/2021	10170	BLDG	419792ZH2	Interest	State of Hawaii	0.00	0.00	0.00	11,869.00	11,869.00
10/20/2021	10173	BLDG	06742XEF0	Maturity	Barclays Bank CP	10,000,000.00	9,990,500.00	10,000,000.00	0.00	10,000,000.00
Total for October 2021						10,000,000.00	9,990,500.00	10,000,000.00	11,869.00	10,011,869.00
December 2021										
12/02/2021	10171	BLDG	476576QP1	Maturity	Jersey City NJ	5,000,000.00	5,082,700.00	5,000,000.00	99,722.22	5,099,722.22
Total for December 2021						5,000,000.00	5,082,700.00	5,000,000.00	99,722.22	5,099,722.22
GRAND TOTALS:						35,000,000.00	35,064,950.00	35,000,000.00	247,802.72	35,247,802.72

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
GIFTS IN-KIND
FOR THE MONTH OF May 2021

Donor	Description	Department	Value per Donor	Fair Market Value
Longo Toyota Prosper	Toyota engine assembly, scrap; Toyota hybrid battery, scrap.	Automotive Technology	\$ 300.00	\$ 300.00
	Sprinter van rear final drive and drive axles, salvage parts; Engine oil, 10x6L boxes for training on MB Star program vehicles.	Automotive Technology	\$ 300.00	\$ 300.00
Mercedes-Benz USA, MB Academy	2005 Chrysler Town & Country (used)	Automotive Technology	\$ 2,219.00	\$ 2,219.00
Wassim Saade	(2) Schick Sensors	Dental Hygiene	\$ 16,400.00	\$ 16,400.00
Patterson Dental	25 laptops	TBD	\$ 8,750.00	\$ 8,750.00
State Farm Computer Donation Program				

Collin College
Grant Budget Amendments
Quarter Ending May 31, 2021

Federal (F), State (S), Private (P)	New (N), Renewal (R), Modification (M), Carryforward (C)	Agency	Effective Date	Length of New Award	Grant Name	Amount	Purpose of Grant
F	M	DOE	May-21		Fed Emergency Grant Assistance	\$ 21,443,785	Revision #3 Cares Act additional funds for Students
F	M	DOE	May-21		Emergency Relief-Institution	\$ 20,982,343	Revision #3 Cares Act additional funds for Institution
F	N	DOE	Mar-21	1 year	Tx Reskilling Grant Round 2 (Consortium grant)	\$ 987,500	Dept. of Ed passed to THECB - GEER - North Tx Consortium led by Collin to cover tuition and fees for students that stepped out and are within one year of completing a certification or degree.
F	N	DOE	Feb-21	1.5 years	OER Course Development and Implementation	\$ 25,000	Dept. of Ed passed to THECB - GEER - for OER course (ECON2301) development and implementation
F	M	DOE	Mar-21		Carl Perkins-Annual Allocation	\$ 105,483	Additional award amount received
F	N	TWC	Apr-21	1 year	TWC- Apprenticeship ATG Wind Turbine	\$ 48,234	In collaboration with employer partners to develop a Registered Apprenticeship Program for Wind Turbine Technician
P	M	State Farm	Sep-21		State Farm - Student Advisor	\$ 25,000	To provide a dedicated student advisor for State Farm sites to assist and will support all new and continuing students (not to exceed 20 hours per week; up to 1,000 hours per year)
P	N	State Farm	Apr-21	1 year	State Farm - Veterans Resource Center 2021	\$ 2,500	to continue activities to inform, educate, recognize and support student veterans
P	N	State Farm	Apr-21	1 year	State Farm - Online Education Resources	\$ 10,000	to support online education resources
P	N	State Farm	Apr-21	1 year	State Farm - Grants Management	\$ 12,500	to continue camps - coding camp for girls targeting students in K-12 institutions; and to provide Chromebooks
F	N	DOE	Feb-21	1.5 years	OER Course Development and Implementation	\$ 46,666	Match requirement for OER Course Development and Implementation grant
						\$ 43,689,011	

QUARTERLY PURCHASE ORDER REPORT

In accordance with CF (Local), all purchases contracted for between the values of \$50,000 and \$100,000 will be reported to the board quarterly.

For the last quarter, April 2021 through May 2021 there were thirteen (13) vendor contracts with total purchases within that dollar range.

Vendor	Total Dollar	Item Descriptions	Purpose	Contracting Method
Sherwin Williams Co	\$57,273.81	Paint & paint supplies	Facilities painting and Collision Technology	E&I Cooperative Contract #CNR-01400
CollegeSource	\$86,101.71	Degree Plan Audit Software & TES Online Campus Access	Maintenance and license agreements	Sole Source
Municipal Emergency Services, Inc.	\$71,818.89	Breathing apparatus and accessories	Fire Science program	BuyBoard Contract 603-20
Engineerica Systems, Inc.	\$65,067.00	Academic Management Software	Technology Services	Sole Source
Pasco Scientific	\$61,351.82	Instructional Materials and Classroom Teaching Supplies & Equipment	For use in District Science Labs	Sole Source
Lab Resources, Inc.	\$72,880.00	GM Specialized Electronic Trainers and books	Collision Technology Program	BuyBoard Contract 573-18
Journey Ed.com, Inc.	\$55,795.25	Adobe Enterprise Software License	Technology Services	TCCTA & TIPS Contract 180302

QUARTERLY PURCHASE ORDER REPORT

Journey Ed.com, Inc.	\$50,550.20	Various software	Technology Services	TIPS Contract 180503
Amigos Library Services	\$61,327.96	Electronic Database Subscriptions	District Libraries	Exemption per TEC 44.031 & 130.0101
ADInstruments, Inc.	\$60,002.00	PowerLab systems and accessories for Celina and Farmersville	Science Lab equipment for Celina and Farmersville	Sole Source
Clear Channel Outdoor	\$59,997	Billboard Advertising	Local Advertising for Celina & TX Reskilling Grant	Sole Source
Innovative Interfaces, Inc.	\$52,461.00	Polaris Integrated Library System	Cloud based hosted library services for searching resources available at Collin libraries.	Sole Source
Crosspoint Communications	\$51,949.84	Digital Radio Communication Products	Collin Police and Facilities Maintenance Department use	BuyBoard Contract #604-20



Collin College

2017 Capital Improvement Program
Monthly Report
May 2021

Collin County Community College District

Project Reference: 60541060
Project Number: 60541060

June 07, 2021

Quality information

Prepared by



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Reviewed by



Jeff Hagerich
Deputy Program Director

Approved By



Adrian Grimes
Program Director

Revision History

Revision	Revision date	Details	Authorized	Name	Position
First Publication	June 07, 2021	May '21 Report	Yes	Adrian Grimes	Program Director

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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 – Received the Certificate of Occupancy from City of Allen on May 10th](#)
- [Wylie Campus – The installation of scuppers at the Conference Center is completed. Signage updates were approved by the Provost and are in production. The 11-month project walk with Collin College, AECOM, Page Southerland Page, and Skanska was done on May 27th.](#)
- [Celina Campus – Irrigation and landscaping is on-going at the campus. Interior finishes work is in final stages throughout the building. Punchlist items are being worked on.](#)
- [Farmersville Campus – Additional flag poles have been installed. Additional infrastructure for the Barnes and Noble bookstore has been completed. Construction of the City's Collin Parkway road project is on-going.](#)
- [IT Center – Overhead MEP is near completion in Area B. Door hardware and lighting controls programming is in progress. Finishing of the bridges, monumental stairs, and terrazzo flooring is on-going. Restroom finishes and fixtures are on-going. Priming, painting, and floor installation is nearing completion. At the Quad area, light fixtures and pavers are being installed, irrigation and planting is on-going, and the water feature installation is complete. Architect/Owner punchlist walks are on-going.](#)
- [Frisco Campus \(Addition and Renovations\) – Building permits for Lawler Hall, Heritage Hall and Founders Hall interior renovations have been issued. Engineering drawings for Lawler Hall and Alumni Hall have been approved by the City. Installation of the fire water line is complete for the firelane. Hydronic pipe has been delivered and area is being prepped for installation. Landscape is complete at the loop road and parking lot.](#)
- [McKinney Campus \(Welcome Center and Renovations\) – Site Upgrades: Installation of underground storm piping, storm inlets and water lines is on-going. Welcome Center: foundation work is on-going. Renovations: Demo work in the kitchen is on-going. Demolition in the dental offices is ongoing.](#)

Items of close attention

- [Completion of the new outer loop access road in Celina by Collin County/NTTA](#)
- [Monitoring the progress of the new road the City of Farmersville is installing along the west entrance of the Farmersville Campus](#)
- [Monitoring the progress of the Celina Campus and the IT Center to ensure they are completed in time for Fall 2021 classes.](#)

Budget Summary

- \$554,362,207 of the \$600,000,000 has been committed to-date in the form of contracts with various vendors. This represents 92.39% of the overall program budget committed.
- \$505,311,661 of the \$554,362,207 committed amount has been expended to-date. This represents 91.15% of the commitments to date and 84.22% 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

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
 - Kitchen and Dining Renovations in Main Building
 - 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.
 - A/E: Page Southerland Page, Inc.
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: Pacheco Koch Consulting Engineers, Inc.

- Cost Consulting: Vermeulens
- Construction Manager-at-Risk: Skanska USA Building, Inc.
- Commissioning Agent: Bath Group, Inc.
- Technical Campus
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: Perkins+Will, Inc.
 - 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.
 - Commissioning Agent: Farnsworth

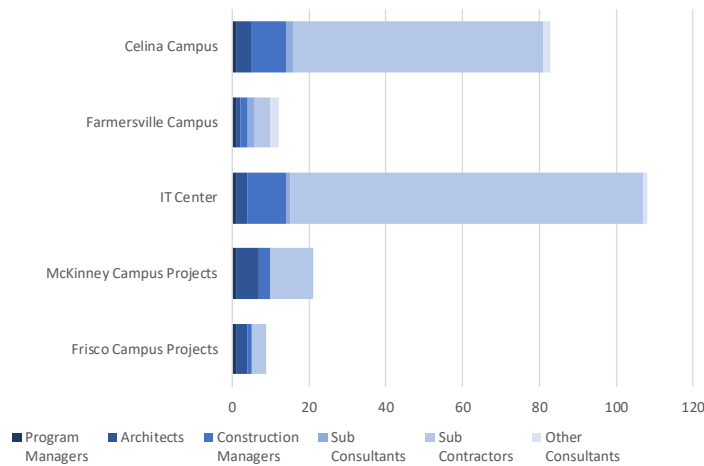
4.1.2 Phase 2

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

4.1.3 Phase 3

- Welcome Center at the McKinney Campus
 - Program Manager: AECOM Technical Service, Inc.
 - A/E: PBK
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
 - Commissioning Agent: Bath Group, Inc.
- Loop Road/Parking at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JE Dunn Construction
- Fire Lane at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
- Additional Projects at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc.
 - A/E: Page Southerland Page, Inc.
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
- Additional Projects at McKinney Campus
 - Program Manager: AECOM Technical Service, Inc.
 - A/E: PBK
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
- Trane Upgrades at 5 Existing Campuses
 - Program Manager: AECOM Technical Service, Inc
 - Design – Builder: Trane Companies, Inc.
- Additional Projects at Plano Campus (Wayfinding)
 - Program Manager: AECOM Technical Service, Inc
 - A/E: IN2 Architects
 - Construction Manager-at-Risk: TBD

4.2 Current Personnel Estimate



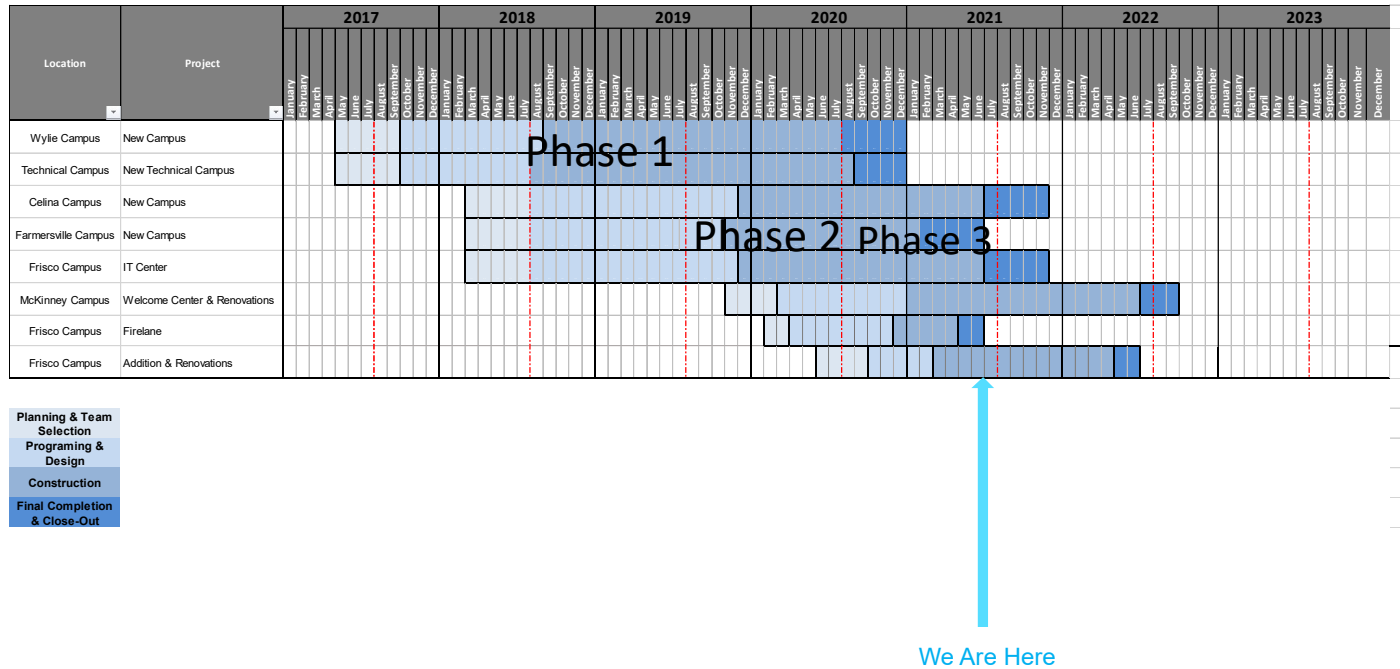
It is estimated that the Program Managers, Architects, Construction Managers, Sub-Consultants, and Sub-Contractors, under contract with Collin College for the 2017 Capital Improvement Program, have 233 employees contributing to the program's progress.

4.3 Community Outreach

- Collin College 2017 Capital Improvement Program Website
 - <https://CollinCollege2017CIP.com>
 - Includes the following features:
 - Program Overview
 - Project Scopes
 - Project Schedules
 - Project Budgets
 - Progress Photos/Renderings
 - Live On-Site Camera Feeds

5. Schedule

5.1 Program



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	July 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	May 10, 2021	↓	May 10, 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	↑	May 28, 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	July 2021	↓	-	
Student Occupancy	August 2021	March 2021	↑	March 12, 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	March 15, 2021	↓	March 15, 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	June 30, 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		March 15, 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		April 25, 2021	
GMP #2 ** Construction Start	April 2021	June 2021		-	
Substantial Completion	March 25, 2022	April 2022		-	

* GMP #1 Fire Lane

** GMP #2 Alumni Hall Remaining Work, Renovations and Foundation 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	\$43,165,457	\$43,039,100	\$40,479,559	100%	94%
Investigation, Testing & Verification	\$8,185,410	\$7,004,680	\$5,563,925	\$4,316,120	79%	78%
Construction, Equipment & Furnishings	\$486,561,069	\$511,592,603	\$505,351,389	\$460,120,165	99%	91%
Misc.	\$394,411	\$392,348	\$141,294	\$135,618	36%	96%
Contingency	\$61,621,273	\$12,459,833	\$0	\$0	0%	0%
Total Program Budget	\$600,000,000	\$600,000,000	\$554,362,207	\$505,311,661		
% of Total Program Budget Committed		92.39%				
% of Total Commitments Expended			91.15%			
% of Total Program Budget Expended				84.22%		

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	\$1,770,108	\$1,580,489	85%	89%
Construction, Equipment & Furnishings	\$133,174,284	\$150,289,548	\$150,276,391	\$149,012,706	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	\$165,550,818	\$164,089,416		
% of Total Project Budget Committed		99.71%				
% of Total Commitments Expended			99.12%			
% of Total Project Budget Expended				98.83%		

Technical Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$14,713,206	\$13,833,223	\$13,830,223	\$13,729,376	100%	99%
Investigation, Testing & Verification	\$2,619,039	\$1,694,355	\$1,544,626	\$1,261,690	91%	82%
* Construction, Equipment & Furnishings	\$130,181,602	\$161,588,160	\$161,525,434	\$160,079,816	100%	99%
Misc.	\$123,249	\$39,091	\$38,397	\$38,397	98%	100%
Contingency	\$6,423,972	\$22,523	\$0	\$0	0%	0%
Total Project Budget	\$154,061,068	\$177,177,352	\$176,938,680	\$175,109,279		
Allen ISD Reimbursement	-	(\$12,000,000)	(\$12,000,000)	-		
Allen EDC Grant	-	(\$400,000)	(\$400,000)	-		
% of Total Project Budget Committed	99.87%					
% of Total Commitments Expended	98.97%					
% of Total Project Budget Expended	98.83%					

* Actual Budget from bond funds is \$149,188,160 (\$161,588,160 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	\$4,011,464	\$3,980,605	\$3,601,426	99%	90%
Investigation, Testing & Verification	\$936,908	\$936,908	\$585,520	\$451,501	62%	77%
Construction, Equipment & Furnishings	\$46,569,862	\$49,120,075	\$47,274,895	\$39,446,415	96%	83%
Misc.	\$44,090	\$64,229	\$22,096	\$21,260	34%	96%
Contingency	\$2,482,596	\$979,587	\$0	\$0	0%	0%
Total Project Budget	\$55,112,263	\$55,112,263	\$51,863,116	\$43,520,603		
% of Total Project Budget Committed	94.10%					
% of Total Commitments Expended	83.91%					
% of Total Project Budget Expended	78.97%					

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	\$2,022,651	99%	93%
Investigation, Testing & Verification	\$468,453	\$540,867	\$444,545	\$329,175	82%	74%
Construction, Equipment & Furnishings	\$23,284,932	\$25,523,763	\$25,336,847	\$20,574,563	99%	81%
Misc.	\$22,045	\$26,912	\$6,107	\$6,107	23%	100%
Contingency	\$1,241,298	\$229,272	\$0	\$0	0%	0%
Total Project Budget	\$27,556,132	\$28,506,132	\$27,958,817	\$22,932,496		
% of Total Project Budget Committed	98.08%					
% of Total Commitments Expended	82.02%					
% of Total Project Budget Expended	80.45%					

IT Center

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,472,853	\$4,884,249	\$4,850,347	\$4,213,383	99%	87%
Investigation, Testing & Verification	\$1,009,600	\$1,193,900	\$867,038	\$646,782	73%	75%
Construction, Equipment & Furnishings	\$50,183,042	\$46,223,400	\$44,974,015	\$33,803,091	97%	75%
Misc.	\$47,510	\$53,157	\$10,487	\$5,647	20%	54%
Contingency	\$2,675,210	\$4,814,688	\$0	\$0	0%	0%
Total Project Budget	\$59,388,215	\$57,169,393	\$50,701,887	\$38,668,904		
% of Total Project Budget Committed	88.69%					
% of Total Commitments Expended	76.27%					
% of Total Project Budget Expended	67.64%					

* 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	\$4,420,820	\$4,393,648	\$3,126,363	99%	71%
Investigation, Testing & Verification	\$472,163	\$553,973	\$352,088	\$46,483	64%	13%
Construction, Equipment & Furnishings	\$30,179,816	\$38,342,104	\$35,458,255	\$4,530,200	92%	13%
Misc.	\$31,435	\$32,476	\$2,845	\$2,845	9%	100%
Contingency	\$2,833,454	\$3,180,222	\$0	\$0	0%	0%
Total Project Budget	\$37,887,728	\$46,529,595	\$40,206,835	\$7,705,891		
% of Total Project Budget Committed	86.41%					
% of Total Commitments Expended	19.17%					
% of Total Project Budget Expended	16.56%					

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	\$1,942,048	\$1,826,404	\$1,183,754	94%	65%
Investigation, Testing & Verification	\$347,015	\$347,015	\$79,219	\$26,233	23%	33%
Construction, Equipment & Furnishings	\$16,724,000	\$16,869,367	\$15,687,890	\$696,711	93%	4%
Misc.	\$70,820	\$77,677	\$44,463	\$8,661	57%	19%
Contingency	\$1,094,995	\$3,704,931	\$0	\$0	0%	0%
Total Project Budget	\$21,120,298	\$22,941,038	\$17,637,975	\$1,915,358		
% of Total Project Budget Committed	76.88%					
% of Total Commitments Expended	10.86%					
% of Total Project Budget Expended	8.35%					

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	\$13,625	\$6,125		
% of Total Project Budget Committed	0.63%					
% of Total Commitments Expended	44.95%					
% of Total Project Budget Expended	0.28%					

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	\$9,493,156	100%	98%
Plano Campus	\$6,797,834	\$6,797,834	\$6,797,834	\$6,797,834	100%	100%
McKinney Campus	\$4,044,983	\$4,044,983	\$4,044,983	\$4,044,983	100%	100%
Courtyard Center	\$548,720	\$548,720	\$548,720	\$548,720	100%	100%
Collin Higher Education Center	\$720,659	\$720,659	\$720,659	\$720,659	100%	100%
Total Program Budget	\$21,837,531	\$21,837,531	\$21,837,531	\$21,605,351		
% of Total Project Budget Committed	100.00%					
% of Total Commitments Expended	98.94%					
% of Total Project Budget Expended	98.94%					

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	\$3,214,389	\$0	\$0	0%	0%
Trane PACT Program Management		\$99,500	\$99,500	\$99,500	100%	100%
Bond Fees		\$9,500	\$9,500	\$9,500	100%	100%
District Wide Air Cleaning		\$140,000	\$140,000	\$133,700	100%	96%
District Wide Commissioning		\$17,500	\$17,500	\$17,500	100%	100%
Total Project Budget	\$90,543,094	\$3,850,889	\$636,500	\$611,700		

7. Completed Items

7.1 General Program

- [AECOM issued the Monthly Program Report for April '21 to Collin College on May 7th](#)
- [AECOM conducted coordination meetings with the Executive Committee on May 17th](#)

7.2 Procurement

- [No Procurement Items have been completed at this time](#)

7.3 Design

- [No Design Items have been completed at this time](#)

7.4 Pre-Construction

- [No Pre-Construction Items have been completed at this time](#)

7.5 Construction

- [Collin College, AECOM, Beck Architecture, LLC, and JT Vaughn Construction conducted Weekly OAC meetings on May 5th, 12th, 19th, and 26th for the Celina Campus](#)
- [Collin College, AECOM, Page Southerland Page, Inc., and Skanska USA Building, Inc. conducted Weekly OAC meetings on May 5th, 12th, 19th, and 26th for the Frisco Campus](#)
- [Collin College, AECOM, Beck Architecture, LLC, and JE Dunn Construction conducted Weekly OAC meetings on May 4th, 11th, 18th, and 25th for the IT Center at the Frisco Campus](#)
- [Collin College, AECOM, Page Southerland Page, Inc. and Skanska USA Building, Inc. conducted Weekly OAC meetings on May 4th, 11th, 18th, and 25th for the McKinney Campus Addition and Renovations](#)
- [JE Dunn Construction held an FF&E/IT Coordination meeting with Collin College, AECOM, and Beck Architecture, LLC on May 13th for the IT Center at the Frisco Campus](#)
- [AECOM held a Network Ops Center IT Requirements meeting with Collin College and Page Southerland Page, Inc. on May 14th for the Heritage Hall at the Frisco Campus](#)

- [AECOM held a Move Out walkthrough meeting with Collin College and Skanska USA Building, Inc. on May 19th for the Alumni Hall Dining at the Frisco Campus](#)
- [JE Dunn Construction held a punch walkthrough for Area A \(West Wing\) with Collin College, AECOM, and Beck Architecture, LLC on May 24th and 25th for the IT Center at the Frisco Campus](#)
- [AECOM held a Move Out walkthrough meeting with Collin College and Skanska USA Building, Inc. on May 26th for Heritage Hall at the Frisco Campus](#)
- [Collin College, AECOM, Page Southerland Page, Inc. and Skanska USA Building, Inc. met for an 11 Month Project Review meeting on May 27th at the Wylie 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

- [Execution of Skanska USA Building, Inc. GMP for the Frisco Campus Additions and Renovations](#)

8.3 Design

- No Design items are pending at this time

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 Farmersville Campus and IT Center at Frisco 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. Final close-out activities are nearing completion on both projects.](#)

Appendix A – Construction Progress Photos

Celina Campus



May '21 Aerial



Landscape at North Building, NW View



Landscape at West Side of Building



Campus Signage at Main Entrance



Anthony Peterson Center of Academic Assistance



LVN/CAN Lab



Mechanical Room

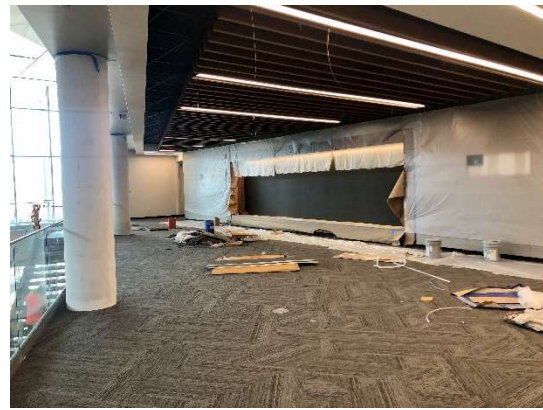
IT Center at Frisco Campus



May '21 Aerial



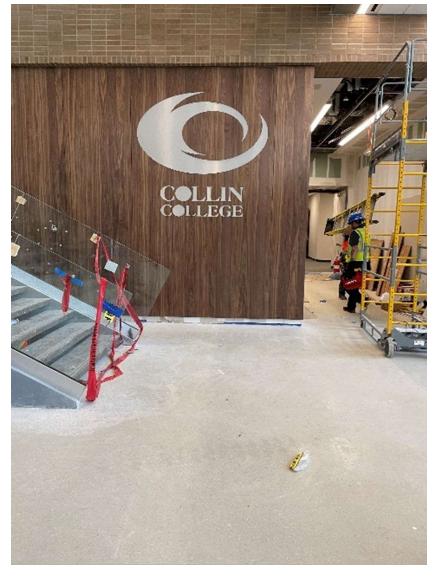
Quad Area



Carpet Install on 3rd Floor



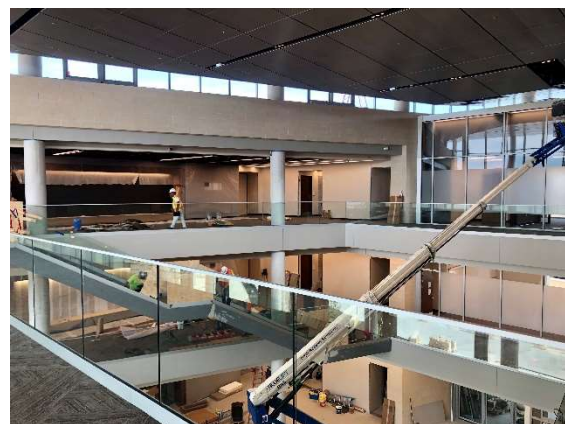
Water Feature Installed



Signage Installed at Atrium Stairs



Women's Restroom on 3rd Floor



NE View of Atrium from 3rd Floor

Fire Lane at Frisco Campus



North to South View of Fire Lane

Welcome Center and Parking Lot at McKinney Campus



May Aerial



Parking Lot Prepped for Pour