



**NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold a meeting of the Finance and Audit Committee (Gomel, Collins, and Hardin) at 5:00 p.m. on Tuesday, March 21, 2023, in the President's Conference Room 407 at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.**

**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

**PUBLIC COMMENT**

**REVIEW AND DISCUSSION ITEM**

1. Consideration of Approval for Establishing a Tuition Waiver and Pilot Program for Graduating High School Students
2. Consideration of Approval for an Increase in Student Housing Fees
3. Consideration of Approval of the Student Housing Meal Plan Effective 2023-2024 Academic Year

*Andrew P. Hardin  
Chair, Board of Trustees*

**iCollin**

[www.collin.edu](http://www.collin.edu)

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

1. Finance and Audit Committee

March 21, 2023

Resources: Dr. Jay Corwin  
Chief Student Success Officer  
Melissa Irby  
Chief Financial Officer

**DISCUSSION ITEM:** Consideration of Approval for Establishing a Tuition Waiver and Pilot Program for Graduating High School Students

**DISCUSSION:** Board approval is needed for any tuition waivers that will be offered to Collin College students. CARES funding will cover up to six hours of tuition for eligible graduating high school students in Summer I & III up to \$450,000. Approval requested by the Board will allocate tuition waivers necessary to fund the remaining, non-CARES funded credit hours for Summer 2023. This program will be piloted for four years. Results and continuation of the program will be reviewed in Fall 2026.

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

2023-03-X

March 28, 2023

Resources: Dr. Jay Corwin  
Chief Student Success Officer  
Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval for Establishing a Tuition Waiver and Pilot Program for Graduating High School Students

**DISCUSSION:** Board approval is needed for any tuition waivers that will be offered to Collin College students. CARES funding will cover up to six hours of tuition for eligible students in Summer I & III up to \$450,000. Approval requested by the Board will allocate tuition waivers necessary to fund the remaining, non-CARES funded credit hours for Summer 2023. This program will be piloted for four years. Results and continuation of the program will be reviewed in Fall 2026.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends the approval of a waiver for up to six hours of summer semester tuition for graduating high school seniors within the Collin College Service Area.

**SUGGESTED MOTION:** This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves up to six hours of summer semester tuition waivers for graduating high school seniors within the Collin College Service Area".

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

2. Finance and Audit Committee

March 21, 2023

Resources: Dr. Jay Corwin  
Chief Student Success Officer  
Melissa Irby  
Chief Financial Officer

**DISCUSSION ITEM:** Consideration of Approval for an Increase in Student Housing Fees

**DISCUSSION:** Board approval is needed for any student fees, including Student Housing rental fees. An increase in rent is necessary to support the Student Housing program and provide additional amenities to support student success. This proposal would increase the rent for each of our housing options by 4% per residency term option. This recommended increase is in response to the increase in mandatory fees associated with utilities and insurance.

Rent is charged on a semester basis similar to other colleges (4.5 months). The average rent per month will be \$87-\$146 per semester more than the current rate, depending on the unit size and number of bedrooms, during the fall and spring semesters, and \$68-\$114 for a full summer.

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

2023-03-X

March 28, 2023

Resources: Dr. Jay Corwin  
Chief Student Success Officer  
Melissa Irby  
Chief Financial Officer

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

**DISCUSSION:** Board approval is needed for any student fees, including Student Housing rental fees. An increase in rent is necessary to support the Student Housing program and provide additional amenities to support student success. This proposal would increase the rent for each of our housing options by 4% per residency term option. This recommended increase is in response to the increase in mandatory fees associated with utilities and insurance.

The chart below outlines the current and proposed fees. Rent will be charged on a semester basis similar to other colleges (4.5 months). The average rent per month will be \$87-\$146 per semester more than the current rate, depending on the unit size and number of bedrooms, during the fall and spring semesters, and \$68-\$114 for a full summer.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the Student Housing fee increases effective for 2023-2024 in the amount equivalent to 4% per residency term option.

**SUGGESTED MOTION:** This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves a 4% increase in Student Housing rental fees in each of the full and partial semester options.

### Student Housing Fees

<b>Description</b>	<b>2-Bedroom 2-Bath</b>	<b>4 Bedroom 2-Bath</b>	<b>Efficiency</b>	<b>Proposed change 2023-24</b>
Fall/Spring Per Semester Charge	Current \$2,750 Proposed \$2,860	Current \$2,187 Proposed \$2,274	Current \$3,650 Proposed \$3,796	Increase each by 4%
Full Summer Charge	Current \$2,139 Proposed \$2,225	Current \$1,701 Proposed \$1,769	Current \$2,839 Proposed \$2,953	Increase each by 4%
1/2 Summer Charge	Current \$1,075 Proposed \$1,118	Current \$857 Proposed \$891	Current \$1,425 Proposed \$1,482	Increase each by 4%
Refundable Security Deposit	\$200	\$200	\$200	No change
Application Fee (Non-refundable)	\$50	\$50	\$50	No change
Monthly Late Fee (3 <sup>rd</sup> Business Day)	\$25	\$25	\$25	No change
NSF Fee	\$25	\$25	\$25	No change
Lease Cancellation Fee	\$150	\$150	\$150	No change

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

3. Finance and Audit Committee

March 21, 2023

Resource: Melissa Irby  
Chief Financial Officer

**DISCUSSION ITEM:** Consideration of Approval of the Student Housing Meal Plan Effective 2023-2024 Academic Year

**DISCUSSION:** Two options are recommended for the Student Housing Meal Plan (HMP) required for all Collin College Housing Residents for the academic year of 2023-2024.

Student Housing will be fully occupied with approximately 280 students in Fall 2024.

- Each fall and spring semester has two meal plan options proposed to allow students to select options that include additional meals and funds
- The summer semesters I & II will have one meal plan option each
- A basic meal plan, consisting of seven meals a week, will be required to be purchased by each student in housing
- Students can add funds to the HMP if funds are depleted before the end of the semester to continue receiving their 20% discount
- Meal plan cost recommendations are attached

The Cougar Café will modify operation hours to better accommodate student meal needs during the fall and spring semesters.

Monday - Thursday .....7:30 a.m. – 6:30 p.m.

Friday .....7:30 a.m. – 2:00 p.m.

Saturday - Sunday .....9:00 a.m – 2:00 p.m.

- HMP participants will receive a 20% discount on all kitchen-prepared food items and fountain drinks. This discount will not include pre-packaged items, bottled beverages, or Starbucks

**STUDENT HOUSING MEAL PLANS - Academic Year 2023-2024**

**FALL 2023 Meal Plan - closed Labor Day and 3 days the week of Thanksgiving**

Meal Plan Dates	Housing Meal Plan Options	Plan Cost	20% Discount	Plan Value
8/21/23 - 12/10/23	Meal Plan #1 (minimum meal plan required)	\$ 1,500.00	\$300.00	\$ 1,800.00
8/21/23 - 12/10/23	Meal Plan #2	\$ 2,000.00	\$400.00	\$ 2,400.00

**SPRING 2024 Meal Plan - closed week of Spring Break and Spring Holiday**

Meal Plan Dates	Housing Meal Plan Options	Plan Cost	20% Discount	Plan Value
01/16/24 - 05/12/24	Meal Plan #1 (minimum meal plan required)	\$ 1,500.00	\$300.00	\$ 1,800.00
01/16/24 - 05/12/24	Meal Plan #2	\$ 2,000.00	\$400.00	\$ 2,400.00

\*Semester includes 17 weeks in total, excluding the week of Spring Break

**STUDENT HOUSING MEAL PLANS - Academic Year 2023-2024**

**Maymester Meal Plan 2024 - closed Memorial Day**

Students can purchase food using personal funds

**SUMMER I Meal Plan 2024 - closed July 3-5**

Meal Plan Dates	Housing Meal Plan Options	Plan Cost	20% Discount	Plan Value
6/3/24 - 7/3/24	SUM HMP1 (minimum meal plan required)	\$ 400.00	\$80.00	\$ 480.00

**SUMMER II Meal Plan 2024**

Meal Plan Dates	Housing Meal Plan Options	Plan Cost	20% Discount	Plan Value
7/8/24 - 8/6/24	SUM HMP1 (minimum meal plan required)	\$ 400.00	\$80.00	\$ 480.00

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

2023-03-X

March 28, 2023

Resource: Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval of the Student Housing Meal Plan for the 2023-2024 Academic Year

**DISCUSSION:** Two options are recommended for the Student Housing Meal Plan (HMP) required for all Collin College Housing Residents for the academic year of 2023-2024.

Student Housing will be fully occupied with approximately 280 students in Fall 2024.

- Each fall and spring semester has two meal plan options proposed to allow students to select options that include additional meals and funds
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Saturday - Sunday .....9:00 a.m. – 2:00 p.m.

- HMP participants will receive a 20% discount on all kitchen-prepared food items and fountain drinks. This discount will not include pre-packaged items, bottled beverages, or Starbucks

**DISTRICT PRESIDENT’S RECOMMENDATION:** The District President recommends approval of the Student Housing Meal Plan for the Academic Year 2023-2024.

**SUGGESTED MOTION:**

This item may come as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the proposed Student Housing Meal Plan for the Academic Year 2023-2024."

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