



NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold its Regularly Scheduled Meeting on Friday, October 25, 2024, 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*

Cathie Alexander

Stacy Anne Arias

J. Robert Collins, Ph.D.

Greg Gomel

Megan Wallace

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

www.collin.edu

CALL TO ORDER: 8:30 a.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

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

Section 551.071 Consultations with Attorney

a. Consultation with the college's General Counsel on a matter in which the attorney has an ethical duty of confidentiality

b. Consultation with the college's General Counsel regarding litigation in Cause No. 416-01038-2024, Cause No. DC-21-14315, and anticipated litigation

Section 551.072 Deliberations Regarding Real Property

a. Discuss the purchase, exchange, lease, or value of property available around existing college campuses and financing of potential future campus projects in the college's service area

Section 551.074 Personnel Matters

a. Discuss appointment, employment, evaluation, reassignment, duties, discipline, or responsibilities of college employees

Sections 551.076 and 551.089 - Deliberations Regarding Security Devices or Security Audits

a. Discuss deployment or specific occasions for implementation of security devices or security personnel

RECONVENE REGULAR MONTHLY MEETING: 9:15 a.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

WELCOME STUDENT VISITORS

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 October 25, 2024 Consent Agenda Items

2024-10-C1

Approval of the Minutes of the September 24, 2024 Regular Meeting

2024-10-C2

Consideration of Approval to Not Participate in the State Employee Charitable Campaign

2024-10-C3

Consideration of Approval of an Interlocal Agreement with the City of Plano for Adult Education and Literacy Services

CONSIDERATION OF ACTION ON AGENDA ITEMS

2024-10-1

Report Out of the Finance and Audit Committee and Consideration of Approval for the Fiscal Year 2025 Revised Audit Plan

2024-10-2

Report Out of the Finance and Audit Committee and Consideration of Approval of the Annual Audit Report for Fiscal Year 2024

2024-10-3

Report Out of the Finance and Audit Committee and Consideration of Approval of the Proposed Property and Insurance Contract

2024-10-4

Consideration of Approval of the Second Reading of Local Board Policies

2024-10-5

Consideration of Approval of the Ad Valorem Property Tax Roll for the Tax Year 2024

2024-10-6

Consideration of Approval of the Bid Report for October 25, 2024

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

INFORMATION REPORTS

Follow Up on Wylie Campus CTE CMAR

Workday Student Final Status Report

Personnel Report for October 2024

Updated Continuing Education - External Vendor Courses Audit # 24-01

Revenues and Expenses as of September 30, 2024

Statement of Net Position as of September 30, 2024

Monthly Investment Report as of September 30, 2024

AECOM Monthly Report for September 2024

PRESIDENT’S AND BOARD ANNOUNCEMENTS

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

ADJOURNMENT: The Board is adjourning the Board Meeting.

Andrew P. Hardin
Chairman, Board of Trustees

I certify that the notice for this meeting was posted on October 21, 2024 at 3:00 p.m., in compliance with the Texas Open Meetings Act.



For the Board of Trustees

CONSENT AGENDA ITEMS TO BE CONSIDERED

2024-10-C1	Approval of the Minutes of the September 24, 2024 Regular Meeting	pg. 5
2024-10-C2	Consideration of Approval to Not Participate in the State Employee Charitable Campaign	pg. 11
2024-10-C3	Consideration of Approval of an Interlocal Agreement with the City of Plano for Adult Education and Literacy Services	pg. 13

October 25, 2024

SUBJECT

Approval of the Minutes of the September 24, 2024 Regular Meeting

RECOMMENDATION

The District President recommends approval of the minutes of the September 24, 2024 Regular Meeting.

RESOURCE PERSONNEL

Donna Ludwig, Secretary to the Board of Trustees

ATTACHMENTS

- A) September 24, 2024 Regular Meeting Minutes

Respectfully Submitted By:

A handwritten signature in cursive script that reads "Donna Ludwig".

Donna Ludwig, Secretary to the Board of Trustees

**Minutes of Regular Meeting
September 24, 2024**

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

Collin County Community College District conducted its Regular Monthly Board of Trustees meeting on September 24, 2024, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chair Andrew Hardin presiding. Trustees in attendance were Ms. Cathie Alexander, Ms. Stacy Arias, Dr. Robert Collins, Mr. Greg Gomel, Mr. Andrew Hardin, Dr. Raj Menon, Mr. Jim Orr, and Mr. Jay Saad. Ms. Megan Wallace was absent.

WORK SESSION

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

DISCUSSION ITEMS

1. Human Resources Update - Melissa Irby, Chief Financial Officer

CONVENE REGULAR MONTHLY MEETING: 5:59 p.m., Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chair Hardin 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 6:00 p.m.

Section 551.074 Personnel Matters

- a. Discuss appointment, employment, evaluation, reassignment, duties, discipline, or responsibilities of college employees

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

Sections 551.076 and 551.089 Deliberations Regarding Security Devices or Security Audits

- a. Discuss deployment or specific occasions for implementation of security devices or security personnel

Section 551.072 Deliberations Regarding Real Property

- a. Discuss the purchase, exchange, lease, or value of property available around existing college campuses and financing of potential future campus projects in the college's service area

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

1. Pledges of Allegiance

WELCOME STUDENT VISITORS

PRESENTATIONS

1. International Association of Campus Law Enforcement Administrators (IACLEA)
Accreditation Update - Scott Jenkins, Chief of Police

PUBLIC COMMENT

There was no public comment.

Approval of the September 24, 2024 Consent Agenda Items

2024-09-C1 Approval of the Minutes of the August 27, 2024 Special Called Public Hearing on the Proposed Tax Rate, and August 27, 2024 Regular Meeting

On motion of Trustee Collins, and second of Trustee Menon, the September 24, 2024 Consent Agenda was approved by a vote of 8-0.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2024-09-1 Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies: CC (Local) Annual Operating Budget; DK (Local) Professional Development; DMC (Local) Termination of Employment – Reduction in Force; EBA (Local) Alternate Methods of Instruction – Distance Education; GK (Local) Relations with Educational Accreditation Agencies

Discussion: Trustee Collins, Chair of the Organization, Education, and Policy Committee brought forth a first reading of Local Board Policies.

No action was required.

2024-09-2 Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies: CGC (Local) Safety Program – Emergency Plans and Alerts; CHA (Local) Site Management – Security; CU (Local) Research; DBA (Local) Employment Requirements and Restrictions – Credentials and Records; DBB (Local) Employment Requirements and Restrictions – Medical Examinations and Communicable Diseases; DBE (Local) Employment Requirements and Restrictions – Nepotism; DC (Local) Employment Practices; DH (Local) Employee Standards of Conduct; DIAA (Local) Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence; DJ (Local) Assignment, Work Load, and Schedules; FFDA (Local) Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence

Discussion: Trustee Collins, Chair of the Organization, Education, and Policy Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the second reading and approval of Local Board Policy.

The motion was approved 8-0 as presented.

2024-09-3 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Negotiate and Execute a Job Order Contract with Skanska USA Building Inc. for Elevator Replacement at the Courtyard Center

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to negotiate and execute a job order contract with Skanska USA Building Inc. for elevator replacement at the Courtyard Center.

The motion was approved 8-0 as presented.

2024-09-4 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Negotiate and Execute a Contract to Replace Three Air Handlers and Associated Infrastructure at the McKinney Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to negotiate and execute a contract to replace three air handlers and associated infrastructure at the McKinney Campus.

The motion was approved 8-0 as presented.

2024-09-5 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval of the Guaranteed Maximum Price from Skanska USA Building Inc. for Roof Replacement at the Plano Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the Guaranteed Maximum Price from Skanska USA Building Inc. for roof replacement at the Plano Campus.

The motion was approved 8-0 as presented.

2024-09-6 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Negotiate and Execute an Agreement with Wylie ISD Related to Construction and Use of Instructional Spaces for Wylie ISD Dual Credit Students at the Wylie Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to negotiate and execute an

agreement with Wylie ISD related to construction and use of instructional spaces for Wylie ISD dual credit students at the Wylie Campus.

The motion was approved 8-0 as presented.

2024-09-7 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Exercise a Contract Amendment with AECOM Technical Services, Inc. to Provide Program Management Services for the New Career and Technical Education Building at the Wylie Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to exercise a contract amendment with AECOM Technical Services, Inc. to provide program management services for the new Career and Technical Education building at the Wylie Campus.

The motion was approved 8-0 as presented.

2024-09-8 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Negotiate and Execute an Architectural Design Contract with Page Southerland Page, Inc. to Provide Design Services for the New Career and Technical Education Building at the Wylie Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to negotiate and execute an architectural design contract with Page Southerland Page, Inc. to provide design services for the new Career and Technical Education building at the Wylie Campus.

The motion was approved 8-0 as presented.

2024-09-9 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval for the District President or His Designee to Negotiate and Execute a Contract with Skanska USA Building Inc. for Pre-Construction Services for the New Career and Technical Education Building at the Wylie Campus

Discussion: Trustee Arias, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval for the District President or his designee to negotiate and execute a contract with Skanska USA Building Inc. for pre-construction services for the new Career and Technical Education building at the Wylie Campus.

The motion was approved 8-0 as presented.

2024-09-10 Report Out of the Finance and Audit Committee and Consideration of Approval of the Audit Plan for Fiscal Year 2025

Discussion: Trustee Saad, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's recommendation for approval of the audit plan for fiscal year 2025.

The motion was approved 8-0 as presented.

2024-09-11 Consideration of Approval for a Training Fee to Apply to Outside Organizations for Healthcare Training

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

2024-09-12 Consideration of Approval of the Bid Report for September 24, 2024

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

PUBLIC COMMENT

There was no additional public comment.

INFORMATION REPORTS

Workday Student Status Report for September 2024

Personnel Report for September 2024

Monthly Investment Report as of August 30, 2024

Quarterly Investment Report as of August 30, 2024

AECOM Monthly Report for August 2024

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 8:03 p.m.

October 25, 2024

SUBJECT:

Consideration of Approval to Not Participate in the State Employee Charitable Campaign

RECOMMENDATION

The District President recommends approval of the action to not participate in the State Employee Charitable Campaign in fiscal year 2025-2026.

RATIONALE

Under Sec. 659.1311 of the Texas Government Code, a public junior college may take affirmative action not to participate in the State Employee Charitable Campaign thereby allowing for employee salary deductions for charitable contributions made to the College. Approval of this item will allow Collin College employees to make salary deductions for scholarship contributions to the Collin College Foundation during fiscal year 2025-2026.

RESOURCE PERSONNEL

Lisa Vasquez, Vice President of Advancement

ATTACHMENTS

- A) Opting out of the State Employee Charitable Campaign

Respectfully Submitted By:



Lisa Vasquez, Vice President of Advancement

Opting Out of the State Employee Charitable Campaign

Recommend continuing separately and not participating in State Employee Charitable Campaign (SECC) because:

- Operating independently of SECC, the College has had better flexibility, efficiency, and results.
 - The last time Collin College participated in SECC (2011), there were nine donors giving \$10,732.
 - Collin College employees can and do donate to the charities of their choice all year long on their own without the restrictions of SECC.
 - Over the last five years, the LiftUp campaign has raised \$660,204.97 with an average of 511 donors per year.
- With our own campaign, we avoid these drawbacks of the SECC:
 - SECC charges an administrative cost of 10 percent.
 - SECC donors' ability to designate how the gift is administered by the organization is limited.
 - The state itself questions the SECC and turned it over to the Sunset Commission for review. The Sunset Commission stated the following in its report:

“In the 18 years since SECC’s first campaign, the world of charitable giving outside the campaign has changed significantly, but SECC has not. Today, state employees can research charities on the Internet and sometimes authorize charities to electronically debit donations straight from their checking accounts. However, SECC continues to operate as it always has, with a paper-based donation system and an unwieldy administrative structure that requires almost 10 percent of employees’ donations to fund campaign administration costs.”

October 25, 2024

SUBJECT:

Consideration of Approval of an Interlocal Agreement with the City of Plano for Adult Education and Literacy Services

RECOMMENDATION:

The District President recommends approval of an Interlocal Agreement between Collin College and the City of Plano for Adult Education and Literacy Services.

RATIONALE:

The Interlocal Cooperation Act, Texas Government Code, Chapter 791, provides authority for covered entities such as the City of Plano and Collin College to enter into interlocal agreements with each other to perform governmental functions and services as set forth in the Act. The City of Plano wishes to partner with Collin College to provide adult education and literacy instruction, including ESL instruction, for community participants at one or more of Plano's library locations ("AEL Program"). The Interlocal Agreement is for an initial period of two years, with the option to renew for up to three additional one-year periods. Both parties have current revenues available to satisfy the fees and/or expenses incurred, if any, pursuant to this agreement. The program is beneficial to both parties, especially to Plano's Library Department ("Library"), which will be able to provide continuing adult education and ESL instruction to patrons of the Library.

BUDGETARY CONSIDERATION:

This program is a Texas Workforce Commission funded and approved program managed by Collin College. Any expenses incurred by Collin College will be paid by Collin College with the available grant funds it has received for the AEL Program. Plano is providing space in its libraries at no cost for Collin College to conduct the AEL Program classes. Collin College is conducting the AEL Program for Plano and its patrons at no cost.

RESOURCE PERSONNEL:

Dr. Abe Johnson, SVP, Campus Operations

ATTACHMENT:

- A) Interlocal Cooperation Agreement by and between the City of Plano, Texas, and Collin County Community College District for Adult Education and Literacy Services

Respectfully Submitted By:



Dr. Neil Matkin, District President

**INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF PLANO, TEXAS AND
COLLIN COUNTY COMMUNITY COLLEGE DISTRICT FOR ADULT EDUCATION
AND LITERACY SERVICES**

This Agreement is made between the CITY OF PLANO, TEXAS, a home-rule municipal corporation (“Plano”), acting by and through the City Manager, and COLLIN COUNTY COMMUNITY COLLEGE DISTRICT, a Texas public junior college (“Collin College”), acting by and through its Adult Education and Literacy Program and its authorized officers and representatives agree as follows:

WHEREAS, Plano and Collin College are political subdivisions within the meaning of Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, as amended (the “Act”); and

WHEREAS, the Act provides authority for entities such as the parties to enter into interlocal agreements with each other to perform government functions and services as set forth in the Act; and

WHEREAS, Collin College’s Adult Education and Literacy Program, provides adult education and English as a Second Language (“ESL”) instruction; and

WHEREAS, the parties desire to enter into this Agreement in which Collin College will provide adult education and literacy instruction, including ESL instruction, for community participants at one or more of Plano’s library locations (“AEL Program”); and

WHEREAS, the Program is beneficial to both parties especially to Plano’s Library department (“Library”) who will be able to provide continuing adult education and ESL instruction to patrons of the Library; and

WHEREAS, the parties have current revenues available to satisfy the fees and/or expenses incurred, if any, pursuant to this Agreement.

NOW, THEREFORE, Plano and Collin College for and in consideration of the recitals set forth above and terms and conditions below, agree as follows:

I. TERM

1. This Agreement shall be for a period of two (2) years commencing upon the last date of signature below (the “Effective Date”) through September 30, 2026 (the “Initial Term”), unless sooner terminated as provided in Section IV. Termination.
2. This Agreement may be renewed each year at least 30 days before the anniversary of the Effective Date (each a “Renewal Term”) for up to three (3) additional one-year periods, unless sooner terminated as provided in Section IV. Termination.
3. The Initial Term, in addition to any Renewal Terms, shall be collectively referred to as the “Term” of this Agreement.
4. Any renewal of this Agreement will be subject to grant funds being available to Collin College for that Renewal Term.

II. OBLIGATIONS OF THE PARTIES

A. OBLIGATIONS OF COLLIN COLLEGE

Collin College will provide adult education and literacy services during the Term of the Agreement in one or more of the following areas:

- Adult Basic Education (“ABE”) grade level 0-8.9
- Adult Secondary Education (“ASE/HSE”) grade level 9-12
- English as a Second Language (“ESL”) and Civics Education
- Transition Classes
- Career Pathways (Integrated Education and Training)
- Work-based Literacy

As part of the services provided by Collin College, Collin College agrees to:

- Provide referrals to the Library’s programs and services;
- Provide its own printer, locked cabinet, and instructional materials;
- Provide quality classes on a weekly basis;
- Maintain classroom space provided in the same condition as it was found;
- Recruit and train teachers who have at least a bachelor’s degree;
- Follow consistent enrollment, assessment and recording procedures as required by the grant awarded to Collin College for the AEL Program provided under this Agreement;
- Abide by Plano’s Library policies, rules, and regulations;
- Follow and operate the AEL Program consistent with any applicable local, state, and federal statutes and regulations including, but not limited to the Workforce Innovation and Opportunities Act;
- Communicate and inform Plano of any program schedule changes or breaks;
and
- Report monthly attendance to Plano by the last day of each month.

Additionally, Collin College shall be responsible for monitoring, coordination, and supervision of the AEL Program and staff in compliance with all applicable Collin College Board policies, and local, state, and federal statutes and regulations.

B. OBLIGATIONS OF PLANO

In return for the services provided by Collin College, Plano agrees to provide the following in connection with this Agreement:

- Adequate and accessible classroom facilities to instructors and class participants;
- Adequate and secure storage space;
- Access to Wi-fi, computers, printers, and instructional fixtures (i.e. projector, screen, white board, chairs/tables);
- Assist Collin College in the publicity and promotion of the AEL Program in a coordinated and timely manner through print, online and/or personal communications to enhance community awareness and participation;

- Communicate with Collin College leadership regarding any unforeseen events preventing class from occurring; and
- Abide by terms and conditions set forth in this Agreement and to help the AEL Program comply with any applicable local, state, and federal statutes or regulations, including but not limited to:
 - Offering a minimum of two and half hours of direct instruction each session; and
 - Allow for temporary AEL Program signage as needed to help guide students to the classroom facilities.

III. FEES

During the Initial Term, no fees are expected to be incurred by the parties for providing the services detailed in this Agreement. However, if fees are incurred during the Term, Plano and Collin College herein recognize that the continuation of any contract after the close of any fiscal year of Plano, which fiscal year ends on September 30th of each year, shall be subject to Plano City Council and Collin College's Board of Trustee approval. In the event the Collin College Board of Trustees or Plano City Council do not approve the appropriation of funds for this Agreement, the Agreement shall terminate at the end of the fiscal year for which funds were appropriated and the parties shall have no further obligations hereunder.

Any expenses incurred by Collin College will be paid by Collin College with the available grant funds it has received for the AEL Program. Plano is providing space in its libraries at no cost for Collin College to conduct the AEL Program classes. Collin College is conducting the AEL Program to Plano and its patrons at no cost.

IV. TERMINATION

Either party may, at its option, with or without cause, and without penalty or prejudice to any other remedy it may be entitled to at law, or in equity or otherwise under this Agreement, terminate this Agreement, in whole or in part by giving at least thirty (30) days prior written notice thereof to other party with the understanding that all programs or services being terminated shall cease upon the date such notice is received unless otherwise indicated in writing by the terminating party.

V. RELEASE AND HOLD HARMLESS

To the extent authorized by the constitution and laws of the state of Texas, Collin College agrees to be responsible for its own acts of negligence and Plano, to the extent allowed by law and without waiving any rights or protections provided therein, agrees to be responsible for its own acts of negligence which may arise in connection with any and all claims for damages, cost, and expenses to person or persons and property that may arise out of or be occasioned by this Agreement for any of its activities or from any act or omission of any employee or invitee of Collin College or Plano.

In the event of joint and concurrent negligence, Collin College and Plano agree that responsibility shall be apportioned comparatively. This obligation shall be construed for the benefit of the parties hereto, and not for the benefit of any third parties, nor to create liability for the benefit of any third parties, nor to deprive the parties hereto of any defenses

each may have as against each other or third parties under the laws and court decisions of the State of Texas.

VI. IMMUNITY

In the execution of this Agreement, none of the parties waive, nor shall be deemed hereby to have waived any immunity or any legal or equitable defense otherwise available against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement does not create any rights in parties who are not signatories to this Agreement.

VII. ENTIRE AGREEMENT

This Agreement represents the entire and integrated agreement between Plano, and Collin College and supersedes all prior negotiations, representations and/or agreements, either written or oral. This Agreement may be amended only by written instrument signed by Plano and Collin College.

VIII. NOTICES

Unless notified otherwise in writing, all notices are required to be given to either party in writing and delivered in person or send via certified mail to the other party at the following respective addresses:

Plano:

CITY OF PLANO, TEXAS
Attn: Plano Public Library
Libby Holtmann, Director
2501 Coit Road
Plano, TX 75075

Collin College:

COLLIN COLLEGE
Contract Administrator
Purchasing Department
Collin Higher Education Center
3452 Spur 399
McKinney 75069

Copy to:

COLLIN COLLEGE
Attn: Adult Education and Literacy
Marcus Freeman Sr, Program Director
4800 Preston Park Blvd.
Plano, TX 75093

IX. AUTHORITY TO SIGN/CITY COUNCIL AUTHORIZATION

The undersigned officer and/or agents of the parties hereto are the properly authorized officials and have the necessary authority to execute this Agreement on behalf of the parties hereto.

X. 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.

XI. GOVERNING LAW AND VENUE

This Agreement and any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas. The parties agree that this Agreement shall be enforceable in Collin County, Texas, and if legal and necessary, exclusive venue shall lie in the state or federal district courts in and/or for Collin County, Texas.

XII. INTERPRETATION OF AGREEMENT

Although this Agreement is drafted by Plano, this is a negotiated document. Should any part of this Agreement be in dispute, the parties agree that the Agreement shall not be constructed more favorably for any of the parties.

XIII. 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 either party in the exercise of its respective rights under this Agreement shall in no way constitute a waiver thereof.

XIV. INDEPENDENT CONTRACTOR

Other than as outlined in this Agreement, Collin College shall control and direct the delivery of the AEL Program. The parties agree that nothing in the Agreement makes any employee of Collin College an employee of Plano, nor makes any employee of Plano 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.

XV. SUCCESSORS AND ASSIGNS

The parties each bind themselves, their respective successors, executors, administrators, and assigns to the other party to this Agreement. Neither party will assign, sublet, subcontract or transfer any interest in this Agreement without the prior written consent of the other party. No assignment, delegation of duties or subcontract under this Agreement will be effective without the written consent of all parties.

IN WITNESS WHEREOF, the parties have executed this Agreement by signing below.

COLLIN COLLEGE

DATE _____

BY: _____
Melissa Irby
Chief Financial Officer

APPROVED AS TO FORM:

CITY OF PLANO, TEXAS

DATE _____

BY: _____
Mark Israelson
CITY MANAGER

APPROVED AS TO FORM:

Paige Mims, CITY ATTORNEY

Collin County Community College District Board of Trustees

2024-10-1

October 25, 2024

Resource: Ali Subhani
Executive Director of Internal Audit

AGENDA ITEM: Report Out of the Finance and Audit Committee and Consideration of Approval for the Fiscal Year 2025 Revised Audit Plan

DISCUSSION: The following projects were approved on September 17, 2024:

Audits

- Directory Services
- Key Shop
- Technical Campus Academic Programs Consumable Review
- Accounts Payable
- Job Order Contracting
- Copier Leasing Contract Review

Administrative Projects

- External Peer Review
- Follow-up Activities
- Issuance of the Annual Internal Audit Report
- Professional Development/Speaking Engagements/ Training
- Investigations/Special Requests

Approval is requested for the following update:

- Sick Bank Balance Audit: To assess the adequacy and effectiveness of internal controls governing the management and use of sick bank balances with the goal of identifying potential abuse or misuse

DISTRICT PRESIDENT’S RECOMMENDATION: The District President recommends approval of the fiscal year 2025 revised audit plan.

SUGGESTED MOTION: “Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the fiscal year 2025 revised audit plan.”



Date: October 15, 2024

To: H. Neil Matkin, Ed.D., District President
Members of the Board of Trustees

From: Ali Subhani, CFE, CIA, CISA, GSNA, CDPSE
Executive Director, Office of Internal Audit *Ali Subhani*

Subject: Fiscal Year 2025 - Audit Plan Revision

The Internal Audit Charter requires that the Board of Trustees approves the annual Audit Plan. Based on the methodology detailed on page three, the following projects are recommended for approval:

Project	Objectives	Tentative Start Date
Directory Services	To evaluate the effectiveness of Active Directory (AD) and Azure management processes with Texas Administrative Code (TAC) 202 standards and to assess adherence to technology best practices. (Satisfies the Texas Administrative Code 202 - Information Security Standards Audit Requirement)	First Quarter
Key Shop	To evaluate the adequacy of key-related processes to ensure safety Districtwide	First Quarter
External Peer Review	Effort related to the ongoing external review of the Office of Internal Audit that is required every 5 years by professional auditing standards	First Quarter
Technical Campus Academic Programs Consumable Review	To evaluate internal controls over inventory and consumables for the Automotive, Construction, and Welding academic programs and to determine if lab fees are aligned with program costs	Second Quarter

Project	Objectives	Tentative Start Date
Accounts Payable	To assess the adequacy and effectiveness of internal controls over the accounts payable process and ensure adherence to applicable requirements	Second Quarter
Sick Bank Balance	To assess the adequacy and effectiveness of internal controls governing the management and use of sick bank balances, with the goal of identifying potential abuse or misuse	Second Quarter
Job Order Contracting	To evaluate compliance with applicable policies and regulations for Job Order Contracts	Third Quarter
Copier Leasing Contract Review	To review the leasing contract for multifunctional devices (printers/copiers), identifying opportunities for cost savings, improved efficiency, and effective use of district resources	Fourth Quarter
Administrative Requirements	Effort devoted to various administrative requirements such as publishing the required Annual Internal Audit report, development of the audit plan, serving on institutional committees, fulfilling requests for speaking engagements, and attendance at professional training events	Ongoing
Investigations / Special Requests	Perform investigations of fraud incidents reported through the District's hotline or others, and any special requests	Ongoing
Follow Up Activities	Follow up on implementation of pending management action plans in response to audit observations	Ongoing

The plan was based on the utilization of the Director and one full-time Senior Auditor. Additionally, the District President is supportive of plans to utilize student interns.

The planned audit of scholarships previously approved for inclusion in the fiscal year 2025 audit plan, will be reevaluated at a future date.

Audit Plan Methodology - Fiscal Year 2025

As required by the Internal Audit Charter, the Director for Internal Audit prepared the Fiscal Year 2025 Audit Plan by identifying the auditable areas for the District. The auditable areas were identified by reviewing budgetary information, the Comprehensive Annual Financial Report, the Collin College website, and Collin College policies (legal and local). Members of the District President's Cabinet were also offered the opportunity to provide input to the Office of Internal Audit.

A risk assessment was then conducted of the auditable areas based on eight risk factors. Each factor is weighted based on importance and given a risk rating that indicates the risk for that factor to the auditable area. The risk rating for the auditable area is totaled to compute the risk score. The final selection is based on the professional judgment of personnel in the Office of Internal Audit.

An explanation of the eight factors and risk ratings is outlined in the graphic on the right.

I M P A C T		
1	Criticality of the Unit 	This factor measures the importance of the unit to accomplish the mission of the District. This considers the impact if the unit is unable to provide its service within a required time frame and/or at the expected level.
2	Financial Impact 	This considers the overall dollar amount flowing through, committed to, or generated by the unit/process (e.g. expenditures, grant amount, revenues collected/earned). This evaluates the impact of inappropriate activity from a financial perspective.
3	Regulatory Compliance 	The complexity, volume, & clarity of regulations / compliance requirements from external requirements impact the District's ability to comply & therefore influences risk. Risks relate to the inability to comply; penalties, fines or litigation; loss of funding sources; & regulatory restrictions.
4	Public Sensitivity 	This measures the sensitivity of the unit to public exposure of critical internal issues. This considers the potential effect to the District overall as the result of negative information.
L I K E L I H O O D		
5	Control Environment 	Assessment of the control environment is based on factors such as the adequacy of the existing control structure, expertise of management, historical problems, conditions found during recent reviews/interactions, and the overall effectiveness and efficiency of operations.
6	Changes in the Unit 	Changes in management personnel, organizational & operational structure, & the operational systems can influence risk. In some cases, reorganization of responsibilities and activities can result in significant changes that compromise the internal control environment.
7	Complexity of Monitoring Activities 	This factor considers the locations/number of locations where activities occur and/or the locations where monitoring of such activities take place.
8	Audit History 	This considers whether there has been an audit of the unit, the last time an audit was performed, and the results of the audit.

Collin County Community College District Board of Trustees

2024-10-2

October 25, 2024

Resource: Ali Subhani
Executive Director of Internal Audit

- AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval of the Annual Audit Report for Fiscal Year 2024
- DISCUSSION:** The purpose of the Annual Audit Report is to provide information on the assurance services, consulting services, and other activities of the internal audit function. A summary of the annual audit report will be provided.
- DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the Annual Audit Report for fiscal year 2024.
- SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Annual Audit Report for fiscal year 2024."



COLLIN COLLEGE

INTERNAL AUDIT

ANNUAL REPORT

FOR THE FISCAL YEAR ENDED

AUGUST 31, 2024

OFFICE OF INTERNAL AUDIT

October 15, 2024

H. Neil Matkin, Ed.D., District President
Members of the Board of Trustees:

Attached is the annual report for the Office of Internal Audit for the fiscal year (FY) which ended August 31, 2024. This report is required by the Texas Government Code, Section 2102.015, and provides information on the activities of the internal audit function.

If you have any questions about the contents of this report, please do not hesitate to contact me.

Respectfully submitted,



Ali Subhani, CFE, CIA, CISA, GSNA, CDPSE
Executive Director of Internal Audit

Report Distribution:

Members of the Board of Trustees:

Trustee Andrew Hardin	Trustee Stacy Anne Arias
Trustee Jay Saad	Trustee Dr. J. Robert Collins
Trustee Jim Orr	Trustee Greg Gomel
Trustee Dr. Raj Menon	Trustee Megan Wallace
Trustee Cathie Alexander	

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PURPOSE

The purpose of this annual report is to provide information on the assurance and consulting services and activities of the internal audit function. In addition, the annual internal audit report assists oversight agencies in their planning and coordination efforts.

I. COMPLIANCE WITH TEXAS GOVERNMENT CODE, SECTION 2102.015

Section 2102.015 of the Texas Government Code requires that the internal audit plan and the internal audit annual report be posted on the institution’s website. Accordingly, the Office of Internal Audit has posted the FY 2024 Annual Internal Audit Report and the approved FY 2025 Audit Plan on the Office of Internal Audit’s [departmental website](#).

II. INTERNAL AUDIT PLAN FOR FY 2024

Project	Report Number	Status / Report Date
1. Dual Credit Programs	24-01	Final report issued on May 21, 2024.
2. Promotional Item Expenditures	24-02	Final report issued on May 21, 2024.
3. Hotline Complaint Police Department	INV- 24-02	Final report issued on May 21, 2024.
4. Continuing Education - External Vendor Courses	INV- 24-01	Final report issued on October 15, 2024.
5. Canvas Learning Management System and Honorlock	24-03	Final report issued on September 17, 2024.
6. Small Business Development Center Grant	24-04	Final report issued on October 15, 2024.

The Office of Internal Audit did not deviate from the approved audit plan, which the Board of Trustees approved on February 20, 2024. No audits were performed related to benefits proportionality or requirements related to Section 51.9337(h) of the Texas Education Code.

III. CONSULTING SERVICES AND NON-AUDIT SERVICES COMPLETED

In FY 2024, as defined in the IIA International Standards for the Professional Practice of Internal Auditing, there were no consulting services that were performed. Consulting services are advisory in nature and are generally performed at the specific request of a client.

IV. EXTERNAL QUALITY ASSURANCE REVIEW

The department was reestablished with the hiring of the new Director in January 2020. An external quality assurance review is currently in progress and the results are anticipated by November 29, 2024.

V. INTERNAL AUDIT PLAN FOR FY 2025

The FY 2025 Internal Audit Plan was approved by the college's Board of Trustees on September 24, 2024. Updates provided to the Finance and Audit Committee can be obtained by reviewing [status reports](#) that are publicly accessible. A copy of the plan is included in Appendix 1.

VI. EXTERNAL AUDIT SERVICES PROCURED IN FY 2024

The following external audit services, including financial and performance audits and attestation engagements, reviews, and agreed-upon procedures, were procured or in process during FY 2024 by management :

- PSK CPA, LLP - Annual audit of the District's Foundation
- Whitley Penn, LLP - Annual audit of the District's financial statements
- Whitley Penn, LLP - Audit to evaluate compliance with requirements of the Texas Public Investments Act.

VII. REPORTING SUSPECTED FRAUD AND ABUSE

Actions taken to implement the requirements of Article IX, Section 7.09, page IX-37, Fraud Reporting, General Appropriations Act (84th Legislature, Conference Committee Report) are noted below:

- The college has placed a link on the institution's homepage that states "[Fraud, Waste or Abuse](#)." The link offers guidance for directly reporting fraud, waste, and abuse to the State Auditor's Office.
- A policy on how to report suspected fraud is in place. See the [Policy](#).

APPENDIX 1: FY 2025 AUDIT PLAN

The FY 2025 audit plan was prepared using risk assessment techniques that identify the individual audits to be conducted during the year. The risk factors utilized by the department during the risk assessment process include:

- Criticality of the Unit
- Financial Impact
- Regulatory Compliance
- Public Sensitivity
- Control Environment
- Changes in the Unit
- Complexity of Monitoring Activities
- Audit History

The projects detailed on page 8 were approved by the college's Board of Trustees on September 24, 2024.

Texas Administrative Code (TAC) 202 is audited periodically as required by statute, and the last TAC 202 audit was performed in FY 2023.

Date: September 24, 2024

To: H. Neil Matkin, Ed.D., District President
Members of the Finance and Audit Committee

From: Ali Subhani, CFE, CIA, CISA, GSNA, CDPSE *Ali Subhani*
Executive Director, Office of Internal Audit

Subject: Fiscal Year 2025 - Audit Plan Approval

The Internal Audit Charter requires that the Board of Trustees approves the annual Audit Plan. Based on the methodology detailed on page three, the following projects are recommended for approval:

Project	Objectives	Tentative Start Date
Texas Administrative Code 202 - Directory Services	To evaluate the effectiveness and compliance of Active Directory (AD) and Azure management processes with Texas Administrative Code (TAC) 202 standards, and to assess adherence to technology best practices.	First Quarter
Key Shop	To evaluate the adequacy of key-related processes to ensure safety Districtwide	First Quarter
External Peer Review	External review of internal audit function required every 5 years by professional auditing standards.	First Quarter
Technical Campus Academic Programs Consumable Review	To evaluate internal controls over inventory and consumables for the Automotive, Construction, and Welding academic programs and to determine if lab fees are aligned with program costs.	Second Quarter
Accounts Payable	To assess the adequacy and effectiveness of internal controls over the accounts payable process and ensure adherence to applicable requirements.	Second Quarter
Job Order Contracting	To evaluate compliance with applicable policies and regulations for Job Order Contracts.	Third Quarter
Copier Leasing Contract Review	To review the leasing contract for multifunctional devices (printers/copiers), identifying opportunities for cost savings, improved efficiency, and effective use of district resources.	Fourth Quarter
Administrative Requirements	Effort devoted to various administrative requirements such as publishing the required Annual Internal Audit report, development of the audit plan, fulfilling requests for speaking engagements, and attendance at professional training events.	Ongoing
Investigations / Special Requests	Perform investigations of fraud incidents reported through the District's hotline or others, and any special requests.	Ongoing
Follow Up Activities	Follow up on implementation of pending management action plans in response to audit observations.	Ongoing

The plan was based on the utilization of the Director and one full-time Senior Auditor. Additionally, the District President is supportive of plans to utilize student interns. The planned audit of scholarships previously approved for inclusion on the fiscal year 2025 audit plan, will be reevaluated at a future date.

APPENDIX 2: STATUS OF AUDIT RECOMMENDATIONS

Texas Government Code, Section 2102.015, also requires entities to include the following on their website:

- A “detailed summary of the weaknesses, deficiencies, wrongdoings, or other concerns, if any raised by the audit plan or annual report.”
- A “summary of the action taken by the agency to address the concerns, if any, that are raised by the audit plan or annual report.”

To address these requirements, an entity can summarize internal audit recommendations and report on its action and progress toward implementing those recommendations. The following table summarizes the implementation status of past recommendations.

Responsible Party	Follow up Performed on	Implemented / Closed	Delayed	Require Finance & Audit Committee Approval
Chief Financial Officer	6	5	1	-
Senior Vice President Campus Operations	9	2	4	3

The detailed status of implementation of recommendations from the previous fiscal year is noted on the following page.



OFFICE OF
Internal Audit



Project Code	Project Name	Issue Date	Estimated Implementation Date	Recommendation Title	Action Plan	Cabinet Contact	Recommendation State	Days Overdue (As of 10/24/2024)	Percentage Implemented According to Management
20-02	TAC 202	8/25/2020	8/31/2021	Develop Framework to Implement Separation of Duties.	This recommendation will be completed with the Workday implementation.	SVP Campus Operations	In Progress	1150	90%
22-02	CARES Act Compliance	6/21/2022	11/30/2022	Review Documentation and Transfer Questioned Costs.	Management agrees to reclassify \$2,260 in costs for the technology equipment, request employees to complete effort certification documentation for the journal entry that totaled \$65,786, and perform additional research to determine the allowability for the allocation model for the journal entry that totaled \$73,480. If not allowed, the expenditures will be reclassified.	Chief Financial Officer	Closed		
22-02	CARES Act Compliance	6/21/2022	11/30/2022	Implement Segregation of Duties.	Management intends to perform a detailed evaluation of privileges for each user group with the management of those respected areas and implement SOD in line with a cost-benefit analysis and implement monitoring to detect abuse of privileges that cannot be segregated.	SVP Campus Operations	In Progress	694	85%
22-03	Vulnerability Management and Scanning	8/19/2022	7/31/2023	Develop Complete Inventory with Designated Owners.	The report contains confidential information that relates to computer network security and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exceptions found in sections 551.076 and 551.089 of the Government Code.	SVP Campus Operations	In Progress	451	90%





Project Code	Project Name	Issue Date	Estimated Implementation Date	Recommendation Title	Action Plan	Cabinet Contact	Recommendation State	Days Overdue (As of 10/24/2024)	Percentage Implemented According to Management
23-01	Purchasing / Travel / Fuel Card Programs	2/21/2023	8/31/2023	Develop Policies and Procedures to Govern the Fuel Card Program.	Management intends to develop and communicate procedures to provide for better oversight of the Fuel Card Program.	Chief Financial Officer	Closed		
23-01	Purchasing / Travel / Fuel Card Programs	2/21/2023	8/31/2023	Independently Verify Cardholders after Setup.	Management intends to ensure that the AP Manager will review the JPMorgan account for new cards issued to ensure proper documentation and authorization exists for all new cards issued. This will be implemented immediately.	Chief Financial Officer	Closed		
23-01	Purchasing / Travel / Fuel Card Programs	2/21/2023	8/31/2023	Enhance Cardholder Management.	Management intends to be more diligent about canceling employees from the fuel card program upon termination. Procedures to ensure that all terminated employees are terminated within JPMorgan in a timely manner will be developed and implemented immediately.	Chief Financial Officer	Closed		
23-01	Purchasing / Travel / Fuel Card Programs	2/21/2023	8/31/2023	Improve Compliance with T-Card Requirements and Develop Business Meal Procedure.	Management agrees to develop business meal procedures with input from leadership so that the expenses are within reason and clarify the allowability of spending District funds for food in connection with business/staff meetings and events.	Chief Financial Officer	Closed		





OFFICE OF
Internal Audit



Project Code	Project Name	Issue Date	Estimated Implementation Date	Recommendation Title	Action Plan	Cabinet Contact	Recommendation State	Days Overdue (As of 10/24/2024)	Percentage Implemented According to Management
23-02	Data Backup and Recovery	5/16/2023	12/31/2023	Enhance Controls Over the Backup Appliance.	The report contains confidential information that relates to computer network security and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exceptions found in sections 551.076 and 551.089 of the Government Code.	SVP Campus Operations	In Progress	298	75%
23-02	Data Backup and Recovery	5/16/2023	12/31/2023	Develop a Contingency Plan that Fulfills All Requirements Mandated by TAC-202.		SVP Campus Operations	In Progress	298	50%
23-02	Data Backup and Recovery	5/16/2023	12/31/2023	Complete a Documented Risk Assessment for Preventative Measures that are not in Place.		SVP Campus Operations	In Progress	298	75%
23-03	Faculty Workload	10/17/2023	3/31/2024	Formally Designate the Officer who will Monitor Workloads and Prepare and Review Workload Reports to the Board.	Management intends to: Plan for the creation of a new department to oversee district-wide scheduling and quality control of faculty loads. This department will coordinate with the Institutional Research Office (IRO) and other relevant departments to generate and upload the annual report for appropriate dissemination. Once the new department is formally created, an officer will be formally designated to monitor compliance with the District's requirements for faculty workload.	SVP Campus Operations	In Progress	207	
23-03	Faculty Workload	10/17/2023	3/31/2024	Establish Maximum Instructional Workload Unit Threshold for Faculty to Maintain Program Standards.	Management intends to: Continue planning for the creation and addition of a new department for "P-12 Partnerships & Academic/Workforce Success." Part of the responsibility of this department will be to oversee district-wide scheduling and quality control of faculty loads. Commit to continuing to increase the number of faculty in the workforce programs where we have excessive overloads. Increased workloads for Full-Time faculty in such workforce programs will continue until the college has successfully identified candidates to fill the positions.	SVP Campus Operations	Closed		





OFFICE OF
Internal Audit



Project Code	Project Name	Issue Date	Estimated Implementation Date	Recommendation Title	Action Plan	Cabinet Contact	Recommendation State	Days Overdue (As of 10/24/2024)	Percentage Implemented According to Management
24-01	Dual Credit Programs	5/21/2024	9/31/2024	Develop Evaluation Process for Adjunct Instructors.	All adjunct faculty will be treated the same across the District when it comes to the evaluative processes such as the annual appraisal and classroom visits. A new appraisal instrument and process for adjunct faculty will be implemented in the Fall of 2024.	SVP Campus Operations	Follow-up procedures not performed by the Office of Internal Audit.		
24-01	Dual Credit Programs	5/21/2024	9/31/2024	Implement Centralized Tracking for At-Risk Students.	The Dual Credit/P-12 Partnerships Office will work with the Provosts and Academic Deans to implement this recommendation districtwide for all dual credit classes.	SVP Campus Operations	Closed		
24-01	Dual Credit Programs	5/21/2024	5/21/2024	Further Limit Risk Specific to Acceptance of Unofficial Test Scores.	Management agrees with the recommendation as it is very low risk and safeguards are already in place which include sample student review. Texas Administrative Code Section 4.54 does not require official score submission.	SVP Student and Community Engagement	Closed		
24-02	Promotional Items Expenditures	5/21/2024	8/31/2024	Develop Policy to Govern Promotional Item Expenditures.	<p>Management will develop promotional item purchase procedures that outline items that are deemed appropriate, with input from senior administration. Written procedures will be developed by July 2024.</p> <p>-Management has taken steps in FY 2024 to better align promotional item purchases with the college's mission and overall strategic plan. All promotional item purchases now route to the chief financial officer for approval in Workday. All items are reviewed, and each requisition includes the purpose of the promotional item.</p> <p>-The college created a committee to determine what would be considered allowable to be charged to the CARES grant. The committee included internal legal counsel, associate vice president in business administrative services, vice president student services, and others from the campus and district leadership team. The committee evaluated grant criteria to determine if the expenses were allowable within the grant guidelines. Personalized bags were purchased from the CARES grant that were used to distribute safety supplies to students during the peak of the pandemic. Items included hand sanitizer, sanitizing wipes, and masks. All items were purchased and had the Collin logo included on</p>	Chief Financial Officer	In Progress	54	85%





OFFICE OF
Internal Audit



Project Code	Project Name	Issue Date	Estimated Implementation Date	Recommendation Title	Action Plan	Cabinet Contact	Recommendation State	Days Overdue (As of 10/24/2024)	Percentage Implemented According to Management
24-03	Canvas Learning Management System and Honorlock	9/17/2024	10/30/2024	Update Password Configuration to Enhance Security of the Application.	The report contains confidential information that relates to computer network security and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exceptions found in sections 551.076 and 551.089 of the Government Code.	SVP Campus Operations	Follow-up procedures not performed by the Office of Internal Audit.		
24-03	Canvas Learning Management System and Honorlock	9/17/2024	1/30/2025	Restrict Access to Sensitive Data and Update File Transfer Credentials.		SVP Campus Operations	Follow-up procedures not performed by the Office of Internal Audit.		
24-03	Canvas Learning Management System and Honorlock	9/17/2024	10/30/2024	Optimize Honorlock Control Measures to Safeguard Academic Integrity.		SVP Campus Operations	Follow-up procedures not performed by the Office of Internal Audit.		
24-03	Canvas Learning Management System and Honorlock	9/17/2024	10/30/2024	Implement Monitoring for Privileged "Act as a User" Functionality.		SVP Campus Operations	Follow-up procedures not performed by the Office of Internal Audit.		
24-04	Small Business Development Center Grant	10/22/2024	3/31/2025	Ensure Reported Deliverables Agree with Supporting Documentation.	The report contains confidential information that relates to personnel matters and is not subject to the disclosure requirements of the Texas Public Information Act, based on the exceptions found in sections 551.074 of the Government Code.	SVP Student and Community Engagement	Follow-up procedures not performed by the Office of Internal Audit.		
24-04	Small Business Development Center Grant	10/22/2024	3/31/2025	Enhance Compliance with Grant Requirements and North Texas Small Business Development Center (NTSBDC) Policies.		SVP Student and Community Engagement	Follow-up procedures not performed by the Office of Internal Audit.		
24-04	Small Business Development Center Grant	10/22/2024	3/31/2025	Maintain Documentation to Evidence Communication of Compliance Monitoring Results.		SVP Student and Community Engagement	Follow-up procedures not performed by the Office of Internal Audit.		
24-04	Small Business Development Center Grant	10/22/2024	3/31/2025	Develop Training to Improve the Accuracy of Conflict of Interest Certifications.		SVP Student and Community Engagement	Follow-up procedures not performed by the Office of Internal Audit.		



Collin County Community College District Board of Trustees

2024-10-3

October 25, 2024

Resource: Melissa Irby
Chief Financial Officer

- AGENDA ITEM:** Report Out of the Finance and Audit Committee and Consideration of Approval of the Proposed Property and Insurance Contract
- DISCUSSION:** The District purchases insurance to meet legal requirements and to ensure protection and preservation of the District's human, physical, and financial assets. The District purchases the following insurance coverage types through this contract: property, crime, general, law enforcement, auto, educator's legal, and cyber. If approved, the FY25 premium is \$1,724,962.
- DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the insurance contract for the District for the period November 1, 2024 through October 31, 2025 in the amount of \$1,724,962 which is budgeted in the District's FY25 operating budgets.
- SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the proposed property and insurance contract for fiscal year 2025 as presented."

Premium Summary November 1, 2024 - October 31, 2025

Line of Coverage	Carrier	Expiring Annualized Premium	Estimated Renewal Premium	% Change
Property	Affiliated FM	\$ 1,121,535	\$ 1,160,865	3.51%
*Property Wind/Hail Deductible Buydown-Plano Campus	Lloyd's of London	725,000	n/a	
Crime	Great American	7,529	7,529	0.00%
General Liability	TPS	27,688	26,356	-4.81%
Law Enforcement Liability	TPS	29,690	28,491	-4.04%
Auto	TPS	120,167	137,572	14.48%
Educator's Legal Liability	TPS	115,303	115,561	0.22%
Cyber Liability	Beazley	99,994	103,044	3.05%
*Excess Cyber Liability	Resilience	75,074	77,409	3.11%
*Excess Cyber Liability	Markel Syndicate	n/a	58,135	
	Total Account Premium	\$ 2,321,980	\$ 1,714,962	
	Difference		\$ (607,018)	

Auto premium increase is due to an increase of 15 vehicles insured

Estimated premiums:

Auto Liability for Purchases (November 2024 - October 2025) \$ 10,000

Total Spend Authorization Request \$ 1,724,962

Collin County Community College District Board of Trustees

2024-10-4

October 25, 2024

Resource: Monica Velazquez
General Counsel

AGENDA ITEM:

Consideration of Approval of the Second Reading of Local Board Policies

- **CC (Local)** Annual Operating Budget
- **DK (Local)** Professional Development
- **DMC (Local)** Termination of Employment – Reduction in Force
- **EBA (Local)** Alternate Methods of Instruction – Distance Education
- **GK (Local)** Relations with Educational Accreditation Agencies

DISCUSSION:

The Organization, Education, and Policy Committee met on September 24, 2024, and considered a first reading of the policies listed below. Since there were no changes to these policies, the Chair of the Organization, Education, and Policy Committee now moves to approve these policies as presented.

PROPOSED CHANGES:

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

- **CC (Local)** Annual Operating Budget - Recommended revisions to this local policy have been made in response to updates to Coordinating Board rules allowing the college to select an accreditor.
- **DK (Local)** Professional Development - Recommended revisions to this local policy have been made in response to updates to Coordinating Board rules allowing the college to select an accreditor.
- **DMC (Local)** Termination of Employment – Reduction in Force - Recommended revisions to this local policy have been made in response to updates to

Coordinating Board rules allowing the college to select an accreditor.

- **EBA (Local)** Alternate Methods of Instruction – Distance Education - Recommended revisions to this local policy have been made in response to updates to Coordinating Board rules allowing the college to select an accreditor.
- **GK (Local)** Relations with Educational Accreditation Agencies - Recommended revisions to this local policy have been made in response to Administrative Code changes that permit the college to select an accreditor. This policy, which is referenced by other policies list the college’s accreditor as the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

DISTRICT PRESIDENT’S RECOMMENDATION:

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

SUGGESTED MOTION:

“Mr. Chairman, I make the motion that the Board of Trustees of Collin County Community College District approves the Local Board Policies.”

- Budget Planning** Budget planning ~~shall~~will be an integral part of overall program planning so that the budget effectively reflects the College District's programs and activities and provides the resources to implement them. In the planning process, general educational goals, specific program goals, and alternatives for achieving program goals ~~shall~~will be considered. Budget planning and evaluation are continuous processes and should be a part of each month's activities.
- Schedules** The College President or designee ~~shall~~will supervise the development of a budget calendar and a specific plan for budget preparation that ensures appropriate input from all levels of operation with the College District. The budget ~~shall~~will conform to Coordinating Board requirements and meet the standards of the ~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)~~.College District's accreditor [see GK].
- Budget Adoption** The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the College District's approved purchasing procedures. The expenditure of funds ~~shall~~will be under the direction of the ~~College District~~ President or designee who ~~shall~~will ensure that funds are expended in accordance with the adopted budget.
- Budget Amendments** The Board may amend the budget at any time during the fiscal year. The College District ~~shall~~will develop procedures for budget amendments.

Each employee will meet the professional development standards described by the ~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)~~ College District's accreditor [see GK] as well as any professional development required of the employee by state or federal law or administrative regulations.

Each employee will seek approval prior to pursuing professional development in accordance with administrative regulations.

Cybersecurity Training

The ~~District President~~ District President or designee will determine, from the list of cybersecurity training programs certified by the Department of Information Resources (DIR) and published to DIR's website, the cybersecurity training program to be used in the College District. ~~The District President~~ The District President will verify and report to DIR, in the form required by DIR, the compliance of each employee required to complete the program. ~~The District President~~ The District President may remove access to the College District's computer systems and databases for noncompliance with training requirements as appropriate.

~~The District President~~ The District President will periodically require an internal review of the College District to ensure compliance with the cybersecurity training requirements.

TERMINATION OF EMPLOYMENT
REDUCTION IN FORCE

DMC
(LOCAL)

Definitions

For purposes of this policy, the following definition of terms shall/will apply:

1. "Reduction in force" shall/will mean the dismissal of a term contract faculty member for reasons of financial exigency or program change in the College District.
2. "Financial exigency" shall/will mean any decline in the Board's financial resources brought about by decline in enrollment, cuts in funding, decline in tax revenues, or any other actions or events that create a need for the College District to reduce financial expenditures for personnel.
3. "Program change" shall/will mean any elimination, curtailment, or reorganization of a curriculum offering, program, or College District operation because of a lack of student response to particular course offerings, legislative revisions to program funding, or a reorganization or consolidation of two or more College District departments.
4. "Service" shall/will mean the faculty member's total length of continuous full-time service with the College District. Service shall/will date from the effective date of the faculty member's benefits-eligible employment. Approved leaves of absence shall/will not be considered as an interruption of continuous service.
5. "Employment status" shall/will mean the type of employment held by the faculty member, such as regular, probationary, temporary, and special funded (grants/contracts).
6. "Organization code" shall/will mean the major budget code designation currently being used by the College District.
7. "Performance" shall/will mean the faculty member's effectiveness as reflected by the most recent written evaluations and/or other appraisal or disciplinary documentation.

This policy shall/will apply only to reductions in force of contractual faculty members when the reduction in force requires the termination of a contract during the contract period.

A reduction in force may take place when the Board determines that financial exigency or a program change requires the discharge of one or more faculty members in the affected areas. Such determination constitutes good cause for discharge for those faculty members in the affected employment areas.

The College District shall/will make additional adjustments necessary to comply with any current Coordinating Board directives.

TERMINATION OF EMPLOYMENT
REDUCTION IN FORCE

DMC
(LOCAL)

Employment Areas

A reduction in force may be implemented in one, several, or all divisions and departments of the College District.

The appropriate executive leadership team member, with the technical advice of the chief human resources officer, shall will make recommendations to the District President to assist the District President in determining the employment areas to be affected. In determining the employment areas, the District President and the Board may combine and/or coordinate employment areas, as defined above, or may identify specific programs within the listed employment areas. The District President shall will review the recommendation and submit his or her recommendation to the Board as to the employment areas affected. The Board shall will then approve the employment areas to be affected.

Procedures

Using the following criteria, the District President shall will recommend to the Board faculty members within the affected employment area(s) for discharge or nonrenewal because of a reduction in force:

1. Contract status. Temporary faculty members, who shall will be the first to be reduced, probationary faculty members, who shall will then be the next to be reduced, and regular faculty members, who shall will then be the next to be reduced.
2. Education/Certification. Appropriate degree, certificate, and/or other academic credential for the current assignment required by College District Board policy, the ~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)~~, College District's accreditor [see GK], and the Coordinating Board.
3. Performance. A faculty member's effectiveness as reflected by the most recent written evaluations and/or other appraisal documentation or disciplinary documentation, including reprimands, memos to the file, observations, or documented conferences.
4. Professional background. Professional work experience related to the current assignment.
5. Seniority. Length of service, if needed; total years of service; and, if needed, total years of service in the assignment.

These criteria are listed in order of importance. The District President shall will apply them sequentially to the selected employment areas until the number of staff reductions necessary have been identified, i.e., if all necessary reductions can be accomplished by applying the certification criteria, it is not necessary to apply the performance or subsequent criteria.

TERMINATION OF EMPLOYMENT
REDUCTION IN FORCE

DMC
(LOCAL)

Board Action

After considering the District President's recommendation, the Board shall will determine which faculty members shall will be dismissed. The faculty member shall will be given a statement of the reasons and conditions requiring such dismissal.

Once the District President has identified the appropriate faculty members in the affected area(s), those faculty members shall will be considered for other available positions for which they are qualified up to the date the dismissal is final.

Appeals

Appeals of a dismissal of a full-time, benefits-eligible contract faculty member because of a reduction in force shall will be handled through the hearing afforded under DMAA(LOCAL). [See DMAA]

Appeals of a dismissal due to a reduction in force of a former foster child entitled to an employment preference shall will be handled through the hearing afforded under DC(LOCAL). [See DC]

Recall

In the event of subsequent open positions following dismissal, faculty members terminated due to the reduction in force may apply for vacancies.

Upon written request, a faculty member dismissed pursuant to this policy shall will be notified in writing of any subsequent availability of the position for a period of one calendar year following the effective date of such dismissal. The notice shall will be mailed to the address that was on file for the former employee at the time of dismissal, unless the College District's human resources office has been notified in writing of a change of address. A former faculty member so notified must respond to the College District's human resources office in writing within ten calendar days of receipt of such notification if the person wishes to be considered for the position. Any individual who responds shall will be considered for employment on the same basis as all other applicants.

A full-time faculty member dismissed under the provisions of this policy who is notified of potential reemployment (within one calendar year) to his or her former job category shall will have his or her salary, service, and insurance benefits restored as of the date of reduction in force. The period of time between the reduction in force and recall for employment shall will not count toward salary, service, or insurance benefits.

The College District will offer distance education courses and programs in accordance with applicable:

- Law;
- Coordinating Board regulations and guidelines, including the Principles of Good Practice for Distance Education;
- Principles, policies, and guidelines of the ~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)~~; College District's accreditor [see GK]; and
- College District policies and procedures.

The District President or designees will develop procedures to implement this policy.

RELATIONS WITH EDUCATIONAL ACCREDITATION AGENCIES

GK
(LOCAL)

The College District ~~shall~~will maintain accreditation with the ~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)~~Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).

The College District ~~shall~~will adhere to the notification and approval requirements of the substantive change policy of the SACSCOC through the processes identified in the college substantive change procedures.

Collin County Community College District Board of Trustees

2024-10-5

October 25, 2024

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Ad Valorem Property Tax Roll for the Tax Year 2024

DISCUSSION: Each tax year, subsequent to the adoption of the tax rate by the Board of Trustees, the Collin County Tax Office provides a Tax Roll Summary that details the total market value, agricultural deferrals, exemptions, taxable value, and estimated total tax levy based on the total rate adopted by the Board of Trustees.

For the 2024 tax year, the relevant data is:

Total Market Value	\$318,189,986,695
Ag Deferrals	(14,253,920,537)
Exemptions	<u>(78,278,279,857)</u>
Taxable Value	<u>\$225,657,786,301</u>

2024 Adopted Tax Rate	\$0.08122
-----------------------	-----------

Gross Tax Levy	\$181,433,213
Less: Levy Lost	<u>(1,846,000)</u>
Net Levy	<u>\$179,587,213</u>

FY2025 Budgeted Tax Revenue (Current Year):

Unrestricted Fund

Current Levy	\$166,634,003
Less: Transfer to Debt Service	<u>(26,127,206)</u>
Available for Current Operations	<u>\$140,506,797</u>

Debt Service Fund

Current Levy	\$13,711,700
Transfer from Unrestricted	<u>26,127,206</u>
Total	<u>\$39,838,906</u>

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Ad Valorem Property Tax Roll for the tax year 2024.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Ad Valorem Property Tax Roll for the tax year 2024."

2024 TAX ROLL SUMMARY

60 - COLLIN COLLEGE

	Amount	Count
NUMBER OF ACCOUNTS		450,423
MARKET VALUES		
ROLLCODE: MINERAL		
Mineral	\$700	
ROLLCODE: MOBILE HOME		
Improvement	\$81,035,065	
Improvement Non-Home Site	\$745,540	
ROLLCODE: PERSONAL		
Personal	\$18,450,781,099	
ROLLCODE: REAL		
Agriculture	\$14,254,471,252	
Improvement	\$137,928,322,472	
Improvement Non-Home Site	\$68,978,072,577	
Land	\$51,710,372,874	
Land Aq Land	\$28,868,550	
Land Non-Home Site	\$26,757,316,566	
	TOTAL MARKET VALUE	\$318,189,986,695
DEFERRALS		
Ag	\$14,253,920,537	11,402
	TOTAL DEFERRALS	\$14,253,920,537
EXEMPTIONS		
23.231 Circuit Breaker Limitation	\$496,741,912	8,618
Absolute Exemption	\$101,899,691	79
Absolute Exemption , XN , XN	\$1,062,852	43
Autos , XO , PPV , XO , PPV	\$873,309,546	1,127
Cap Adjustment , XT , XT	\$14,673,545,121	189,762
Child Care Facility	\$0	3
Contract Abatement	\$170,471,722	38
Disabled	\$364,670,238	4,016
Disabled Veteran	\$1,916,912,407	9,709
Disaster	\$1,800,740	5
Economic Development , XL , XL	\$4,484,487	11
Energy , XR , XR	\$19,641,392	38
Freeport	\$1,643,218,322	165
Goods in Transit	\$45,218	2
Historic Site	\$15,799,982	260
Homestead	\$29,154,671,618	248,315
Low Income Housing , XD, XA , XD, XA	\$3,355,053	16
Medical / Biomedical	\$32,717,419	4
Miscellaneous , XV , XV	\$21,878,814,911	16,401
Nominal Value	\$3,896,125	5,582
Other, XF, XH, XU , XF, XH, XU,XF,XH,XU	\$2,275,026	12
Over 65	\$6,517,891,532	67,978
Pollution Control	\$56,456,094	168
Private Schools , XJ , XJ	\$285,086,023	55
Solar/Wind	\$35,827,728	391
Surviving Spouse	\$1,854,578	4
Surviving Spouse Disabled Person	\$0	106
	51	

2024 TAX ROLL SUMMARY

60 - COLLIN COLLEGE

Youth Developemnt , XI , XI	\$21,830,120	14
TOTAL EXEMPTIONS	\$78,278,279,857	
GRAND TOTAL FOR DEFERRALS AND EXEMPTIONS	\$92,532,200,394	
TOTAL MARKET VALUE	\$318,189,986,695	
TAXABLE VALUE	\$225,657,786,301	
TAX RATE	0.08122	
ROLLCODE: MINERAL Levy	\$0.00	5
ROLLCODE: MOBILE HOME Levy	\$58,391.04	2,505
ROLLCODE: PERSONAL Levy	\$12,556,355.50	36,219
ROLLCODE: REAL Levy	\$168,818,466.63	411,694
TOTAL LEVY	\$181,433,213.17	
LEVY LOST DUE TO FROZEN	\$1,846,000.04	
OTHER LOST LEVY	\$21.97	
TOTAL LOST LEVY	\$1,846,022.01	

Calculation Analysis

	Calc Levy	- Tax Amount	=	Diff.	Market Value	Exemption	Taxable Value
Frozen	15,079,268.81	13,233,268.77		1,846,000.04	37,823,583,803	19,257,629,825	18,565,953,978
DV100 (Excl. Frozen)	23,490.12	23,468.15		21.97	1,443,392,177	1,287,133,013	156,259,164
Prorated (Excl. Frozen)	0.00	0.00		0.00	0	0	0
Other	168,176,476.25	168,176,476.25		0.00	278,923,010,715	71,987,437,556	206,935,573,159
Total	<u>183,279,235.18</u>	<u>181,433,213.17</u>		<u>1,846,022.01</u>	<u>318,189,986,695</u>	<u>92,532,200,394</u>	<u>225,657,786,301</u>
DV100 (Incl. Frozen)	3,189.96	2,590.66		599.30	591,385,145	499,479,397	91,905,748
Prorated (Incl. Frozen)	0.00	0.00		0.00	0	0	0

Collin County Community College District Board of Trustees

2024-10-6

October 25, 2024

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Bid Report for October 25, 2024

DISCUSSION: The Bid Report for October:

2 New Solicitations
1 Contract Revision

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Bid Report for October 25, 2024, 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 October 25, 2024, as presented."

New Solicitation

Purchase Request #1 – pg. 54 Manikins	\$ 144,800
Purchase Request #2 – pg. 55 Commercial Kitchen Equipment	490,000
Total of New Solicitations	<u>634,800</u>

Contract Revision

Purchase Request #3 – pg. 56 TouchNet Information Systems, Inc.	4,000
Total of Contract Revision	<u>4,000</u>

Grand Total \$ 638,800

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the purchase of manikins from GT Simulators for the Medical Assisting Advanced Practice Program.

BACKGROUND

The Medical Assisting Advanced Practice Program has received a Jobs and Education for Texans (JET) grant to enhance the Medical Assisting curriculum. With this funding, we seek to acquire an adult and a pediatric patient simulator manikins, and an auscultation manikin for lung sound examinations.

GT Simulators has a contract through the GSA Cooperative Purchasing program to provide manikins, GSA Contract # 47QREA18D000M. 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. Reference Number SCON-101172 was issued to track contract spend for the purchase of these GT Simulators.

IMPACT OF THIS ACTION

This will enable students to gain invaluable, hands-on experience with patient exams using cutting-edge manikin simulators. This firsthand practice will enhance their clinical skills, boost their confidence, and better prepare them for real-world medical situations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$144,800 which is funded by the referenced JET grant.

RESOURCE PERSONNEL

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

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract for the purchase of preventative and corrective maintenance for commercial kitchen equipment from AW Commercial Kitchen Equipment LLC for the Food Services, Facilities, and Science Lab departments.

BACKGROUND

Historically, the District did not have a preventative maintenance contract for kitchen equipment, resulting in equipment breakdowns and inadequate care and maintenance of equipment and servicing of parts. AW Commercial Kitchen Equipment LLC has conducted preventative maintenance on equipment for our kitchens, culinary arts, and science labs since the beginning of the contract. Their expertise in maintaining commercial-grade equipment helps to avoid downtime, ensuring our equipment is always ready for use.

Request For Proposal Number 4529 was issued to procure preventative and corrective maintenance for commercial food equipment for the Food Services, Facilities, and Science Lab departments. One response was received and deemed responsive and responsible.

IMPACT OF THIS ACTION

This preventative maintenance contract assists in identifying and addressing major and minor equipment issues. Proper maintenance of appliances prevents disruptions to students, faculty, and staff. These services will increase the equipment lifespan, improve efficiency, enhance safety, and help provide better overall operational equipment performance.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$490,000 for three years, which is budgeted in the various departments' FY25 operating budgets and subsequent years' budgets, subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term is April 1, 2023 through March 31, 2026.

RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer
972-758-3831

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the expenditure of additional funds for the contract extension providing view access to the District's data stored within the TouchNet Commerce Management Suite from TouchNet Information Systems, Inc.

BACKGROUND

The District has used the TouchNet Information Systems, Inc. Commerce Management Suite for cashiering and student tuition payments for many years. Prior to the implementation of Workday Student, a request for proposal was issued to select a commerce management system that would best integrate with Workday Student. TouchNet was not awarded the new contract.

IMPACT OF THIS ACTION

Maintaining access to the data will provide historical transaction details for daily use and records retention requirements.

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 \$4,000, which is budgeted in the Technology Service's FY25 operating budget and subsequent year's budgets, subject to Board approval. The previous year's contract spend was \$215,554.

MONITORING AND REPORTING TIMELINE

The contract term is December 1, 2024 through November 30, 2025.

RESOURCE PERSONNEL

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

INFORMATION REPORTS

- Follow Up on Wylie Campus CTE CMAR pg. 58
- Workday Student Final Status Report pg. 59
- Personnel Report for October 2024 pg. 60
- Updated Continuing Education – External Vendor Courses Audit # 24-01 pg. 63
- Revenues and Expenses as of September 30, 2024 pg. 70
- Statement of Net Position as of September 30, 2024 pg. 71
- Monthly Investment Report as of September 30, 2024 pg. 72
- AECOM Monthly Report for September 2024 pg. 97

INFORMATION REPORT

Follow Up Information on September Board Meeting Agenda Item – 2024-09-9 Wylie Campus CTE CMAR

At the September 24, 2024 Board meeting, the Board of Trustees discussed the report out of the Campus Facilities and Construction Committee meeting that occurred on September 17, 2024. The item discussed related to consideration of approval to negotiate and execute a contract with Skanska USA Building for pre-construction services for the new Career and Technical Education (CTE) building to be located at the Wylie Campus. The agenda item included a recommendation to approve a budget amendment not to exceed \$75,000. The consideration of the budget amendment was not needed because the Board of Trustees had previously approved the overall Phase I Master/Strategic Plan project budget at the August 2 Board meeting. The agenda item at the August 2 Board meeting was 2024-01-1-3 Phase I Project Cost Funding.

Resource:

Melissa Irby, Chief Financial Officer
972-758-3831
mirby@collin.edu

INFORMATION ITEM

Workday Student Final Status Report

Description of the Project: This is the second phase of the Workday project, supporting the strategic initiative of streamlining administrative data systems to improve business processes and accommodate growth.

Project Status: Workday has completed the project substantially. There are a few specific issues we are addressing with Workday as part of the post go-live optimization phase. The project is within the budget we have allocated.

Objectives of the Project:

- Improve the student experience through enhanced stakeholder-facing tools using data-driven seamless engagement of students, faculty, staff, and administrators
- Modernize student systems and other supporting enterprise systems
- Offer configurable, streamlined processes providing an agile response to institutional and environmental changes

Status Summary: Key Accomplishments

- Testing, data auditing, issues resolution, and optimizing continue

Key Events and Milestones

October 2024 - September 2025

- Real-time payment processing via refresh button – October 2024
- Onbase/Brainware (document management) go-live – February 2025
- Real-time payment processing – refresh automatic – March 2025
- Split Credit fix – September 2025

Resource:

Dr. Abe Johnson, SVP Campus Operations
972-985-3760
ajohnson@collin.edu

Collin County Community College District Board of Trustees

Personnel Report for October 25, 2024

Staff Appointments

Name	Start Date	Title	Department	Reason
Julie Aceituno	09/16/24	Program Manager, Continuing Education	Training Partners & Trades	Replacement Camale Allen
Shelton Bellazer	10/07/24	Facility Operations Assistant	Physical Plant Support Services	Replacement Joshua Tennison
Caroline Bradshaw	09/23/24	Student Enrollment Specialist	Admissions & Advising	Replacement Caitlynn Scott
Scott Craig	10/07/24	Technology Specialist	Campus Technology Services	Replacement Dustin McKinley
Candace Curry	10/07/24	Administrative Assistant	Purchasing	Replacement Yvette Talley
Hannah Kallas	10/07/24	eLearning Assistant	eLearning Centers	Replacement Brittany Flowers
Jazmine Hurst	10/14/24	Administrative Assistant	Academic Services	Replacement Raylene Renfro
Linsey Lee	10/16/24	Graphic Designer	Communications	Replacement Daniel Quong
Haley Marcopolos	10/07/24	Director, Web Communications	Communications	New position
Miranda Parsons	09/30/24	Student Enrollment Specialist	Admissions and Records	Replacement Kevin Livingston
Jasper Reyes	10/14/24	Lab Assistant, Health Sciences	Academic Services	Replacement Lydia Pyla
Roger Widmer	10/08/24	Interim Director, Small Business Development Center	Grants and Contracts	Replacement Marta Frey

Promotions and Changes

Name	Start Date	Title	Department	Reason
Shane Apple	10/21/24	N: Senior Research Analyst, Institutional Research O: Associate Registrar	N: Institutional Research Office O: Registration & Records	Reorganization
Marlexis Conerly	09/30/24	N: Help Desk Analyst O: Help Desk Technician	N: Campus Technology Services O: Campus Technology Services	Replacement Robert Conerly

Jennifer Gilchrist	10/01/24	N: Construction and Facilities Program Coordinator O: Executive Assistant	N: Physical Plant Support Services O: Police	New position
Ashley Hauboldt	10/21/24	N: Compensation Specialist O: Advisor, Financial Aid	N: Human Resources O: Financial Aid	Replacement Brianna Rochell
Elizabeth Howard	10/14/24	N: Director, Alumni Relations O: Associate Dean, Student and Enrollment Services	N: Alumni Relations O: Student and Enrollment Services	Reorganization
Arthur Lyles	10/14/24	N: Project Manager, Telecommunications O: Technology Specialist, Part-time	N: Campus Technology Services O: Campus Technology Services	Promotion
Natiqa Rafiq Paracha	10/01/24	N: Program Manager, Corporate Training O: Administrative Assistant, Part-time	N: Corporate Training Administration O: Corporate Training Administration	Promotion

Resignations and Separations

Name	Last Day	Service	Title	Department	Reason
Johnathon Blanton	09/27/24	1	Lab Technician	Construction Lab	Resignation
Yajaira Blanco Huerta	10/25/24	5	Instructional Office Assistant	Academic Services	Resignation
Keitha Carlton	10/31/24	4	Associate Vice President, Finance and Accounting Services	CFO, Finance & Budgeting	Resignation
Michael Coffman	10/31/24	8	Dean, Academic Affairs/Workforce Programs	Academic Services	Resignation
Tara Franklin	10/03/24	2	Advisor, ACCESS Dual Credit	ACCESS	Resignation
Marta Frey	09/20/24	17	Director, Small Business Development Center	Grants and Contracts	Resignation
Adriel Goddard	10/18/24	<1	ERP Application Developer	Technology Services Software Support	Resignation
Manav Jain	09/13/24	<1	Web Developer/Administrator	eLearning Centers	Resignation

Sydney Long	11/13/24	4	Administrative Assistant	Physical Plant Support Services	Reorganization
Brittney Stanley	10/18/24	<1	Student Enrollment Specialist	Student Services	Resignation
Del Teach	09/17/24	<1	Manager, Food Services	Food Services	Resignation
Randy Toler	10/04/24	<1	Master Electrician	Physical Plant Support Services	Resignation
Justin Wolfe	09/12/24	15	HVAC Automation Controls Technician	Physical Plant Support Services	Resignation
Sara Yaeger	09/20/24	1	Administrative Assistant II Division Meetings/Events Coordinator	Grants and Contracts	Resignation

Date: October 15, 2024

To: Abe Johnson, Ed.D.
Senior Vice President Campus Operations

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



Subject: Updated Continuing Education - External Vendor Courses

Initial Concern

On January 30, 2024, the Director of Internal Audit requested approval from the District President to examine the possibility that a Continuing Education (CE) instructor was accepting payment for a CE course at the Courtyard Center using the instructor's business website. The Finance and Audit Committee's approval was subsequently requested on February 20, 2024. As a result of this examination, procedures were expanded to include a review of zero billed CE courses within the student system since the Fall 2021 semester.

Summary

1. An external vendor was onboarded by an unauthorized individual.
2. A Districtwide analysis of zero billed CE courses identified opportunities for enhanced internal controls.

Results

1. An external vendor was onboarded by an unauthorized individual.
 - o A CE staff member, not authorized to sign contracts for the District, approved an agreement to onboard an external vendor to provide instructional services. The billing rate for the course was set to zero by a CE staff member within Banner so that the District did not generate a bill for the registered students. The external vendor accepted payment for a Collin College CE course from the instructor's business website. In total, \$2,392 in course fees for eight students was collected through the vendor's own business website. An invoice from the vendor to the District was issued on February 9, 2024 in line with the Statement of Work

that directed 65% of the tuition revenue to the instructor and 35% of tuition revenue to the District.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> Ensure that individuals without signature authority do not have the opportunity to execute agreements on behalf of the District. 	<p>Management feels that the situation referred to in the recommendation was an isolated incident. The issue was resolved immediately. The identified employee has received disciplinary coaching and has been instructed that this is not to happen again. Strict adherence to the MOUs/Agreements procedure of the District will be followed.</p>	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>
<ul style="list-style-type: none"> Explicitly prohibit the acceptance of course revenue outside the approved system(s) through District policy. 	<p>Vendors that can accept course revenue will be limited to nationally-recognized training providers that are onboarded through an internal approval process. TexRamp-approved vendors will be preferred. Final approval of the vendor will be provided by the designated individual with signature authority. The District may enter into agreement with other vendors provided that the payment acceptance is routed through the college and not by the vendor.</p>	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

2. A Districtwide analysis of zero billed CE courses identified opportunities for enhanced internal controls.

- Since the Fall 2021 semester, approximately 1,600 CE courses were identified, with billing rates set at zero dollars in Banner. Courses with billing rates of zero with enrolled students may be indicative of classes where either:
 - The tuition for the course was waived.
 - The tuition for the course was paid by an external organization on behalf of the student.
 or

- The course was offered through an online course provider (example Ed2Go/Cengage), which impacts the way tuition revenue is recorded in the District's official accounting system.
- Less than 18,000 students registered for such courses in total.

Opportunities for Enhanced Internal Controls

- RULE 9.116 Waiver of Tuition and Fees within the Texas Education Code outlines the conditions under which a public junior college may waive tuition or fees for workforce continuing education courses. RULE 9.116 states that a public junior college may only waive tuition for a Workforce Continuing Education Course if it "determines all or a significant portion of the college's costs for facilities, instructor salaries, equipment, and other expenses for the course are covered by business, industry, or other local public or private entities."
- In an effort to remain competitive with other training providers, certain CE areas such as Fire and Law Enforcement initiated a practice of waiving tuition for some courses as the sponsoring agencies can train personnel within these domains for minimal cost from other training providers.
- Additionally, the costs for facilities and equipment for such classes were not covered consistently by a business, industry, or other local public or private entities as mandated by RULE 9.116 of the Texas Education Code. Some of the sponsoring agencies offered Collin College personnel-free tuition instead of paying facility rental fees. However, approval of the waiver of fees for renting the District's facilities by the designated personnel with the authority to waive rental fees did not occur.
- Overall, tuition revenue for approximately 127 courses with a total of 1,862 enrolled students was not recorded due to the waiver of the tuition fees within the student system. The District received approximately \$204,384 in formula funding for these courses.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> When a decision to waive fees for a course is made, the District should ensure compliance with RULE 9.116 of the Texas Education Code and applicable District requirements. Ensure waiver of rental fees is approved by the designated individual with authority to waive facility rental fees. 	<ul style="list-style-type: none"> Management is committed to enforcing the board policy FD (LOCAL) and achieving compliance with Rule 9.116 of the Texas Education Code. Management agrees with this recommendation and departments will be reminded of the procedure for facility rental waiver. 	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

- Collecting course revenue outside the District's official student and accounting systems without a formalized revenue reconciliation process increases the risk of theft and the potential for understating the course revenue for financial reporting.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> Formalize the revenue reconciliation process. 	<p>Management intends to add the function of revenue reconciliation to the responsibilities to be done by the Business and Administrative Services Department.</p>	<p>Melissa Irby, Chief Financial Officer</p>

- Personnel outside the Office of Business Administrative Services maintain the capability to update the billing rate for courses within Banner. Additionally, when course billing rates are updated outside the Board-approved range within the student system, there is no documented approval from an Executive Leadership Team (ELT) member.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> • Establish periodic monitoring to identify courses with billing rates outside the Board-approved range and ensure that tuition rate updates within the student system are only updated after approval from an Executive Leadership Team member. 	<ul style="list-style-type: none"> • CE course and program offerings need to be extremely agile, and the tuition rates are to be market driven with a clear advantage for Collin College to offer courses at a very affordable but competitive rate. Adding multiple layers of approvals will slow down the process. However, management agrees with the recommendation to implement a simple approval system by the Leadership Team member before fee upgrades are implemented. • At appropriate intervals, the Cabinet-level administrator will bring course fee range upgrades to the Board for consideration. • Management agrees with this recommendation and has tasked the Districtwide Scheduling Department to monitor course build accuracy. 	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

- Personnel do not monitor CE course offerings and schedules to ensure course builders maintain compliance with applicable state and institutional requirements.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> • Implement compliance monitoring of CE courses. 	<p>Management agrees with this recommendation and has tasked the Districtwide Scheduling Department to ensure the following:</p> <ul style="list-style-type: none"> • Correctly build courses that possess no curricular, compliance, or 	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> Implement compliance monitoring of CE courses. 	<ul style="list-style-type: none"> WECM-alignment issues <ul style="list-style-type: none"> Crosscheck course fees and apply the correct fees to the appropriate courses Apply Ad Astra analytics to support CE in structuring schedules of courses related to fundable awards in a manner that facilitates student completion 	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

- Multiple instances were noted where the individual teaching the course was not correctly noted as an instructor within the student system. Instead, another individual that did not teach the course was listed as the course instructor in Banner. This practice degrades the capability to determine if the individual teaching the course fulfilled applicable minimum requirements to serve as an instructor.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> Ensure that the individual teaching the course is accurately reflected in the student system. 	<ul style="list-style-type: none"> The current challenge is due to a limitation within the BANNER system. Sometimes hiring and onboarding instructors happens after the course is built. Management is open to exploring whether Workday Student and Lifelong Learning ERP systems can allow adding a note regarding the instructor and update it once the instructor is hired and onboarded. Management agrees with this recommendation and has tasked the Districtwide Scheduling Department to monitor course build accuracy to include verification of assigned instructors. 	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

- An individual at the Courtyard Center without signature authority executed an agreement with an external vendor to provide instructional services. The vendor's classification as a contractor is not in line with Internal Revenue Services (IRS) regulations, and the District may be liable for the vendor's employment taxes under IRS regulations in the future.

Recommendation	Management Response	Person Responsible for Implementation
<ul style="list-style-type: none"> • Verify that District faculty are not incorrectly classified as vendors. 	<p>Management agrees to classify faculty as vendors provided the classification is verified by the Office of Business Administrative Services. Enhanced documentation to support classification as an external vendor under IRS regulations will be maintained.</p>	<p>Dr. Abe Johnson, Senior Vice President Campus Operations</p>

Background

Specific to the one course taught at the Courtyard Center:

- The instructor initially submitted a job application for a CE instructor for a Workforce position on October 31, 2023. However, the hiring manager within CE did not process the job application past the reference check stage in the job application process.
- The hiring manager subsequently initiated the process of entering into a vendor contract with the instructor. The hiring manager signed the agreement on January 22, 2024. The hiring manager did not have signature authority to enter into agreements on behalf of the District.
- In addition, the hiring manager formulated a Statement of Work (SOW) outlining the payment terms. The instructor had not signed the SOW documenting agreement with the payment terms as of January 30, 2024.

Report Distribution:

Collin College Leadership:

H. Neil Matkin, Ed.D., District President
Melissa Irby, Chief Financial Officer

Members of the Finance and Audit Committee:

Trustee Jay Saad
Trustee Dr. Raj Menon
Trustee Megan Wallace

Collin College
 GASB Statement of Revenues, Expenses, Changes in Net Position
 For the Period Ending
 September 30, 2024

Budget All Funds	Year-To-Date Actuals (8.3% Elapsed)										% Actual to Budget
	FD100-FD125 Unrestricted (Includes Innovation, SAFAC)	FD130 Debt Stabilization	FD200-FD215 Restricted (Includes Cost Share and Other Restricted)	FD300 Auxiliary	FD500 Building	FD600 Bond Fund	FD700 Debt Service	FD900 Investment in Plant	Total All Funds		
Revenues											
Tuition & fees, net	\$ 55,499,112	\$ 29,375,227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,375,227	53%
Federal grants and contracts	7,368,355	8,632	-	167,616	-	-	-	-	-	176,248	2%
State grants and contracts	2,104,270	-	-	51,432	-	-	-	-	-	51,432	2%
Non-governmental grants and contracts	-	-	-	2,500	-	-	-	-	-	2,500	0%
Sales and services of educational enterprises	795,000	43,117	-	-	-	-	-	-	-	43,117	5%
Auxiliary enterprises	5,359,300	-	-	-	891,363	-	-	-	-	891,363	17%
Other operating revenue	500,000	7,300	-	-	-	-	-	-	-	7,300	1%
Total operating revenues	\$ 71,626,037	\$ 29,434,276	\$ -	\$ 221,548	\$ 891,363	\$ -	\$ -	\$ -	\$ -	\$ 30,547,187	43%
Expenses											
Operating expenses											
Instruction	\$ 132,248,939	10,591,774	\$ -	\$ 130,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,721,838	8%
Public service	600,521	10,075	-	41,017	-	-	-	-	-	51,092	9%
Academic support	37,776,436	2,836,226	-	2,021	-	-	-	-	-	2,838,247	8%
Student services	25,449,359	2,172,664	-	31,070	-	-	-	-	-	2,203,734	9%
Institutional support	171,213,968	5,132,049	-	138,427	-	-	-	-	-	5,270,476	3%
Operation and maintenance of plant	33,098,881	1,326,011	-	-	-	-	-	-	-	1,326,011	4%
Scholarships	19,310,468	(1,291,667)	-	20,101,547	-	-	-	-	-	18,809,880	97%
Auxiliary enterprises	7,339,850	-	-	-	705,287	-	-	-	-	705,287	10%
Depreciation	26,177,164	-	-	-	-	-	-	1,973,572	-	1,973,572	8%
Total operating expenses	\$ 453,215,586	\$ 20,777,132	\$ -	\$ 20,444,146	\$ 705,287	\$ -	\$ -	\$ -	\$ 1,973,572	\$ 43,900,137	10%
Operating income (loss)	\$ (381,589,549)	\$ 8,657,144	\$ -	\$ (20,222,598)	\$ 186,076	\$ -	\$ -	\$ -	\$ (1,973,572)	\$ (13,352,950)	3%
Non-operating revenues (expenses)											
State appropriations	\$ 74,803,670	430,733	\$ -	\$ 670,145	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,100,878	1%
Ad valorem taxes:											
Taxes for maintenance and operations	150,825,558	117,976	-	-	-	-	-	-	-	117,976	0%
Taxes for general obligation bonds	12,508,445	-	-	-	-	-	9,787	-	-	9,787	0%
Federal grants & contracts	13,826,700	-	-	17,234,521	-	-	-	-	-	17,234,521	125%
State grant & contracts	30,127,062	-	-	1,685,188	-	-	-	-	-	1,685,188	6%
Gifts	3,916,924	-	-	-	-	-	-	-	-	-	0%
Investment income, net	-	817,643	432,614	-	-	539,107	-	199,860	-	1,989,224	0%
Interest on capital related debt	12,000,000	-	-	-	-	-	-	(1,335,025)	-	(1,335,025)	-11%
Other non-operating revenues	(19,838,906)	-	-	-	-	-	-	-	-	-	0%
Other non-operating expenses	100,000	-	-	-	-	-	-	-	-	-	0%
Total non-operating revenues (expenses)	\$ 278,269,453	\$ 1,366,352	\$ 432,614	\$ 19,589,854	\$ -	\$ 539,107	\$ -	\$ (1,125,378)	\$ -	\$ 20,802,549	7%
Other changes											
Reserves	19,629,818	-	-	-	-	-	-	-	-	-	0%
Total other changes	\$ 19,629,818	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0%
Increase (decrease) in net position	\$ (83,690,278)	\$ 10,023,496	\$ 432,614	\$ (632,744)	\$ 186,076	\$ 539,107	\$ -	\$ (1,125,378)	\$ (1,973,572)	\$ 7,449,599	-9%
Net position beginning of year		30,115,045	85,963,640	8,345,794	1,808,211	129,244,374	6,397,450	23,531,088	258,980,475	544,386,076	
Net position for period ended Sept 2024		\$ 40,138,541	\$ 86,396,254	\$ 7,713,050	\$ 1,994,287	\$ 129,783,481	\$ 6,397,450	\$ 22,405,710	\$ 257,006,903	\$ 551,835,675	

Collin College
Statement of Net Position
September 2024

Ledger Account	September 30, 2024	September 30, 2023
Assets		
Current Assets		
Cash & Cash Equivalents	\$ 98,979,858	\$ 85,390,820
Restricted Cash & Cash Equivalents	42,027,804	19,994,550
Short-term Investments	126,514,751	147,614,834
Accounts Receivable, Net of Allowance	32,174,340	28,941,851
Taxes Receivables, Net of Allowance	608,265	608,265
Prepaid Expenses	28,850	451,415
Noncurrent Assets		
Long-term Investments	104,428,418	111,737,210
Lease Receivable	646,944	740,392
Plant & Equipment, Net	823,822,281	836,180,261
Total Assets	\$ 1,229,231,511	\$ 1,231,659,598
Deferred Outflows		
Deferred Outflows - Pension	30,479,544	31,383,950
Deferred Outflows - OPEB	20,726,322	34,968,451
Total Deferred Outflows	\$ 51,205,866	\$ 66,352,401
Liabilities		
Current Liabilities		
Accounts Payable and Accrued Liabilities	3,823,451	4,595,033
Accrued Interest	2,690,500	1,166,486
Funds Held for Others	443,910	619,589
Unearned Revenue	2,929,433	1,499,521
Accrued Compensable Absences - Current Portion	355,474	419,404
Lease and SBITA Liabilities - Current Portion	3,767,974	3,868,940
Bonds Payable - Current Portion	21,615,000	20,485,000
OPEB Liability - Current Portion	2,580,438	2,486,437
Noncurrent Liabilities		
Accrued Compensable Absences	1,882,950	1,865,657
Lease and SBITA Liabilities	8,944,495	10,876,600
Net Pension Liability	65,943,440	57,614,710
Net OPEB Liability	89,672,303	93,153,606
Bonds Payable	489,294,831	514,504,982
Total Liabilities	\$ 693,944,199	\$ 713,155,965
Deferred Inflows		
Deferred Inflows - Pension	2,717,438	3,931,695
Deferred Inflows - OPEB	31,251,894	32,580,802
Deferred Inflows - Leases	688,171	817,287
Total Deferred Inflows	\$ 34,657,503	\$ 37,329,784
Total Net Assets	\$ 551,835,675	\$ 547,526,250

Collin County Community College District

Investment Report

As of September 30, 2024



MEEDER

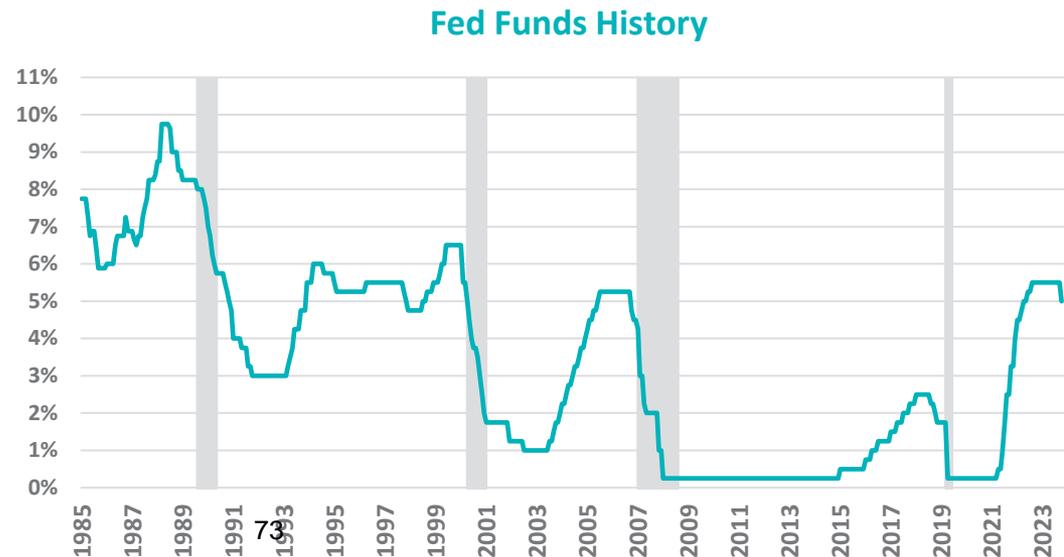
PUBLIC FUNDS

OBSERVATIONS AND EXPECTATIONS

- The Fed started the rate-cutting cycle with a 50-basis point cut September 18th
- Chair Powell said the Fed may slow the pace of upcoming cuts
- Fed's preferred inflation gauge rose slightly during the latest reporting period
- Job growth has been slowing in recent months
- Short-term rates declined more than longer rates during September

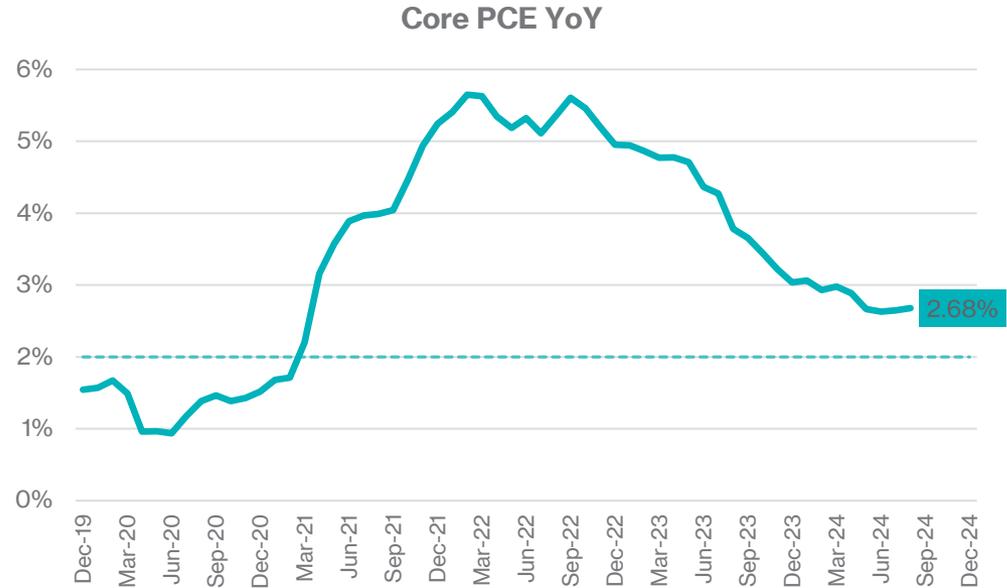
The September Rate Cut...What Will the Future Hold?

- Since the 1980s, the Fed's most used rate hike or cut has been .25% or 25 basis points.
- However, the Fed stated the Fed Funds rate was too restrictive and warranted a 50- basis point cut in September to start this cutting cycle.



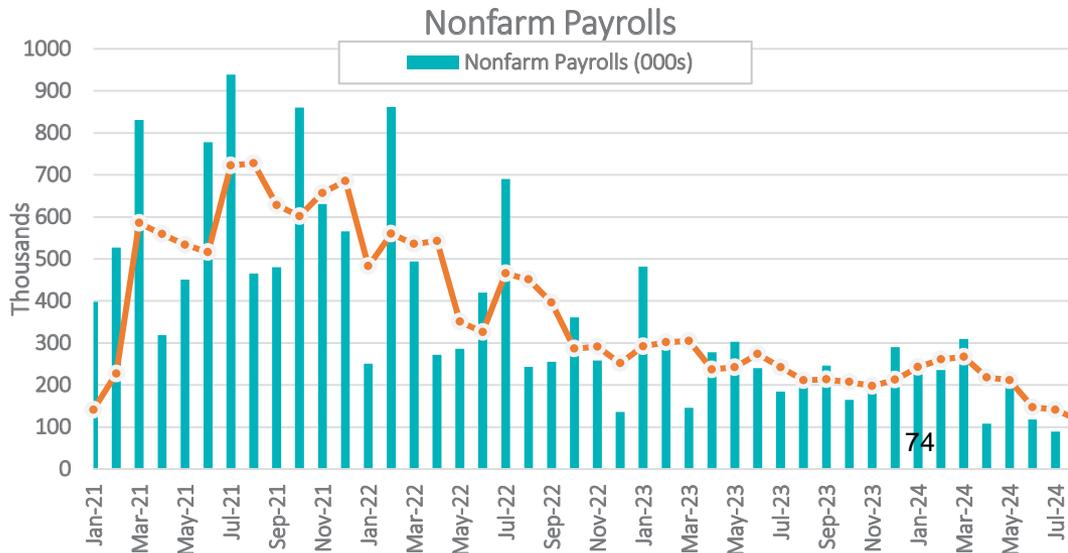
Inflation's Rate of Change is Nearing the Fed's Target

- Core Personal Consumption Expenditure YoY is the Fed's preferred inflation gauge. Core excludes food and energy components.
- Core PCE YoY is currently at 2.7%, not quite at the Fed's 2% target, but far below the 5.6% peak in 2022.
- The Fed expects Core PCE YoY will most likely get much closer to the Fed's 2% in the first half of 2025.



SOURCES: BLOOMBERG, BUREAU OF ECONOMIC ANALYSIS

Job Growth Has Slowed in Recent Months



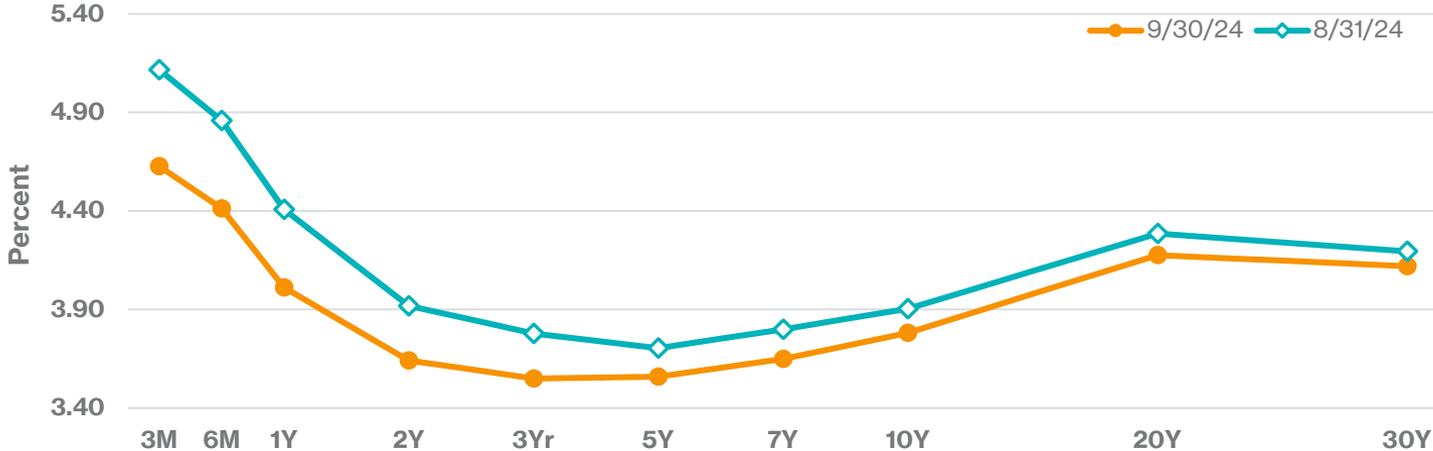
- Some market pundits believe inflation will follow a similar pattern as it did in the 1970s/80s and have a resurgence to higher levels.
- We don't expect that to happen due to the significantly different factors occurring now versus the 1970s/80s, such as demographics and technology.

SOURCES: BLOOMBERG, BUREAU OF LABOR STATISTICS

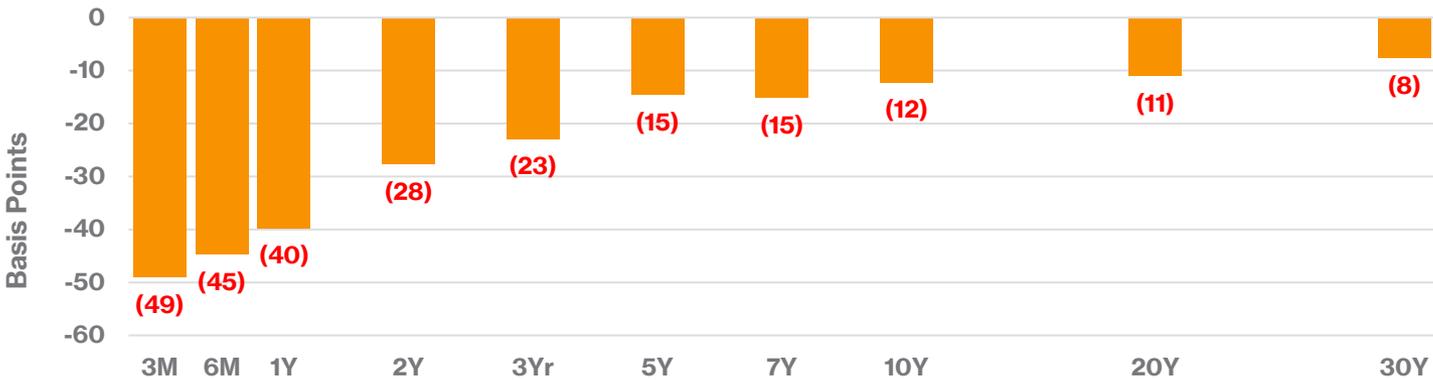
The Fed's September Cut Pushed Short-Term Rates Down More Than Longer Rates



U.S. Treasury Yield Curve Change



Basis Point Change



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Accrued Interest Schedule	19
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Portfolio Summary

4.70

Weighted Average Yield to Maturity

0.59

Weighted Average Maturity (Years)

0.91

Portfolio Effective Duration (Years)

0.59

Weighted Average Life (Years)

AA

Average Credit Rating

Portfolio Position

Par Value \$376,742,509

Principal Cost \$372,662,185

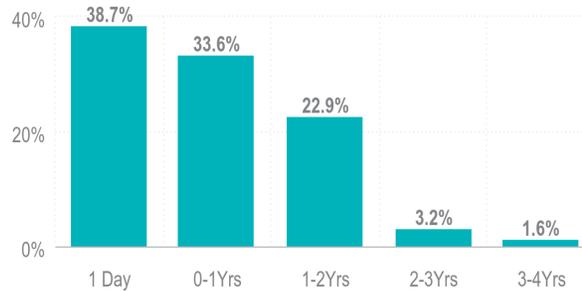
Book Value \$375,244,863

Market Value \$376,385,204

Unrealized Gain/Loss \$1,140,341

Accrued Interest \$1,993,924

Maturity Distribution



Sector Allocation



● LGIP	38.68%
● U.S. Agencies	34.80%
● Commercial Paper	14.47%
● U.S. Treasuries	12.00%
● Bank Deposits	0.04%

Portfolio Overview

SECURITY TYPE	PAR VALUE	MARKET VALUE	BOOK VALUE	% OF PORTFOLIO	DAYS TO MATURITY	YIELD
Bank Deposits	140,651.12	140,651.12	140,651.12	0.04%	1	0.00
LGIP	145,601,857.64	145,601,857.64	145,601,857.64	38.68%	1	5.00
Commercial Paper	55,000,000.00	54,466,957.90	54,466,957.90	14.47%	68	5.35
U.S. Treasuries	45,500,000.00	45,176,367.26	44,946,998.71	12.00%	514	4.53
U.S. Agencies	130,500,000.00	130,999,370.00	130,088,397.69	34.80%	410	4.17
TOTAL	376,742,508.76	376,385,203.92	375,244,863.06	100.00%	215	4.70

CASH AND ACCRUED INTEREST

Purchased Accrued Interest		46,346.24	46,346.24			
TOTAL CASH AND INVESTMENTS	376,742,508.76	376,431,550.16	375,291,209.30		215	4.70

TOTAL EARNINGS

CURRENT MONTH
1,572,709.74

Summary by Type

SECURITY TYPE	# OF SECURITIES	PAR VALUE	BOOK VALUE	% OF PORTFOLIO	YIELD	DAYS TO FINAL MATURITY
2020 BOND SERIES						
LGIP	1	27,997,141.49	27,997,141.49	7.41	4.98	1
Commercial Paper	1	5,000,000.00	4,977,750.00	1.32	5.49	31
TOTAL	2	32,997,141.49	32,974,891.49	8.76	5.06	6
BUILDING						
LGIP	2	25,629,339.97	25,629,339.97	6.78	4.97	1
Commercial Paper	3	25,000,000.00	24,653,330.13	6.52	5.23	98
U.S. Treasuries	3	25,000,000.00	24,639,089.06	6.55	4.47	606
U.S. Agencies	3	20,000,000.00	20,046,330.60	5.35	3.40	266
TOTAL	11	95,629,339.97	94,968,089.75	25.24	4.58	240
DEBT SERVICE						
LGIP	1	14,030,662.29	14,030,662.29	3.71	4.98	1
TOTAL	1	14,030,662.29	14,030,662.29	3.73	4.98	1
OPERATING						
Bank Deposits	1	140,651.12	140,651.12	0.04	0.00	1
LGIP	3	11,558,585.02	11,558,585.02	3.06	4.98	1
U.S. Treasuries	3	20,500,000.00	20,307,909.65	5.47	4.60	403
U.S. Agencies	9	80,500,000.00	80,036,836.38	21.57	4.25	459
TOTAL	16	112,699,236.14	112,043,982.17	30.03	4.38	402
STABILIZATION						
LGIP	1	26,111,310.32	26,111,310.32	6.91	4.98	1
Commercial Paper	3	25,000,000.00	24,835,877.78	6.57	5.45	46
U.S. Agencies	4	30,000,000.00	30,005,230.72	8.08	4.50	376
TOTAL	8	81,111,310.32	80,952,418.81	21.54	4.94	155

Summary by Type

SECURITY TYPE	# OF SECURITIES	PAR VALUE	BOOK VALUE	% OF PORTFOLIO	YIELD	DAYS TO FINAL MATURITY
TEXAS CONNECT						
LGIP	1	12,082,445.57	12,082,445.57	3.20	5.05	1
TOTAL	1	12,082,445.57	12,082,445.57	3.21	5.05	1
TEXAS CONNECT-BLDG						
LGIP	1	28,192,372.98	28,192,372.98	7.46	5.05	1
TOTAL	1	28,192,372.98	28,192,372.98	7.49	5.05	1
GRAND TOTAL	40	376,742,508.76	375,244,863.06	100.00	4.70	216



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
2020 BOND SERIES												
LGIP												
TEXPOOL	TexPool	09/30/2024 09/30/2024	27,997,141.49	27,997,141.49 0.00	27,997,141.49	4.98		1	1.00 27,997,141.49	0.00 27,997,141.49	7.44	AAA
LGIP TOTAL			27,997,141.49	27,997,141.49 0.00	27,997,141.49	4.98		1	1.00 27,997,141.49	0.00 27,997,141.49	7.44	AAA
COMMERCIAL PAPER												
62479LKX2	MUFG BANK NY 10/31/24	04/30/2024 04/30/2024	5,000,000.00	4,863,533.33 0.00	4,863,533.33	5.49	10/31/2024	31	99.55 4,977,750.00	0.00 4,977,750.00	1.32	P-1 A-1
COMMERCIAL PAPER TOTAL			5,000,000.00	4,863,533.33 0.00	4,863,533.33	5.49		31	99.55 4,977,750.00	0.00 4,977,750.00	1.32	A-1
2020 BOND SERIES TOTAL			32,997,141.49	32,860,674.82 0.00	32,860,674.82	5.06		6	32,974,891.49	0.00 32,974,891.49	8.76	AA+

BUILDING												
LGIP												
TEXSTAR	TexSTAR	09/30/2024 09/30/2024	3,192,972.48	3,192,972.48 0.00	3,192,972.48	4.93		1	1.00 3,192,972.48	0.00 3,192,972.48	0.85	AAA
TEXPOOL	TexPool	09/30/2024 09/30/2024	22,436,367.49	22,436,367.49 0.00	22,436,367.49	4.98		1	1.00 22,436,367.49	0.00 22,436,367.49	5.96	AAA
LGIP TOTAL			25,629,339.97	25,629,339.97 0.00	25,629,339.97	4.97		1	1.00 25,629,339.97	0.00 25,629,339.97	6.81	AAA
COMMERCIAL PAPER												
62479LK46	MUFG Bank, Ltd. - New York Branch 0.0 10/04/2024	01/18/2024 01/18/2024	10,000,000.00	9,639,611.11 0.00	9,639,611.11	5.15	10/04/2024	4	99.96 9,995,841.67	0.00 9,995,841.67	2.66	P-1 A-1
22533TNF9	CREDIT AGRINY 01/15/25	07/16/2024 07/16/2024	5,000,000.00	4,866,600.00 0.00	4,866,600.00	5.39	01/15/2025	107	98.45 4,922,730.05	0.00 4,922,730.05	1.31	P-1 A-1
22533TR73	CREDIT AGRINY 04/07/25	07/16/2024 07/16/2024	10,000,000.00	9,626,122.22 0.00	9,626,122.22	5.24	04/07/2025	189	97.35 9,734,758.41	0.00 9,734,758.41	2.59	P-1 A-1
COMMERCIAL PAPER TOTAL			25,000,000.00	24,132,333.33 0.00	24,132,333.33	5.23		98	98.63 24,653,330.13	0.00 24,653,330.13	6.55	A-1

U.S. TREASURIES												
91282CED9	US TREASURY 1.750 03/15/25	03/27/2024 03/27/2024	15,000,000.00	14,538,867.19 0.00	14,538,867.19	5.05	03/15/2025	166	98.84 14,825,976.60	41,520.26 14,784,456.34	3.94	Aaa AA+
91282CLG4	US TREASURY 3.750 08/15/27	09/05/2024 09/05/2024	4,000,000.00	4,011,406.25 8,559.78	4,019,966.03 81	3.65	08/15/2027	1,049	100.48 4,019,375.00	8,244.88 4,011,130.12	1.07	Aaa AA+
9128284V9	US TREASURY 2.875 08/15/28	09/05/2024 09/05/2024	6,000,000.00	5,840,625.00 9,843.75	5,850,468.75	3.60	08/15/2028	1,415	97.45 5,846,718.78	3,216.18 5,843,502.60	1.55	Aaa AA+



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
U.S. TREASURIES TOTAL			25,000,000.00	24,390,898.44 18,403.53	24,409,301.97	4.48		605	98.78 24,692,070.38	52,981.32 24,639,089.06	6.56	AA+
U.S. AGENCIES												
3130AQCM3	FHLBANKS 1.000 12/20/24 '24	12/10/2021 12/20/2021	5,000,000.00	5,000,000.00 0.00	5,000,000.00	1.00	12/20/2024	81	99.13 4,956,550.00	(43,450.00) 5,000,000.00	1.32	Aaa AA+
3133EN5Q9	FED FARM CR BNKS 4.500 01/10/25	01/09/2023 01/11/2023	5,000,000.00	5,013,700.00 0.00	5,013,700.00	4.36	01/10/2025	102	99.93 4,996,300.00	(5,593.69) 5,001,893.69	1.33	Aaa AA+
3130ATUC9	FHLBANKS 4.500 12/12/25	01/06/2023 01/10/2023	10,000,000.00	10,108,500.00 0.00	10,108,500.00	4.10	12/12/2025	438	100.72 10,072,200.00	27,763.09 10,044,436.91	2.68	Aaa AA+
U.S. AGENCIES TOTAL			20,000,000.00	20,122,200.00 0.00	20,122,200.00	3.40		266	100.13 20,025,050.00	(21,280.60) 20,046,330.60	5.32	AA+
BUILDING TOTAL			95,629,339.97	94,274,771.74 18,403.53	94,293,175.27	4.58		239	94,999,790.48	31,700.72 94,968,089.75	25.24	AA

DEBT SERVICE

LGIP												
TEXPOOL	TexPool	09/30/2024 09/30/2024	14,030,662.29	14,030,662.29 0.00	14,030,662.29	4.98		1	1.00 14,030,662.29	0.00 14,030,662.29	3.73	AAA
LGIP TOTAL			14,030,662.29	14,030,662.29 0.00	14,030,662.29	4.98		1	1.00 14,030,662.29	0.00 14,030,662.29	3.73	AAA
DEBT SERVICE TOTAL			14,030,662.29	14,030,662.29 0.00	14,030,662.29	4.98		1	14,030,662.29	0.00 14,030,662.29	3.73	AAA

OPERATING

BANK DEPOSITS												
515327828	JPMorgan Chase Com- mercial Checking Account	09/30/2024 09/30/2024	140,651.12	140,651.12 0.00	140,651.12	0.00		1	1.00 140,651.12	0.00 140,651.12	0.04	NA
BANK DEPOSITS TOTAL			140,651.12	140,651.12 0.00	140,651.12	0.00		1	1.00 140,651.12	0.00 140,651.12	0.04	NA
LGIP												
TXRANGE	Texas Range TexasDAILY Fund	09/30/2024 09/30/2024	5,702,625.02	5,702,625.02 0.00	5,702,625.02	4.98		1	1.00 5,702,625.02	0.00 5,702,625.02	1.52	AAA
TEXSTAR	TexSTAR	09/30/2024 09/30/2024	487,420.62	487,420.62 0.00	487,420.62	4.93		1	1.00 487,420.62	0.00 487,420.62	0.13	AAA
TEXPOOL	TexPool	09/30/2024 09/30/2024	5,368,539.38	5,368,539.38 0.00	5,368,539.38	4.98		1	1.00 5,368,539.38	0.00 5,368,539.38	1.43	AAA



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
LGIP TOTAL			11,558,585.02	11,558,585.02 0.00	11,558,585.02	4.98		1	1.00 11,558,585.02	0.00 11,558,585.02	3.07	AAA
U.S. TREASURIES												
912828ZT0	US TREASURY 0.250 05/31/25	05/13/2022 06/15/2022	5,000,000.00	4,557,031.25 0.00	4,557,031.25	3.42	05/31/2025	243	97.41 4,870,312.50	(30,521.51) 4,900,834.01	1.29	Aaa AA+
91282CFP1	US TREASURY 4.250 10/15/25	11/22/2023 11/22/2023	8,000,000.00	7,905,937.50 0.00	7,905,937.50	4.90	10/15/2025	380	100.30 8,023,750.00	75,192.55 7,948,557.45	2.13	Aaa AA+
91282CGR6	US TREASURY 4.625 03/15/26	04/29/2024 04/29/2024	7,500,000.00	7,446,386.72 0.00	7,446,386.72	5.03	03/15/2026	531	101.20 7,590,234.38	131,716.18 7,458,518.19	2.02	Aaa AA+
U.S. TREASURIES TOTAL			20,500,000.00	19,909,355.47 0.00	19,909,355.47	4.60		403	99.95 20,484,296.88	176,387.22 20,307,909.65	5.44	AA+
U.S. AGENCIES												
31422XMV1	FARMER MAC 0.500 10/04/24 '24 MTN	09/14/2021 10/04/2021	5,000,000.00	5,000,000.00 0.00	5,000,000.00	0.50	10/04/2024	4	99.96 4,998,200.00	(1,800.00) 5,000,000.00	1.33	Aaa AA+
3133ENZ94	FED FARM CR BNKS 4.500 11/18/24	01/17/2023 01/19/2023	10,000,000.00	10,031,011.40 0.00	10,031,011.40	4.32	11/18/2024	49	99.93 9,993,100.00	(9,123.72) 10,002,223.72	2.66	Aaa AA+
3135G03U5	FANNIE MAE 0.625 04/22/25	08/03/2022 08/05/2022	5,000,000.00	4,673,949.80 0.00	4,673,949.80	3.15	04/22/2025	204	97.91 4,895,600.00	(37,505.80) 4,933,105.80	1.30	Aaa AA+
3135G04Z3	FANNIE MAE 0.500 06/17/25	01/19/2023 01/23/2023	7,500,000.00	6,906,450.00 0.00	6,906,450.00	3.99	06/17/2025	260	97.44 7,307,850.00	(16,559.16) 7,324,409.16	1.94	Aaa AA+
3134GXZT4	FREDDIE MAC 4.000 07/14/25 '24 MTN	06/14/2022 07/14/2022	5,000,000.00	5,000,000.00 0.00	5,000,000.00	4.00	07/14/2025	287	99.58 4,978,950.00	(21,050.00) 5,000,000.00	1.32	Aaa AA+
3133EN7J3	FED FARM CR BNKS 3.875 02/02/26	01/27/2023 02/02/2023	7,500,000.00	7,472,550.00 0.00	7,472,550.00	4.01	02/02/2026	490	99.95 7,496,025.00	8,258.28 7,487,766.72	1.99	Aaa AA+
3133EP7C3	FED FARM CR BNKS 4.625 04/01/26	04/30/2024 04/30/2024	7,500,000.00	7,444,333.73 27,942.71	7,472,276.44	5.03	04/01/2026	548	101.15 7,586,325.00	129,762.16 7,456,562.84	2.02	Aaa AA+
3130AWTQ3	FHLBANKS 4.625 09/11/26	09/25/2023 09/25/2023	25,000,000.00	24,759,469.25 0.00	24,759,469.25	4.97	09/11/2026	711	101.75 25,437,250.00	595,174.09 24,842,075.91	6.76	Aaa AA+
3130AXU63	FHLBANKS 4.625 11/17/26	11/22/2023 11/22/2023	8,000,000.00	7,986,936.00 0.00	7,986,936.00	4.68	11/17/2026	778	101.94 8,155,120.00	164,427.77 7,990,692.23	2.17	Aaa AA+
U.S. AGENCIES TOTAL			80,500,000.00	79,274,700.18 27,942.71	79,302,642.89	4.24		459	100.45 80,848,420.00	811,583.63 80,036,836.38	21.48	AA+
OPERATING TOTAL			112,699,236.14	110,883,291.79 27,942.71	110,911,234.50	4.38		401	113,031,953.02	987,970.85 112,043,982.17	30.03	AA+

STABILIZATION

LGIP												
TEXPOOL	TexPool	09/30/2024 09/30/2024	26,111,310.32	26,111,310.32 0.00	26,111,310.32	4.98		1	1.00 26,111,310.32	0.00 26,111,310.32	6.94	AAA
LGIP TOTAL			26,111,310.32	26,111,310.32 0.00	26,111,310.32	4.98		1	1.00 26,111,310.32	0.00 26,111,310.32	6.94	AAA



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
COMMERCIAL PAPER												
06741FKP1	BARCLAYS BNK PLC 10/23/24	04/29/2024 04/29/2024	10,000,000.00	9,734,991.67 0.00	9,734,991.67	5.54	10/23/2024	23	99.67 9,967,061.11	0.00 9,967,061.11	2.65	P-1 A-1
62479LXK2	MUFG BANK NY 10/31/24	04/30/2024 04/30/2024	5,000,000.00	4,863,533.33 0.00	4,863,533.33	5.49	10/31/2024	31	99.55 4,977,750.00	0.00 4,977,750.00	1.32	P-1 A-1
06054NMG3	BOFA SECURITIES 12/16/24	03/22/2024 03/22/2024	10,000,000.00	9,614,433.33 0.00	9,614,433.33	5.33	12/16/2024	77	98.91 9,891,066.67	0.00 9,891,066.67	2.63	P-1 A-1
COMMERCIAL PAPER TOTAL			25,000,000.00	24,212,958.33 0.00	24,212,958.33	5.45		46	99.34 24,835,877.78	0.00 24,835,877.78	6.60	A-1
U.S. AGENCIES												
3130AWER7	FHLBANKS 4.625 06/06/25	06/12/2023 06/12/2023	8,000,000.00	7,993,360.00 0.00	7,993,360.00	4.67	06/06/2025	249	100.24 8,018,880.00	21,155.40 7,997,724.60	2.13	Aaa AA+
3130AWER7	FHLBANKS 4.625 06/06/25	06/12/2023 06/12/2023	2,000,000.00	1,998,327.50 0.00	1,998,327.50	4.67	06/06/2025	249	100.24 2,004,720.00	5,293.14 1,999,426.86	0.53	Aaa AA+
3133EPC37	FED FARM CR BNKS 4.875 11/13/25	11/22/2023 11/22/2023	10,000,000.00	9,989,910.00 0.00	9,989,910.00	4.93	11/13/2025	409	100.93 10,093,000.00	98,705.14 9,994,294.86	2.68	Aaa AA+
3133EN6A3	FED FARM CR BNKS 4.000 01/13/26	01/12/2023 01/17/2023	10,000,000.00	10,032,100.00 0.00	10,032,100.00	3.89	01/13/2026	470	100.09 10,009,300.00	(4,484.40) 10,013,784.40	2.66	Aaa AA+
U.S. AGENCIES TOTAL			30,000,000.00	30,013,697.50 0.00	30,013,697.50	4.50		376	100.42 30,125,900.00	120,669.28 30,005,230.72	8.00	AA+
STABILIZATION TOTAL			81,111,310.32	80,337,966.15 0.00	80,337,966.15	4.94		154	81,073,088.10	120,669.28 80,952,418.81	21.54	AA

TEXAS CONNECT												
LGIP												
139999998	Texas Connect	09/30/2024 09/30/2024	12,082,445.57	12,082,445.57 0.00	12,082,445.57	5.05		1	1.00 12,082,445.57	0.00 12,082,445.57	3.21	
LGIP TOTAL			12,082,445.57	12,082,445.57 0.00	12,082,445.57	5.05		1	1.00 12,082,445.57	0.00 12,082,445.57	3.21	NA
TEXAS CONNECT TOTAL			12,082,445.57	12,082,445.57 0.00	12,082,445.57	5.05		1	1.00 12,082,445.57	0.00 12,082,445.57	3.21	NA

TEXAS CONNECT- BLDG												
LGIP												
139999998	Texas Connect	09/30/2024 09/30/2024	28,192,372.98	28,192,372.98 0.00	28,192,372.98	5.05		1	1.00 28,192,372.98	0.00 28,192,372.98	7.49	



Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
LGIP TOTAL			28,192,372.98	28,192,372.98 0.00	28,192,372.98	5.05		1	1.00 28,192,372.98	0.00 28,192,372.98	7.49	NA
TEXAS CONNECT-BLDG TOTAL			28,192,372.98	28,192,372.98 0.00	28,192,372.98	5.05		1	28,192,372.98	0.00 28,192,372.98	7.49	NA
GRAND TOTAL			376,742,508.76	372,662,185.34 46,346.24	372,708,531.58	4.70		215	376,385,203.92	1,140,340.86 375,244,863.06	100.00	AA

Cash Reconciliation Report

BUILDING						
POST DATE	IDENTIFIER	DESCRIPTION	PAR VALUE	FINAL MATURITY	PRINCIPAL	AMOUNT
BUY						
09/05/2024	9128284V9	US TREASURY 2.875 08/15/28	6,000,000.00	08/15/2028	5,840,625.00	-5,850,468.75
09/05/2024	91282CLG4	US TREASURY 3.750 08/15/27	4,000,000.00	08/15/2027	4,011,406.25	-4,019,966.03
BUY TOTAL			10,000,000.00		9,852,031.25	-9,870,434.78
POST DATE	IDENTIFIER	DESCRIPTION	PAR VALUE	FINAL MATURITY	PRINCIPAL	AMOUNT
COUPON						
09/03/2024	912828YE4	UNITED STATES TREASURY 1.25 08/31/2024	0.00	08/31/2024	0.00	31,250.00
09/16/2024	91282CED9	US TREASURY 1.750 03/15/25	0.00	03/15/2025	0.00	131,250.00
09/30/2024	3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	0.00	09/30/2024	0.00	100,500.00
COUPON TOTAL			0.00		0.00	263,000.00
POST DATE	IDENTIFIER	DESCRIPTION	PAR VALUE	FINAL MATURITY	PRINCIPAL	AMOUNT
MATURITY						
08/31/2024	912828YE4	UNITED STATES TREASURY 1.25 08/31/2024	-5,000,000.00	08/31/2024	-5,000,000.00	5,000,000.00
09/30/2024	3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	-10,000,000.00	09/30/2024	-10,000,000.00	10,000,000.00
MATURITY TOTAL			-15,000,000.00		-15,000,000.00	15,000,000.00
OPERATING						
POST DATE	IDENTIFIER	DESCRIPTION	PAR VALUE	FINAL MATURITY	PRINCIPAL	AMOUNT
COUPON						
09/11/2024	3130AWTQ3	FHLBANKS 4.625 09/11/26	0.00	09/11/2026	0.00	578,125.00
COUPON TOTAL			0.00		0.00	578,125.00

Transaction Statement

BUILDING									
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	PURCHASED INTEREST	TOTAL	PURCHASE YIELD
BUY									
	09/05/2024	09/05/2024	91282CLG4	US TREASURY 3.750 08/15/27	4,000,000.00	4,011,406.25	8,559.78	(4,019,966.03)	3.65
	09/05/2024	09/05/2024	9128284V9	US TREASURY 2.875 08/15/28	6,000,000.00	5,840,625.00	9,843.75	(5,850,468.75)	3.60
BUY TOTAL					10,000,000.00	9,852,031.25	18,403.53	(9,870,434.78)	3.62
	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE		TOTAL	NET REALIZED GAIN/LOSS
MATURITY									
	08/31/2024	09/03/2024	912828YE4	UNITED STATES TREASURY 1.25 08/31/2024	(5,000,000.00)	5,000,000.00		5,000,000.00	0.00
	09/30/2024	09/30/2024	3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	(10,000,000.00)	10,000,000.00		10,000,000.00	0.00
MATURITY TOTAL					(15,000,000.00)	15,000,000.00		15,000,000.00	0.00



Amortization Schedule

CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	ORIGINAL PREMIUM OR DISCOUNT	BEGINNING BOOK VALUE	CURRENT PERIOD AMORT	ENDING BOOK VALUE	TOTAL AMORTIZATION	UNAMORTIZED BALANCE
2020 BOND SERIES									
62479LKX2	MUFG BANK NY 10/31/24	5,000,000.00	4,863,533.33	(136,466.67)	4,955,500.00	22,250.00	4,977,750.00	114,216.67	(22,250.00)
TOTAL		5,000,000.00	4,863,533.33	(136,466.67)	4,955,500.00	22,250.00	4,977,750.00	114,216.67	(22,250.00)
BUILDING									
22533TNF9	CREDIT AGRI NY 01/15/25	5,000,000.00	4,866,600.00	(133,400.00)	4,900,861.20	21,868.85	4,922,730.05	56,130.05	(77,269.95)
22533TR73	CREDIT AGRI NY 04/07/25	10,000,000.00	9,626,122.22	(373,877.78)	9,692,432.62	42,325.79	9,734,758.41	108,636.19	(265,241.59)
3133EN5Q9	FED FARM CR BNKS 4.500 01/10/25	5,000,000.00	5,013,700.00	13,700.00	5,002,456.17	(562.48)	5,001,893.69	(11,806.31)	1,893.69
3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	10,000,000.00	9,613,500.00	(386,500.00)	9,977,275.16	22,724.84	0.00	386,500.00	0.00
3130AQC3	FHLBANKS 1.000 12/20/24 '24	5,000,000.00	5,000,000.00	0.00	5,000,000.00	0.00	5,000,000.00	0.00	0.00
3130ATUC9	FHLBANKS 4.500 12/12/25	10,000,000.00	10,108,500.00	108,500.00	10,047,487.50	(3,050.59)	10,044,436.91	(64,063.09)	44,436.91
62479LK46	MUFG Bank, Ltd. - New York Branch 0.0 10/04/2024	10,000,000.00	9,639,611.11	(360,388.89)	9,954,258.33	41,583.33	9,995,841.67	356,230.56	(4,158.33)
91282CED9	US TREASURY 1.750 03/15/25	15,000,000.00	14,538,867.19	(461,132.81)	14,745,266.58	39,189.76	14,784,456.34	245,589.15	(215,543.66)
9128284V9	US TREASURY 2.875 08/15/28	6,000,000.00	5,840,625.00	(159,375.00)	0.00	2,877.60	5,843,502.60	2,877.60	(156,497.40)
91282CLG4	US TREASURY 3.750 08/15/27	4,000,000.00	4,011,406.25	11,406.25	0.00	(276.13)	4,011,130.12	(276.13)	11,130.12
TOTAL		80,000,000.00	78,258,931.77	(1,741,068.23)	69,320,037.56	166,680.98	69,338,749.78	1,079,818.01	(661,250.22)
OPERATING									
3135G04Z3	FANNIE MAE 0.500 06/17/25	7,500,000.00	6,906,450.00	(593,550.00)	7,304,070.45	20,338.71	7,324,409.16	417,959.16	(175,590.84)
3135G03U5	FANNIE MAE 0.625 04/22/25	5,000,000.00	4,673,949.80	(326,050.20)	4,923,219.95	9,885.84	4,933,105.80	259,156.00	(66,894.20)
31422XMV1	FARMER MAC 0.500 10/04/24 '24 MTN	5,000,000.00	5,000,000.00	0.00	5,000,000.00	0.00	5,000,000.00	0.00	0.00
3133EN7J3	FED FARM CR BNKS 3.875 02/02/26	7,500,000.00	7,472,550.00	(27,450.00)	7,487,016.21	750.51	7,487,766.72	15,216.72	(12,233.28)
3133ENZ94	FED FARM CR BNKS 4.500 11/18/24	10,000,000.00	10,031,011.40	31,011.40	10,003,613.55	(1,389.83)	10,002,223.72	(28,787.68)	2,223.72
3133EP7C3	FED FARM CR BNKS 4.625 04/01/26	7,500,000.00	7,444,333.73	(55,666.27)	7,454,180.55	2,382.29	7,456,562.84	12,229.11	(43,437.16)
3130AWTQ3	FHLBANKS 4.625 09/11/26	25,000,000.00	24,759,469.25	(240,530.75)	24,835,403.06	6,672.85	24,842,075.91	82,606.66	(157,924.09)
3130AXU63	FHLBANKS 4.625 11/17/26	8,000,000.00	7,986,936.00	(13,064.00)	7,990,332.85	359.37	7,990,692.23	3,756.23	(9,307.77)
3134GXZT4	FREDDIE MAC 4.000 07/14/25 '24 MTN	5,000,000.00	5,000,000.00	0.00	5,000,000.00	0.00	5,000,000.00	0.00	0.00
912828ZT0	US TREASURY 0.250 05/31/25	5,000,000.00	4,557,031.25	(442,968.75)	4,888,540.70	12,293.30	4,900,834.01	343,802.76	(99,165.99)
91282CFP1	US TREASURY 4.250 10/15/25	8,000,000.00	7,905,937.50	(94,062.50)	7,944,485.48	4,071.97	7,948,557.45	42,619.95	(51,442.55)

Amortization Schedule

CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	ORIGINAL PREMIUM OR DISCOUNT	BEGINNING BOOK VALUE	CURRENT PERIOD AMORT	ENDING BOOK VALUE	TOTAL AMORTIZATION	UNAMORTIZED BALANCE
91282CGR6	US TREASURY 4.625 03/15/26	7,500,000.00	7,446,386.72	(53,613.28)	7,456,170.17	2,348.03	7,458,518.19	12,131.47	(41,481.81)
TOTAL		101,000,000.00	99,184,055.65	(1,815,944.35)	100,287,032.98	57,713.05	100,344,746.03	1,160,690.38	(655,253.97)
STABILIZATION									
06741FKP1	BARCLAYS BNK PLC 10/23/24	10,000,000.00	9,734,991.67	(265,008.33)	9,922,144.45	44,916.67	9,967,061.11	232,069.44	(32,938.89)
06054NMG3	BOFA SECURITIES 12/16/24	10,000,000.00	9,614,433.33	(385,566.67)	9,848,066.67	43,000.00	9,891,066.67	276,633.34	(108,933.33)
3133EN6A3	FED FARM CR BNKS 4.000 01/13/26	10,000,000.00	10,032,100.00	32,100.00	10,014,666.13	(881.73)	10,013,784.40	(18,315.60)	13,784.40
3133EPC37	FED FARM CR BNKS 4.875 11/13/25	10,000,000.00	9,989,910.00	(10,090.00)	9,993,875.36	419.50	9,994,294.86	4,384.86	(5,705.14)
3130AWER7	FHLBANKS 4.625 06/06/25	8,000,000.00	7,993,360.00	(6,640.00)	7,997,449.34	275.25	7,997,724.60	4,364.60	(2,275.40)
3130AWER7	FHLBANKS 4.625 06/06/25	2,000,000.00	1,998,327.50	(1,672.50)	1,999,357.53	69.33	1,999,426.86	1,099.36	(573.14)
62479LX2	MUFG BANK NY 10/31/24	5,000,000.00	4,863,533.33	(136,466.67)	4,955,500.00	22,250.00	4,977,750.00	114,216.67	(22,250.00)
TOTAL		55,000,000.00	54,226,655.83	(773,344.17)	54,731,059.48	110,049.01	54,841,108.49	614,452.66	(158,891.51)
GRAND TOTAL		241,000,000.00	236,533,176.58	(4,466,823.42)	229,293,630.01	356,693.04	229,502,354.30	2,969,177.72	(1,497,645.70)

Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
2020 BOND SERIES									
62479LKX2	MUFG BANK NY 10/31/24	2024-04-30	5,000,000.00	4,863,533.33	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2024-09-30	27,997,141.49	27,997,141.49	0.00	0.00	118,411.48	118,411.48	0.00
TOTAL			32,997,141.49	32,860,674.82	0.00	0.00	118,411.48	118,411.48	0.00
BUILDING									
22533TNF9	CREDIT AGRI NY 01/15/25	2024-07-16	5,000,000.00	4,866,600.00	0.00	0.00	0.00	0.00	0.00
22533TR73	CREDIT AGRI NY 04/07/25	2024-07-16	10,000,000.00	9,626,122.22	0.00	0.00	0.00	0.00	0.00
3133EN5Q9	FED FARM CR BNKS 4.500 01/10/25	2023-01-11	5,000,000.00	5,013,700.00	31,875.00	0.00	18,750.00	0.00	50,625.00
3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	2023-05-24	0.00	0.00	84,308.33	0.00	16,191.67	100,500.00	0.00
3130AQCM3	FHLBANKS 1.000 12/20/24 '24	2021-12-20	5,000,000.00	5,000,000.00	9,861.11	0.00	4,166.67	0.00	14,027.78
3130ATUC9	FHLBANKS 4.500 12/12/25	2023-01-10	10,000,000.00	10,108,500.00	98,750.00	0.00	37,500.00	0.00	136,250.00
62479LK46	MUFG Bank, Ltd. - New York Branch 0.0 10/04/2024	2024-01-18	10,000,000.00	9,639,611.11	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2024-09-30	22,436,367.49	22,436,367.49	0.00	0.00	57,406.66	57,406.66	0.00
TEXSTAR	TexSTAR	2024-09-30	3,192,972.48	3,192,972.48	0.00	0.00	13,392.32	13,392.32	0.00
912828YE4	UNITED STATES TREASURY 1.25 08/31/2024	2022-04-18	0.00	0.00	31,250.00	0.00	0.00	31,250.00	0.00
91282CED9	US TREASURY 1.750 03/15/25	2024-03-27	15,000,000.00	14,538,867.19	121,263.59	0.00	21,588.62	131,250.00	11,602.21
9128284V9	US TREASURY 2.875 08/15/28	2024-09-05	6,000,000.00	5,840,625.00	0.00	(9,843.75)	12,187.50	0.00	22,031.25
91282CLG4	US TREASURY 3.750 08/15/27	2024-09-05	4,000,000.00	4,011,406.25	0.00	(8,559.78)	10,597.83	0.00	19,157.61
TOTAL			95,629,339.97	94,274,771.74	377,308.03	(18,403.53)	191,781.27	333,798.98	253,693.85
DEBT SERVICE									
TEXPOOL	TexPool	2024-09-30	14,030,662.29	14,030,662.29	0.00	0.00	59,198.83	59,198.83	0.00
TOTAL			14,030,662.29	14,030,662.29	0.00	0.00	59,198.83	59,198.83	0.00
OPERATING									
3135G04Z3	FANNIE MAE 0.500 06/17/25	2023-01-23	7,500,000.00	6,906,450.00	7,708.33	0.00	3,125.00	0.00	10,833.33
3135G03U5	FANNIE MAE 0.625 04/22/25	2022-08-05	5,000,000.00	4,673,949.80	11,197.92	0.00	2,604.17	0.00	13,802.08



Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
31422XMV1	FARMER MAC 0.500 10/04/24 '24 MTN	2021-10-04	5,000,000.00	5,000,000.00	10,208.33	0.00	2,083.33	0.00	12,291.67
3133EN7J3	FED FARM CR BNKS 3.875 02/02/26	2023-02-02	7,500,000.00	7,472,550.00	23,411.46	0.00	24,218.75	0.00	47,630.21
3133ENZ94	FED FARM CR BNKS 4.500 11/18/24	2023-01-19	10,000,000.00	10,031,011.40	128,750.00	0.00	37,500.00	0.00	166,250.00
3133EP7C3	FED FARM CR BNKS 4.625 04/01/26	2024-04-30	7,500,000.00	7,444,333.73	144,531.25	0.00	28,906.25	0.00	173,437.50
3130AWTQ3	FHLBANKS 4.625 09/11/26	2023-09-25	25,000,000.00	24,759,469.25	546,006.94	0.00	96,354.17	578,125.00	64,236.11
3130AXU63	FHLBANKS 4.625 11/17/26	2023-11-22	8,000,000.00	7,986,936.00	106,888.89	0.00	30,833.33	0.00	137,722.22
3134GXZT4	FREDDIE MAC 4.000 07/14/25 '24 MTN	2022-07-14	5,000,000.00	5,000,000.00	126,111.11	0.00	16,666.67	0.00	142,777.78
515327828	JPMorgan Chase Commercial Checking Account	2024-09-30	140,651.12	140,651.12	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2024-09-30	5,368,539.38	5,368,539.38	0.00	0.00	103,807.47	103,807.47	0.00
TEXSTAR	TexSTAR	2024-09-30	487,420.62	487,420.62	0.00	0.00	2,039.86	2,039.86	0.00
TXRANGE	Texas Range TexasDAILY Fund	2024-09-30	5,702,625.02	5,702,625.02	0.00	0.00	24,000.83	24,000.83	0.00
912828ZT0	US TREASURY 0.250 05/31/25	2022-06-15	5,000,000.00	4,557,031.25	3,176.23	0.00	1,024.59	0.00	4,200.82
91282CFP1	US TREASURY 4.250 10/15/25	2023-11-22	8,000,000.00	7,905,937.50	129,125.68	0.00	27,868.85	0.00	156,994.54
91282CGR6	US TREASURY 4.625 03/15/26	2024-04-29	7,500,000.00	7,446,386.72	160,241.17	0.00	28,527.82	0.00	188,768.99
TOTAL			112,699,236.14	110,883,291.79	1,397,357.32	0.00	429,561.09	707,973.16	1,118,945.25

STABILIZATION									
06741FKP1	BARCLAYS BNK PLC 10/23/24	2024-04-29	10,000,000.00	9,734,991.67	0.00	0.00	0.00	0.00	0.00
06054NMG3	BOFA SECURITIES 12/16/24	2024-03-22	10,000,000.00	9,614,433.33	0.00	0.00	0.00	0.00	0.00
3133EN6A3	FED FARM CR BNKS 4.000 01/13/26	2023-01-17	10,000,000.00	10,032,100.00	253,333.33	0.00	33,333.33	0.00	286,666.67
3133EPC37	FED FARM CR BNKS 4.875 11/13/25	2023-11-22	10,000,000.00	9,989,910.00	146,250.00	0.00	40,625.00	0.00	186,875.00
3130AWER7	FHLBANKS 4.625 06/06/25	2023-06-12	8,000,000.00	7,993,360.00	87,361.11	0.00	30,833.33	0.00	118,194.44
3130AWER7	FHLBANKS 4.625 06/06/25	2023-06-12	2,000,000.00	1,998,327.50	21,840.28	0.00	7,708.33	0.00	29,548.61
62479LKX2	MUFG BANK NY 10/31/24	2024-04-30	5,000,000.00	4,863,533.33	0.00	0.00	0.00	0.00	0.00
TEXPOOL	TexPool	2024-09-30	26,111,310.32	26,111,310.32	0.00	0.00	130,802.84	130,802.84	0.00
TOTAL			81,111,310.32	80,337,966.15	508,784.72	0.00	243,302.84	130,802.84	621,284.72



Accrued Interest Schedule

IDENTIFIER	DESCRIPTION	SETTLE DATE	PAR VALUE	PRINCIPAL COST	BEGINNING ACCRUED INTEREST	PURCHASED INTEREST	CURRENT PERIOD ACCRUAL	INTEREST RECEIVED	ENDING ACCRUED INTEREST
139999998	Texas Connect	2024-09-30	12,082,445.57	12,082,445.57	0.00	0.00	52,128.36	52,128.36	0.00
TOTAL			12,082,445.57	12,082,445.57	0.00	0.00	52,128.36	52,128.36	0.00
TEXAS CONNECT-BLDG									
139999998	Texas Connect	2024-09-30	28,192,372.98	28,192,372.98	0.00	0.00	121,632.83	121,632.83	0.00
TOTAL			28,192,372.98	28,192,372.98	0.00	0.00	121,632.83	121,632.83	0.00
GRAND TOTAL			376,742,508.76	372,662,185.34	2,283,450.07	(18,403.53)	1,216,016.70	1,523,946.48	1,993,923.82

Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
2020 BOND SERIES											
62479LKX2	MUFG BANK NY 10/31/24	5,000,000.00	4,955,500.00	4,977,750.00	10/31/2024	0.00	5.49	0.00	22,250.00	0.00	22,250.00
TEXPOOL	TexPool	27,997,141.49	28,003,437.72	27,997,141.49	09/30/2024	5.34	4.98	118,411.48	0.00	0.00	118,411.48
TOTAL		32,997,141.49	32,958,937.72	32,974,891.49		4.53	5.06	118,411.48	22,250.00	0.00	140,661.48
BUILDING											
22533TNF9	CREDIT AGR NY 01/15/25	5,000,000.00	4,900,861.20	4,922,730.05	01/15/2025	0.00	5.39	0.00	21,868.85	0.00	21,868.85
22533TR73	CREDIT AGR NY 04/07/25	10,000,000.00	9,692,432.62	9,734,758.41	04/07/2025	0.00	5.24	0.00	42,325.79	0.00	42,325.79
3130AQC3	FHLBANKS 1.000 12/20/24 '24	5,000,000.00	5,000,000.00	5,000,000.00	12/20/2024	1.00	1.00	4,166.67	0.00	0.00	4,166.67
3130ARD24	FEDERAL HOME LOAN BANKS 2.01 09/30/2024	0.00	9,977,275.16	0.00	09/30/2024	2.01	5.00	16,191.67	22,724.84	0.00	38,916.51
3130ATUC9	FHLBANKS 4.500 12/12/25	10,000,000.00	10,047,487.50	10,044,436.91	12/12/2025	4.50	4.10	37,500.00	(3,050.59)	0.00	34,449.41
3133EN5Q9	FED FARM CR BNKS 4.500 01/10/25	5,000,000.00	5,002,456.17	5,001,893.69	01/10/2025	4.50	4.36	18,750.00	(562.48)	0.00	18,187.52
62479LK46	MUFG Bank, Ltd. - New York Branch 0.0 10/04/2024	10,000,000.00	9,954,258.33	9,995,841.67	10/04/2024	0.00	5.15	0.00	41,583.33	0.00	41,583.33
9128284V9	US TREASURY 2.875 08/15/28	6,000,000.00	0.00	5,843,502.60	08/15/2028	2.88	3.60	12,187.50	2,877.60	0.00	15,065.10
912828YE4	UNITED STATES TREASURY 1.25 08/31/2024	0.00	5,000,000.00	0.00	08/31/2024	1.25	2.47	0.00	0.00	0.00	0.00
91282CED9	US TREASURY 1.750 03/15/25	15,000,000.00	14,745,266.58	14,784,456.34	03/15/2025	1.75	5.05	21,588.62	39,189.76	0.00	60,778.38
91282CLG4	US TREASURY 3.750 08/15/27	4,000,000.00	0.00	4,011,130.12	08/15/2027	3.75	3.65	10,597.83	(276.13)	0.00	10,321.70
TEXPOOL	TexPool	22,436,367.49	16,986,395.61	22,436,367.49	09/30/2024	5.34	4.98	57,406.66	0.00	0.00	57,406.66
TEXSTAR	TexSTAR	3,192,972.48	3,179,580.16	3,192,972.48	09/30/2024	5.30	4.93	13,392.32	0.00	0.00	13,392.32
TOTAL		95,629,339.97	94,486,013.33	94,968,089.75		2.82	4.58	191,781.27	166,680.98	0.00	358,462.24
DEBT SERVICE											
TEXPOOL	TexPool	14,030,662.29	13,836,000.94	14,030,662.29	09/30/2024	5.34	4.98	59,198.83	0.00	0.00	59,198.83
TOTAL		14,030,662.29	13,836,000.94	14,030,662.29		5.34	4.98	59,198.83	0.00	0.00	59,198.83
OPERATING											
3130AWTQ3	FHLBANKS 4.625 09/11/26	25,000,000.00	24,835,403.06	24,849,975.91	09/11/2026	4.63	4.97	96,354.17	6,672.85	0.00	103,027.02
3130AXU63	FHLBANKS 4.625 11/17/26	8,000,000.00	7,990,332.85	7,990,692.23	11/17/2026	4.63	4.68	30,833.33	359.37	0.00	31,192.71



Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
3133EN7J3	FED FARM CR BNKS 3.875 02/02/26	7,500,000.00	7,487,016.21	7,487,766.72	02/02/2026	3.88	4.01	24,218.75	750.51	0.00	24,969.26
3133ENZ94	FED FARM CR BNKS 4.500 11/18/24	10,000,000.00	10,003,613.55	10,002,223.72	11/18/2024	4.50	4.32	37,500.00	(1,389.83)	0.00	36,110.17
3133EP7C3	FED FARM CR BNKS 4.625 04/01/26	7,500,000.00	7,454,180.55	7,456,562.84	04/01/2026	4.63	5.03	28,906.25	2,382.29	0.00	31,288.54
3134GXZT4	FREDDIE MAC 4.000 07/14/25 '24 MTN	5,000,000.00	5,000,000.00	5,000,000.00	07/14/2025	4.00	4.00	16,666.67	0.00	0.00	16,666.67
3135G03U5	FANNIE MAE 0.625 04/22/25	5,000,000.00	4,923,219.95	4,933,105.80	04/22/2025	0.63	3.15	2,604.17	9,885.84	0.00	12,490.01
3135G04Z3	FANNIE MAE 0.500 06/17/25	7,500,000.00	7,304,070.45	7,324,409.16	06/17/2025	0.50	3.99	3,125.00	20,338.71	0.00	23,463.71
31422XMV1	FARMER MAC 0.500 10/04/24 '24 MTN	5,000,000.00	5,000,000.00	5,000,000.00	10/04/2024	0.50	0.50	2,083.33	0.00	0.00	2,083.33
515327828	JPMorgan Chase Commercial Checking Account	140,651.12	155,731.06	140,651.12	09/30/2024	0.00	0.00	0.00	0.00	0.00	0.00
912828ZT0	US TREASURY 0.250 05/31/25	5,000,000.00	4,888,540.70	4,900,834.01	05/31/2025	0.25	3.42	1,024.59	12,293.30	0.00	13,317.89
91282CFP1	US TREASURY 4.250 10/15/25	8,000,000.00	7,944,485.48	7,948,557.45	10/15/2025	4.25	4.90	27,868.85	4,071.97	0.00	31,940.82
91282CGR6	US TREASURY 4.625 03/15/26	7,500,000.00	7,456,170.17	7,458,518.19	03/15/2026	4.63	5.03	28,527.82	2,348.03	0.00	30,875.85
TEXPOOL	TexPool	5,368,539.38	36,305,835.67	5,368,539.38	09/30/2024	5.34	4.98	103,807.47	0.00	0.00	103,807.47
TEXSTAR	TexSTAR	487,420.62	485,380.76	487,420.62	09/30/2024	5.30	4.93	2,039.86	0.00	0.00	2,039.86
TXRANGE	Texas Range TexasDAILY Fund	5,702,625.02	5,678,624.19	5,702,625.02	09/30/2024	5.04	4.98	24,000.83	0.00	0.00	24,000.83
TOTAL		112,699,236.14	142,912,604.66	112,043,982.17		3.75	4.38	429,561.09	57,713.05	0.00	487,274.14

STABILIZATION											
06054NMG3	BOFA SECURITIES 12/16/24	10,000,000.00	9,848,066.67	9,891,066.67	12/16/2024	0.00	5.33	0.00	43,000.00	0.00	43,000.00
06741FKP1	BARCLAYS BNK PLC 10/23/24	10,000,000.00	9,922,144.45	9,967,061.11	10/23/2024	0.00	5.54	0.00	44,916.67	0.00	44,916.67
3130AWER7	FHLBANKS 4.625 06/06/25	8,000,000.00	7,997,449.34	7,997,724.60	06/06/2025	4.63	4.67	30,833.33	275.25	0.00	31,108.58
3130AWER7	FHLBANKS 4.625 06/06/25	2,000,000.00	1,999,357.53	1,999,426.86	06/06/2025	4.63	4.67	7,708.33	69.33	0.00	7,777.66
3133EN6A3	FED FARM CR BNKS 4.000 01/13/26	10,000,000.00	10,014,666.13	10,013,784.40	01/13/2026	4.00	3.89	33,333.33	(881.73)	0.00	32,451.60
3133EPC37	FED FARM CR BNKS 4.875 11/13/25	10,000,000.00	9,993,875.36	9,994,294.86	11/13/2025	4.88	4.93	40,625.00	419.50	0.00	41,044.50
62479LXK2	MUFG BANK NY 10/31/24	5,000,000.00	4,955,500.00	4,977,750.00	10/31/2024	0.00	5.49	0.00	22,250.00	0.00	22,250.00
TEXPOOL	TexPool	26,111,310.32	30,980,507.48	26,111,310.32	09/30/2024	5.34	4.98	130,802.84	0.00	0.00	130,802.84
TOTAL		81,111,310.32	85,711,566.96	80,952,418.81		3.40	4.94	243,302.84	110,049.01	0.00	353,351.85



Earnings by Fund

CUSIP	DESCRIPTION	ENDING PAR VALUE	BEGINNING BOOK VALUE	ENDING BOOK VALUE	FINAL MATURITY	COUPON RATE	YIELD	INTEREST EARNED	NET AMORTIZATION/ACCRETION INCOME	NET REALIZED GAIN/LOSS	ADJUSTED INTEREST EARNINGS
TEXAS CONNECT											
139999998	Texas Connect	12,082,445.57	12,030,317.21	12,082,445.57	09/30/2024	0.00	5.05	52,128.36	0.00	0.00	52,128.36
TOTAL		12,082,445.57	12,030,317.21	12,082,445.57		0.00	5.05	52,128.36	0.00	0.00	52,128.36
TEXAS CONNECT-BLDG											
139999998	Texas Connect	28,192,372.98	28,070,740.15	28,192,372.98	09/30/2024	0.00	5.05	121,632.83	0.00	0.00	121,632.83
TOTAL		28,192,372.98	28,070,740.15	28,192,372.98		0.00	5.05	121,632.83	0.00	0.00	121,632.83
GRAND TOTAL		376,742,508.76	410,006,180.96	375,244,863.06		3.17	4.70	1,216,016.70	356,693.04	0.00	1,572,709.74

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Collin College September 2024 Monthly Report

2023-2030 Master Plan Phase I
Collin County Community College District

Project Number: 60726232

October 04, 2024

Quality Information

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Revision	Revision date	Details	Authorized	Name	Position
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1. Introduction

Collin College has currently approved 5 projects that makeup this program, which will be managed by a third-party program management firm. The total budget for the 5 projects comprising this program is \$212,602,567.

On February 27, 2024, the Board of Trustees granted the District President authority to enter into and negotiate a contract with AECOM Technical Services, Inc. (AECOM) to provide Program Management Services for the Collin College 2023 Master Plan Program. On May 3, 2024, Collin College and AECOM executed the Collin contract for program management services. 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

Completed and Pending Items

- Plano Campus – GMP 1 was presented to the Board of Trustees and approved on September 24th. Collin College is working on the contract amendment for GMP 1. 90% CDs were received on September 19th. Skanska is current working on GMP 2 and they held a sub-contractor walk through for GMP 2 on September 30th.
- Courtyard Center – A Value Engineering discussion was held on September 6th to reduce scope to budget. A revised estimate for Conceptual Design drawings was received on September 16th and is within the budget. 75% Construction Documents were received on September 27th.
- CHEC – A Value Engineering meeting was held on September 18th to reduce the scope to budget. Skanska provided a revised estimate on September 27th. Design schedule will be revised due to changes in the scope.
- Health Science Center – Collin Executive leadership completed review of first round of conceptual floor plans and exterior renderings. PBK refining the rendering(s) for second submission. Schematic Design drawing package to be issued October 4th with McCarthy SD pricing estimate to be completed by November 8th. McCarthy Pre-Construction Contract was executed on September 27th.
- Wylie CTE – AECOM was awarded the project on September 24th. Page Southerland Page has been selected as the architect and Skanska USA, Inc. has been selected as the CMAR.

Items of close attention

- Health Science Center – Substantial Completion date moved to October 2026

Budget Summary

- \$13,641,339 of the \$212,602,567 has been committed to-date in the form of contracts with various vendors.
- \$3,804,721.00 of the \$13,641,339 committed amount has been expended to-date.

3. Scope

3.1 Phase 1

- Plano Campus
 - Renovations the Plano Campus
 - The Renovation includes:
 - Roof replacement
 - Expanding Science Labs
 - Renovation and expanding Health Sciences.
 - Renovation in various other areas
- Courtyard Center
 - Renovations of the Courtyard Center
 - The Renovation includes:
 - New Cosmetology space
 - Relocate and expand Esthetician space
 - New Medical massage space
 - Remodel 4th floor for Information Technology and Police
- CHEC
 - Renovations Collin Higher Education Center
 - Renovations of selected spaces on 1st, 2nd, 3rd and 4th floor.
- Health Science Center
 - Construction of new Health Science Center, location to be determined.
 - The building will be:
 - 3 stories totaling 120,000 square feet
 - 90,000 square feet to be finished out, 30,000 square feet to remain shell
 - New Programs:
 - MLT
 - Radiography
 - Cath Lab
 - Nuclear Med
 - CT Technology
 - MRI Technology
 - Programs Moving or Expanding:
 - Nursing
 - Diagnostic Sonography (program move from McKinney)
 - Physical Therapy Assistant

- Health Professions
- Interdisciplinary Spaces:
 - AR/VR Lab space
 - Healthcare Simulation space
- Wylie CTE
 - Construction of a new Career Technical Education (CTE) building on the Wylie Campus
 - Approximately 50,000 square feet
 - Building will provide space for the following:
 - Welding
 - HVAC
 - Automotive
 - Veterinary technician programs

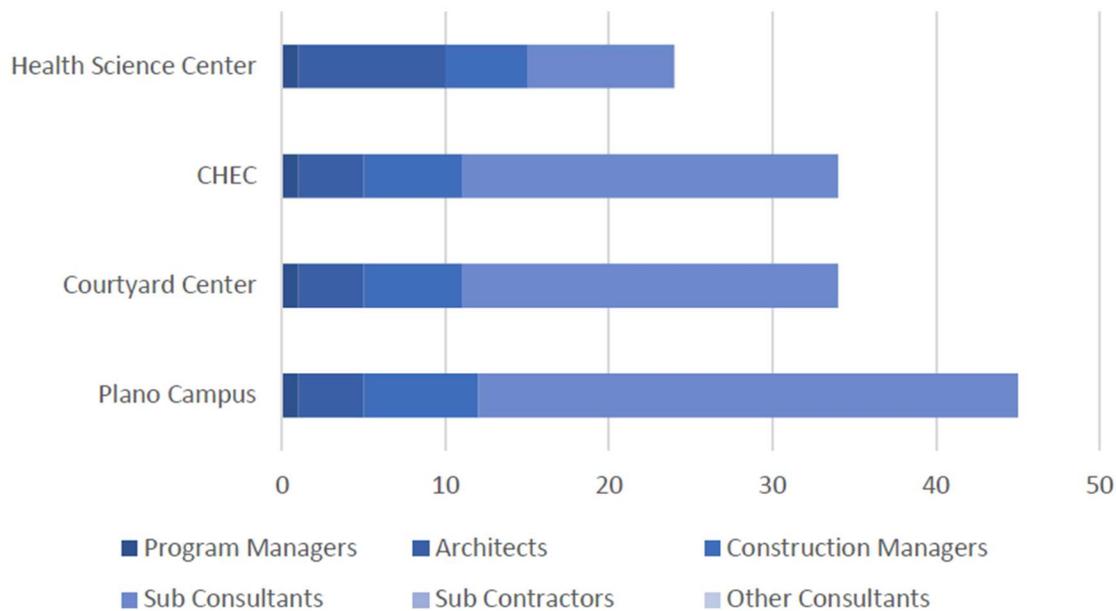
4. Community

4.1 Phase 1

- Plano Campus
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: IN2 Architecture
 - MEP: RWB
 - Structural Engineer: Dunaway
 - Civil Engineer: RLK Engineering
 - Cost Consulting: Vermeulens
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
 - Commissioning Agent: TBD
- Courtyard Center
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: IN2 Architecture
 - MEP: RWB
 - Cost Consulting: Vermeulens
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
 - Commissioning Agent: TBD
- CHEC
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: IN2 Architecture
 - MEP: RWB
 - Cost Consulting: Vermeulens

- Construction Manager-at-Risk: Skanska USA Building, Inc.
- Commissioning Agent: TBD
- Health Science Center
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: PBK Architects
 - MEP: RWB
 - Civil Engineer: RLK Engineering
 - Structural Engineer: JQ Structural
 - Construction Manager-at-Risk: McCarthy Building Companies, Inc.
 - Commissioning: TBD
- Wylie CTE
 - Program Manager: AECOM Technical Services, Inc.
 - A/E: Page Southerland Page
 - MEP: TBD
 - Civil Engineer: TBD
 - Construction Manager-at-Risk: Skanska USA Building, Inc.
 - Commissioning Agent: 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 2023 Master Plan Programs, have 137 employees contributing to the program's progress.

5. Schedule

5.1 Program

Project	Scope of Work	2024												2025												2026												2027											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Plano Campus	Renovations & Upgrades																																																
CYC	Departmental Relocations																																																
CHEC	Departmental Relocations																																																
Health Science Center	New Building																																																
Wylie - CTE	New Building																																																

- Planning & Programming
- Design & Construction Documents
- Construction
- Final Completion & Close-Out



We Are Here

5.2 Phase 1

Plano Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Recommended A/E	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Construction Delivery Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Program Manager	February 27, 2024	February 27, 2024	↑	February 27, 2024	✓
BOT Approval of Recommended CMAR	March 26, 2024	March 26, 2024	↑	March 26, 2024	✓
Architect Mobilized	April 19, 2024	April 19, 2024	↑	April 19, 2024	✓
GMP 1 Construction Documents Submittal	July 26, 2024	August 2, 2024	↑	August 2, 2024	✓
BOT Approval of GMP 1	September 24, 2024	September 24, 2024	↑	September 24, 2024	✓
GMP 2 Construction Documents Submittal	October 21, 2024	September 19, 2024	↑	September 20, 2024	✓
BOT Approval of GMP 2	December 10, 2024	December 10, 2024	↑		
Obtain Building Permit	December 13, 2024	December 13, 2024	↑		
Contractor Mobilized	December 20, 2024	December 20, 2024	↑		
Substantial Completion	June 1, 2026	June 1, 2026	↑		
Final Completion	July 21, 2026	July 21, 2026	↑		
Student Occupancy	August 17, 2026	August 17, 2026	↑		

Courtyard Center

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Recommended A/E	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Construction Delivery Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Program Manager	February 27, 2024	February 27, 2024	↑	February 27, 2024	✓
BOT Approval of Recommended CMAR	May 26, 2024	May 26, 2024	↑	May 28, 2024	✓
Architect Mobilized	May 17, 2024	May 17, 2024	↑	May 17, 2024	✓
100% CDs Complete	November 1, 2024	October 10, 2024	↑		
GMP Submittal	December 1, 2024	November 22, 2024	↑		
BOT Approval of GMP	December 10, 2024	December 10, 2024	↑		
Obtain Building Permit	December 13, 2024	December 13, 2024	↑		
Contractor Mobilized	December 20, 2024	December 20, 2024	↑		
Substantial Completion	July 15, 2025	July 15, 2025	↑		
Final Completion	August 1, 2025	August 1, 2025	↑		
Student Occupancy	August 26, 2025	August 26, 2025	↑		

CHEC

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of A/E Procurement Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Recommended A/E	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Construction Delivery Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Program Manager	February 27, 2024	February 27, 2024	↑	February 27, 2024	✓
BOT Approval of Recommended CMAR	May 26, 2024	May 26, 2024	↑	May 28, 2024	✓
Architect Mobilized	May 17, 2024	May 17, 2024	↑	May 17, 2024	✓
100% CDs Complete	November 1, 2024	October 10, 2024	↑		
GMP Submittal	December 1, 2024	November 22, 2024	↑		
BOT Approval of GMP	December 10, 2024	December 10, 2024	↑		
Obtain Building Permit	December 20, 2024	December 20, 2024	↑		
Contractor Mobilized	January 6, 2025	January 6, 2025	↑		
Substantial Completion	April 1, 2026	April 1, 2026	↑		
Final Completion	May 1, 2026	May 1, 2026	↑		

Health Science Center

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Construction Delivery Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Program Manager	February 27, 2024	February 27, 2024	↑	February 27, 2024	✓
BOT Approval of Recommended A/E and CMAR Firms	March 26, 2024	March 26, 2024	↑	March 26, 2024	✓
Architect Mobilized	April 30, 2024	April 30, 2024	↑	April 30, 2024	✓
Programming	July 30, 2024	August 15, 2024	↓	August 15, 2024	✓
Schematic Design	September 30, 2024	October 4, 2024	↓		
GMP 1 - Below Grade/Foundations/Exterior Skin Package Issuance	December 22, 2024	December 18, 2024	↑		
Design Development Completion	December 20, 2024	December 20, 2024	↑		
GMP 1 - Below Grade/Foundations/Exterior Skin Package Bidding	January 15, 2025	January 23, 2025	↓		
BOT Approval of GMP#1	February 25, 2025	February 25, 2025	↑		
Contractor Mobilized	February 26, 2025	February 26, 2025	↑		
Foundations Complete	April 30, 2025	TBD			
GMP#2 - 100% Construction Documents Issuance	March 28, 2025	March 28, 2025	↑		
GMP#2 - 100% Construction Documents Bidding	April 18, 2025	May 9, 2025	↓		
BOT Approval of GMP#2	May 2025	June 24, 2025	↓		
Structures Complete	February 28, 2026	TBD			
Interior Finish-Out Complete	July 15, 2026	TBD			
Temporary CO	August 7, 2026	TBD			
Final CO	August 14, 2026	TBD			
Substantial Completion	July 31, 2026	September 2026	↓		
Final Completion	August 2026	October 2026	↓		
Owner Occupancy	August 2026	November 2026	↓		
Student Occupancy	August 2026	January 2027	↓		

Wylie CTE

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Construction Delivery Method	January 26, 2024	January 26, 2024	↑	January 26, 2024	✓
BOT Approval of Program Manager	September 24, 2024	September 24, 2024	↑	September 24, 2024	✓
BOT Approval of Recommended A/E and CMAR Firms	September 24, 2024	September 24, 2024	↑	September 24, 2024	✓
Architect Mobilized	October 21, 2024	October 21, 2024	↑		
Programming	December 17, 2024	December 17, 2024	↑		
Schematic Design	February 18, 2025	February 18, 2025	↑		
Design Development Drawings	April 22, 2025	April 22, 2025	↑		
100% Construction Documents	August 29, 2025	August 29, 2025	↑		
GMP- Building shell and finish out	October 27, 2025	October 27, 2025	↑		
BOT Approval of GMP	December 9, 2025	December 9, 2025	↑		
Structures Complete	November 13, 2026	November 13, 2026	↑		
Interior Finish-Out Complete	April 28, 2027	April 28, 2027	↑		
Final CO	May 14, 2027	May 14, 2027	↑		
Substantial Completion	May 3, 2027	May 3, 2027	↑		
Final Completion	June 4, 2027	June 4, 2027	↑		
Student Occupancy	August 25, 2027	August 25, 2027	↑		

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	\$17,210,707	\$19,269,324	\$13,559,854	\$3,804,721	70%	28%
Investigation, Testing & Verification	\$2,898,939	\$3,107,268	\$81,485	\$0	3%	0%
Construction, Equipment & Furnishings	\$157,491,961	\$181,707,830	\$0	\$0	0%	0%
Misc.	\$393,015	\$448,794	\$0	\$0	0%	0%
Contingency	\$6,167,374	\$8,069,351	\$0	\$0	0%	0%
Total Program Budget	\$184,161,996	\$212,602,567	\$13,641,339	\$3,804,721		

6.2 Phase 1

Plano Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$6,895,542	\$7,872,159	\$6,895,542	\$2,744,860	88%	40%
Investigation, Testing & Verification	\$1,150,911	\$1,359,240	\$38,480	\$0	3%	0%
* Construction, Equipment & Furnishings	\$62,835,304	\$73,051,173	\$0	\$0	0%	0%
Misc.	\$305,272	\$361,050	\$0	\$0	0%	0%
Contingency	\$2,372,401	\$4,356,378	\$0	\$0	0%	0%
Total Project Budget	\$73,559,430	\$87,000,000	\$6,934,022	\$2,744,860		

*Budget includes \$2,000,000 grant

CYC and CHEC

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$1,551,448	\$1,551,448	\$1,502,085	\$425,431	97%	28%
Investigation, Testing & Verification	\$200,000	\$200,000	\$15,810	\$0	8%	0%
Construction, Equipment & Furnishings	\$12,163,595	\$12,163,595	\$0	\$0	0%	0%
Misc.	\$11,092	\$11,092	\$0	\$0	0%	0%
Contingency	\$862,431	\$862,431	\$0	\$0	0%	0%
Total Project Budget	\$14,788,566	\$14,788,566	\$1,517,895	\$425,431		

Health Science Center

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,212,227	\$6,294,227	\$5,162,227	\$634,430	82%	12%
Investigation, Testing & Verification	\$777,028	\$777,028	\$27,195	\$0	3%	0%
Construction, Equipment & Furnishings	\$47,793,062	\$61,793,062	\$0	\$0	0%	0%
Misc.	\$44,651	\$44,652	\$0	\$0	0%	0%
Contingency	\$1,987,032	\$1,905,032	\$0	\$0	0%	0%
Total Project Budget	\$55,814,000	\$70,814,001	\$5,189,422	\$634,430		

CTE - Wylie Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$3,551,490	\$3,551,490	\$0	\$0	0%	0%
Investigation, Testing & Verification	\$771,000	\$771,000	\$0	\$0	0%	0%
Construction, Equipment & Furnishings	\$34,700,000	\$34,700,000	\$0	\$0	0%	0%
Misc.	\$32,000	\$32,000	\$0	\$0	0%	0%
Contingency	\$945,510	\$945,510	\$0	\$0	0%	0%
Total Project Budget	\$40,000,000	\$40,000,000	\$0	\$0		

7 Completed Items

7.1 General Program

- Bond Facilities Meeting was held on September 2nd, 9th, 16th, 23rd, and 30th with Collin College and AECOM

7.2 Procurement

- McCarthy Pre-Construction Contract was executed on September 27th for the Health Sciences Center
- Purchasing meetings for Plano Campus, CHEC, and Courtyard was held on September 4th

7.3 Design

- CHEC and Courtyard Center weekly design meeting was held on September 12th with Collin College, AECOM, IN2, RWB, Pfluger Architects and Skanska
- CHEC and Courtyard Center finishes meeting was held on September 6th with Collin College, AECOM, and IN2
- Fire Alarm meeting for the Plano Campus was held on September 9th with Collin College, AECOM, IN2, and RWB
- M&SP Standing team meeting was held on September 9th, 16th, and 23rd with Collin College and AECOM
- Science Labs walk for the Plano Campus was held on September 10th with AECOM, Skanska, and Donaway Engineering
- Construction Phasing Schedule review was held on September 12th with Collin College, AECOM, IN2, and Skanska
- Plano Campus Kitchen Review was held on September 13th with Collin College, AECOM, IN2, Skanska, and RWB
- Plano Campus 75% CD Page Flip was held on September 16th with AECOM, IN2, Skanska, and Pfluger Architects
- CFC Committee Meeting was held on September 17th with Collin College and AECOM
- Plano Campus Bookstore discussion was held on September 19th with Collin College, AECOM, and IN2
- Plano Campus Commissioning meeting was held on September 30th with AECOM and Farnsworth Group
- 75% CDs for the Courtyard Center were received on September 27th
- 90% CDs for the Plano Campus were received on September 19th

7.4 Pre-Construction

- Conceptual budget review meeting was held for the Health Science Center on September 5th with AECOM, McCarthy, and PBK
- Value Engineering meeting for the Courtyard Center was held on September 6th with Collin College, AECOM, IN2, and Skanska
- CHEC Estimate discussion was held on September 26th with Collin College, AECOM, IN2, and Skanska

7.5 Construction

- Skanska GMP 1 for the Plano Campus was received and presented to the Board of Trustees. The Board approved GMP 1 on September 24th.
- Skanska held a sub-contractor walk through for GMP 2 on September 30th for the Plano Campus

7.6 Acceptance and Close-Out

- No Acceptance and Close-Out items are completed at this time

8 Pending Items

8.1 General Program

- No General Program items are pending at this time

8.2 Procurement

- Procure Survey services from RLK Engineering for the Health Sciences Center
- Procure Commissioning services from Farnsworth for the Health Sciences Center

8.3 Design

- PBK will be completing Schematic Design phase on October 4th for the Health Sciences Center
- 90% CDs to be issued for Courtyard Center

8.4 Pre-Construction

- McCarthy to proceed with SD estimate on October 7th for the Health Sciences Center
- Skanska is working on GMP 2 for the Plano Campus
- GMP 2 Bids for Plano Campus are due October 17th

8.5 Construction

- No Construction Items are pending at this time

8.6 Acceptance and Close-Out

- No Acceptance and Close-out Items are pending at this time