

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
May 28, 2013**

The Collin County Community College District (Collin College District) conducted its regular monthly Board of Trustees meeting on May 28, 2013, in the Board Room, Room 139, Collin Higher Education Center, with Chairman Mac Hendricks presiding. Trustees in attendance were Ms. Stacy Anne Arias, Dr. J. Robert (Bob) Collins, Mr. Andy Hardin, Ms. Jenny McCall, Mr. Sam Roach, Mr. Tino Trujillo, Mr. Larry Wainwright and Ms. Nancy Wurzman. Other attendees included District President Cary A. Israel, college administrators, faculty, students, staff, and community members.

CALL TO ORDER

Chairman Hendricks called the May 28, 2013, meeting of the Board of Trustees of Collin County Community College District to order at 5:50 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

OATH OF OFFICE FOR TRUSTEES PLACES 5, 6, AND 9

The general election of May 11, 2013, resulted in the election or re-election of trustees for places 5, 6, and 9. Trustee and Notary Public Jenny McCall presented each of the officers with the Statement of Elected/Appointed Officer, which they signed and dated. Ms. McCall administered the Oath of Office to the trustees including Stacy Ann Arias, Trustee Place 5; Mac Hendricks, Trustee Place 6; and Andy Hardin, Trustee Place 9. At the conclusion of the swearing-in, each of the trustees signed the official Oath of Office document.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Hendricks recessed the meeting to closed session at 5:55 p.m. in Room 135, Board Conference Room, as authorized by Article 551.001, Texas Government Code, Sections 551.071 Consultations with Attorney; 551.072 Deliberations about Real Property; and 551.074 Personnel Matters.

OPEN SESSION

Chairman Hendricks reconvened the meeting at 7:14 p.m. in Room 139 and welcomed those in attendance. He called on Shirley Harmon to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MAY 28, 2013, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Shirley Harmon certified the notice of the May 28, 2013, Collin County Community College District Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

PLEDGES OF ALLEGIANCE

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

APPROVAL OF THE MINUTES OF THE APRIL 23, 2013, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Ms. Arias, seconded by Mr. Roach, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its April 23, 2013, regular meeting.

APPROVAL OF THE MINUTES OF THE MAY 21, 2013, CALLED MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES TO CANVASS THE MAY 11, 2013, ELECTION RESULTS FOR TRUSTEE PLACES 4, 5, 6, AND 9, DECLARE ELECTION RESULTS, ORDER A RUNOFF FOR PLACE 4, AND NOTICE OF RUNOFF ON JUNE 15, 2013, FOR TRUSTEE PLACE 4

On motion of Mr. Roach, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its May 21, 2013, called meeting to canvass the May 11, 2013, election results for Trustee Places 4, 5, 6, and 9, declare election results, order a runoff for Place 4, and notice of runoff on June 15, 2013, for Trustee Place 4.

REPEAT OATH OF OFFICE

Trustee and Notary Jenny McCall, repeated the administration of the Oath of Office in a formal presentation to Trustees Stacy Ann Arias, Place 5; Mac Hendricks, Place 6; and Andy Hardin, Place 9. Trustee McCall presented the Certificate of Election to each of the trustees.

PUBLIC COMMENTS

No public comment was presented.

2013-5-2-1 Personnel Report for May 2013

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following Personnel Report for May 2013.

2013-5-2-1a Administrative Appointments

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

NAME	TITLE	DATE	DEPARTMENT	REASON
Joe Butler	Associate Vice President, Academic Outreach	6/3/2013	SVP Office, Student Development & Academic Affairs	New
Donna Hatch	N: Director, Nursing O: Interim Director, Nursing	6/1/2013	N: Health Sciences & Emergency Services, CPC O: Health Sciences & Emergency Services, CPC	Promotion/ Replacement Sharon Johns

2013-5-2-1b Faculty Appointments

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

NAME	TITLE	DATE	DEPARTMENT	REASON
Cindy Briggs	Professor, Management	8/14/2013	Business and Computer Systems	New
Stefanie Cain	Professor, Criminal Justice	8/14/2013	Academic Affairs	Replacement David Marble
Alena Miadzvedskaya	Professor, Developmental Mathematics	8/14/2013	Developmental Education	Replacement Eugene Foley
Steven Sikes	Professor, Mathematics	8/14/2013	Math & Natural Sciences	New
Catherine Thurman	Professor, Developmental Mathematics	8/14/2013	Developmental Education	Replacement Glenda Solomon

2013-5-2-1c Staff Appointments

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

NAME	TITLE	DATE	DEPARTMENT	REASON
Shane Apple	Administrative Assistant	5/28/2013	Academic Affairs	Replacement Julie Henry- Aguilar
Kathy Brown	Career Coach	5/23/2013	TAACCCT (Grant and Contracts)	New (Grant Funded)
Elizabeth Dolliver	Instructional Designer	6/7/2013	Distance Learning	Replacement Glenn Gatlin
Tiffany Goertz	Advisor	5/6/2013	Student Development	Replacement Erin Darity
Gary Goldgar	Administrative Assistant	5/1/2013	Math & Natural Sciences	Replacement J'Anna Mann
Kortney Smith	Assistant Athletic Coach	4/29/2013	Health Sciences, Emergency Services & PHED	New
Mindy Tomlin	Reference Librarian	5/15/2013	Library	Replacement Diane Durbin

2013-5-2-1d Promotions/Laterals/Changes

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

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Justin Luffy	N: Facilities Operations Assistant O: Plant Operations Worker	5/6/2013	N: Plant Operations, CYC O: Plant Operations, SCC	Promotion/ Replacement Jonathan Lott

2013-5-2-1e Resignations/Terminations

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

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>TITLE</u>	<u>DEPARTMENT</u>
Tessa Foreman	4/26/2013	<1 yr	Administrative Assistant	Colin Higher Education Center Academic Partners
Myrshem George	5/24/2013	3	Sr. Development Officer	Foundation
Lacey Henderson	5/14/2013	2.5	Clerk I - Testing Center	Student Development
Jonathan Lott	5/5/2013	4	Facilities Operations Assistant	Safety, Security, Facilities & Construction
Toni McMillen	5/17/2013	<1 yr	Professor, English (Temporary)	Academic Affairs
Cynthia Shields	5/17/2013	3	Professor, College Success	Developmental Education
Sarah Skinner	5/10/2013	<1 yr	Business Advisor	Small Business Development Center
Angela Switzer	5/17/2013	<1 yr	Professor, Respiratory Care (Temporary)	Health Sciences, Emergency Services & PhD
Alora Valdez	4/24/2013	1	Lab Assistant	Science, Technology, Engineering & Math
Henry Whalen	5/17/2013	16	Professor of American Sign Language	Communication & Humanities

President Israel publically acknowledged Henry Whalen for 16 years of service to the District. He wished Mr. Whalen the very best in his future pursuits.

2013-5-2-2 First Reading of Board (LOCAL) Policies

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

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

President Israel said the policies were reviewed by members of the Organization, Education and Policy Committee prior to the board meeting. He highlighted some of the substantive changes and said that many of the changes were perfunctory. There will be a comment period before the policies are considered for approval at the June board meeting. Dr. Israel noted that the policies had been reviewed by legal counsel. Anyone is welcome to submit comments regarding the policies to Vice President Kim Davison or to Dr. Israel. No board action was required nor taken. Policies reviewed included:

- BFA College President: Qualifications and Duties
- CQ College District Auxiliary Enterprises/Uses of Auxiliary Revenues
- DD Contract and At-Will Employment
- DDC Contract and At-Will Employment/At-Will Employment
- DGBA Personnel Management Relations/Employee Complaints
- DH Employee Standards of Conduct
- DOA Employee Welfare/Freedom from Discrimination, Harassment, and Retaliation
- DMAA Term Contracts/Dismissal
- FDE Student Welfare/Freedom from Discrimination, Harassment, and Retaliation
- FK Student Activities

2013-5-2-3 Approval of New Lab Fees Effective Spring 2014

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves new lab fees effective with the spring 2014 semester.

On motion of Mr. Hardin, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the new lab fees effective with the spring 2014 semester as presented.

Web Design Tools – Graphics	ITSE 1301	\$5.00
Intro to Scripting Languages	ITSE 1359	\$5.00
PC Help Desk Support	ITSC 2239	\$5.00
Intro to PC Operating Systems	ITSC 1305	\$5.00
Geographic Info Systems Design	GISC 2402	\$5.00
Intermediate Geographic Info Systems	GISC 2420	\$5.00
Intro to Raster Based Geographic Info Systems	GISC 1421	\$5.00
Adv Problems in Geographic Info Systems	GISC 2231	\$5.00

In answer to Mr. Hardin's question, Vice President/CFO Ralph Hall said the cost to collect the \$5 lab fee was small because it is part of the routine collection of tuition and fees from a student.

In answer to Ms. Wurzman's question, PRC Vice President/Provost Brenda Kihl confirmed the name of the class in question was PC Help Desk Support.

2013-5-2-4 Approval of Expenditure Reports for April 2013

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Expenditure Reports for April 2013.

On motion of Dr. Collins, seconded by Ms. Arias, the Board of Trustees of the Collin County Community College District unanimously approved the Expenditure Reports for April 2013 in the amount of \$3,978,588.42.

Ms. McCall complimented President Israel on the format of the reports.

In answer to Ms. Wurzman's question, Dr. Israel said the Frisco TIF payments on the report were the annual payments.

2013-5-2-5 Approval of Bid Report for May 2013

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Bid Report for May 2013.

Mr. Hardin commented on bid 3557, saying there was wide variance in the amounts bid by each vendor. President Israel said the District has worked with Ellucian and is involved with a consortium of other schools that also utilize Ellucian's services.

Ms. Wurzman asked about supporting local companies rather than going out of the county or out of state. President Israel said the District does not give extra points or extra consideration to local companies, but rather looks at the lowest most responsible bid.

In answer to Chairman Hendricks' question, Purchasing Director Cindy White said she feels the college does a lot of business locally with companies such as Plano Office Supply, Pogue Construction, Temps of McKinney and many other vendors.

On motion of Mr. Hardin, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for May 2013.

BID #	DESCRIPTION	AMOUNT
	NEW SOLICITATIONS	
3555	STORAGE AREA NETWORK EQUIPMENT EST Group, LLC Arlington, TX	\$347,887.10

3557	ANNUAL CONTRACT FOR HELP DESK SERVICES Ellucian Company, LP Malvern, PA	\$107,446.00
3564	SPRING CREEK CAMPUS DOMESTIC WATER LINE REPLACEMENT Commercial Plumbing Specialists, LLC Krugerville, TX	\$165,500.00 (not to exceed)
CONTRACT RENEWALS		
2708	RENEWAL OF ANNUAL CONTRACT FOR GENERAL HARDWARE, TOOLS, AND MISCELLANEOUS SUPPLIES Lowe's Home Centers, Inc. Mooresville, NC	\$75,000.00 (not to exceed)
3160	RENEWAL OF ANNUAL CONTRACT FOR ROOFING REPAIRS AND SERVICES FOR THE DISTRICT WTI, a subsidiary of Tremco, Inc. Beechwood, OH	\$75,000.00
CONTRACT REVISIONS		
3282	ANNUAL CONTRACT FOR PLUMBING INSPECTION, MAINTENANCE AND REPAIRS Classic Plumbing, LTD Plano, TX	
	Original Contract:	\$80,000.00
	CO # 1 – Increase:	\$25,000.00
	Revised Contract Total:	\$105,000.00
3488	WEB BASED DATA ANALYST AND CAREER COACH TOOLS Economic Modeling Specialists Int. Moscow, ID	
	Original Contract:	\$50,600.00
	CO # 2 - Increase:	\$7,500.00
	Revised Contract Total:	\$58,100.00

INFORMATION REPORTS

Ralph Hall, Vice President of Administrative Services and Chief Financial Officer, reported the following:

Budget Status Report as of 04/30/13

Revenues for the month ending 04/30/13 totaled \$6,215,801 and expenditures \$14,310,957. Expenditures exceeded revenues by \$8,095,156. Year-to-date revenues exceeded expenditures by \$41,892,810. In answer to Dr. Collins' question, Mr. Hall said revenues would exceed expenditures at the end of the fiscal year.

Investment Schedule as of 04/30/13

Investments totaled \$242,814,324 for the month ending 04/30/13. Investments in TexPool yielded .10% and TexStar .10%. Benchmark of the 3-month U.S. Treasury Bill was .08% on April 1 and .06% at April 30, 2013.

PRESIDENT'S AND BOARD ANNOUNCEMENTS

President Israel announced the following:

1. The Legislature will go into a special session which should be over within 30 days. One topic they will be considering during the special session is guns on campus. The regular session resulted in beneficial health care funding, at 50/50 costs, better than the 43% currently funded. Collin is one of six colleges with enrollment growth and will benefit from that in appropriations funding. The common course numbering bill will be beneficial for community college students transferring to universities; however, Texas A&M University and the University of Texas at Austin have exempted themselves. The bill is on the Governor's desk for signature. There was a great discussion on the BSN degree program.
2. The Commission on Accreditation of Allied Health Education Programs (CAAHEP) has informed us that Collin's Polysomnographic Technology Associate degree program has been approved for accreditation. This initial accreditation will expire on May 31, 2018. Congratulations and appreciation for their exemplary work go to Senior Vice President Colleen Smith, Vice President/Provost Sherry Schumann, Dean Abe Johnson, Program Coordinator Amber Allen, and all the faculty and staff involved in the program.
3. Central Park Campus Professor of Speech Amy Trombley has successfully defended her dissertation entitled "Face-to-Face Versus Online Gender Roles: The Effect of Psychological Identity on the Characteristics and Circumstances of Online Disinhibition." Amy will graduate in August from the University of North Texas.
4. Professor of Biology Donna Cain's manuscript "Impact of a Service Learning Project on Student Success in Allied Health Microbiology Course" was published in the May 2013 issue of *Journal of Microbiology and Biology Education*.

5. Professor of Speech Judi Wohead along with 45 students, and other faculty and staff from Central Park Campus volunteered for Volunteer McKinney on Saturday, April 27. They assisted organizations such as Habitat for Humanity, the city of McKinney and several church groups with cleaning, pulling weeds, serving food and water to other volunteers and other support.
6. The May 9, 2013, article on the *Huffington Post* features former Collin student Cristina Garcia who, after surviving Hurricane Katrina and becoming a single parent, decided to enroll in Collin College. She later transferred to a four-year university where she will soon earn her bachelor's degree and begin the political science master's program at the University of Texas at Dallas. The article, "For Mother's Day, Support Moms at Community College," talks about student parents, lack of affordable childcare, and calls on Congress to expand funding for the Child Care Access Means Parents in School (CCAMPIS) program.
7. Professor of Psychology Barbara Lusk has been published in the *APA Monitor*, the monthly magazine of the American Psychological Association. The article, "Building a Better Brain," appears in the May 2013 edition.
8. Debra Lamb, M.B.A., Advisor at the Spring Creek Campus, served as commencement speaker at Clarendon College's 2013 graduation. A 1982 graduate of Clarendon and former Bulldog Cheerleader, Debra has been employed at Collin since March 1997.
9. The Collin Men and Women's tennis teams both finished third in their respective national tennis tournaments. The women's tournament was held in Tucson and resulted in the highest finish for our women's team in the history of the program at the Division I level. Player Clorinda Wessels, was named the 2013 Women's Intercollegiate Tennis Association (ITA) Player to Watch; she is currently ranked in the Top 5 of both the ITA JuCo Women's Singles and Doubles rankings. Collin Players Patrick Clynes and Donovan McSeveney won the Flight 1 doubles, making them the top two-year college men's doubles team in the country and first team All-Americans. Oscar von Koch was the Flight 3 singles national runner-up, second team All-American. At the regional level, Collin students Donovan McSeveney and Amanda Gilson were named the ITA Region II Junior College Arthur Ashe Leadership and Sportsmanship Award winners. Additionally, Collin's Assistant Tennis Coach and full-time Professor of Philosophy, Dr. Rod Coltman, has been named the 2013 Intercollegiate Tennis Association's Assistant Coach of the Year. Dr. Coltman has played an integral role in running numerous major tennis tournaments at Collin including the NJCAA Men's Tennis National Championship, the Region Five Championship, and an ITA Summer Circuit event at Spring Creek Campus for 10 consecutive years. Congratulations to Vice President/Provost Sherry Schumann and special acknowledgement to our very talented and hard-working coaches and staff: Marty Berryman, Rod Coltman, Doug Helton, Craig Leverette, and Courtney Smith.

10. Professor of Philosophy Dr. Adam Miller has been appointed co-editor of a new academic book series titled "Groundwork: Studies in Theory and Scripture" for the Neal A. Maxwell Institute for Religious Scholarship and Brigham Young University Press. In addition, Dr. Miller's fourth book, *Speculative Grace: Bruno Latour and Object-Oriented Theology*, was just published by Fordham University Press in the "Perspectives in Continental Thought" series. Collin's own Dr. Levi Bryant wrote the foreward.
11. Norma Allen, Associate Vice President of Human Resources and Organizational Effectiveness, has been appointed to the Western Region Board of the College and University Professional Association for Human Resources (CUPAHR).
12. The Book-in-Common selection for 2013-2014 is *Full Body Burden: Growing Up in the Nuclear Shadow of Rocky Flats* by Kristen Iversen. The book is work of narrative nonfiction about a young woman growing up in a small Colorado town close to Rocky Flats, a secret nuclear weapons plant once designated "the most contaminated site in America." The author will visit Collin College on March 4, 5, and 6, 2014. Thank you to the Book-in-Common Committee including District Coordinator Betty Bettacchi and Campus Leads Cathleen (Catie) Brooks (CPC), Charlene Green (PRC), and Lisa Kirby (SCC). President Israel said he looks forward to meeting the author because he was involved in training related to Rocky Flats when he was a college president in Colorado.

The Board of Trustees announced the following:

Stacy Anne Arias, Chair of the Organization, Education and Policy Committee (OEP), reported on the committee's meeting of May 28, 2013. She said the committee has been working on a Trustee Website and asked Vice President Lisa Vasquez to demonstrate the website for all the trustees to see. Ms. Vasquez said there are two versions, the public page and a secure site that board members can log into and review information. Items available on the page include information or links to such topics as orientation guidelines for trustees, resources such as the Association for Community College Trustees and Texas Association of Community Colleges, election information, calendar of events, minutes, financial reports and audits, legislation, hot topics, case studies and much more. Ms. Arias said she is looking forward to the board's input and urged board members to submit articles or news of interest to President Israel for posting to the site. She emphasized that the site was a place to seek out information, not a blog or discussion site. She thanked the OEP Committee members including Jenny McCall, Tino Trujillo and Larry Wainwright for their work.

Sam Roach, Chair of the Campus Facilities and Construction Committee, reported on the committee's meeting of May 28, 2013. He said the committee reviewed options for the new health science facilities at the Central Park Campus. Mr. Roach and committee members Dr. Collins, Mr. Hardin and Mr. Wainwright, looked at structured and flat

parking options and recommended that the President move forward with Option 1 as presented. He said it was very exciting to be planning another phase and particularly one that will help the campus become even more comprehensive and functional. Trustee Roach said Option 1 is the direction the committee recommended and the basis for moving forward.

Trustee Hardin thanked the voters who elected him and acknowledged the support of his wife, Amy, who attended every forum. He recognized her tremendous support publically. Mr. Hardin said he was invigorated by the campaign and election; he appreciated the fabulous opportunity to work with a great institution. He said having the honor to serve was important to him and that he is looking forward to the next two years. Trustee Hardin said there are many opportunities for the board to continue to do good work and that he looks forward to upcoming planning retreats. He said it was a very unusual election, especially campaigning across the county, and it was a good experience that he enjoyed. He also thanked Sam Roach for coming back for one more meeting.

Ms. Arias thanked everyone for the opportunity to serve again and said she enjoys connecting with people. She commented that Collin's commencement ceremony was very good and a great time to reflect on what we do at Collin.

Chairman Hendricks said he appreciated the opportunity to serve again. He talked about the unusual opportunity to be involved in the legislative process and said it is a tough and ugly process wherein everyone is out to kill your bill rather than pass it. Mr. Hendricks said Collin College has never had to apologize for its programs and that the great thing about the process was that everyone knew about the quality of Collin's services; they had heard of Collin and that was a nice thing. The college is no longer the best kept secret because the great things happening at Collin are not a secret at all. Chairman Hendricks thanked the administrators, faculty and staff because without them, the college would not be thought of in such good terms by legislators. He commented that it was very good to have Mr. Roach back for one more meeting and that the college would honor him again if it could. He asked Mr. Roach to give the last word, again.

Trustee Roach said he would never forget the reception given in his honor at the April board meeting. He said it was an honor that he will remember all of his life. He said he appreciated all the support and the honors bestowed upon him. Mr. Roach said he was sad to have missed Collin's commencement, but instead he had attended graduation ceremonies for his granddaughters from Baylor University and the University of Texas at Austin. He thanked everyone for the support he experienced as a board member since 1992.

ADJOURNMENT

On request of Chairman Hendricks and there being no further business, Vice Chairman Roach adjourned the May 28, 2013, meeting of the Board of Trustees at 8:30 p.m.