

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes
November 26, 2013**

The Collin County Community College District (“Collin College” or “District”) conducted its regular monthly Board of Trustees meeting on November 26, 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 Collins, Mr. Andy Hardin, Ms. Jenny McCall, and Mr. Adrian Rodriguez. Trustees Tino Trujillo, Larry Wainwright, and Nancy Wurzman were absent. Other attendees included District President Cary A. Israel, Collin College administrators, faculty, students, staff, community members, and vendor representatives.

CALL TO ORDER

Chairman Hendricks called the November 26, 2013, meeting of the Board of Trustees of Collin County Community College District to order at 5:45 p.m. The Board met at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Hendricks recessed the meeting to closed session at 5:46 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; 551.074 Personnel Matters, and 551.0282 and 551.0821 Certain School Board Deliberations – Discussion of Discipline of a Student.

OPEN SESSION

Chairman Hendricks reconvened the meeting at 7:10 p.m. in Room 139 and welcomed those in attendance. He acknowledged students Maribel Guajardo and Phillip Accetturo from Professor David Garrison’s Texas Government class as well as students from Dr. Garrett’s College and University Administration class from Dallas Baptist University and Dr. Fincher and his students from the University of North Texas’ Organization and Administration in Higher Education class. Chairman Hendricks called on Shirley Harmon, Executive Assistant to the President/Secretary to the Board of Trustees, to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE NOVEMBER 26, 2013, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Ms. Shirley Harmon certified the notice of the November 26, 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 OCTOBER 22, 2013, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

On motion of Ms. Arias, seconded by Mr. Hardin, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its October 22, 2013, regular meeting.

PUBLIC COMMENTS

Jo Via of the Plano Balloon Festival presented the Board of Trustees with a check for \$23,000 for partnering in the 2013 festival. She thanked the trustees for being instrumental in the success of the annual event. President Israel said that 95,410 people attended this year’s festival. He said the college does close the Spring Creek Campus for the event, but it is for a good cause. With this year’s check, 23 students will be able to attend the college for one semester. Dr. Israel noted that non-profit service providers and food concessionaires raised over \$171,500 for their organizations this year.

2013-11-1 Personnel Report for November 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 November 2013.

Upon motion of Dr. Collins, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the Personnel Report for November 2013 as presented.

2013-11-1a 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 faculty appointments:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Ronald Nichols	Professor, Accounting (Temporary)	10/21/13	Business and Computer Systems	Replacement Barbara Palmer

2013-11-1b 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:

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Judith "Judy" Ayres	Coordinator, Payroll	11/4/13	Controller	Replacement Ann Broussard
Erin Baird	Interpreter I	10/28/13	ACCESS	Replacement Jessica Haapala

William "Ross" Faircloth	Lab Assistant, Photography	10/29/13	Fine Arts	Replacement Kelley Satarino
Amy Gray	Admissions and Records Assistant	11/18/13	Student Development	Replacement Melissa Tesfaye
Jerry Russell "JR" Hanley	Plant Operations Worker	11/11/13	Plant Operations	Replacement Frederico Moreno
Michael Jeffrey	Plant Operations Worker	11/4/13	Plant Operations	Replacement Cedrick Terry
Rachael Lipsett	Human Resources Generalist	11/13/13	Human Resources	Replacement Tonya Jacobson
Vicki Mitchell	Assistant to the Dean	10/28/13	Academic Affairs, CHSBS	Replacement Joyce Dryman
Diana Sukut	Career Coach	10/23/13	Vice President/Provost Office - TAACCCT Grant	(Grant-funded) Replacement Kathy Brown
Brooke Woodrow	Career Pathways Coordinator	11/6/13	Student Development	Replacement Cash Belew

2013-11-1c 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:

NAME	TITLE	DATE	DEPARTMENT	REASON
Jeanne Glapion	N: Director, Surgical Technology O: Interim Director, Surgical Technology	10/14/13	N: Health Sciences, CPC O: Health Sciences, CPC	Promotion/ Replacement Don Martin
Diana Hickman-Platt	N: Degree Plan Specialist O: Admisssion & Records Assistant	11/15/13	N: Admissions & Records, SCC O: Admissions & Records, SCC	Promotion/ Replacement Sheri Mackey

2013-11-1d Terminations/Resignations

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:

EMPLOYEE	LAST DAY	SERVICE	TITLE	DEPARTMENT
Michele Brown	12/13/13	5	Professor, Pastry Arts	Business & Computer Systems
Karen Croussore	10/25/13	7	Accounts Receivable Associate	Administrative Services
David Green	11/12/13	2	Director, Weekend College	Academic Affairs/Student Development
Doris Littrell	1/31/14	21	Executive Assistant	Vice President/Provost Office
Shannon Perkins	10/25/13	3	Bookstore Associate II	Auxiliary Services
Jerrel "Rex" Reece	5/16/14	25	Professor, Art	Fine Arts
Judith Roberts	10/16/13	1	Project Director, TAACCCT Grant	Emerging Technology and Grants
Tori Strhan	11/11/13	<1	Purchasing Assistant	Administrative Services

President Israel said the college has appreciated the many contributions that Doris Littrell has made during the last 24 years with the District in part-time and full-time positions. She provided exemplary service at the Central Park, Preston Ridge and Spring Creek campuses. Doris has served as a mentor and as an excellent supervisor. She totally embraced the college's core values and we will miss her wealth of knowledge and work ethic. We applaud her leadership and wish her well in all her future endeavors. May Doris be happy and healthy in the years to come.

Likewise, Dr. Israel said the college has appreciated the quality teaching and stellar initiatives Professor of Art Rex Reece has contributed to the college for the last 25+ years. He has been actively engaged by serving on the Council on Excellence, Sabbatical Leave Task Force, and numerous shared governance committees at the college. Additionally, he has served the greater community by designing murals for the Douglas Community Center, display panels for the Texas Hispanic Genealogical Society and providing leadership to the Plano Art Association, Texas Visual Arts Association, and others. We thank him for positively impacting thousands upon thousands of students and wish him much happiness and great health.

2013-11-2 Approval of the Expulsion of a Student

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the permanent expulsion of a student.

President Israel said that in keeping with FERPA, the information regarding the permanent expulsion of a student could not be discussed in open session. However, he said the Board of Trustees had fully discussed the details regarding the request for expulsion.

On motion of Ms. Arias, seconded by Dr. Collins, the Board of Trustees of Collin County Community College District unanimously approved the permanent expulsion of a student.

2013-11-3 President's Status Report on Strategic Goals 2013-2014

BE IT RESOLVED, that the President presented the Status Report of the Strategic Goals for 2013-2014 to the Board of Trustees of Collin County Community College District. No action was required nor taken.

Strategic Goal 1: Improve academic success by implementing strategies for completion.

Enhance academic advising to assist students in formulating a personalized degree.

- Degree Works software tested.
- QEP currently researching academic advising.

Develop systematic academic advising across the district to include faculty advising as part of college service.

- Systematic faculty-based advising supported by Academic Advising tested in Developmental Education.

Increase academic advisor training and enhance training materials.

- Increased training opportunities.
- Held two Saturday training/update meetings in July for all FT and PT advisors.
- Revamped academic advising training manual.

Develop and market clear pathways for student completion.

- Marketing plans will be created based on development of pathways.

Enhance course placement assessment by implementing new Texas Success Initiative Assessment.

- Review TSI student placement.
- Review DE advising for enhanced student placement strategies.

Develop system that requires orientation prior to course registration.

- Software has been tested and will be requested through budget process.
- Plans to submit proposals to Leadership Team for review/approval.
- Purchase software to coordinate registration and house online orientation modules.

Improve training for financial aid staff to include review of past errors and data on response times.

- Bi-monthly meetings with financial aid leadership with increased communication.
- Increase access to webinars through NASFAA.

- Create individualized professional development plan for each financial aid employee.
- Establish a formal review process for financial aid processes.
Coordinate all district-wide academic support service to ensure consistency across the district: Tutoring, Writing Center, Math and Science Labs, Testing Center and Academic Advising.
- Once QEP and mandatory orientation finalized, these services will be reviewed.

Strategic Goal 2: Provide access to innovative higher education programs that prepare students for constantly changing academic, societal and career/workplace opportunities.

New programs will be developed in key workforce and academic areas.

- The Certified Veterinary Assistant, Level 1 (CVA-1) program was approved and implemented in Continuing Education.
- 14 students registered in the first cohort.
- The CVA-1 program will be offered in CE three times a year.
- The State of Texas through the Texas Department of Health Services approved Collin College Continuing Education to be a training center for Radiology Training.
- Other planned new healthcare classes for fall 2014 are Cardiovascular Sonography (CVS), Medical Secretary Certificate Series, and Dialysis Technician.
- Exploring Diagnostic Sonography, Occupational Therapy Assistant, and Radiologic Technician.
- Focus group for Nursing or Specialty Certificate has been identified.
- Baylor Healthcare System and HCA System have contacted Collin to co-develop this certificate.
- Course offerings in Fine Arts at PRC and CPC have been expanded.
- In the future, the Division of Fine Arts will expand at CPC (e.g. guitar and voice) and offer studio arts (e.g. drawing, watercolor, life drawing, painting.)
- Current conference center facilities will be modified into a performance space (i.e. blackbox) for theatre/dance courses, and a ceramics area will be developed.

Collin College will be positioned as a leader in refining employment skills for advanced workplace opportunities and workforce training in a global market.

- Offering XenDesktop class.
- Cloud courses in VMware vSphere enrollments totaled 115.
- Workforce training in Basic Electrical Wiring.
- Interior Design Concepts certificate series developed – 158 enrollments.
- Truck Driving – 33 enrollments to date.

Enhance dual credit options with ISDs.

- A new dual credit academy in STEM fields is currently being developed.
- Dual credit offerings at Prosper High School have been offered in a hybrid format to accommodate Prosper ISD's bell schedule.
- Frisco ISD has requested the expansion of dual credit offerings. Technical dual credit tracks in STEM CTE fields have been established with five area ISDs including Allen, Frisco, McKinney, Prosper and Wylie.

Strategic Goal 3: Engage faculty, students and staff in improving a district-wide culture of adherence to the Collin College Core Values. “We have a passion for: Learning; Service and Involvement; Creativity and Innovation; Academic Excellence; Dignity and Respect; Integrity.”

Enhance customer service training throughout the college to improve students’ experiences in Collin College.

- Chick-fil-A McKinney customer service training conducted for all FT academic advisors by franchise owner Don Westback.
- A topic for All College Day in January 2014 will be “Improving the Student Experience.” Analysis of the results will lead to appropriate training to enhance the student experience, e.g. telephone etiquette, active listening skills, conflict resolution.
- New guidelines for greeting and treating customers professionally and courteously have been developed.
- Held conference call with Cuyahoga Community College Director of College Information Center. The center handles all phone calls, web chat, and emails for the district in support of enrollment services.
- Student Development team visited UT Dallas to review their automated Wait System for registration and advising.
- Review of several automated wait systems currently in use.
- Webinar over Ivey Tech Community College District, Indiana, Call Center. They described the use of Black Board administrative services to establish a 24/7 help desk and comprehensive FAQ system for all inquiries. Options continue to be explored.

Utilize the service and involvement of staff and faculty committee with participation across the district to develop the compliance document and the QEP.

- The QEP Development Team for the District was selected and announced. The Team represents a valid cross section of participants from faculty, staff, and administrators.
- Committees comprised of over 900 staff and faculty met on All College Planning Day to provide input to the QEP Development Team.
- Development Team has met to begin development of the institutional QEP plan. Four sub-committees were formed: Data Research, Literature Review, External Practices Research, and Technology Research.
- Initial QEP information has been sent to SACSCOC Vice President for his review and recommendations.

Create and post brief videos that describe various Collin processes in short, easy to view formats (e.g. YouTube).

- Active Shooter video produced and distributed to students, faculty and staff for procedures in a crisis.
- The video has been viewed more than 4,000 times and won a Gold Medallion award from NCMPR.
- Process videos created for new student orientation on financial aid, counseling services, the Center for Scholarly and Civic Engagement and athletics.
- Public Relations will create and distribute a video to students showing how to forward CougarMail to their personal mail accounts to encourage better monitoring of CougarMail.

Strategic Goal 4: Enhance the College's presence in the community by increasing awareness, cultivating relationships, building partnerships and developing resources to respond to current and future needs.

The college's overall approval ratings in the community surveys will be improved including perceptions of academic quality and contributions to the local economy.

- A new (four-year) marketing plan was developed and implementation is in process.
- New billboard on North Dallas Tollway purchased, yielding 1.7 million impressions per month.
- Special edition of newsletter published saluting academic excellence direct mailed to 300,000 households and emailed to VIP contacts.
- Video produced using Academic Excellence infographic from newsletter and distributed in electronic newsletter on YouTube (757 views in two months) and in a movie commercial scheduled for December 2013.
- Spotify, YouTube and Instagram to be evaluated for sponsored content and/or ads.
- Full-page Academic Excellence ad scheduled for *Dallas Morning News* in November 2013.
- Faculty experts in cybersecurity featured on network TV newscast October 30 demonstrating academic excellence of Collin College.
- New home page designed and CMS migration in process for December 2013 launch.
- Publicized opening of SCC library with feature story in *Plano Profile* as well as news releases and *Connection* story.
- iHeart Radio pilot ad campaign in process. Pandora proposal under evaluation.
- New electronic version of the community newsletter was launched in fall 2012, optimized for social media and with a new VIP and key media distribution list.
- LinkedIn "universities" page created and has 19,168 followers. LinkedIn "companies" page re-claimed/updated and now has 1,961 followers.
- "Collin College" Twitter handle reclaimed.
- Co-op billboard proposed to CHEC partners but partners did not reach consensus to proceed.

Gifts and grants to the college and foundation will be increased.

- A four-year plan has been created, approved by the foundation board of directors and implemented by the foundation staff.
- Total annual revenue for 2012-2013 academic year was \$1.052 million, representing a 78.8% increase in total revenues from the prior academic year.
- The Collin County and Texas Trivia Night was a sell-out and successfully raised \$231,000 gross (\$207,000 net) for student scholarships.
- The goal for 2014 will be \$237,000.
- The next event will be held February 22, 2014.
- The Foundation has secured two new \$100,000 gifts.
- Additionally, a new donor has emerged who may donate \$1 - \$2 million.

Implement an alumni program.

- Information to graduates will be the first step.
- Interest among alumni is being assessed with the goal of identifying a desirable structure as well as return to alumni.
- Plans are shaping up to kick off an alumni group in 2015 to coincide with the 30th anniversary of the college.

2013-11-4 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 be offered for a first reading as required by Board policy. No board action was required and none taken.

DDC	Contract and At-Will-Employment: At-Will Employment
DEA	Compensation and Benefits: Salaries and Wages
EI	Testing Programs
FBB	Admissions and Attendance: Tuition
FD	Tuition and Fees
FDAC	Health Requirements and Services: Medical Treatment
FFAB	Wellness and Health Services: Medical Treatment
FI	Solicitations
FJ	Student Records
FKA	Student Activities: College-Sponsored Publications
FKB	Student Activities: Activity Fund Management
FLA	Student Rights and Responsibilities: Student Expression
FLE	Student Rights and Responsibilities: Involvement in Decision Making
GF	Student and Community Use of College District Facilities

2013-11-5 Approval 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, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following local policies:

GFA	Community Use of College District Facilities: Conduct on College District Premises
-----	--

On motion of Dr. Collins, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved local board policy GFA, Community Use of College District Facilities: Conduct on College District Premises.

2013-11-6 Approval to Not Participate in the State Employee Charitable Contribution Program

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves an action to not participate in the State Employee Charitable Contribution Program.

President Israel said it was his recommendation that the college not participate in the State Employee Charitable Contribution Program for several reasons. He said those giving a donation through SECC do not receive a tax receipt, administration costs are 10%, and gifts are not decided by the college. He also discussed the Sunset Commission's review of SECC. Dr. Israel added that by participating in the Collin Foundation's 2013 *Lift Up* Campaign, employees saw 100% of their dollars go directly to scholarships with no administrative fees.

On motion of Mr. Rodriguez, seconded by Dr. Collins, the Board of Trustees of Collin County Community College District unanimously approved an action to not participate in the State Employee Charitable Contribution Program.

2013-11-7 Approval of Resolution Assigning Votes for the Board of Directors of the Central Appraisal District of Collin County

WHEREAS, Collin County Community College District has 192 votes to cast for the Board of Directors of the Central Appraisal District of Collin County, AND

WHEREAS, Section 6.03 (g) of the State Property Tax Code requires the action to be taken by resolution and returned to the Chief Appraiser before December 15, 2013, THEREFORE

BE IT RESOLVED, that the Board of Trustees of Collin County Community College District on November 26, 2013, approves the casting of its 192 votes on the Official Ballot for the Board of Directors of the Central Appraisal District of Collin County.

Dr. Collins said there was a lack of information regarding the candidates. Chairman Hendricks commented that time did not allow for much research this year, but the board would know to do so in the future. Mr. Hardin proposed that the two new nominees each receive one vote and that the remainder of the 192 votes be divided among the five incumbent with 38 votes each.

On motion of Dr. Collins, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved assigning 38 votes to nominees for the Board of Directors of the Central Appraisal District of Collin County as follows:

Tiffany Burleson	1 Vote
Ronald Carlisle	38 Votes
Dr. Leo Fitzgerald	38 Votes

Wayne Mayo	38 Votes
Michael A. Pirek	1 Votes
Gary Rodenbaugh	38 Votes
Roy Wilshire	38 Votes

2013-11-8 Approval of Blanket Purchase Agreement with The Hon Company

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Blanket Purchase Agreement by and between The Hon Company (“HON”) and Collin County Community College District (the “District”) through the Collin County Government Purchaser’s Forum.

President Israel said this is an annual renewal for the HON Purchase Order. The agreement allows the District to acquire HON commercial products and services directly from HON, with the assistance of authorized servicing dealers, using Tier 9 pricing, terms and conditions set forth in the HON Federal Supply Schedule Contract GS-28F-8047H, by and between HON and the General Services Administration (GSA).

The Texas Procurement and Support Services (TPASS) has established the use of Texas multiple award schedule (TXMAS) contracts that have been developed from contracts that have been competitively awarded by the federal government or any other governmental entity of any state. The prices reflected on General Services Administration schedule contracts are the most favored customer prices. As a cooperative member of the TPASS Cooperative Purchasing Program, the District is authorized to utilize TXMAS contracts as an alternative purchasing method.

On motion of Mr. Rodriguez, second of Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved the Blanket Purchase Agreement by and between The Hon Company (“HON”) and Collin County Community College District (the “District”) through the Collin County Government Purchaser’s Forum.

2013-11-9 Approval of Interlocal Agreement with Texas Community College Cooperative Purchasing Network

WHEREAS, Collin County Community College District, pursuant to the authority granted by Title 7, Chapter 791 Interlocal Cooperation Contracts Act of the Texas Government Code, as amended, desires to participate in the described Texas Community College Cooperative Purchasing Network. Said Network to be coordinated and administered by the Texas Association of Community Colleges; AND

WHEREAS, Collin County Community College District is of the opinion that participation in this program will provide the best value to the taxpayers of this district through the anticipated savings to be realized; AND

WHEREAS, the fees for the Cooperative as stated in the Interlocal Agreement shall be paid to the Texas Association of Community Colleges for reimbursement of expenses incurred in the administration of the Cooperative; NOW THEREFORE

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Interlocal Agreement of participation in the Texas Community College Cooperative Purchasing Network, which describes the purpose, terms, rights, and duties of the contracting parties, and authorizes and directs the District Vice President of Administration and Chief Financial Officer to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of Collin County Community College District.

On motion of Dr. Collins, seconded by Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the Interlocal Agreement of participation in the Texas Community College Cooperative Purchasing Network, which describes the purpose, terms, rights, and duties of the contracting parties, and authorizes and directs the District Vice President of Administration and Chief Financial Officer to sign and deliver all necessary requests and other documents in connection therewith for and on behalf of Collin County Community College District.

2013-11-10 Approval of New Lab Fee for Spring 2014

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves a New Lab Fee effective spring 2014.

On motion of Ms. Arias, seconded by Dr. Collins, the Board of Trustees of Collin County Community College District unanimously approved a new lab fee of \$10.00 for PHED 1306, Safety & First Aid, effective spring 2014.

2013-11-11 Approval of Special Warranty Deeds

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Special Warranty Deeds for Struck-off Properties in McKinney, Texas.

President Israel said there was a question on the Church Street property. It was approved by the Board in January 2013 and the board needs clarification on what is happening with it. Chairman Hendricks said McKinney ISD was offering a few more dollars than the offer in January, and the board needs clarification on whether the approval would be legal.

On motion of Dr. Collins, seconded by Mr. Rodriguez, the Board of Trustees approved on a vote of five (5) for and one (1) recusal the special warranty deeds for struck-off properties in McKinney, Texas with a conditional approval on 916 N. Church Street. Ms. McCall recused herself from the vote. The board will ratify the action on the Church Street property at its next meeting if the college's attorneys find it to have been a legal action.

The property locations include:

1105 East Standifer Street, Lot 27A and 28A, Block 14, Russell #01 Addition, McKinney, Collin County, TX

1124 Westmoreland Drive, Lot 30B and 31A, Block 1, Lavon Heights Addition, McKinney, Collin County, TX

2733 Windmill Drive, Lot 22, Windmill Estates Addition, McKinney, Collin County, TX

407 Kincaid Street, Lot 33C, Block 16, Russell #01 Addition, McKinney, Collin County, TX

916 N. Church Street, Lot 81A, Coleman Addition, McKinney, Collin County, TX

1402 Anthony Street, Lot 44, Block 12, Russell #03 Addition, McKinney, Collin County, TX

1102 Rockwall Street, Lot 7A and 7C, Block 4, Russell #02 Addition, McKinney, Collin County, TX

2013-11-12 Approval of Private Offers for Struck-off Property

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves Private Offers for Struck-off Properties in Copeville and Princeton, Texas.

On motion of Mr. Rodriguez, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District approved private offers for struck-off properties located in Copeville and Princeton, Texas on a vote of five (5) for and one (1) recusal. Trustee McCall recused herself from the vote.

The properties are located:

5699 North Street, All lots of Block 8, Copeville Original Donation, Collin County, TX - \$1,500

11574 County Road 737, Holiday Acres, Lot 108A, Princeton, Collin County, TX - \$8,000

2013-11-13 Approval of Expenditure Reports for October 2013

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

On motion of Ms. Arias, seconded by Mr. Hardin, the Board of Trustees of Collin County Community College District unanimously approved the Expenditure Reports for October 2013.

2013-11-14 Approval of Bid Report for November 2013

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

On motion of Mr. Rodriguez, seconded by Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for November 2013.

BID #	DESCRIPTION	AMOUNT
NEW SOLICITATIONS		
3616	LIVE SOUND CURVILINEAR LINE ARRAY Sound Productions, Inc. Irving, TX	\$33,418.00
3618	WEB BASED DATA ANALYST AND CAREER COACH TOOLS Economic Modeling Specialists Intl. Moscow, ID	\$23,500.00
3619	ANNUAL CONTRACT FOR WINDOW CLEANING SERVICES FOR THE DISTRICT D&A Building Services, Inc. Richardson, TX	\$55,042.00 (not to exceed)
3622	ANNUAL CONTRACT FOR INSPECTIONS AND REPAIRS OF FIRE ALARM SYSTEMS, FIRE SUPPRESSION SYSTEMS AND FIRE EXTINGUISHERS Fire and Life Safety America Eules, TX	\$60,000.00 (not to exceed)
3623	DIGITAL PANORAMIC DENTAL X-RAY Patterson Dental Supply, Inc. Southlake, TX	\$34,594.00
3630	NETLAB HARDWARE, SOFTWARE, EQUIPMENT AND SUPPLIES Sigmanet Orlando, CA	\$65,000.00 (not to exceed)
3631	BLUESOCKET CONTROLLER BSC-5200 Solid IT Networks Argyle, TX	\$28,931.48

3633	HILL-ROM HOSPITAL BEDS	\$33,000.00 (not to exceed)
	Hill-Rom Batesville, IN	

CONTRACT RENEWALS

3230	RENEWAL OF ANNUAL CONTRACT FOR AUDIO VISUAL EQUIPMENT AND SUPPLIES	\$50,000.00 (not to exceed)
	B & H Photo and Video New York, NY	

3236	RENEWAL OF ANNUAL CONTRACT FOR BACKGROUND CHECKS FOR HEALTHCARE STUDENTS AND FACULTY	\$46,000.00 (not to exceed)
	GroupOne Services Irving, TX	

3331	RENEWAL OF ANNUAL CONTRACT FOR FITNESS EQUIPMENT	\$46,000.00 (not to exceed)
	Life Fitness Schiller Park, IL	

3400	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF CONNECTION NEWSLETTER	\$185,000.00 (not to exceed)
	The Graphics Group Dallas, TX	

3492	RENEWAL OF ANNUAL CONTRACT FOR CUSTODIAL SERVICES FOR THE COLLIN HIGHER EDUCATION CENTER	\$115,571.10 (not to exceed)
	ServiceMaster Clean Plano, TX	

3494	RENEWAL OF ANNUAL CONTRACT FOR HVAC MAINTENANCE AND REPAIR FOR ALL CAMPUS LOCATIONS	\$115,000.00 (not to exceed)
	4-L Engineering Garland, TX	

INFORMATION REPORTS

Ralph Hall, District Vice President of Administrative Services/CFO presented the following information reports:

Budget Status Report as of 10/31/13

For the month ending October 31, 2013, expenditures exceeded revenue by \$3,967,114; however, year-to-date revenue exceeded expenditures by \$5,314,710.

Investment Schedule as of 10/31/13

Investments for the month of October totaled \$222,64,552 with TexPool paying 0.05% and TexStar 0.04%. The U.S. Treasury benchmark was .02% on October 1, 2013, and .04% on October 31, 2013.

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; College Reports/Metrics and Upcoming Events.

President Israel announced the following:

1. On October 1, 2013, the college issued its 2012 Annual Security Report under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. We have done a tremendous job at Collin and the report is very comprehensive and well written.
2. The college is running a full-page ad in the *Dallas Morning News* about its accomplishments. We appreciate the staff of Public Relations for developing it.
3. Congratulations once again to Professor Ceilidh Charleson-Jennings on being named the 2013 Texas Professor of the Year by the Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education (CASE). Professor Ceilidh Charleson-Jennings and President Israel traveled to Washington D.C. on November 14 where she received her award in a luncheon ceremony that was followed by a congressional reception. We are very proud of Professor Charleson-Jennings' achievement that marks the sixth Carnegie Professor of the Year for Collin College, a feat unmatched by any college or university in the state of Texas.
4. News about Professor Charles-Jennings made several newspapers including the front page of the *Plano Star Courier*. It also features an ad with all six Carnegie winners. The six professors of the year are representative of the entire faculty throughout the Collin College District.

5. New full-time Professor of English Sean Ferrier-Watson recently defended his dissertation, "Fearful Beginnings: The Evolution of the American Ghost Story for Children" at Texas A&M-Commerce. Additionally, Professor Ferrier-Watson presented "The Rise of The Specter: The Beginnings of The Supernatural Ghost for Children" at the 2013 American Studies Association of Texas Conference at Baylor and was awarded first prize for the presentation at the conference's annual presentation competition.
6. Professor of Foreign Languages/Arabic Sean Geraghty, a doctoral student at the University of Wisconsin-Madison, recently defended his dissertation, "Classically Modern: ʿAbd al-Qāhir al-Jurjānī's Rubric for the Analysis and Interpretation of Comparative Imagery."
7. Collin's Institute of Hospitality and Culinary Education hosted the Multicultural Foodservice and Hospitality Alliance's "Showcase of the Stars" at the Preston Ridge Conference Center on Monday, November 18. Dr. Israel said he was honored to welcome the 300 students from Collin College, and Frisco, Lewisville, Hebron, and Allen ISDs along with representatives of major industry corporations. "Showcase of the Stars" was a live interactive career exploration event that promoted careers in the food and hospitality industry and communicated the vital message to stay in school, aim high, and that diversity is valued and needed in the food and hospitality industry. Thank you to Dr. Brenda Kihl, Institute Program Chair/Professor Karen Musa, the faculty and staff of Collin's Hospitality and Culinary Education Program, and Facilities Coordinator Sandra Claborn for their work in hosting this successful event.
8. Phi Theta Kappa welcomed 252 new student members at their induction ceremony on November 17. Thank you to Director of the Center for Scholarly and Civic Engagement Terry Hockenbrough, Alpha Mu Tau President Michelle Davis and the PTK officers and advisors.
9. Dr. Rosemary Karr, Professor of Mathematics, is the lead author of a recently published textbook, "Beginning and Intermediate Algebra, a Guided Approach," by Cengage Learning. Professor Karr, the 2007 U.S. Professor of the Year, has been a professor at Collin since 1990. During that time, she has written more than 10 solution manuals, presented numerous papers, and is an active member of several education associations, including serving as past president of the National Association for Developmental Education.
10. Earlier this month, the Collin Foundation proudly announced the results of the 2013 *Lift Up!* Employee Giving Campaign. Setting a record for the most funds ever raised during a Collin College employee giving campaign, employees came together and gave **\$72,348** to fund scholarships for our students. Dr. Israel gave his heartfelt thanks for the generosity and outstanding contributions.

11. For the first time, Collin College held priority advising and registration for veterans for spring 2014 classes. The event was designed to be a one-stop process for veterans and included admissions, cashier office, advising, financial aid and area resources. Over 120 veterans have already taken advantage of the priority advising and registration at Central Park, and Spring Creek campuses. Preston Ridge is scheduled for December 2. We appreciate Sharon Steele-Blakeman and Tyler Acevedo for coordinating this important initiative.
12. *Collin Serves* recently collected and donated 1,227 pounds of food and personal hygiene items to the Frisco Family Food Services Food Pantry in response to a call from that agency for help in filling their shelves. Thank you to our student participants, Martha Chalhoub, Connie Eubanks, Michael Gregorash, Beth Atkins, Selena Brody, Diana Gingo, Sarah Lynch, Rebecca Harris, Kim Nyman, Meredith Martin, Mervat Karout, Kathleen Wolff, John Glass, and all the members of *Collin Serves*.
13. President Israel received a personal note and letter of thank you from Executive Director Ray Ricchi of the Collin County Committee on Aging for Collin's outstanding contributions in donating more than 640 Harvest boxes for distribution to Collin County seniors and shut-ins.
14. Collin College represented Canada in the recent Model United Nations competition in Washington, D.C. Our team received an award for Honorable Mention Delegation as well as an Outstanding Delegation in Committee Award (the GA2 committee). The GA2 delegates were students M'Bana Kantako and Chrystina Moore. More than 650 student delegates from all over the world participated in the series on international relations. The Model United Nations program at Collin College continues to excel and garner recognition for both the college and individual students. Because of our continued success and ongoing efforts, Collin College has been honored with an invitation to represent Afghanistan in the 2014 Model United Nations competition in New York. Acknowledgements go our entire team, Vice President/Provost Brenda Kihl and Interim Dean Wendy Gunderson. Special thanks/congratulations to faculty advisors Professor Sonia Iwanek, who has successfully led the team for the last five years, and Professor Regina Hughes who began working with the group this year.
15. Representatives from 73 universities and colleges were at the Spring Creek Campus last week for the North Texas Drama Auditions. The list of schools represented from all over the nation was very impressive and Spring Creek was a flurry of activity.
16. The new library at the Spring Creek Campus is featured in the November 15, 2013, issue of *LibraryJournal*.

President Israel wished all a Happy Thanksgiving. He said he hoped safe journeys for all those travelling to spend time with family and friends. He thanked everyone for all they have done for Collin College District.

The Board announced the following:

Trustee Rodriguez wished everyone a Happy Thanksgiving.

Trustee Hardin said he continues to be thankful for the hard work by the administrators, faculty and staff. He said he was very proud to have the job of a trustee because of the good will and good effort by everyone, and he is proud to be able to tell people he is a very small part of it.

Trustee Arias thanked the employees for the great work they do and said they made it easy and enjoyable for the trustees. She asked that everyone enjoy their holiday, make some great memories, and take a moment to slow down and absorb all the love and what is going on around them, including the happiness and lots of laughter.

Trustee McCall wished all a Happy Thanksgiving.

Trustee Collins echoed Ms. McCall's wish and thanked President Israel for the great strategic report.

Chairman Hendricks thanked Mr. Hall for the money savings on the window cleaning bid. Mr. Hall said the credit goes to his staff. Chair Hendricks wished all a happy and safe Thanksgiving.

ADJOURNMENT

There being no further business, Chairman Hendricks adjourned the November 26, 2013, meeting of the Board of Trustees of Collin County Community College District at 8:55 p.m.