

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
Meeting Minutes  
January 28, 2014**

The Collin County Community College District (“Collin College” or “District”) conducted its regular monthly Board of Trustees meeting on January 28, 2014, in the Board Room, Room 139, Collin Higher Education Center, with Chairman Mac Hendricks presiding. Trustees in attendance were Dr. J. Robert Collins, Mr. Andy Hardin, Ms. Jenny McCall, Mr. Adrian Rodriguez, Mr. Larry Wainwright, and Ms. Nancy Wurzman. Trustees Stacy Anne Arias and Tino Trujillo 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 January 28, 2014, meeting of the Board of Trustees of Collin County Community College District to order at 5:46 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 5:47 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 7:05 p.m. in Room 139 and welcomed those in attendance. 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 JANUARY 28, 2014, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Shirley Harmon certified the notice of the January 28, 2014, 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 DECEMBER 17, 2013, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Mr. Rodriguez, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its December 17, 2013, regular meeting.

## **PUBLIC COMMENTS**

No public comment was presented.

## **PRESENTATION:**

No presentations were scheduled or presented.

### **2014-1-1 Personnel Report for January 2014**

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 January 2014.

Upon motion of Mr. Wainwright, seconded by Dr. Collins, the Board of Trustees of Collin County Community College District unanimously approved the Personnel Report for January 2014 as presented.

### **2014-1-1a 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:

<b><u>NAME</u></b>	<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>REASON</u></b>
James Barko	N: Dean, Academic Affairs O: Interim Dean, Academic Affairs	2/3/14	N: Developmental Education, SCC O: Developmental Education, SCC	Promotion/ Replacement Donald Weasenforth
Carie Dippel	N: Associate Dean of Students O: Interim Associate Dean of Students	2/3/14	N: Student Development, SCC O: Student Development, SCC	Promotion/ Replacement Jim Barko

### **2014-1-1b 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:

<b><u>NAME</u></b>	<b><u>TITLE</u></b>	<b><u>DATE</u></b>	<b><u>DEPARTMENT</u></b>	<b><u>REASON</u></b>
David Liska	Data Coordinator	2/3/14	Institutional Effectiveness	Replacement Gordon Lin
Jan Rogan	Admissions & Records Assistant	1/6/14	Admissions & Records	Replacement Diana Platt
Georganna (G'Anna) Saunders	Executive Assistant	1/27/14	Vice President/Provost Office	Replacement Doris Littrell

2014-1-1c 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:

<b>NAME</b>	<b>TITLE</b>	<b>DATE</b>	<b>DEPARTMENT</b>	<b>REASON</b>
Barbara Batista	N: Campus Director, Child Development O: Assistant Campus Director, Child Development	2/3/14	N: Child Development Center, SCC O: Child Development Center, SCC	Promotion/ Replacement Janet Galantay
Sandy Davis	N: Manager, HR/Benefits O: Human Resources Generalist	2/3/14	N: Human Resources, CHEC O: Human Resources, CHEC	Promotion/ Replacement Larry Merrill
Jon Hardesty	N: Dean, Academic Affairs O: Dean, Academic Affairs	2/3/14	N: Science, Technology, Engineering & Math, PRC O: Science, Technology, Engineering & Math, PRC	Salary Equity Adjustment
Cherie Hill	N: Coordinator, Human Resources O: Human Resources Associate - Payroll	2/3/14	N: Human Resources, CHEC O: Human Resources, CHEC	Promotion/ Reorganization
Abbey "Abe" Johnson	N: Dean Academic Affairs O: Dean, Academic Affairs	2/3/14	N: Health Sciences, CPC O: Health Sciences, CPC	Salary Equity Adjustment
Kari Kimbrough	N: Assistant Director, HR/Compensation & HR Systems O: Manager, HR/Compensation & Organizational Development	2/3/14	N: Human Resources, CHEC O: Human Resources, CHEC	Promotion/ Reorganization

2014-1-1d 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:

<b>EMPLOYEE</b>	<b>LAST DAY</b>	<b>SERVICE</b>	<b>TITLE</b>	<b>DEPARTMENT</b>
Carol Fowler	1/31/2014	23	Division Secretary	ACCESS
Janet Galantay	1/31/2014	19	Campus Director, Child Development	Social and Behavioral Sciences

Marsha Griggs	1/21/2014	11	Professor, Paralegal/Legal Assistant	Business & Computer Systems
Barbara Haroutunian	1/31/2014	24	Director, Human Resources Information & Services	Human Resources
Doris Littrell	1/31/2014	21	Executive Assistant	Vice President/Provost Office
Larry Merrill	2/28/2014	10	Manager, HR/Benefits	Human Resources
Marilyn Rice	12/13/2013	11	Professor, Developmental Education - Reading	Developmental Education
Leonel Santibanez	1/10/2014	<1	Financial Aid & Veteran's Affairs Specialist	Administrative Services
Lewis Scaife	1/17/2014	1	Virtual LAN Manager/Networking SME	Emerging Technology Grants and Contracts

President Israel acknowledged and made the following comments on several employees who are retiring from the District:

Carol Fowler (23 years) has been a tremendous colleague who has helped thousands of students during her employment. Carol was always available to support, help, and solve issues for the students/staff in the ACCESS office. Her work garnered her the Student Development Award of Excellence. We wish her well in retirement and thank her for the quality service.

Janet Galantay's (19 years) leadership resulted in Collin College's Child Development Program being the only community college program in Texas with national accreditation and also resulted in reaffirmation of that accreditation. She was recognized as a 2013 Rising Star by the Texas Workforce Commission. We also applaud her quality teaching. We wish Janet well in retirement and thank her for the impact she made on the field of Early Childhood education.

Barbara Haroutunian (24 years) served on numerous committees and task forces, too many to list, providing quality leadership/service during her years with Collin's Human Resources Office. She was a driving force in the implementation of Banner and has been a great colleague. Her expertise, professionalism, and can do attitude will be missed. We wish her the very best.

Larry Merrill (10 years) and Professor Marilyn Rice (11 years) are also retiring. We appreciate their quality leadership and teaching, commitment to our Core Values, and years of dedicated service to our colleagues and students. We wish them an enjoyable retirement.

**2014-1-1e International Travel Request**

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

<b><u>NAME</u></b>	<b><u>TITLE/ DIVISION</u></b>	<b><u>PURPOSE</u></b>	<b><u>LOCATION DATE(S)</u></b>	<b><u>COLLIN COLLEGE TRAVEL COSTS</u></b>
Dallie B Clark	Professor of Humanities  Communications and Humanities	Conference Presentation: <i>The Letter as Art in the Digital Age</i>  1 <sup>st</sup> Global Conference on Letters & Letter Writing	Prague, Czech Republic  03/17/14 through 03/21/14	-0-

**2014-1-2 Approval of the Final Cost of the Library, Parking Lot, and Renovations at the Spring Creek Campus**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the final cost of the library, parking lot, and renovations at the Spring Creek Campus in the amount of \$23,656,274.74.

President Israel said the guaranteed maximum price by Pogue Construction was \$24,477,371 and the final cost was \$23,656,274.74, a difference \$821,096.26. He said he appreciated the quality work by Pogue Construction.

On motion of Mr. Wainwright, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the final cost of the library, parking lot, and renovations at the Spring Creek Campus in the amount of \$23,656,274.74.

**2014-1-3 Discussion/Action on a Recommendation from the Campus Facilities and Construction Committee regarding Authorization for the President to Initiate Development of the East Collin Campus in Farmersville**

BE IT RESOLVED, at the recommendation of the Campus Facilities and Construction Committee, that the Board of Trustees of the Collin County Community College District authorizes the President to initiate development of the East Collin Campus in Farmersville.

Chairman Hendricks asked Dr. Collins, Chairman of the Campus Facilities and Construction Committee, to report on the committee's earlier meeting regarding initiation of the development of the East Collin Campus in Farmersville and the West Collin Campus in Celina. Dr. Collins said other questions needed to be asked and that the committee would not be making recommendations on Items 2014-1-3 and 2014-1-4 at this time. Chairman Hendricks said additional meetings and/or a retreat would be planned for the Board to discuss these items. No motions were made nor actions taken on Item 2014-1-3.

**2014-1-4 Discussion/Action on a Recommendation from the Campus Facilities and Construction Committee regarding Authorization for the President to Initiate Development of the West Collin Campus in Celina**

BE IT RESOLVED, at the recommendation of the Campus Facilities and Construction Committee, that the Board of Trustees of the Collin County Community College District authorizes the President to initiate development of the West Collin Campus in Celina.

See Item 2014-1-3 above. No motions were made nor actions taken on this item.

**2014-1-5 Approval of Private Offer 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 a private offer from Starline Custom Homes, LLC of \$20,000 for struck off property in McKinney, Texas.

On motion of Mr. Rodriguez, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District approved, on a vote of six (6) for and one (1) recusal, a private offer from Starline Custom Homes, LLC of \$20,000 for struck-off property located at 1401 N. College Street, Lot 4A, Block 2 of College Addition, McKinney, Texas. Ms. McCall recused herself from the vote.

**2014-1-6 Approval of Expenditure Reports for December 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 December 2013.

On motion of Ms. McCall, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Expenditure Reports for December 2013 with cash disbursements for the month totaling \$2,435,924.94.

**2014-1-7 Remove from the Table for Consideration Bid Item 3637**

WHEREAS, the Board of Trustees of Collin County Community College District, at its meeting of December 17, 2013, unanimously tabled consideration of the approval of Bid 3637 (Item 2013-12-7) pending additional information, NOW THEREFORE

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves removing Bid 3637 from the table for consideration as included in the Bid Report (Item 2014-1-8) for January 2014.

On motion of Mr. Hardin, seconded by Mr. Wainwright, the Board of Trustees of Collin County Community College District unanimously approved removing Bid 3637 from the table for consideration as included in the Bid Report (Item 2014-1-8) for January 2014.

**2014-1-8 Approval of Bid Report for January 2014**

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 January 2014.

In answer to Ms. Wurzman’s question, Vice President of Student Development Barbara Money said that funding for promotional items comes mainly from SAFAC funds. President Israel said these include giveaways to students from departments such as recruitment and orientation. He gave an example of t-shirts that are given to students who help with registration. Dr. Israel said these are well-defined and wise expenditures.

In answer to Dr. Collins’ question, Chief Information Systems Officer David Hoyt said that Bid 3502 was for hardware. He noted that Oracle had bought out Sun Systems several years ago.

On motion of Mr. Rodriguez, second of Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for January 2014.

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
	<b>NEW SOLICITATIONS</b>	
3629	ANNUAL CONTRACT FOR FURNITURE	\$425,000.00 (not to exceed)
	Bestway Office Supply, Inc. Plano, TX	
	Business Interiors by Staples Irving, TX	
	Corporate Source, Ltd. Dallas, TX	
	Intelligent Interiors, Inc. Addison, TX	
	Lone Star Furnishings Plano, TX	
	McKinney Office Supply McKinney, TX	
	Plano Office Supply, Co. Plano, TX	
	Troxell Communications, Inc. Phoenix, AZ	

3637	ANNUAL CONTRACT FOR INTERNET, DATA CONNECTION AND TELEPHONE SERVICES FOR THE DISTRICT  Grande Communications Networks, LLC San Marcos, TX	\$185,820.00 (not to exceed)
3654	PURCHASE OF BANNER STORAGE SYSTEM  Applied Engineering Technology Addison, TX	\$80,144.00
3655	PURCHASE OF BLACKBOARD AND BANNER REAL-TIME BACKUP SYSTEM  Oracle Corporation Redwood Shores, CA	\$96,301.62
<b>CONTRACT RENEWALS</b>		
2771	RENEWAL OF ANNUAL CONTRACTS FOR POLE ATTACHMENTS  Co-Serv Electric Corinth, TX  Grayson-Collin Electric Van Alystne, TX  Oncor Electric Delivery Dallas, TX	\$38,000.00 (not to exceed)
2777	RENEWAL OF APPLE HARDWARE AND SOFTWARE  Apple Computer Austin, TX	\$250,000.00 (not to exceed)
3247	RENEWAL OF ANNUAL CONTRACT FOR FLOOR COVERING REPLACEMENT SERVICES  Gomez Floor Covering San Antonio, TX	\$200,000.00 (not to exceed)



3390 RENEWAL OF ANNUAL CONTRACT FOR NATURAL GAS SUPPLY \$942,673.56  
(estimate for full term)

Texas General Land Office (GLO)  
Austin, TX

3414 RENEWAL OF ANNUAL CONTRACT FOR TEMPORARY PERSONNEL SERVICE \$950,000.00  
(not to exceed)

Temps of McKinney  
McKinney, TX

Ad-A-Staff  
Mansfield, TX

3428 RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF CONTINUING EDUCATION SCHEDULE OF CLASSES \$125,000.00  
(not to exceed)

Midway Press  
Dallas, TX

**CONTRACT REVISIONS**

3424 ANNUAL CONTRACT FOR PROMOTIONAL PRODUCTS

Joy Promotions, Inc.  
Dallas, TX

Authentic Promotions.com  
Sacramento, CA

Best Press, Inc.  
Addison, TX

Positive Promotions, Inc.  
Hauppauge, NY

Proforma Promotions Remembered  
Allen, TX

Original Contract: \$50,000.00  
CO # 1 – Increase \$10,000.00  
Revised Contract Total: \$60,000.00

3502 ANNUAL CONTRACT FOR ORACLE HARDWARE

Applied Engineering  
Fargo, ND

Avnet Infrastructure Solutions  
Norcross, GA

RICOM  
Irvine, CA

SMS System Maintenance Services  
Chicago, IL

	\$50,000.00
Original Contract:	\$40,000.00
CO # 1 - Increase	\$90,000.00
Revised Contract Total:	

**INFORMATION REPORTS**

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

Budget Status Report as of 12/31/13

For the month ending December 31, 2013, revenue exceeded expenditures by \$30,430,886. Year-to-date revenue exceeded expenditures by \$32,894,799.

Investment Schedule as of 12/31/13

Investments for the month of December totaled \$244,328,752 with TexPool paying 0.04% and TexStar 0.04%. Two Fannie Mae's were paying .12%. The U.S. Treasury benchmark was .06% on December 1, 2013, and .07% on December 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. Collin's chapter of Phi Theta Kappa inducted 252 new student members at its recent induction ceremony. PTK members kicked off their college project "Demystified: Revealing the True Leader in You" in the atrium at Spring Creek on January 22<sup>nd</sup> as a student-led outreach to other students bringing awareness to the power of personal and professional leadership development. Over 500 students attended.

2. On January 27, the Center for Scholarly and Civic Engagement hosted “The Face of Homelessness” that included presentations by city representatives, school districts, social service agencies, and the Collin County Homeless Coalition. Two hundred thirty (230) people participated in the event that focused on initiatives to resolve the homeless issue in Collin County. We appreciate Dr. Terry Hockenbrough’s leadership and everyone else involved in coordinating this important event for our community.
3. Dr. Sherry Schumann, Vice President/Provost of the Central Park Campus, has been appointed to the Medical Center of Plano Board of Trustees.
4. Central Park Campus Professor of Chemistry Amina El-Ashmawy has been invited to continue her service as the Chair of the American Chemical Society’s Two-Year College Advisory Board for 2014. Under her leadership, the Advisory Board has promoted the needs and activities of two-year colleges.
5. Dr. Cindy Briggs, Professor of Business Management at the Central Park Campus, is engaging her four business classes in service learning this semester. They are "adopting" the Plano Chamber of Commerce and will be assisting them with their accreditation process through research, report writing, and survey development. This will enable our students to see how projects work and will give the Plano Chamber quality service resulting in a win-win for both the college and the chamber.
6. Community Partner Fairs are scheduled at each campus in February. Fairs will be held on February 4, 11 a.m. to 1 p.m. at the Preston Ridge Campus in the Cougar Den, February 5, 11 a.m. to 1 p.m. in the Spring Creek Campus Atrium, and February 6, 11 a.m. to 1 p.m. in the Atrium at the Central Park Campus.
7. Rock the Vote initiatives are planned at Preston Ridge Campus on February 18, Spring Creek Campus on February 19, and the Central Park Campus on February 20. President Israel said he received an email from Paul Loeb who is involved in a voter engagement project for the entire country. Mr. Loeb has highlighted six pathways to enhance civic engagements and one of the six is how Collin has turned its campuses into voting centers. Dr. Israel said this speaks well of Collin and what we have been doing since 2001.

**The Board announced the following:**

Trustee Rodriguez said he recently attended Collin’s paramedic’s graduation and was moved and informed. He looks forward making time to attend more of these. He also reminded everyone that the Collin Foundation fundraiser would be held on February 22 in the library at the Spring Creek Campus.

Mr. Rodriguez said that this year’s annual Martin Luther King, Jr. Power Leadership Breakfast, which he co-chaired, brought over 500 people to the Living Legends Conference Center at Spring Creek Campus on January 19 in a celebration of Dr. King’s vision. Over 60 student volunteers participated, including nine student presenters, and the event was very well attended by local elected officials. Special recognition goes to M’Banna Kantako, President of the Black Student Organization, for his video production recounting the Civil

Rights events of the late 1950s and 1960s. Additionally, special appreciation goes to Stacy Anne Arias; the members of the Planning Committee and his co-chair Community Leader Evelyn McKnight; and representatives of our student organizations including Phi Theta Kappa, Student Government Association, LULAC, the Muslim Student Association, the Black Student Association, Rotaract, Lion's Club, Honors Institute, and Psi Beta.

Trustee Hardin gave the board members a compliment for getting through the meeting so efficiently. He thanked everyone present for "everything that you do."

Chairman Hendricks said it was a short meeting. It is not typically as brief, but is driven by the agenda. He thanked everyone for coming to the meeting and said he looks forward to a great new year as things move onward and upward.

### **ADJOURNMENT**

There being no further business, Chairman Hendricks adjourned the January 28, 2014, meeting of the Board of Trustees of Collin County Community College District at 7:45 p.m.