

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
**Meeting Minutes**  
March 25, 2014

The Collin County Community College District (“Collin College” or “District”) conducted its regular monthly Board of Trustees meeting on March 25, 2014, 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, Mr. Adrian Rodriguez, Mr. Larry Wainwright, and Ms. Nancy Wurzman. Trustee Tino Trujillo was 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 March 25, 2014, meeting of the Board of Trustees of Collin County Community College District to order at 5:36 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 5:37 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 551.082 and 551.0821 Certain School Board Deliberations, Discussion of Discipline of a Student.

**OPEN SESSION**

Chairman Hendricks reconvened the meeting at 7:12 p.m. in Boardroom 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 MARCH 25, 2014, MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

Ms. Harmon certified the notice of the March 25, 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 FEBRUARY 25, 2014, REGULAR MEETING OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES**

On motion of Mr. Wainwright, seconded by Ms. Wurzman, the Board of Trustees of Collin County Community College District unanimously approved the minutes of its February 25, 2014, regular meeting.

## **PUBLIC COMMENTS**

No public comments were presented.

## **PRESENTATION:**

No presentations were scheduled or presented.

### **2014-3-1 Personnel Report for March 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 March 2014.

District Vice President of Academic Affairs and Student Development Colleen Smith discussed the process for recommendation of three-year faculty contracts. A formal application must be made by faculty that demonstrates accountability based on the criteria of excellence in teaching, professional development, and service to the college and community. Dr. Smith said faculty undergo a multi-level evaluation consisting of student evaluations, evaluation by the dean, appraisal by the dean, peer review by the Council on Excellence, review by the appropriate vice president/provost and vice president of academic affairs, then approval of the District President for presentation to the Board of Trustees. Collin currently has 373 full-time faculty. She said that as part of the Southern Association of Colleges and Schools/Commission on Colleges compliance process, the faculty and administration have worked tirelessly to provide documentation of the credentials of nearly 1,400 full-time and part-time faculty who have worked at Collin over the past two years. This demonstrates the type of work necessary to keep an engaged core of full-time and part-time faculty who provide the excellent education for which Collin is known.

Vice President Smith thanked and recognized Chair Mindy Bailey and the members of the Council on Excellence. She said COE continually works to improve the structure and process of the peer review system by clarifying instructions, providing workshops for faculty, and analyzing and revising deadlines in order to provide thorough and rigorous review of the applications. Dr. Smith also thanked the faculty, deans, chairs, and vice presidents/provosts who work to improve the process.

District President Israel said the Board of Trustees is diligent about reviewing the faculty board reports and recognizes the impact Collin faculty has in the classroom, in our communities, and at the state, national and international level. He said that he and the Board of Trustees are very appreciative of quality and rigor of Collin's faculty. He added that the faculty contract process has improved the institution and insures that the District has the most qualified faculty with the greatest outcomes in many areas. Most importantly, that benefits our students. For the last two years at Collin, 55% of all course contact hours have been taught by full-time faculty. At most community colleges in the United States with similar multi-campus/enrollment statistics, that number is 30%. The Board of Trustees has made a tremendous amount of resources available for faculty because it is critically important to have full-time faculty guarding the curriculum and courses and moving the institution forward.

Upon motion of Mr. Rodriguez, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved Items 1a. Three-Year Faculty Contracts, 1b. Three-Year Faculty Contract Extensions, and 1c. One Year Faculty Contracts of the Personnel Report for March 2014 as presented.

Trustee Arias reiterated President Israel's comments regarding quality of faculty and high standards. She said she felt it as a student at Collin and now as a trustee in her tenth year in office. It is important to know that faculty are involved in the decisions regarding the curriculum.

On motion of Dr. Collins, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved Items 1d. Sabbatical Leave Requests, 1e. Staff Appointments, 1f. Promotions/Laterals/Changes, and 1g. Terminations/Resignations of the Personnel Report for March 2014 as presented.

Trustee Hardin said it was helpful to see all the comments regarding the recommendations from COE and the vice presidents for sabbatical leave requests and recommended that the process stay the same. President Israel said many colleges and universities have stopped approving sabbaticals and that he is appreciative to the board for continuing to provide sabbatical leave.

#### 2014-3-1a Three-Year Faculty Contracts

WHEREAS, the following faculty, as part of the review for three-year contracts, undergo a multi-part evaluation which consists of 1) student evaluations of instruction, 2) a class evaluation made by the dean, 3) the dean's annual summary appraisal, 4) an examination by the Council on Excellence, a peer review committee, and 5) a review and examination by the District Senior Vice President and appropriate Vice President/Provost; and

WHEREAS, each faculty member undergoes an annual evaluation in areas such as depth of scholarship, teaching excellence, professional development, professional interaction with students and colleagues, College service, and adherence to College policies; and

WHEREAS, it is incumbent on each faculty member to demonstrate, through self-evaluation and formal application, how their service to the College has met standards of excellence and how their continued association with the College District will benefit the College District, the students, and the community; NOW THEREFORE,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves granting three-year contracts to the following faculty commencing 2014-2015:

## Faculty Recommended for Three-Year Contracts 2014-2015

Name	Discipline	Division
Aars, Christian Edward	Physics	Academic Affairs-STEM
Advani, Vijay Mangho	American Sign Language	Communication-Humanities
Allison, Brian J	Music	Fine Arts
Andrade, Mary Anne	English	Communication-Humanities
Ansari, Yassmin	Developmental Math	Developmental Education
Arnold, Tiffanee L	Visual & Performing Arts	Fine Arts
Aronoff, Robert A	Speech	Academic Affairs - PRC
Aryani, Giant Abutalebi	Economics	Business & Computer Systems
Bemani, Nasrin	Developmental Math	Developmental Education
Berg, Kris	Music	Fine Arts
Boliver, Doug B	Biology	Math & Natural Sciences
Bowman, Keeley Dawn	Health Information Mgmt	Health Sciences
Brierley, Peter G	Computer Network Tech	Academic Affairs-STEM
Brooks, Meade	Physics	Academic Affairs-STEM
Brown, Scott	Biology	Math & Natural Sciences
Burkett, Brett	Geology	Academic Affairs - CPC
Cissell, Timothy Patrick	Audio Engineering	Fine Arts
Collins, Randy Lee	Developmental Math	Developmental Education
Commons, Wendy M	English	Academic Affairs - CPC
Cooper, Candace Paulette	Developmental Writing	Developmental Education
Coulter, Matthew W	History	Social-Behavioral Sciences
Evans, Susan Forshaw	Physical Education	Health Sciences
Francis, Martha Elizabeth	Psychology	Academic Affairs - CPC
Garrison, David	Political Science	Social-Behavioral Sciences
Gingo, Diana C	English	Academic Affairs – PRC
Gray, James Christensen	Art	Fine Arts
Greene, Amy Lynn	Speech	Academic Affairs - CPC
Greig, Gloria L	Emergency Medical Tech	Health Sciences
Hale, Tammy J	Dental Hygiene	Health Sciences
Harris, Kimberly Coulter	Music	Fine Arts
Henderson, Emily E	Dental Hygiene	Health Sciences
Hughes, Regina Marie	Psychology	Academic Affairs – PRC
Iwanek, Sonia A	Political Science	Academic Affairs – PRC
Jackson, George N	Geospatial Info Science	Business & Computer Systems
Jones, Lynn	Political Science	Social-Behavioral Sciences
Kannampuzha, Rajasree	Physics	Math & Natural Sciences
Lusk, Barbara H	Psychology	Social-Behavioral Sciences
Martin, Kelly Ann	English	Communication-Humanities
McBride, Shirley A	English	Communication-Humanities
Megarity, Nancy H	Developmental ESL	Developmental Education
Mergerson, Jim Weldon	Developmental Math	Developmental Education

Miller, Gwen Christine	Biology	Academic Affairs - CPC
Morgan, Nicholas Charles	Political Science	Academic Affairs – PRC
Moula, Kemal	Foreign Languages	Communication-Humanities
Musa, Karen M	Culinary Arts	Business & Computer Systems
Neal, William Russell	Economics	Business & Computer Systems
O’Loughlin, Jennifer Lee	Psychology	Social-Behavioral Sciences
Pannell, Elizabeth A	E Business	Business & Computer Systems
Pearson, Chad E	History	Social-Behavioral Sciences
Piazza, Barry L	Mathematics	Math & Natural Sciences
Pisani, Whitney Jean	Speech	Social-Behavioral Sciences
Prince, Jeremy R	Computer Network Tech	Academic Affairs-STEM
Putnam, Kelly Lynn	Physical Education	Health Sciences
Rangarajan, Sunita	Biology	Academic Affairs-STEM
Reynolds, Kelley A	Respiratory Therapy	Health Sciences
Robinson, Natasha Trace	English	Communication-Humanities
Rule, Amy Tilton	Developmental Writing	Developmental Education
Sawyer, Pamela Jean Ballard	Developmental Reading	Developmental Education
Shiple, Zack D	Political Science	Social-Behavioral Sciences
Short, Steven Wesley	History	Academic Affairs - CPC
Sides, Joseph L	Art	Fine Arts
Sigona, James A	Physical Education	Health Sciences
Thompson, Linda P	Office Systems Tech	Business & Computer Systems
Turnbow, Julie Ann	Developmental Math	Developmental Education
Wang, Helen	Developmental Math	Developmental Education
Washington, Kim Jordan	Nursing	Health Sciences
White, Brian Christopher	Political Science	Academic Affairs - CPC
Willis, Stephen Mark	Computer Network Tech	Academic Affairs-STEM
Yarbrough, Randal Scott	English	Communication-Humanities

**2014-3-1b Three-Year Faculty Contract Extensions**

WHEREAS, the following faculty, as part of the review for three-year contract extensions, undergo a multi-part evaluation which consists of 1) student evaluations of instruction, 2) a class evaluation made by the dean, 3) the dean’s annual summary appraisal, and 4) a review and examination by the District Senior Vice President and appropriate Vice President/Provost; and

WHEREAS, each faculty member undergoes an annual evaluation in areas such as depth of scholarship, teaching excellence, professional development, professional interaction with students and colleagues, College service, and adherence to College policies; NOW THEREFORE,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves granting three-year contract extensions to the following faculty commencing 2014-2015:

**Faculty Recommended for Three-Year Contract Extensions 2014-2015**

<b>Name</b>	<b>Discipline</b>	<b>Division</b>
Angel Cann, Lauryn Leigh	English	Academic Affairs - PRC
Bettacchi, Betty A	English	Communication-Humanities
Blust, Kathleen P	Nursing	Health Sciences
Chalhoub, Martha M	Mathematics	Academic Affairs – STEM
Clark, Dallie B	Humanities	Communication-Humanities
Cott, Leda M	Child Development	Social-Behavioral Sciences
Foster, Shellene C	Mathematics	Math & Natural Sciences
Glass, John E	Sociology	Academic Affairs - PRC
Grimland, Susan Jane	English	Communication-Humanities
Jenkins, Deborah Jo	Nursing	Health Sciences
Mahon, Susan Sann	Computer Science	Business & Computer Systems
Mellott, Elizabeth Tristan	Photography	Fine Arts
Miller, Adam S	Philosophy	Academic Affairs - CPC
Sears, Linda R	Humanities	Communication-Humanities
Sherman, Gregory W	Physics	Math & Natural Sciences
Thomas, Collin E	Biology	Math & Natural Sciences
Tinnen, Lupita Murillo	Photography	Fine Arts
Von Holstein, Jamie S	Mathematics	Academic Affairs – STEM
Ward, Roger C	History	Social-Behavioral Sciences
Zumwalt, Delores Marie	English	Communication-Humanities

**2014-3-1c One-Year Faculty Contracts**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following one-year full-time faculty contracts for 2014-2015:

**Faculty Recommended for One-Year Contracts 2014-2015**

<b>Name</b>	<b>Discipline</b>	<b>Division</b>
Amerson, Cyndie Louise	Nursing	Health Sciences
Arduengo, Joshua Adam	Psychology	Social-Behavioral Sciences
Baweja, Tripat Kaur	Engineering	Academic Affairs - STEM
Bierhup, Amy Lynn	Nursing	Health Sciences
Briggs, Cindy Raina	Management Development	Business & Computer Systems
Burkett, Shannon M	Geology	Math & Natural Sciences
Cain, Stefanie Ann	Criminal Justice	Social-Behavioral Sciences
Cheney, Scott S	English	Communication-Humanities

Da Cruz, Zuleica De Santana	Respiratory Therapy	Health Sciences
Dauplaise, Jean-Marie	English	Communication-Humanities
Deskins, Raymond A	Mathematics	Math & Natural Sciences
Duran, Joanne Sandra	Nursing	Health Sciences
Endley, Seema	Biology	Academic Affairs - CPC
Evans, Garry Windel	Music	Fine Arts
Fant, Kathryn Hawkins	Info Tech Cisco CCNA	Academic Affairs - STEM
Ferrier-Watson, Sean	English	Communication-Humanities
Fletcher, Ryan S	English	Communication-Humanities
Geisler, Will R	Political Science	Academic Affairs - CPC
Goetz, Heinrich Erwin	Environmental Tech	Academic Affairs - STEM
Haas, Sally Marie	Developmental - Math	Developmental Education
Hargis, Jessica	Political Science	Academic Affairs - PRC
Heaslip, Audra Sue	English	Academic Affairs - CPC
Hunsaker, Joan C	Nursing	Health Sciences
Jones, Suzanne E	College Success	Developmental Education
McCourt, Helen M	English	Communication-Humanities
McMillen, Toni L	English	Academic Affairs - CPC
Miadzvedskaya, Alena V	Developmental - Math	Developmental Education
Mulcahy, Courtney M	Visual and Performing Arts	Fine Arts
Newby, Karen (Karrie)	Health Information Mgmt	Health Sciences
Nixon, Tom V	Culinary Arts	Business & Computer Systems
Perkins, Gina Berend	English	Academic Affairs – CPC
Peterson-Smart, Karen Marie	Polysomnography	Health Sciences
Pierce, Lisa Diane	Nursing	Health Sciences
Rodriguez, Dixil L	English	Communication-Humanities
Schull, Diane Elizabeth	Nursing	Health Sciences
Severs, Thomas R	Culinary Arts	Business & Computer Systems
Sikes, Steven S	Mathematics	Math & Natural Sciences
Smoot, Jason Wesley	Developmental - Math	Developmental Education
Switzer, Angie Healy	Respiratory Therapy	Health Sciences
Thurman, Catherine Marie	Developmental - Math	Developmental Education
Tudor, Rachel Jona	English	Communication-Humanities
Vera, Fernand T	Music	Fine Arts
Warriner, Laura Emmaline	Music	Fine Arts
Wee, Linda	Culinary Arts	Business & Computer Systems
Wilson, Gary Howard	English	Academic Affairs - PRC

2014-3-1d Sabbatical Leave Requests

WHEREAS, sabbatical leaves are authorized for the primary purpose of increasing the value of the recipient’s contribution to the College District by providing the individual a significant opportunity for professional growth, and

WHEREAS, sabbatical leave may be granted, upon application, for study, research, writing, field observations or other suitable purposes and opportunities for additional training, for improving skills and for maintaining currency in the field and are understood to be included as a purpose of sabbatical leave, and

WHEREAS, faculty and qualified staff members are eligible to apply for sabbatical leave upon completion of five years of continuous full-time service and each applicant must initiate the sabbatical leave application process as outlined in the procedures and guidelines, and

WHEREAS, applications for sabbatical leave are evaluated by an elected sabbatical leave committee, the Vice Presidents/Provosts, the Senior District Vice President and the District President, 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 sabbatical leave requests for 2014-2015:

<b>EMPLOYEE</b>	<b>DIVISION</b>	<b>LEAVE PERIOD</b>
James (Chris) Gray	Fine Arts	Fall 2014
Chris Grooms	Communications & Humanities	Fall 2014
Sharon Hirschy	Social & Behavioral Sciences	Fall 2014
Lupita Murillo Tinnen	Fine Arts	Fall 2014

2014-3-1e 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>NAME</b>	<b>TITLE</b>	<b>DATE</b>	<b>DEPARTMENT</b>	<b>REASON</b>
Rebecca Acuna	Human Resources Generalist	3/17/14	Human Resources	Replacement Rachael Lipsett
Erik Blackmore	Bookstore Shipping & Receiving Associate	3/17/14	Auxiliary Services	New Position
Anthony Sanchez	Admissions/Records Assistant	2/28/14	Admissions and Records	Replacement Cinda Johnson



2014-3-1f 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>
Lynda Gates	N: Assistant Director, Student Life O: Director, Student Life & Case Management	3/3/14	N: Student Development, SCC O: Student Development, SCC	Demotion
Gena Martin	N: STEM Engineering & Technology Assistant O: Coordinator, Outreach/Student Success	3/3/14	N: Academic Affairs - STEM, PRC O: Recruitment & Programs, New Students, PRC	Replacement Melody Snow
Vicki Woolverton	N: Manager, Student Information Systems/Reporting O: Associate Registrar	3/3/14	N: Admissions and Records, CPC O: Admissions and Records, CPC	Promotion

2014-3-1g 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:

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>TITLE</u>	<u>DEPARTMENT</u>
Mary Jeanelle Buck	5/16/14	2	Professor, Psychology	Academic Affairs
Amy Carlin	3/4/14	5	Help Desk Technician	Academic Computing
Eric Carlson	5/16/14	11	Professor, Speech	Social & Behavioral Sciences
Mark Clark	8/15/14	7	Professor, Business Administration	Business & Computer Systems
Ana "Annie" Garcia Colon	3/5/14	2	Assistant to the Dean	Communication & Humanities
David Husted	3/31/14	13	Director, Auxiliary Services	Auxiliary Services - Bookstore
Jerrel Reece	5/16/14	25	Professor, Art	Fine Arts

### **2014-3-2 Approval of the Permanent 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 the Board of Trustees had been fully informed and discussed the facts regarding the request to permanently expel a student in executive session. In keeping with FERPA privacy laws, the information could not be discussed in open session.

On motion of Mr. Hardin, seconded by Ms. McCall, the Board of Trustees of Collin County Community College District unanimously approved the permanent expulsion of a student.

### **2014-3-3 Approval of 2013-2014 Mid-Year Budget Revisions**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College approves the 2013-2014 Mid-Year Budget Revisions.

Vice President/CFO Ralph Hall reviewed the 2013-2014 mid-year budget revisions with the Board of Trustees including a summary of the originally approved 2013-2014 Budget and the Revised 2013-2014 Budget for the Current Fund, Auxiliary Fund, Grants and Contracts Fund, and Building Fund.

On motion of Dr. Collins, seconded by Ms. Arias, the Board of Trustees of Collin County Community College unanimously approved the 2013-2014 Mid-Year Budget Revisions as presented. The summary of overall changes proposed is as follows:

	<u>Budget</u>	<u>Revised</u>	<u>Change</u>	<u>% Change</u>
Current Unrestricted Fund	\$130,976,366	\$131,043,577	\$67,211	2.0%
Auxiliary Fund	\$11,118,278	\$10,282,593	-\$835,685	-7.5%
Grants & Contracts Fund	\$40,828,737	\$36,302,536	-\$4,526,201	-11.1%
Building Fund	\$20,652,040	\$15,701,040	-\$4,951,000	-31.5%

In answer to Mr. Wainwright's question regarding loss of revenue in College Bookstores, Mr. Hall said the college had implemented a point of sale system and some vendors were not paid. As a result, some vendors cut the college off and books were not delivered to the bookstores. This issue was corrected and things were straightened out for the spring 2014 semester. Mr. Hall said it was very upsetting to him and something that had never happened before. Trustee Arias commented that she hoped never to see this happen again because it resulted in the students being "dinged" twice, once with books not being available and the second in not having the resulting bookstore profits available for scholarships.

President Israel and Mr. Hall answered Mr. Wainwright's question regarding loss of funding and enrollment resulting from the federal government's decision not to fund Pell grants in the summer. They said that the entire country is down in summer enrollment and there is no way to know if enrollment will be down based on a lack of Pell grant funding. Some students may obtain loans instead or some may not be able to afford summer classes.

In answer to Chairman Hendricks' question regarding a decrease in continuing education tuition and fees, Associate Vice President Stephen Hardy responded that there had been a reduction in the college's TPEG grant of around \$300,000 this year.

**2014-3-4 Approval of New Lab Fees for Fall 2014**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves new labs fees effective fall 2014.

On motion of Mr. Wainwright, seconded by Mr. Hardin, the Board of Trustees of Collin County Community College District unanimously approved new labs fees effective fall 2014 as follows:

BIOL 2420	Microbiology for Non-Science Majors	\$10.00
GISC 1311	Intro to Geographic Information Systems	\$ 5.00

**2014-3-5 Approval of Renewal of Annual Contract with Grant Thornton, LLP as Independent Auditors**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College approves the annual contract with Grant Thornton LLP as the District's Independent Auditor for Fiscal Year 2013-2014 at a cost of \$91,670.00.

President Israel said the total cost includes a three percent (3%) increase from last year as stated in the engagement letter.

On motion of Ms. Wurzman, second of Ms. McCall, the Board of Trustees of Collin County Community College unanimously approved the annual contract with Grant Thornton LLP as the District's Independent Auditor for Fiscal Year 2013-2014 at a cost of \$91,670.00.

Mr. Hall responded to Dr. Collins' question saying that the college has been utilizing Grant Thornton for at least the last six years. President Israel said it is the practice to rotate every three years, but not a policy. Mr. Hall said he understood there might be concern about the auditor establishing a relationship with employees, but that has not been the case. He noted that it takes a new auditor a lot of time to become familiar with the college. Ms. Wurzman mentioned that it might be good to have a new set of eyes, to which Mr. Hall said Grant Thornton does change its audit staff annually just for this purpose. President Israel said it is becoming a narrow field with fewer firms doing large

audits now. Mr. Hardin said he recalled the Budget and Finance Committee having discussion last year that it used to be the practice to change auditors more frequently, but now it is more typical to keep an auditor longer. Chairman Hendricks said the board's job would be to change the auditors if they felt the firm was getting too "cozy", but that was not the case as evidenced from recent special work Grant Thornton had done for the District.

President Israel said the board could direct the administration to insure that if the same audit firm is used that all of the same staff are not used, thus guaranteeing a different and fresh set of eyes are always on the task. He said that could be articulated as the college's practice.

Dr. Collins asked if the finance officers association had a recommendation on this practice. Mr. Hall said he did not know of any recommendation, but that Grant Thornton has done a great job for the District. President Israel said the practice of bringing in new individuals from the audit firm would be communicated.

#### **2014-3-6 Approval of Special Warranty Deed 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 special warranty deeds for struck off properties.

On motion of Mr. Hardin, seconded by Mr. Wainwright, the Board of Trustees of Collin County Community College District tabled consideration on the special warranty deed for struck off property located at 707 Eleventh Street, Plano, Texas and approved the special warranty deed for struck off property located at 605 Howard Street, McKinney, Texas. The motion was approved on a vote of seven (7) for and one (1) recusal. Trustee McCall recused herself from the vote.

The description of the approved property is as follows:

605 Howard Street, Track 247 of the William Davis Survey, Lot 876 of the McKinney Outlots Addition, City of McKinney, Collin County, Texas.

#### **2014-3-7 Approval of Expenditure Reports for February 2014**

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 February 2014.

On motion of Dr. Collins, seconded by Mr. Rodriguez, the Board of Trustees of Collin County Community College District unanimously approved the Expenditure Reports for February 2014 with cash disbursements for the month totaling \$8,480,650.03.

**2014-3-8 Approval of Bid Report for March 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 March 2014.

On motion of Dr. Collins, second of Ms. Arias, the Board of Trustees of Collin County Community College District unanimously approved the Bid Report for March 2014.

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>NEW SOLICITATIONS</b>		
3646	ANNUAL CONTRACT FOR STUDENT ORIENTATION AND STUDENT MANAGEMENT/TRANSCRIPTING SYSTEM  Comevo LLC San Luis Obispo, CA  OrgSync Dallas, TX	\$32,040.00
3665	ANNUAL CONTRACT FOR PAINT AND PAINT SUPPLIES  Lone Star Paint Frisco, TX  Pittsburgh Paint (PPG Architectural Coatings) Plano, TX  Sherwin Williams McKinney, TX	\$34,000.00 (not to exceed)
3666	ANNUAL CONTRACT FOR DATA DISK BACKUP SYSTEM  EST Group, LLC Arlington, TX	\$188,000.00
3671	PURCHASE OF DIMENSION uPRINT SE PLUS 3D PRINTERS  Teaching Systems, Inc. Arlington, TX	\$41,700.00

## CONTRACT RENEWALS

2674	RENEWAL OF ANNUAL CONTRACT FOR HVAC REPAIR, MAINTENANCE, AND INSPECTIONS	\$500,000.00 (not to exceed)
	Trane Service Company Carrollton, TX	
3435	RENEWAL OF ANNUAL CONTRACT FOR COPY PAPER, MISCELLANEOUS PAPER STOCK AND ENVELOPES	\$110,000.00 (not to exceed)
	Western-BRW Paper Company Dallas, TX	
3539	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF BUSINESS CARDS, LETTERHEAD, ENVELOPES, NOTEPADS AND NCR FORMS	\$80,000.00 (not to exceed)
	Business Printing Carrollton, TX	
3545	RENEWAL OF ANNUAL CONTRACT FOR DATA AND VOICE CABLING	\$100,000.00 (not to exceed)
	I dex Global Services, Inc. Richardson, TX	
	TFE Hewitt, TX	
3546	RENEWAL OF ANNUAL CONTRACT FOR ELECTRICAL CONTRACTOR	\$175,000.00 (not to exceed)
	Today's Electric Carrollton, TX	

In answer to Dr. Collins' question regarding Bid 3666, Annual Contract for Data Disk Backup System, Chief Information Systems Officer David Hoyt said that the District buys the backup system and stores it at the Preston Ridge Campus. The main live systems are housed at the Central Park Campus and Courtyard Center. Mr. Hoyt said that for the Banner system, the backup systems are located offsite.

Dean of Academic Affairs Jon Hardesty answered Dr. Collins' question regarding how 3D printers will be utilized (Bid 3671). Dr. Hardesty said the printers would be used in Collin's CAD and engineering programs to give opportunities for students. In answer to Ms. Wurzman's question, he said the printers would be located in secured areas. President Israel discussed how dangerous items such bullets and guns can be made with these types of printers and said he appreciated Dean Hardesty's leadership in securing them.

Chairman Hendricks said the board considers new solicitations and contract renewals each month as it considers the Bid Report. He said would like to have additional information regarding why a contract renewal was being recommended beyond the information currently provided. He gave an example of one renewal that gave the justification of "originally awarded as low bid" and said he would like more information before voting to approve a contract renewal. After some discussion among the board members, President Israel said he would work with Administrative Services to come up with a new information process for the April board meeting. He said if it does not meet the board's expectations, the process can be changed and additional or different information provided in the Bid Report. Dr. Israel said he would work to have the process refined and completed by June.

## **INFORMATION REPORTS**

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

### Budget Status Report as of 02/28/14

For the month ending February 28, 2014, expenditures exceeded revenue by \$5,316,423. However, year-to-date revenue exceeded expenditures by \$48,904,405.

### Investment Schedule as of 02/28/14

Investments for the month of February totaled \$272,020,620 with TexPool and TexStar paying 0.03%. Two Fannie Mae's were paying .12%. The U.S. Treasury benchmark was .02% on February 1, 2014, and .05% on February 28, 2014. Mr. Hall said he had also purchased a short-term certificate of deposit with Bank of America paying .13%.

### Quarterly Investment Report ending 02/28/2014

Since Mr. Hall presents the Investment Schedule monthly, he did not elaborate on the Quarterly Report.

### Summary of Foundation Payments to the District 12/13 – 02/14

Foundation payments to the District for the quarter December 2013 through February 2014 totaled \$6,975. Year-to-date payments totaled \$17,937.

## **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. The Commission on Dental Accreditation has granted Collin's Dental Hygiene program the accreditation status of "approval without reporting requirements." The next site visit for the program will be in 2020. We appreciate the hard work and leadership of Vice President/Provost Sherry Schumann, Dean Abe Johnson, Program Director Susan Moss, and the faculty and staff of the program.
2. The Public Relations and College Development Department has won a Bronze Award from the National Council for Marketing and Public Relations (NCMPR) in the Fundraising Campaign category for "Stetson & Stiletto Standoff 2013." This is the first Paragon award we have received for a Collin College Foundation fundraising project. The Paragon Awards is the only national competition of its kind because it honors excellence in marketing and public relations at community colleges exclusively. There are nearly 1,600 members of NCMPR, and this year there were 1,865 entries in the 50 categories. We appreciate Vice President Lisa Vasquez and her staff for their outstanding work.
3. Congratulations to Michelle Millen, Director of Health Information Management, who was appointed to the Council for Excellence in Education (CEE). This is a prestigious national appointment and a significant accomplishment for Michelle and Collin College. The mission of the CEE, founded by the late Admiral Hyman Rickover, is to nurture high school and university scholars to careers of excellence and leadership in science, technology, engineering, and mathematics (STEM) and to encourage international collaboration between and among leaders in the global community.
4. Eight of the continuing education Nurse Aide Training students took and passed the national exam in December. Collin maintains a 100% pass rate since the new curriculum went into effect September 1, 2013. National pass rate was 50.6% in December. Kudos to Vice President Brenda Kihl, Associate Vice President Stephen Hardy, and the instructors and staff of Collin's Continuing Education Division.
5. Collin College had two poster presentations accepted for the Texas Academy of Science meeting in Galveston on March 6-8. *Escherichia Coli Starvation Induced L-Form Morphology and Cell Division* by student Eugene Johnson and Professors Bridgette Kirkpatrick and Jon Lawson, and *Barcoding commercially available fish specimens for possible misrepresentation and substitution* by students Hannah Zoorob and Cristy Guizar with Professor Chris Doumen. The posters were displayed in the boardroom during the board meeting.
6. At the joint 2014 Annual Conference of Sigma Tau Delta (English Honor Society for 4-year colleges) and Sigma Kappa Delta (English Honor Society for 2-year colleges), two Collin students received awards. Avery Wood's short story titled, "Because I Drew Him from the Water," received the Sigma Kappa Delta Award for the best presentation on the 1924 Anniversary Theme. He received a perfect score



of 500 on his work, which has never happened for a Sigma Kappa Delta (2-year college) student. Caitlynn Hughes received first place in the creative nonfiction category for her short work "To the Cross at Trinity Mills." Students from both community colleges and universities competed in this category. Avery and Caitlynn received monetary awards, and their work will be published in Sigma Kappa Delta's national literary journal, *Hedera helix*. We appreciate the leadership of Sigma Kappa Delta faculty advisors Dr. Lauryn Angel-Cann, Dr. Julie Sears, and associate professor Michael Baker.

7. Director of Engineering Technology, Dave Galley, was presented with "The Wylie Way Award" by the Wylie ISD Board of Trustees on February 24 for his work on technical dual credit pathways that prepare Wylie children for prosperity with college and career awareness and readiness. Congratulations to Dave Galley and thank you also to Dr. Hardesty for his support of the dual credit STEM programs.
8. Central Park Campus Reference Librarian Lisa Huang has been named a Rising Star and accepted into the Rising Star Program of the Medical Library Association. She is the only community college librarian to receive the award. The one-year leadership program was developed for members who are interested in leadership roles in the association.
9. For the third time, Collin College's Wellness Program has been recognized by the American Heart Association with its Fit-Friendly GOLD Standard Award. The award is given for worksites that fulfill criteria such as offering employees physical activity support, increasing healthy eating options at work and promoting a wellness culture. Also, and again for the third time, Collin is receiving the AHA's Innovation Award for achieving all criteria for gold-level recognition and developing and implementing an innovative program in the workplace. This year's innovation was for distinguished wellness seminars and lectures. We appreciate Dr. Linda Muysen for her great leadership of the wellness program.
10. The Texas Comptroller's office has awarded Collin College with its Platinum Transparency Award. Collin is the only college or university in Texas to receive the award this year. Last year, the District received a Gold Award (then the highest level). A platinum level was added this year for those organizations that went above the gold standard in meeting transparency requirements. We appreciate the Board of Trustees, Collin's Leadership Team especially Ralph Hall and his colleagues and all those involved in our day-to-day operations for helping the District achieve this award.

**The Board announced the following:**

Trustee Wainwright congratulated the faculty on their new contracts and urged them to continue to do what they are doing.

Trustee Wurzman echoed Mr. Wainwright's comments and added her appreciation.

Trustee Collins said he read the board reports for faculty and all the data. He thanked the faculty for their work and said they are important to the District's work.

Trustee McCall agreed with Dr. Collins' comments.

Trustee Rodriguez said he was impressed in reading the board reports on the outstanding faculty at Collin College . He said what faculty are doing in the classroom and community is outstanding and he is amazed at what the faculty, administrators and staff accomplish each month.

Trustee Hardin asked if the college was the only entity to receive the State Comptroller's Platinum Transparency Award. President Israel said Collin was the only college or university in the state; however, several local entities also received it such as the city of McKinney, Frisco ISD, Wylie ISD, Collin County, Richardson ISD and others within the region. Mr. Hardin congratulated Dr. Israel, Mr. Hall and his staff saying this is a big deal.

Chairman Hendricks said if he had a hat, he would take it off to Mr. Hall and his staff. He said that the board is not criticizing when it wants more information or changes; it is only working to make things better. The reason the college receives awards and the work that goes into those awards do not go unnoticed. Chair Hendricks said the board appreciates the work of the faculty, administrators and staff and the time everyone puts into it. The information presented at the board meetings is the only way the board can see what is being done.

## **ADJOURNMENT**

There being no further business, Chairman Hendricks adjourned the March 25, 2014, meeting of the Board of Trustees of Collin County Community College District at 8:38 p.m.