

**CCCC BOARD OF TRUSTEES
MEETING MINUTES
February 18, 1997**

PRESIDING: Carey Cox, Chairman

PRESENT:	Glenn Justice	Sue Olivier
	Gary Harris	Margaret Reynolds
	Sam Roach	E. T. Boon (Executive Session)
	Tino Trujillo	Bob Collins

CALL TO ORDER

Chairman Cox called the February 18, 1997 meeting of the Collin County Community College Board of Trustees to order at 6:00 p.m.

EXECUTIVE SESSION

In accordance with Article 551.001, Texas Government Code, the board recessed to Executive Session.

OPEN SESSION

The board reconvened in Open Session at 7:08 p.m.

CERTIFICATION OF THE NOTICE OF THE FEBRUARY 18, 1997 MEETING OF THE CCCC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the February 18, 1997 CCCC Board of Trustees meeting was posted according to Section 551.001 of the Texas Government Code.

APPROVAL OF THE JANUARY 28, 1997 BOARD OF TRUSTEES MEETING MINUTES

Motioned by Gary Harris and seconded by Margaret Reynolds, the board unanimously approved the January 28, 1997 Board minutes as presented in public hearing.

97-2-1

PERSONNEL REPORT FOR FEBRUARY

Upon motion of Sam Roach and seconded by Bob Collins, the Personnel Report for February was unanimously approved as presented in public hearing.

NEW PERSONNEL

Ms. Janice K. Murray (Dallas, TX) as Instructional Associate

Ms. Susan Nethery (Denton, TX) as Coordinator, Career Development
Mr. Bruce G. Weaver (Richardson, TX) as Police Training Officer
Ms. Marilyn S. Wilson (Dallas, TX) as Computer Lab Supervisor

RESIGNATIONS/TERMINATIONS

Don Hopper	Plant Operations	2/5/97
Jonathan Chrisawn	ALC	2/7/97
Angela Greffenreid	ALC	2/7/97
Damon Polk	Continuing Education	2/7/97
Rosalie Stephens	Business Office	1/31/97

97-2-2

APPROVAL OF TAX ABATEMENT FOR BAIN-HONAKER HOUSE, FARMERSVILLE, TEXAS

Upon motion of Sue Olivier and seconded by Gary Harris, the board unanimously approved an historical tax abatement as recommended by the Farmersville Historical Society for the Bain-Honaker House, located at 108 College Street in Farmersville, be granted.

The Bain-Honaker House, built in 1865, is being used as a museum and education facility for school children and has been exempt from county, city and CCCC taxes since January 1, 1990. This request is in compliance with the tax abatement policy for historical districts approved by board action on September 20, 1988.

97-2-3

APPROVAL OF COLLIN COUNTY LAW ENFORCEMENT ACADEMY FEE SCHEDULE

Upon motion of Margaret Reynolds and seconded by Gary Harris, the board unanimously approved the fee schedules for the Collin County Law Enforcement Academy as presented in public hearing.

Dr. Anthony stated that fees for continuing education, non-credit tuition, must be approved by the board. Glenn Justice asked Dr. Anthony to further explain this approval process. Dr. Anthony said that credit tuition is approved as part of the budget process, non-credit courses can vary from semester to semester and require course by course approval.

97-2-4

CONSIDERATION AND APPOINTMENT OF A MEMBER TO THE PROPOSED FRISCO TAX INCREMENT REINVESTMENT ZONE #1 BOARD OF DIRECTORS

Upon motion of Bob Collins and seconded by Tino Trujillo, the board appointed Sam Roach to serve on the proposed Frisco Tax Increment Reinvestment Zone #1 Board of Directors. Sam Roach abstained from the vote and asked Ron Patterson if he saw any conflict of interest since

he also serves on the Frisco Economic Development Corporation. Ron Patterson replied he saw no conflict.

This appointment does not commit the district to participation but simply allows the Ordinance, which will create the TIRZ, to be drafted reflecting the board member representing CCCC. The participation agreement will be presented to the CCCC board for approval at the March 25, 1997 meeting.

97-2-5

APPROVAL OF AAS DEGREE IN HOTEL/HOSPITALITY MANAGEMENT

Upon motion of Tino Trujillo and seconded by Bob Collins, the board unanimously approved the Associate of Applied Science Degree in Hotel Management. This approval is part of the requirement to obtain approval from the Texas Higher Education Coordinating Board.

Dr. Steve Ellis introduced Dr. Lillie Palmer and Dr. Barbara Eubanks who put this program together. Dr. Eubanks answered questions of the board members. She reported that day classes are part of a special admissions program. Students must qualify academically and be willing to commit to a block schedule of courses. CCCC will accept up to 38 students in the day program. Night classes are open to provide a flexible schedule and is primarily designed for persons currently employed in the hospitality industry. Twenty key industries are on the advisory board of this program and have promised they have a place for all our students. Fourteen new courses will be offered.

97-2-6

CHANGE ORDER TO CANCEL BID #981 - ANNUAL CONTRACT FOR SECURITY GUARD SERVICE

Upon motion of Sam Roach and seconded by Gary Harris, the board unanimously approved the Change Order canceling Bid #981 - Annual Contract for Security Guard Service: Courtyard and Spring Creek Campuses, Plano, TX, Central Park Campus, McKinney, TX, and Preston Ridge Campus, Frisco, TX.

Ameritex Guard Services has not provided a level of service that is acceptable to the Collin County Community College District. The service is being rebid under Bid #1012 and will go to the March Board. In response to Glenn Justice's question, Ralph Hall reported that the contract had a cancellation clause.

97-2-7

APPROVAL FOR AN ADDITIONAL \$8,561 RELATED TO THE INTERLOCAL AGREEMENT WITH THE CITY OF PLANO FOR AUTOMATED LIBRARY

Upon motion of Glenn Justice and seconded by Bob Collins, the Board of Trustees approved the following increase to the Interlocal Agreement with the City of Plano for Automated Library

System.

SHARED MAINTENANCE increase	\$ 189
SYSTEM ADMINISTRATION omitted	<u>\$8,372</u>
TOTAL ADJUSTMENT	<u>\$8561</u>
TOTAL FIRST YEAR COST PREVIOUSLY APPROVED	<u>\$187,251</u>
REVISED FIRST YEAR COST	<u>\$195,812</u>

The administrative costs were omitted from the Interlocal Agreement approved at the January 28, 1997 board meeting. These administrative costs cover the salary of a City of Plano employee so that we can have total access to the system.

97-2-8

APPROVAL OF BIDS

Upon motion of Tino Trujillo and seconded by Sam Roach, the board unanimously approved the following bids:

BID #	DESCRIPTION	AMOUNT
1008	ANNUAL CONTRACT FOR MISCELLANEOUS PRINTING SERVICES Alpha Graphics Plano, TX Section: I, II, III, IV, V, VI VII, VIII, IX, X, XI, XII Low bid.	\$43,000.00 (Estimated)
1010	DENTAL HYGIENE LAB EQUIPMENT Dentsply, Inc. Elgin, IL Item: 7 Low bid. All remaining items will be deferred for further evaluation.	\$15,467.20

97-2-9

APPROVAL OF EXPENDITURE REPORT FOR JANUARY

Upon motion of Bob Collins and seconded by Margaret Reynolds, the board unanimously approved the expenditure report for January as presented in public hearing.

INFORMATION REPORTS

Budget Status Report, 1/31/97 - Ralph Hall reported that the budget is tracking where it should be. He said the board will be asked to approve mid-year budget revisions at the March 25, 1997 board meeting.

Investment Schedule 1/31/97 - Ralph Hall gave a brief investment report. He stated that market value exceeds book value.

City of Frisco Proposed Tax Increment Reinvestment Zone - Ron Patterson, City of Frisco, and David Medanich made a formal presentation on the proposed Tax Increment Reinvestment Zone #1-- what it is, how it will work and what it will provide. This is not a tax abatement. In this case we will continue to collect what we are currently collecting in property taxes. In the future the value will become locked in -- what it is today. As property values increase, that additional income will go into a TIF. CCCC's participation in the TIF will allow us to do more projects in a more timely way.

Construction Update - Phil Mein was present to give the construction update and distributed the latest photos of the physical education/natatorium facility.

Comparison of CCCC with other Texas community colleges - Dr. Anthony reported that CCCC ranks 10th in enrollment headcount, 11th in contact hours, 35th out of 50 in in-district tuition and 36th out-of-district (well below medium for Texas). CCCC also ranks 7th in assessed value and our M&O tax rate is 42nd out of 50. Our total tax rate is 37th. The amount of revenue generated from property taxes ranks us in 8th place and we rank 11th in state aid.

Sam Roach thanked Dr. Anthony for giving the board this information -- it is a good benchmark. He said it is good to compare us with other community colleges in the state.

Carey Cox commented that he thought we should look into getting additional out-of-state students since their tuition rate is considerably higher.

Dr. Anthony remarked that we also need to look at out-of-district and in-district tuition rates.

Curriculum Development - Dr. Barbara Eubanks, during her sabbatical leave, worked on curriculum development. Her research led to the development of a Curriculum Development Management Manual that was distributed to all community colleges in Texas.

ADJOURNMENT

Chairman Cox called the February 18, 1997 meeting to a close at 8:10 p.m.