

February 22, 2000

PRESIDING: Carey Cox, Chairman

I. CALL TO ORDER

II. CLOSED SESSION

III. OPEN SESSION

CERTIFICATION OF THE NOTICE OF THE FEBRUARY 22, 2000 MEETING OF THE CCCC BOARD OF TRUSTEES

APPROVAL OF THE MINUTES OF THE JANUARY 25, 2000 CCCC BOARD OF TRUSTEES MEETING

IV. AGENDA ITEMS

APPROVAL OF PERSONNEL

Board of Trustees Meeting
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2000-2-1a**Personnel Appointments**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve the following personnel appointments.

Discussion: President Israel pointed out that the most of the appointments are replacements and the new positions are grant positions.

NAME	TITLE	REASON	DATE
Diana Lopez-Axhelm	HR Asst. I	R-M. Ortiz	02-14-00
Jean L. Burt	ACTS Program Coordinator	N (Grant)	02-14-00

2000-2-1a**Personnel Appointments (Continued)**

NAME	TITLE	REASON	DATE
George "Lynn" Franklin	Dir., Media Services	R-P. Leitner	02-14-00
Sara A. Franklin	Lab Assistant III Biotechnology & Environmental Tech.	N	01-26-00
Marylou Hagan	Executive Assistant VP Adm. Services	R. B. Corner	02-07-00
James A. Innis	Curriculum & Instructional Designer	N (Grant)	02-14-00
Mark Maldonado	Media Tech Specialist	R-K. Henard	01-25-00
Heather L. Tullock	Secretary I, Student Development	N-LFT	02-03-00
David J. Turner	Admissions & Records Assistant I	R-L. Kellum	02-02-00

2000-2-1b**Promotions, Laterals and Changes**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve the following promotions, laterals and changes.

Discussion: President Israel spoke about the district-wide promotion of Barbara Money to the position of Dean of Students. He commented that this is a tough job but Ms. Money has the right credentials and she will make a fine dean.

NAME	TITLE	REASON	DATE
Dawn Alexander	Advisor, Learning Disabilities	Promotion	02-11-00
Terrence Brennan	Advisor	Return to Previous pos.	02-02-00
Kevin Henard	Distance Learning Tech.	Promotion	02-14-00
Lillian Meason	Int. Registration Specialist	R-H. DeLuna Promotion	02-02-00
Barbara Money	Dean of Students	R-S. Ferguson Promotion	02-23-00

Kenneth Neal	Facility Plant Operations Manager	Promotion	02-02-00
Millie Ortiz	Human Resource Asst. I	Promotion	01-31-00
Judy Webster	Executive Secretary	Promotion	01-25-00
		R-A. Reynolds	
Bridget Wrenn	Payroll Asst. I	Promotion	02-03-00
		R-H. Brower	

2000-2-1c

Multi-year faculty contracts

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve granting multi-year contracts to faculty.

Discussion: President Israel explained that multi-year contracts are granted for five, four or three years depending on length of employment. He continued that CCCC is fortunate to have such quality faculty. He pointed out that the new format of listing faculty college service as well as outside work in addition to their educational credentials. Dr. Boon said he appreciated the new format. Before I didn't know all that was going on... "We have some super people." Mr. Roach agreed. He said he liked the new format, especially the professional development. "We knew good things were happening, now we know what they are."

FIVE-YEAR CONTRACTS:

<u>NAME</u>	<u>DIVISION</u>	<u>DISCIPLINE</u>
Luther L. Akins	Fine Arts	Art
Rodney D. Boyd	Humanities & International Studies	Humanities
Barbara Devitt	Social Science, Health & Public Services	Nursing
Judy Etchison	Business & Computer Science	Computer Science
Dr. Rosemary Karr	Developmental Education	Dev. Mathematics
Dan A. Lipscomb	Social Science, Health & Public Services	Psychology
Teddie R. McFerrin	Humanities & International Studies	English
Mary Milford	Business & Computer Science	Real Estate
Hazel Phillips	Developmental Education	Developmental Writing
Dr. C. Nelson Rich	Math & Natural Science	Biology
Lawrence Stern	Social Science, Health & Public Services	Sociology
Dr. Samuel K. Tullock	Social Science, Health & Public Services	History
Byrd M. Williams	Fine Arts	Photography
Estelita Young	Humanities & International Studies	Spanish

FOUR YEAR CONTRACTS:

<u>NAME</u>	<u>DIVISION</u>	<u>DISCIPLINE</u>
Robert M. Benevides	Social Science, Health & Public Services	Psychology
Pamela K. Gaiter	Social Science, Health & Public Services	Sociology
Nicholas E. Geller	Math & Natural Science	Mathematics
Frozina Goussak	Humanities & International Studies	Spanish
Ceilidh Charleson-Jennings	Humanities & International Studies	Speech Communications
Dr. C. Frederick Jury	Math & Natural Science	Chemistry
David M. Najjab	Fine Arts	Applied Graphic Design
Carolyn E. Perry	Humanities & International Studies	Humanities
Lynda M. Pesta	Social Science, Health & Public Services	Nursing
Bob Sherard	Social Science, Health & Public Services	Emergency Medical Tech.

Mary Jane Tobaben
Dr. Mary T. Weis
Cathy Donald-Whitney

Business & Computer Science
Math & Natural Science
Math & Natural Science

Office Administration
Biology
Biology

THREE-YEAR CONTRACTS:

<u>NAME</u>	<u>DIVISION</u>	<u>DISCIPLINE</u>
Dr. Robert Forrester	Math & Natural Science	Geology
James G. Galloway	Math & Natural Science	Mathematics
Wendy A. Gunderson	Social Science, Health & Public Services	History
Teresa L. Harlow	Business & Computer Science	Computer Science
David C. Johnson	Business & Computer Science	Computer Science
Dr. Linda C. Keith	Social Science, Health & Public Services	Political Science
Craig S. Leverette	Health Sciences & Physical Education	Physical Education
Danielle M. Levesque	Social Science, Health & Public Services	Dental Hygiene
Thomas M. Mobley	Engineering Technology	Electronics Technology
Diana M. Sage	Humanities & International Studies	Speech
Alan D. Sauter	Developmental Education	Dev. Mathematics
Sherry L. Schumann	Health Sciences & Physical Education	Dance/Physical Education
Charles Stephens	Business & Computer Science	Computer Science
Shirley H. Terrell	Developmental Education	ESL
Kim Washington	Social Science, Health & Public Services	Nursing
Henry L. Whalen	Humanities & International Studies	Interpreter Preparation
John P. Wilkins	Engineering Technology	Electronics

2000-2-1d

Acceptance of Resignation

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District accept the letter of resignation from Dr. Steve E. Ellis effective August 31, 2000.

Discussion: Dr. Boon told Dr. Ellis his friendly and professional presence would be missed at the Board meetings. Mr. Justice agreed. Chairman Cox noted Dr. Ellis' fine contribution to the college.

2000-2-1e

Termination/Resignations

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approved the following Termination List:

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>DEPARTMENT</u>
Holly Brower	02/04/00	Payroll
LaTonya Drayden	02/07/00	Administrative Programming
Kidisti Asfaha	02/15/00	Payroll
Billie Elliott	02/18/00	Fine Arts
Jeffrey Watson	02/18/00	Media Services

2000-2-2

Participation in Cooperative Purchasing Network

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the participation of Collin County Community College District in the

Texas Community College Cooperative Purchasing Network and sign the attached Resolution approving participation in an Interlocal Agreement between Collin County Community College District (CCCCD) and the Texas Association of Community Colleges. Membership in this cooperative purchasing network for Texas community colleges will give CCCCCD the advantage of a combined purchasing power with all member Colleges, which will give CCCCCD:

1. Substantial reduction in the cost of goods and services,
2. More efficient personnel utilization and operational savings by having fewer bids,
3. Greater assurance of higher quality goods and services, and
4. Improved delivery and vendor response.

The resolution was moved by Mr. Roach, seconded by Ms. Bauge, and unanimously approved by voice vote.

2000-2-3

Letter of Agreement with City of Plano

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve, in lieu of an Interlocal Agreement, the attached signed letter wherein the City of Plano commits to the payment of \$200,000 toward the construction of three (3) tennis courts at the Spring Creek Campus of CCCCCD as part of the twenty year Plano Tax Increment Financing Reinvestment Zone Number One. These tennis courts would be available for community use.

The resolution was moved by Ms. Reynolds, seconded by Ms. Bauge, and unanimously approved by voice vote.

2000-2-4

Plano Balloon Festival Agreement

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the Plano Balloon Festival (Festival) Agreement between Collin County Community College District (CCCCD) and the City of Plano (City).

The City and the College District have agreed that a portion of the 2000 Plano Balloon Festival will take place on the college property at the Spring Creek Campus. The City will provide City personnel, under the direction of the City Manager, for various support services on CCCCCD property at no cost to the college. The Interlocal Agreement between the entities does not include any work other than that required for the festival.

The resolution was moved by Ms. Bauge, seconded by Mr. Roach, and unanimously approved by voice vote.

2000-2-5

Training Related to Public Funds Investment Act

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the following entities for providing training related to the Public Funds Investment Act.

- The Texas Higher Education Coordinating Board.
- Center for Public Management/University of North Texas.
- Government Finance Officers Association.
- Government Treasurer's Organization of Texas.

The resolution was moved by Mr. Roach, seconded by Mr. Justice, and unanimously approved by voice vote.

2000-2-6

Resolution Ordering General Election

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve a resolution ordering a general election for the purpose of electing three (3) members of the Board of Trustees of Collin County Community College District in Trustee Places 4, 5, and 6; defining voting precinct boundaries as the same as defined by the Independent School Districts; designating location of polling places; providing for early voting; setting a time for canvassing of election returns; authorizing publication of this resolution; and stating other items necessary to the election process.

The resolution was moved by Mr. Justice, seconded by Ms. Bauge, and unanimously approved by voice vote.

2000-2-7

Appointment of Deputy Election Secretary

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District appoint Judy LaGrone to serve as Deputy Election Secretary for the purpose of conducting the May 6, 2000 election for Trustee Places 4, 5 and 6.

The resolution was moved by Mr. Roach, seconded by Ms. Bauge, and unanimously approved by voice vote.

2000-2-8

Appointment of Chief Deputy Early Voting Clerk

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District appoint Sharon Rowe, Collin County Elections Administrator, as the Chief Deputy Early Voting Clerk for the May 6, 2000 Trustee Election.

The resolution was moved by Ms. Bauge, seconded by Ms. Reynolds, and unanimously approved by voice vote.

2000-2-9

Nextel Communications Lease Agreement

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the execution of the Communications Site Lease Agreement (Building) between Nextel Communications and Collin County Community College District for lease of space on roof of the Courtyard facility to erect, maintain and operate radio transmitting and receiving antennas for the sum of \$1,500.00 monthly.

The initial term of this Lease shall be five (5) years commencing on or about July 1, 2000, and terminating on the fifth anniversary unless otherwise terminated. Lessee shall have the right to extend the primary term for five successive five-year periods with a 15% escalation of rent over the previous primary term or extended term for a total of thirty years (30). This Communications Site Lease Agreement may be terminated by either party on 30 days written notice.

The resolution was moved by Mr. Roach, seconded by Ms. Reynolds, to approve the resolution subject to the following: (1) certification by structural engineer that the roof and building can support the additional structure and weight and (2) if required, a Special Use Permit from the City of Plano. The motion passed with Board member Cindy Bauge abstaining from the vote. Ms. Bauge is a member of the Plano Planning and Zoning Board and this matter may come before this board.

Discussion: Mr. Justice inquired if this agreement is just for Nextel use. Mr. Hall said he would look at the agreement. President Israel noted that this brings in additional revenue that can be used in other areas of the College.

2000-2-10

Expenditure Reports for January

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

The resolution was moved by Ms. Reynolds, seconded by Dr. Boon, and unanimously approved by voice vote.

Landscaping Costs: President Israel addressed the concerns brought forward by Mr. Justice regarding high landscaping costs. He agreed that these costs are very high and that we need to look at planting appropriate shrubs and trees that are hardy and indigenous to the area. Landscaping planting and maintenance are expensive. We need to look at ways to be more cost effective. Mr. Justice asked that a team be formed to review landscaping costs at CCCC.

Chairman Cox commented that Board members might need to be involved in the needs assessments at an earlier point. If board members are in on the “whys” in the first place, expenditures reports, etc., would become more than just dollar signs on a piece of paper.

President Israel agreed with Chairman Cox and said he is looking at a new model where Board members are more involved. A new process so that in the end we do not make mistakes—a process that sets priorities with set amounts of public dollars. President Israel reported that at the request of the Board, we are putting together a three-year budget that will help us make better decisions for the future.

Storage Building: Mr. Justice questioned the purpose and cost of the storage building being constructed at the Central Park Campus. In response, he was told that this storage facility was first approved by the Board as part of the Central Park Campus master plan and as a bid item with the computer lab. Mr. Justice asked his fellow Board members to look at this building.

President Israel said that the strategic planning process, along with the development of a master operational plan, would delineate where we are spending and prioritizing our money. Then it will be up to the Board to decide if this is where we want to go.

2000-2-11

Approval of Bids

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

The resolution was moved by Mr. Roach, seconded by Mr. Justice, and unanimously approved by voice vote.

1554	<p>ANNUAL CONTRACT FOR TEMPORARY PERSONNEL Allen Personnel Allen, TX</p> <p>Primary Contract, Admissions and Records, Sections I, II, III, and IV Primary Contract, Bookstore, Sections V, VI, VII, and VIII Secondary Contract Other, Clerical, All Campuses</p> <p>Temporaries of McKinney McKinney, TX</p> <p>Secondary Contract, Bookstore, Sections V, VI, VII, and VIII Primary Contract, Ground Maintenance Workers, Section IX Primary Contract, Other, Clerical for All Campuses</p> <p>Kelly Services Plano, TX</p> <p>Primary Contract, Section VIII - Information Technology</p> <p>Today's Staffing Dallas, TX</p> <p>Secondary Contract, Admissions and Records, Sections I, II, III and IV Best offer.</p>	<p>\$534,000.00 (Estimated)</p>
1590	<p>FOUR MASONRY MONUMENT SIGNS Reject all bids due to budget constraints.</p>	
1591	<p>ANNUAL CONTRACT FOR PRINTERS, SCANNERS & FAX MACHINES HIED, Inc. Richardson, TX Item: 30</p> <p>Firstsource.Com Santa Ana, CA Item: 2, 6, 7, 8, 9, 10, 11, 13, 14, 17, 18, 19, 20, 23, 24, The Logic Approach Austin, TX Item: 21</p> <p>PC Connection Merrimack, NH Item: 3, 4, 5, 12, 15, 16, 25, 26, 27, 28 Low bid or low bid meeting specs.</p>	<p>\$ 60,000.00 (Estimated)</p>

Item: 1, 22, 29 discontinued.

Item: 31 was a tie bid. Vendor will be determined by a public drawing.

INFORMATION REPORTS

1. Budget Status Report as of 01/31/00. Mr. Hall, Vice President for Administration, reported that expenditures are coming in as they should and revenues exceed expenditures by over \$12 million because of tax revenues being received in December and January. Mr. Hall noted that we would be coming to the April board meeting with mid-year revisions to the budget.

President Israel said that due to the increase in enrollment, we have additional staff costs. We are up 5% in headcount and 6.1% in contact hours.

2. Investment Schedule as of 01/31/00. Mr. Hall reported that TexPool is paying 5.5% and agencies are paying between 5.75% and 5.78%. Building Fund and General Obligation are invested with TexPool and Revenue Bonds with agencies.
3. Summary of Foundation Payments to the District, 01/31/00. During the month of January the college district received \$250 for scholarships and \$30,180 in program support.
4. President's Report.
 1. A meeting is scheduled for Friday, Feb. 25, at 2:00 p.m. with prospective demographers to discuss the Board's desires for their pre-master planning demographics. E. T. Boon and Sam Roach will be attending. All Board members are welcome.
 2. Former CCCCD Theatre student Matt DeVinney will be appearing on Comedy Centrals "Upright Citizens Brigade" on Feb. 28 and March 6. Again, congratulations to Brad Baker on his great theatre department.
 3. Great things happening at CCCCD:
 - a. Dr. Toni Jenkins has been working on our developing a new Alternative Teacher Certification Program. She met with representatives from area ISD's and everyone is very excited about this new program. Toni and Paula Roman are working on a grant from the Texas Higher Education Coordinating Board to help fund this new program.
 - b. CCCCD's E-Commerce Certificate Program is complete and ready to go in the catalog for fall. Students who complete this one-year certificate program will be able to start their own E-commerce business and do everything via the Internet from ordering to delivery.
 - c. Good News . . . Pre-Professional programs (Pre-Law, Pre-Business, Pre-Education, Pre-Med, Pre-Dent, Pre-Pharmacy, Pre-Chiropractic, and Pre-Engineering) will be included, for the first time, in the Fall schedule. We are also devoting an entire section of CCCCD's Catalog to transfer and pre-professional programs. Everything listed would aim students to a four-year degree.

- d. To keep in tune with technology we are renaming two programs: Business Multi-Media program is changing its name to E-Business Media and Office Administration is changing to Office Systems Technology.
 - e. After three years of hard work, all of our technical courses are now in the Workforce Education Course Manual (WECM). WECM identifies the collection of the technical courses available to community and technical colleges across the state. These courses, which were prepared by experienced faculty from institutions across Texas and then reviewed by faculty at all colleges, are pre-approved by the Coordinating Board and are ready for deliver.
- 4. Congratulations to Martha and Glenn Justice. They were featured in a wonderful article in the *Plano Star Courier*.
 - 5. Sam Roach has filed for re-election to Place 4.

ADJOURNMENT: Chairman Cox adjourned the February 22 Board meeting at 8:15 p.m.