

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING**

May 22, 2001

Minutes

PRESIDING: Sam Roach, Chairman

PRESENT: Cindy Bauge
J. Robert Collins
Brenda Goodell
Glenn Justice
Tino Trujillo

CALL TO ORDER

Chairman Sam Roach called the May 22, 2001 regular meeting of the Board of Trustees of Collin County Community College District to order at 6:00 p.m. The meeting was held at the Courtyard Center, 4800 Preston Park Blvd., Plano, Texas 75093. The Board recessed to closed session as authorized by Article 551.001, Texas Government Code.

OPEN SESSION

Chairman Roach reconvened the meeting at 7:30 p.m. and called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE MAY 22, 2001 MEETING OF THE CCCC
BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the May 22, 2001 CCCC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

Chairman Roach welcomed everyone. Mr. Roach said that prior to recessing into Executive Session, the Board called Carey Cox who has been hospitalized for over 5 weeks. Mr. Roach remarked that Mr. Cox sounded good and has a very positive attitude. He said Carey is looking forward to getting back to work on the Board and conveyed his good wishes to everyone at CCCC.

**APPROVAL OF THE MINUTES OF THE APRIL 24, 2001 CCCC BOARD OF TRUSTEES
MEETING**

A motion by Mr. Justice, seconded by Mrs. Bauge, to accept the April 24, 2001 Board meeting minutes as presented in open session, was unanimously approved.

PRESENTATIONS

Dr. Kappus, Vice President for Academic Affairs, introduced Dr. Michael Bell, Dean of the Learning Resource Center, and Mr. John Mullin, Director of the Teaching and Learning Center. Dr. Bell began by giving a brief overview of the Teaching/Learning Center. The Teaching/Learning Center was developed to give one-on-one assistance to faculty for developing materials for classroom teaching. Four graduate students from the University of North Texas staff the Center, under the direction of John Mullin. To date, they have helped over 70 faculty and produced several hundred projects for classrooms and the Web.

Mr. Mullin introduced a video about the Center that was produced by Mr. Mack, one of the UNT graduate interns. Following the video Mr. Mullin spoke briefly about the Center. He reported that during Spring 2000, we had 500 on-line students and during Spring 2001, the number increased to 800 on-line students—an enormous growth. President Israel interjected that there is one problem with distance education—it is extremely time consuming. That is why many colleges and universities are gravitating towards Instructional Designers. It is important that we concentrate on all types of learners and grow this Center across the district.

President Israel offered his appreciation to the group for all their hard work. Chairman Roach agreed and commented about how innovative and creative this program is—very exciting.

ERICSSON GIFT

President Israel announced that Ericsson is giving the College District \$45,000 as a major sponsor of our summer Tech Camp. We would not have been able to hold this camp without this generous donation from Ericsson.

AGENDA ITEMS

2001-5-1a, b, c, d, e

PERSONNEL REPORTS

The resolution to approve the personnel reports for May 22, 2001 was moved by Mr. Trujillo, seconded by Dr. Collins, and approved by all Board members present.

1a. NEW FACULTY:

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

NAME	TITLE	REASON	DATE
Gordon McNorton	Professor, Computer Science	R-L. Hunt	08/15/01
Kristen Streater	Professor, History	Fellowship to Full Time	03/28/01

1b. NEW PERSONNEL

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

NAME	TITLE	REASON	DATE
James Berry	Computer Lab Supervisor, PRC	R-H. Webb	05/14/01
Christopher Brant	Information Center Assistant, SCC	R-M. Franus	05/14/01
Jill Braziel	Division Secretary, Provost, CPC	R-S. Thetford	05/07/01
Rosanne Ciccio	Director of Science Lab Complexes	R-T. Butler	06/04/01
Crystal Ellis	Secretary I, Financial Aid CPC & PRC	New	05/08/01
Betsy Hoekzema	Grant Assistant, Workforce Training Consortium	R-G. Daniel	05/15/01
Tom Mokake	Secretary I, Provost/Associate Faculty, SCC	R-M. King	05/14/01
Brian Pace	ALC Assistant, SCC	R.-L. Ivey	05/15/01
Sarah Perrone	Admissions/Records Assistant I	R-S. Simon	04/30/01
Tatiana Shehadeh	Academic Advisor, SCC & PRC	New	05/14/01

1c. PROMOTIONS/LATERALS/CHANGES

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the following promotions/laterals/changes:

NAME	TITLE	REASON	DATE
Brandon Aldrich	Coordinator of Fitness Facilities, PRC	L/R-L. Spivey	04/16/01
Carie Andrews	Advisor, SCC	Promotion	05/02/01
Sonia Castillo	Student Development Spec.	P/R-S. Jeffrey	05/07/01
Keith Tolleson	ALC Assistant, CPC	LFT to full time	05/14/01

1d. TERMINATIONS/RESIGNATIONS

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the terminations for May 2001:

NAME	LAST DAY	DEPARTMENT
Jayne Littleton	4/27/01	Division Secretary, PRC Eng. & Tech
Ben Wilcox	5/11/01	Professor, Legal
Greg Ozbirn	5/11/01	Temporary F/T Professor Eng. & Technology
Billy Joe Chilson	5/11/01	Temporary F/T Professor Bus. & Comp. Science
Steve Fleming	5/14/01	Operator/Maint. Tech Plant Operations, PRC
Meredith Anderson	5/5/01	Instructional Assoc. I
William Stubbs	5/31/01	Facilities Op. Asst, Plant Operations, CYC

1e. FACULTY COMPENSATION PLAN

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the three-year Faculty compensation plan.

President Israel reported that “Meet and Confer” meetings were held to work on the new faculty compensation plan. The group, comprised of administrators and faculty, worked on developing a system that would simplify the current plan and eliminate the two-tiered pay system. The new plan, which places an emphasis on academic credentials, eliminates as much compression as possible and encourages higher levels of education. Ranges were created for the first time— to attract new faculty and at the same time, salary adjustments to keep faculty here. This three-year plan provides a 4% across the board increase plus salary adjustments for 2002, 4% increase 2003 and 4% plus salary adjustments in 2004—all of which are contingent upon available funding.

President Israel noted we have not solved all the issues of compression, but great strides were made. He thanked the Faculty Senate for working through the process. Chairman Roach also conveyed his thanks to President Israel, Mike Cohick, and the Faculty Senate for all their work. The Board appreciates all the collective efforts to get us to this point.

2001-5-2

APPROVAL OF MISSION, PHILOSOPHY, AND PURPOSE STATEMENT

WHEREAS, the Texas Higher Education Coordinating Board conducted a state level evaluation of Collin County Community College District; and

WHEREAS, during that on-site review the Texas Higher Education Coordinating Board recommended that CCCCDD develop and adopt a new mission/purpose statement for the District that includes the required statutory mission components; and

WHEREAS, a Mission Statement, Philosophy and Review Task Force was formed comprised of 21 CCCCDD faculty and staff to revise the District’s mission/purpose statement to ensure compliance with the criteria established by the Southern Association of Colleges and Schools, the Texas Higher Education Coordinating Board, and Section 130.003(e) of the Texas Education Code; and

WHEREAS, the proposed Mission, Philosophy and Purpose Statement was reviewed by the President and all CCCCDD faculty and staff, and recommendations were received and incorporated into the Mission, Philosophy and Purpose Statement;

NOW, THEREFORE, BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Mission, Philosophy and Purpose Statement.

Mission Statement:

Collin County Community College District is a student and community centered institution committed to developing skills, strengthening character, and challenging the intellect.

Philosophy and Purpose Statement:

Through its campuses, centers and programs Collin County Community College District fulfills its statutory charge to provide:

- Academic courses in the arts and sciences to transfer to senior institutions.
- Technical programs, leading to associate degrees or certificates, designed to develop marketable skills and promote economic development.
- Continuing adult education programs for academic, professional, occupational and cultural enhancement.

- Developmental education and literacy programs designed to improve the basic skills of students.
- A program of student development services and learning resources designed to assist individuals in achieving their educational and career goals.
- Workforce, economic, and community development initiatives designed to meet local and statewide needs.
- Other purposes as may be directed by the CCCCD Board of Trustees and/or the laws of the State of Texas.

Core Values:

We have a passion for:

- Learning
- Service and Involvement
- Creativity and Innovation
- Academic Excellence
- Dignity and Respect
- Integrity

The resolution was moved by Mr. Trujillo, seconded by Mrs. Goodell, and approved by all Board members present.

2001-5-3

TAX ABATEMENT AGREEMENT, LINCOLN-TOWN CENTER & COMPAQ COMPUTER, PLANO, TEXAS

WHEREAS, the Lincoln-Town Center, Limited, is constructing an eight-story office building at the southwest corner of Tennyson Parkway and the North Dallas Tollway and Compaq Computer Corporation will be occupying 153,661 square feet of this new building; and

WHEREAS, Compaq Computer Corporation will house 380 employees at this location effective December 31, 2001; and

WHEREAS, the tax abatement will be based on the estimated amount of \$5,670,000 Business personal Property and \$25,000,000 Real Property; and

WHEREAS, this tax abatement will be for a period of seven years, from January 1, 2002 through December 31, 2008, and shall be based on amounts equal to 37% for Real Property and 50% for Business Property;

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the tax abatement for Lincoln-Town Center and Compaq Computer Corporation (Reinvestment Zone No. 63).

REAL PROPERTY

Estimated Value		\$25,000,000
Current Tax Rate	\$.094049/\$100	
% Abatement	50%	
Length of Abatement	7 years	
Abated Taxes		\$11,756.12
Net Taxes		\$11,756.13

PERSONAL PROPERTY

Estimated Value		\$5,670,000
Current Tax Rate	\$.094049/\$100	
% Abatement	37%	
Length of Abatement	7 years	
Abated Taxes		\$1973.05
Net Taxes		\$3359.53

The resolution was moved by Mrs. Bauge, seconded by Mr. Justice, and approved by all Board members present.

2001-5-4

INTERLOCAL AGREEMENT WITH NORTH TEXAS DEMAND STAR USERS

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Reference 1895—Interlocal Agreement with North Texas Demandstar Users Group.

NOTE: The Interlocal Agreement will give the District the opportunity to utilize any of the Users Group's current or future contracts.

The resolution was moved by Dr. Collins and seconded by Mr. Trujillo to approve the Interlocal Agreement with one change—striking the clause, “users group participants and CCCCDC have current funds available to satisfy any fees owed pursuant to this Agreement.” All Board members present approved the resolution.

2001-5-5

APPROVAL OF TRANSFER OF FUNDS

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the transfer of \$7,033,000 from the Unrestricted Current Fund (Operating Fund) to the Building Fund for Module H Expansion at the Spring Creek Campus.

Costs of the Module H Expansion are projected as follows:

Cost of Construction	\$5,700,000 (\$150 per sq. ft.)
Architect Fee 6% (plus reimbursables not to exceed \$25,000)	367,000
Civil Engineer	11,000
Geotechnical	10,000
Materials Testing	20,000
HVAC Test & Balance	25,000
Capitalize Construction Cost	\$6,133,000
Furniture & Equipment	900,000
	<u>\$7,033,000</u>

President Israel reported that this transfer of funds, if approved, depletes the Building Fund.

The resolution was moved by Mr. Trujillo, seconded by Mrs. Bauge, and approved by all Board members present.

2001-5-6

APPROVAL OF EXTENSION TO RFP 1323—CREDIT CARD SERVICES

WHEREAS, Bank of America has provided credit card services for Collin County Community College District for the past two years; and

WHEREAS, this contract extension will provide credit card services for the Collin County Community College District and is a renewal of the initial two (2) year contract as provided by law; and

WHEREAS, the pricing from the 1999 contract with Bank of America remains in place;

NOW, THEREFORE, BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the extension of RFP 1323—Credit Card Services.

Bank of America, Dallas, Texas two-year estimate for operating and auxiliary funds is \$249,340. The credit card services are part of the bank depository contract. Other banks had the opportunity to bid on this service two years ago. State law gives the College District the ability to approve an additional two years.

The resolution was moved by Mrs. Goodell, seconded by Dr. Collins, and approved by all Board members present.

2001-5-7

EXPENDITURE REPORTS FOR APRIL

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Expenditure Reports for April 2001.

President Israel highlighted several areas. He explained that Professional Development was high because of delayed vouchers, the \$300,000 to Oak Point is for the District's use of the Natatorium, and energy costs are down but we still need to conserve.

Glenn Justice said he would like to see a comparison to last year's expenditures.

The resolution was moved by Mrs. Bauge, seconded by Mr. Trujillo, and approved by all Board members present.

2001-5-8

APPROVAL OF BIDS

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

BID #	DESCRIPTION	AMOUNT
1608	RENEWAL OF ANNUAL CONTRACT FOR DISTRICT PERSONAL COMPUTERS	\$622,340.00 (Estimated)
	Tangent Computer	\$521,360.00
	Burlingame, CA	
	M & A Technology	\$100,980.00
	Carrollton, TX	

1635	RENEWAL OF ANNUAL CONTRACT FOR INTERNET SERVICE CONTRACT Broadwing Dallas, TX	\$ 13,740.00 (Per Year Maximum 3 Years) \$41,220.00
1875	MODULES "F" TOILET ROOM RENOVATIONS AT SPRING CREEK CAMPUS Westerchil Companies Addison, TX Low bid	\$128,000.00
1888	ANNUAL CONTRACT FOR PRINTING OF COLLEGE CATALOG AND STUDENT HANDBOOK Von Hoffmann Graphics, Inc. St. Louis, MO Low bid.	\$ 60,598.00
1893	CABLING DATA NETWORK FOR SPRING CREEK AND CENTRAL PARK CAMPUSES DataTex Services Carrollton, TX Option: II Low bid.	\$263,236.82
1904	TEXAS CATALOG PURCHASE OF SCC INFRASTRUCTURE IBM Houston, TX Lowest offer.	\$200,953.00
1911	SOLE SOURCE PURCHASE OF SCT E-PRINT SOFTWARE SITE LICENSE SCT Software & Resource Management Philadelphia, PA Only provider.	\$ 33,005.00
1913	SOLE SOURCE PURCHASE OF FIREARMS TRAINING SYSTEM FATS, Inc. Suwanee, GA Only provider.	\$ 32,675.00

The resolution was moved by Mr. Justice, seconded by Dr. Collins, and approved by all Board members present.

DISCUSSION:

Bid 1875. President Israel called upon David Zatopec, Corgan Associates, to speak about Bid 1875, Module F Restroom Renovations at SCC. Mr. Zatopec said that all outside guests coming to the theatre and conference center use the restrooms in Module F, which are 13 years old. The proposed project calls for total demolition and repair of the area bringing the facilities up to current ADA standards. However, to accommodate current ADA requirements, the number of fixtures in both the men's and women's restrooms will be reduced.

Mr. Justice said he would like to see the total renovation costs broken down. He said he thought the bid seemed high and was upset that we were losing rather than gaining fixtures. President Israel said that the District could delay this renovation, but when we decide to do it later, the costs will increase. Chairman Roach agreed that the cost was a high number but that whenever we do the renovation, we will lose fixtures due to the ADA requirement.

INFORMATION REPORTS

1. Budget Status Report as of 04/30/01. Mr. Ralph Hall reported that total revenues were \$3,459,715 and expenditures \$4,690,611. Expenditures exceeded revenues as anticipated for this time of the year. Year-to-date revenues exceed expenditures.
2. Investment Schedule as of 04/30/01. Mr. Ralph Hall reported that all investments have been made in accordance with the Texas Public Funds Investment Act. \$47,273,709 invested at cost and the majority of funds are invested with Tex Pool yielding 4.95%.
3. Summary of Foundation Payment to the District 04/30/01. Mr. Hall reported that during April 2001 payments to the District from the Foundation totaled \$27,980--\$1,700 for scholarships and \$26,280 for program support. To date \$76,716 has been transferred from the Foundation.
4. President's Report
 - Alternative Teacher Certification
 - a) The State Board for Educator Certification added to CCCCD's inventory of approved certification programs Secondary Math, Secondary Biology, and Secondary History.
 - b) CCCCD's Alternative Teacher Certification program was highlighted in a *Community College Times* article. "Other community colleges follow Collin County's lead." Great national coverage.
 - c) Ten students enrolled in the program sat for the exit exam and all 10 passed

President Israel congratulated Dr. Jenkins and everyone involved with the teacher certification program. Sam Roach agreed and offered his congratulations for a job well done.

- President Israel publicly thanked the McKinney Education Foundation. This year they awarded our students \$36,000 in scholarships.
- Summer enrollments are up. President Israel offered his appreciation to administration, faculty and support staff who helped accommodate this tremendous growth.

- President Israel said he is pleased to announce that FSI has asked us to provide training at their corporate headquarters...first time we have done training out-of-state.
- Legislative Update. Community colleges preserved funding of 71% of formula. More importantly for CCCCD, we will be funded for our strong enrollment growth.

PUBLIC COMMENT

Chairman Roach opened the floor for comment. He noted that Board policy limits comments to five minutes each. The Board can listen, but cannot take any action.

Mrs. Mary Hubbard (Wylie, Texas) addressed the Board regarding the Full Stream Program at the Spring Creek Campus. She expressed her disappointment that her daughter would not be allowed to participate in the program for special needs students at the Spring Creek Campus. She asked the Board to reconsider their decision not to allow special needs students the use of college facilities at the Spring Creek Campus. She also asked that the Board place the issue of classroom space for all special needs students, individuals aged 18 to 21 in Collin County, on the agenda so that parents could hear from the Board and resolve the matter.

Sam Roach made one statement in response to Mrs. Hubbard. He said that CCCCD had not canceled any program. Full Stream is an ISD program that CCCCD has tried to assist. We will continue to assist the ISDs in conducting this program however they want to conduct it. Our problem is that at CCCCD we have space problems.

“Anybody that would like to work this out, I suggest you contact President Israel. He will do his best to work with you.”

ADJOURNMENT

Chairman Roach congratulated President Israel and all faculty, staff and administrators for the very successful graduation. It is one of the highlights of the year for the Board. It was a great event. Thank you to everyone who made it possible.

There being no further business, Chairman Roach adjourned the meeting at 9:03 p.m.