

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

August 21, 2001

Meeting Minutes

PRESIDING: Sam Roach, Chairman

PRESENT: Cindy Bauge
Jim Biggerstaff
E. T. Boon
Bob Collins
Carey Cox
Brenda Goodell
Tino Trujillo

CALL TO ORDER

Chairman Roach called the August 21, 2001 called 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

Mr. Roach reconvened the meeting at 7:35 p.m. and called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE AUGUST 21, 2001 CALLED MEETING OF THE CCCCDC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 21, 2001 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 7, 2001 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Cox, seconded by Mr. Trujillo to accept the August 7, 2001 Board meeting minutes as presented in open session, was unanimously approved.

PUBLIC HEARING ON THE PROPOSED 2001-2002 BUDGET

Chairman Roach opened the Public Hearing on the proposed 2001-2002 Budget and called upon President Israel and Mr. Hall.

President Israel and Mr. Ralph Hall, Vice President of Administration, presented the Proposed 2001-2002 Budget.

The proposed budget totals \$94,016,589. Following is a listing by fund groups:

Current Funds:	
Operating Funds	\$68,179,714
Auxiliary Funds	\$ 4,545,424
Restricted Funds:	
Grant Funds	\$ 4,536,630
Building Funds	\$ 7,585,023
Debt Service Funds	<u>\$ 8,672,098</u>
Total	\$93,518,889*

*This figure differs from the August 7 2001-2002 Proposed budgeted.

Total Current Funds Revenues are projected to increase 11.9% over 2000-2001 projected revenues.

- State Appropriations \$21,788,187
- State grants reflect increase of \$402,230
- Net revenue from tuition and fees is estimated to increase by 6.97% due to a 4% growth factor and a \$2.00 per credit hour increase in tuition effective with the 2002 spring semester. 6.19% increase in non-credit tuition.
- Total tax rate is recommended to be set at \$0.092843: M&O \$.08 and Debt Service \$0.012843.
- Auxiliary Services Revenue is projected to decrease by .03%

President Israel said we are keeping tuition & fees stable at 14.21% of revenue while local taxes are the largest increase at 43.42% of revenue. State funding continues to decline. Community colleges are being funded at 67% of formula. This decline in state funding is causing community colleges to rely more on the local taxpayer. President Israel stressed that this Board has a great history of making this institution affordable. We are keeping tuition and fees stable as well as lowering our tax rate.

Total Current Funds Expenditures for 2001-2002 are projected to increase 11.9%:

- Three new faculty positions \$102,000
- Nine new staff positions \$283,000
- Total salary increase for all full-time staff and faculty \$2,080,000. President Israel said that these salary increases will help us keep good people—"Sustaining the Excellence"
- Associate faculty salary increases \$400,000
- Renewal and Replacement \$1,500,000
- Wide Area Network \$3,304,081 (worse case scenario)
- Increase in utilities \$58,132, custodial \$40,000
- Non-mandatory transfers decreased by \$34,618
- Mandatory transfers \$62,186 (pay down of revenue debt)
- Reserves & allocations \$11,204,441

- Building Fund \$7,585,023 (Module H addition)
- General Obligation Debt \$5,684,765; Revenue Bond Debt \$2,987,333

President Israel spoke about the tremendous enrollment growth. “We are out of space.” Our fall enrollment currently is at the same point as last year with one more week of registration. If the enrollment continues to go up, we will have to tap into current operations. While enrollment is increasing, we are keeping our cost per FTE stable. People in our district are getting a quality education at a low cost. He stressed that we will not be able to support this continued growth without adding more buildings. He added, “We need to spend for excellence and spend prudently.”

Chairman Roach thanked President Israel and Mr. Hall for their presentation and closed the public hearing on the 2001-2002 Proposed Budget.

PUBLIC HEARING ON PROPOSED TAX RATE

Chairman Roach opened the public hearing on the proposed tax rate and called upon Mr. Hall for comment. Mr. Hall began by stating that the Collin County Community College District Notice of Vote on 2001 Tax Rate, in accordance with state law, has been published in local newspapers, is on our Web site, and will run five times a day for 14 days prior to the August 28, 2001 board meeting on our cable television station.

Collin County Community College District proposes to increase the total tax revenues from properties on the tax roll in the preceding year by 5.77 percent. The proposed 2001 tax rate is \$0.092843 (M&O \$0.08000 and Debt Services \$0.012843).

Mr. Hall reported that the Collin County Community College District Board of Trustees would be asked to vote on the tax rate at the August 28, 2001 board meeting.

Chairman Roach closed the public hearing on the 2001 proposed tax rate.

2001-8-2-1, Approval of Date, Time, and Place for Adopting the 2001 Tax Rate

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Date, Time and Place for adopting the 2001 Tax Rate.

Mr. Trujillo, seconded by Mr. Biggerstaff, moved the resolution to approve August 28, 2001, 7:00 p.m. at the Courtyard Center in room B425 as the date, time and place for adopting the 2001 Tax Rate. All Board members present approved the motion.

2001-8-2-2, Consider and Take Action on an Order Calling a Bond Election

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of the Collin County Community College District consider and take action on an Order calling a Bond Election.

Dr. Collins, seconded by Mrs. Goodell, moved the resolution to approve an order calling a bond election to be held within said district, making provisions for the conduct and the giving of notice of the

election and containing other provisions relating thereto. All Board members present approved the motion.

President Israel explained three overheads about the need for a bond referendum

Slide One:

- Formula

$$\frac{\text{Enrolled Students} \times \text{Average Contact Hours/Week Each}}{\text{Room Use Hours/Week} \times \text{Average Classroom Capacity} \times \% \text{ Occupancy}}$$

- Current Requirements

$$\frac{17,500 \times 8}{26 \times 28 \times .65} = \frac{296 \text{ Teaching Stations}}{(295 \text{ existing})}$$

Slide Two:

- 2005 Requirements

$$\frac{21,800 \times 8}{26 \times 28 \times .65} \times \frac{368 \text{ Teaching Stations}}{(\text{approximately } 73 \text{ additional})}$$

- 2010 Requirements

$$\frac{26,200 \times 8}{26 \times 28 \times .65} \times \frac{442 \text{ Teaching Stations}}{(\text{approximately } 74 \text{ additional})}$$

Slide Three – Area and Cost Projections:

- Average Teaching Space Area = 930 SF Net
- Gross Area @ 1.5 x net = 1,395 SF Gross*
- Average, cost/SF - \$150.00

*Gross area per Teaching Space at SCC=1,426 SF

President Israel again stressed that right now we are out of space. We need \$25-\$30 million just to keep up with enrollment growth.

President Israel asked Ben Brooks, Bond Counsel from Vinson & Elkins, to make a brief statement. He said that all election materials would be in both Spanish and English. The proposition on the ballot will be For or Against: “The issuance of \$57,000,000 bonds for constructing, renovating, improving and equipping school buildings and purchasing necessary sites therefore and the levying of a tax in payment of the bonds and to pay the costs of any credit agreement executed in connection with the bonds.”

Chairman Cox questioned the phrase “the levying of a tax...” He was concerned that voters would see this as a tax increase. Mr. Brooks said that the law of the State requires this. Taxes will be levied to pay for these bonds, but because of growth in assessed valuations, there would be no tax increase.

At the August 28, 2001, Board meeting, Board members will be asked to approve a contract with the Collin County Elections Administrator who will run the election.

2001-8-2-3, Interlocal Agreement with the Department of Information Resources related to a Statewide Contract with SCT for Maintenance of SCT Software

WHEREAS, on July 18, 1995 the College District entered into an Interlocal Agreement with the Department of Information Resources (DIR) related to a statewide contract with SCT for maintenance of SCT Software, and

WHEREAS, this is the seventh (7th) year renewal of seven (7) year contract, and

WHEREAS, the total amount of this contract for period September 1, 2001 through August 31, 2002 shall be \$102,916, 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 renewal of the Interlocal Agreement with the Department of Information Resources related to a Statewide Contract with SCT for Maintenance of SCT Software.

Dr. Boon, seconded by Mr. Trujillo, moved the resolution to approve the renewal of the Interlocal Agreement with the Department of Information Resources related to a Statewide Contract with SCT for Maintenance of SCT Software as presented in public hearing. All Board members present approved the motion.

2001-8-2-4, 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 following bid report.

1758	RENEWAL OF CUSTODIAL SERVICES, CPC Prichard Industries Richardson, TX	\$187,983.12
1805	RENEWAL OF SOLE SOURCE ANNUAL MAINTENANCE AGREEMENT FOR IMAGING HARDWARE, EC-IMAGE ANNUAL SOFTWARE MAINTENANCE AND LABOR Electro Communications Dallas, TX	\$ 30,448.00
1946	ANNUAL CONTRACT FOR MAGAZINE SUBSCRIPTIONS EBSCO Subscription Services Dallas, TX Low bid.	\$ 65,000.00

Dr. Boon, seconded by Dr. Collins, moved the resolution to approve the Bid Report. All Board members present approved the motion.

Discussion: Dr. Boon said that he would like the square footage cost of our custodial contracts. President Israel replied that Mr. Hall would provide this information to all Board members.

ANNOUNCEMENTS

- President Israel spoke briefly about one of the District's newest publications, *Strategic Goals & Achievement Indicators 2000-2002*. He remarked that this publication chronicles what we accomplished last year and what we did not accomplish. He said that he is pleased with all the people who worked so hard on implementing the District's Strategic Goals.
- President Israel said that he would like to alert the Board that some time in January or February that they would need to have a retreat to discuss the next three years and establish goals.
- The "Committee of 100"—the first meeting is scheduled for September 12. President Israel said that he is very pleased with the positive response we are receiving. The topic of this first meeting will be long-range visioning. The Committee will reconvene in March to discuss goals for the next three years.
- Another publication, *Sustaining the Excellence*, is an attempt at capturing a sampling of what happened at Collin County Community College District last year. Judy Jones and her staff have done a wonderful job putting these publications together.
- Fall enrollment is up—totals from 2nd Day Regular Registration compared to Fall 2000 are:
 - 12,756 Headcount—up 16%
 - Contacts hours were up 16.4% and FTE up 19.1%
 - Distance education is up 156%--this is a good way to solve some of our enrollment crunches.

ADJOURNMENT

Dr. Collins announced that tomorrow is Carey Cox's birthday. Chairman Roach adjourned the August 21, 2001 Board meeting at 8:20 p.m.