

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
Meeting Minutes

June 25, 2002

PRESIDING: Sam Roach, Chairman

PRESENT: Cindy Bauge Jim Biggerstaff
E. T. Boon J. Robert Collins
Brenda Goodell Tino Trujillo
Carey Cox Glenn Justice

CALL TO ORDER

Chairman Roach called the June 25, 2002 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 7:32 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE JUNE 25, 2002 REGULAR MEETING OF THE
CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the June 25, 2002 CCCC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE MAY 28, 2002 CCCC BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo seconded by Mr. Cox, to accept the May 28, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

BOARD REORGANIZATION

Chairman Roach explained that every two years, following the Trustee election, the Board reorganizes by electing officers and forming Board committees. With that said, Chairman Roach turned the meeting over to President Israel. President Israel stated that there are four positions up for election: Chairperson, Vice Chair, Secretary and Treasurer. He opened the floor for nominations for Chair.

Dr. Collins, with Mr. Trujillo seconding, placed Mr. Roach's name in nomination for the position of Chairman. Mr. Cox, with Mrs. Goodell seconding, moved that nominations cease. Mr. Sam Roach

was unanimously elected Chairman. President Israel congratulated Mr. Roach and presented him the gavel. Chairman Roach thanked his fellow Board members and said he appreciates their confidence. He continued that he would do his best to help the Board and Cary Israel move this District forward.

Mr. Trujillo, with Mr. Biggerstaff seconding, placed Dr. Collin's name in nomination for the position of Vice Chairman. Mrs. Goodell, with Mrs. Bauge seconding, moved that nominations cease. Dr. Bob Collins was unanimously elected Vice Chairman. Chairman Roach publicly thanked Dr. Collins for his contributions in the District's deliberations with Standard & Poor's and Moody's. Along with Mr. Hall and President Israel, they did an outstanding job. The College District now has a bond rating of AAA.

Mr. Biggerstaff, with Dr. Collins seconding, placed Mrs. Bauge's name in nomination for the position of Secretary. Mr. Justice, with Mr. Trujillo seconding, moved that nominations cease. Mrs. Cynthia Bauge was unanimously elected Secretary.

Mrs. Goodell, with Dr. Collins seconding, placed Mr. Trujillo's name in nomination for the position of Treasurer. Mrs. Goodell, with Mrs. Bauge seconding, moved that nominations cease. Mr. Tino Trujillo was unanimously elected Treasurer.

PRESENTATION ON WIDE-AREA-NETWORK

Mr. Kyle Capps reported that all four campuses are interconnected with fiber but that the ring has not been completed. To complete the loop, they are re-engineering the eastern loop—enlarging the network by 2 or 3 miles.

President Israel remarked that when the WAN is complete, there would still be some on-going costs that will be built into the budget. Dr. Collins asked if there were any cost sharing opportunities with the independent school districts. President Israel said there were and with the County also.

Dr. Boon thanked Mr. Capps for coming before the Board every month, reporting both the good and bad. He continued that the Board appreciated hearing the bad with the good and that he had done an excellent job in keeping us informed. Mr. Capps responded that it has been a pleasure working with the District.

2002-6-1, Personnel Reports for June

Upon motion of Mr. Justice, seconded by Dr. Collins, the Board unanimously approved Personnel Report Resolutions 2002-6-1.1, 2002-6-1.2, 2002-6-1.3, and 2002-6-1.4.

2002-6-1.1, Faculty Appointments

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

NAME	TITLE	REASON	DATE
B. Meade Brooks	Professor Physics	New	08/13/02
Jennifer O'Loughlin-Brooks	Professor, Psychology	New	08/13/02
Marilyn Rice	Professor, Developmental Reading	New	08/13/02

2002-6-1.2, Staff Appointments

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

NAME	TITLE	REASON	DATE
Kristin Adair	Financial Aid/Veterans Affairs Advisor, SCC	R—Dhen	05/28/02
Anita Aikman	Instructional Associate I, Developmental Math	R—Murphrey	06/03/02
Jodi Collins	Special Admissions/ Coordinator Advisor	Transferred funds from Rockwell	09/01/02
Keven Lucas	Operator Maintenance Technician	R-Hutchins	06/03/02
Bonnie Mays	Child Development. Classroom Assistant	R—Arriaga	05/23/02
James Minton	Graphic Artist, Public Information	New	06/03/02
Connie Prince	Teacher Assistant, Child Development	R—Davis	06/03/02
Peggy Riley	Financial Aid/Veteran's Affairs Advisor, PRC	New	08/05/02
Shannon Sager	Financial Aid/Veteran's Affairs Advisor, SCC	R—Chapa	05/28/02

2002-6-1.3, Promotions/Laterals/Changes

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

NAME	TITLE	REASON	DATE
Donna Okaro	Outreach Coordinator	R-Ilfrey, lateral	06/2002
Marie Piet	Solutions Provider (Returned to previous position)	Grant ended	05/30/02

2002-6-1.4, Resignations

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

EMPLOYEE	LAST DAY	DEPARTMENT
Tara Roberts	5/10/02	Lead Teacher, CHDV. CPC
Sai Sudha Guturu	06/16/02	Sec. I, Provost Office, SCC
Vivian Lilly	6/28/02	Assoc. Dean of Health Sciences, Director Associate Degree Nursing

2002-6-1e, President's Evaluation and Contract Extension

WHEREAS, the Collin County Community College Board of Trustees completed President Cary A. Israel's evaluation,

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Collin County Community College District approves rolling his contract an additional year to a three-year contract.

Evaluations forms were sent out to each Board member and returned to Chairman Roach. Chairman Roach said he was very pleased to see such excellent reviews. The Board is very pleased with the work President Israel has done and is extending his contract an additional year—so he will still have a three-year contract.

Upon motion of Mrs. Bauge, seconded by Mr. Trujillo, the Board unanimously approved extending President Israel's contract one year to a three-year contract.

Mr. Cox commented that the College District has had only two presidents—"both great in their own right and what we needed at that time. However, the comparisons are over. Cary Israel has done a terrific job for us and I hardily endorse him."

President Israel said that he appreciates the support of the Board, faculty, administrators and staff. We have had a tremendous year—some ups and downs and some tragic occurrences. We are improving our education and services to our students and that is what we are here for.

02-6-2, Order Authorizing the Issuance and Sale of CCCCD Limited Tax Improvement Bonds, Series 2002

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees considers an Order Authorizing the Issuance and Sale of Collin County Community College District Limited Tax Improvement Bonds, Series 2002.

Upon motion of Dr. Collins, seconded by Mr. Biggerstaff, the Board unanimously approved the issuance and sale of Collin County Community College District Limited Tax Improvements Bonds, Series 2002.

President Israel said it is significant that we received recent upgrades from Moody's Investor Service and Standard and Poor's. The upgrades of Aaa and AAA, respectively, represent the highest credit rating available to a municipality and are quite an achievement. In the State of Texas there are only 15

Aaa/AAA rated political subdivisions (this includes counties, community colleges, cities, school districts, water districts, etc.)

David Medanich said the key facts for the upgrade taken from the rating reports were a strong economic base, strong demand for services, low property taxes, solid financial reserves, multi-year planning, low tuition, and a capital plan requiring no tax increase and the ability to provide sufficient facilities for the next five to six years. Interest savings associated with the increase in ratings will be approximately \$365,000 for the life of this capital improvement program and since the Bonds are rated Aaa/AAA, no municipal bond insurance is required, which equates to an additional savings of \$56,900. Mr. Medanich explained that the bids were submitted electronically today at 11 a.m. and Prudential Securities had the best response.

President offered his appreciation to David Medanich, Ben Brooks, the staff and everyone at this institution—it took all of us to accomplish this. Chairman Roach and Board members congratulated Mr. Medanich on his outstanding job in getting us the upgraded ratings.

2002-6-3, Approval of Contract with First Southwest Asset Management

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the contract with First Southwest Asset Management, Inc., to perform arbitrage rebate services at an annual base fee of \$2,000.00, with additional fees charged for scenarios that are more complex. This contract will be in effect for five (5) years from date of acceptance.

Upon motion of Mr. Trujillo, seconded by Mrs. Goodell, the Board unanimously approved the contract with First Southwest Asset Management to perform arbitrage rebate services.

2002-6-4, Selection of Architectural Firm

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the architectural firm of Hillier for the development of a District-wide Master Plan and to provide professional architectural services for the Preston Ridge Campus addition and renovation.

Upon motion of Dr. Collins, seconded by Mrs. Bauge, the Board unanimously approved the President and management to proceed with negotiating a contract with the firm of Hillier to provide architectural services for the Preston Ridge Campus additions and renovations for the development of a District-Wide Master Plan.

Barbara Leonard and Michael Thomason from Hillier were present. President Israel explained that the next step would be to sit down with Hillier to negotiate a contract for Board review and approval.

2002-6-5, Approval of Student Travel Procedures Policy

WHEREAS, the Student Travel Procedures Policy was presented for a first reading as required by Board policy at the May 28, 2002 Board meeting, and

WHEREAS, this policy will regulate travel that is undertaken by one or more students presently enrolled at the College to reach an activity or event that is located more than 25 miles from the College, and

WHEREAS, this event or activity must be organized and sponsored by the College, and funded by the College, or required by a student organization registered at the College, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Student Travel Procedures Policy.

Upon motion of Mrs. Goodell, seconded by Mr. Trujillo, the Board unanimously approved the Student Travel Procedures Policy.

2002-6-6, Approval of 2002 Plano Balloon Festival Agreement

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board of Trustees approves the attached agreement by and between the City of Plano, Texas and Collin County Community College District allowing city personnel access to College District property during the 2002 Plano Balloon Festival.

Upon motion of Mrs. Bauge, seconded by Dr. Collins, the Board unanimously approved the agreement with the City of Plano allowing City personnel access to College District property during the 2002 Plano Balloon Festival.

The organizers of the 2002 Plano Balloon Festival are trying to move the festival closer to the park. However, they still need access for parking and also for people to observe balloons. We will not be able to accommodate their needs in the future because of construction that will be happening at the Spring Creek Campus.

2002-6-7, Approval of Continuing Education Fees

WHERE AS, it is a requirement from the Texas Higher Education Coordinating Board that the local governing board approves Continuing Education Fees, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves new and revised fees for fall 2002 courses offered through Continuing Education.

Upon motion of Mr. Justice, seconded by Mr. Trujillo, the Board unanimously approved the new and revised fees for fall 2002 courses offered through Continuing Education.

2002-6-8, Tax Abatement Agreements

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the following tax abatement agreements as presented.

Mr. Cox said that he would have to abstain on Resolution 2002-6-8-2, Transfer of Agreements to Redbud Partners, McKinney, Texas. Chairman Roach announced that the tax abatements would be considered separately.

2002-6-8-1

FIRST AMENDED TAX ABATEMENT – ENCORE WIRE, MCKINNEY, TEXAS

WHEREAS, the original agreement for Encore Wire expansion was approved by the Collin County Community College District Board of Trustees at the February 26, 2002 Board meeting, and

WHEREAS, the tax abatement period in the original agreement for the expansion was 2002 through 2006, and

WHEREAS, the project was not complete with all business personal property on site by \$16.1 million in real and personal property and the project is anticipated to be fully on the tax rolls at the beginning of 2003, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the proposed First Amended Tax Abatement Agreement with Encore Wire, Limited changing the term to 2003 through 2007.

NOTE: No abatement will be granted in 2002. All other terms of the abatement remain the same.

Upon motion of Mr. Justice, seconded by Mr. Biggerstaff, the First Amended Tax Abatement Agreement with Encore Wire, Limited changing the term to 2003-2007 was unanimously approved.

2002-6-8-2

TRANSFER OF AGREEMENTS TO MCKINNEY REDBUD PARTNERS

WHEREAS, the original agreements for Orthofix Inc. (for personal Property) and Bray Central/Redbud LP (owners of the real property) were approved by the Collin County Community College District Board of Trustees at the December 19, 2000 Board meeting, and

WHEREAS, an amendment to the agreements was adopted in 2001 and unknown to the City of McKinney at that time, Bray Central/Redbud LP sold the real property to McKinney Redbud partners, LP, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the McKinney Redbud partners Tax Abatement Agreement transferring the original and amended agreements from Bray Central/Redbud to McKinney Redbud Partners.

NOTE: The terms of the agreements change do not change, and this agreement does not affect the agreement with Orthofix. The first year of this abatement will be the current tax year, 2002.

Upon motion of Mr. Justice, seconded by Mr. Trujillo, and Mr. Cox abstaining, the tax abatement agreement transferring the original and amended agreement from Bray Central/Redbud to McKinney Redbud Partners was approved by a majority vote.

2002-6-8-3

NOTICE OF ASSIGNMENT & TRANSFER TO TELVISTA, PLANO, TEXAS

WHEREAS, on August 4, 1998 the Collin County Community College District Board of Trustees approved the tax abatement agreement entered into with Trademark Emerson Property Company (Owner) and CompUSA, Inc., (Lessee), and

WHEREAS, effective November 6, 1998, Trademark Emerson Property Company transferred by sale of all its interests to 98 CUSA Plano, LP including ownership of the building, land and associated parking lot and assigned its interests under the Tax Abatement Agreement to 98 CUSA who agreed to be bound by the terms of the Agreement, and

WHEREAS, effective July 1, 2001, CompUSA, Inc., assigned all of its interests included under the Tax Abatement Agreement to its affiliate, The Telvista Company including the building lease with associated parking and its business personal property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees grants permission to assign the real property in the August 4, 1998 Tax Abatement Agreement to 98 CUSA Plano, L.P., and the business personal property to The Telvista Company.

Upon motion of Mr. Justice, seconded by Mr. Biggerstaff, the Board unanimously approved the notice of assignment and transfer of real and business personal property from Trademark Emerson and CompUSA, Inc. to The Telvista Company.

2002-6-9, Expenditure Report for May 2002

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Expenditure Report for May 2002.

Upon motion of Mr. Trujillo, seconded by Dr. Collins, the Board unanimously approved the Expenditure Report for May 2002.

Mr. Justice questioned fire safety procedures at the Spring Creek Campus—the District should conduct at least two fire drills a year. President Israel said we are installing strobe lights through the campus. Safety is always a top priority—we will look into holding fire drills.

2002-6-10, Approval of Bids

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the following bids.

Upon motion of Mr. Cox, seconded by Mr. Justice, the Board unanimously approved the bid report as presented in public hearing

BID #	DESCRIPTION	AMOUNT
2068	ANNUAL CONTRACT FOR NOTEBOOK COMPUTERS Dell Marketing L.P.	\$250,000.00 (Estimated)

Round Rock, TX
Dell best met the District's needs.

2093	AIR COMPRESSOR WITH COMPLETE INSTALLATION FOR RESPIRATORY CARE LAB Phoenix Medical Tyler, TX Proposed equipment best suited for providing breathable air and has a record of installation and service for this product.	\$ 27,915.00
2100	MEDIA SERVICES LIGHWEIGHT DATA PROJECTORS Boxlight Corporation Poulsbo, WA Low bid meeting specifications.	\$ 43,544.00
2104	CONVERGENCE LAB AT PRESTON RIDGE CAMPUS IN FRISCO Capco Communications, Inc. Austin, TX Texas Education Code, Subchapter B, Section 44.031 allows the District to procure automated information systems through the Texas Building and Procurement Commission (formerly known as General Services Commission) Catalog Purchasing program. The District's Board of Trustees approved a resolution on November 30, 1993, approving participation in the General Services Commission Purchasing Programs.	\$169,381.00

PURCHASE ORDER REVISIONS

1798	ANNUAL CONTRACT FOR CUSTODIAL SERVICES FOR COURTYARD CAMPUS NorthStar Services Richardson, TX	
	Original Contract Total:	\$67,915.16
	CO #1 – Increase:	\$ 9,400.00
	Revised Contract Total:	\$77,315.16

Discussion: Bid #2068—President Israel said that many of these Notebooks are for wireless activities and are being purchased through grant monies. We will have the first convergence lab in the State of Texas.

Bid #2100—Dr. Collins asked the reason why the lower bid was rejected. Cindy White, Director of Purchasing, responded that they did not bid specifications as set forth by the District.

INFORMATION REPORTS

1. Budget Status Report as of 05/31/02. Mr. Hall pointed out that tuition and fees have already surpassed projections and summer enrollments are up. He continued that we are 75% through the year and revenues exceed expenditures.
President Israel gave a brief enrollment report and reported that Summer I headcount is up 18.6% and contact hours up 15.6%. Summer II begins July 8 and we are already up 9+% from where we were this time last year.
2. Investment Schedule as of 05/31/02. Mr. Hall reported that all funds are invested in Tex Pool and that market value is higher than book value.
3. Quarterly Investment Schedule as of 05/31/02. Mr. Hall briefly reviewed the Quarterly Investment Schedule as required by the Public Funds Investment Act. He said that all funds are invested in Tex Pool.
4. Summary of Foundation Payments to the District 05/31/02. Mr. Hall reported that the Foundation transferred \$5,725 for scholarships and \$36,730 for program support.

PUBLIC COMMENTS. There were none.

PRESIDENT'S REPORT

1. President Israel recognized Marcy Cadena-Smith, Assistant Director of Public Relations. She has really stepped in and taken over—President Israel said he wanted to thank her publicly for keeping continuity in the Public Relations Office following the death of Judy Jones.
2. President Israel reported that Dr. McRae and her staff have revamped CCCCD's Orientation Program to better meet the needs of our students. It is now be a daylong orientation called "Camp Quad C." Kathrine Swanson said that evaluations of the program are great. Two sessions have been held with 65 students going through the program. The goal of the daylong orientation is to help ensure our student's success and meet the District's Achievement Indicator of increased retention.

ADJOURNMENT. Chairman Roach announced that the Board would be looking at committee assignments for the coming year. He asked Board members to think about on which committee they would like to serve. Committee assignments will be made at the July board meeting. With no further business, Chairman Roach adjourned the June 25, 2002 meeting of the CCCCD Board of Trustees at 9:20 p.m.