

*COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES*

Meeting Minutes
August 27, 2002

PRESIDING: Sam Roach, Chairman

PRESENT: Jim Biggerstaff Glenn Justice
 E. T. Boon J. Robert Collins
 Brenda Goodell

CALL TO ORDER

Chairman Roach called the August 27, 2002 meeting of the Board of Trustees of Collin County Community College District to order at 6:00 p.m. The Board met at the Courtyard Center, 4800 Preston Park Blvd., Plano, Texas 75093, room B425. The Board recessed to closed session as authorized by Article 551.001, Texas Government Code.

OPEN SESSION

Mr. Roach reconvened the meeting at 7:15 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE AUGUST 27, 2002 REGULAR MEETING OF THE
CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 27, 2002 CCCC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 20, 2002 CCCC BOARD OF TRUSTEES
MEETING

A motion by Dr. Collins seconded by Mrs. Goodell to accept the August 20, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

CONSTRUCTION UPDATE

Michelle Prokov, Beck Group, gave an update on Module I construction. She said that even with the rain, the project is on schedule.

MULTIVIEW PRESENTATION

President Israel called on Dr. Toni Jenkins for a presentation on MultiView, the District's new electronic catalog and schedule. She reported that CCCCDC is the first college/university in the nation to use MultiView. Private sector companies such as Standard and Poor's, McGraw Hill, Red Roof Inn used MultiView.

Dr. Jenkins explained what MultiView does:

- Downloads CCCCDC logo onto desktop
- Downloads and stores catalog and schedules on desktop
- Allows interaction between catalog and schedules
- Launches to website for registration

Dr. Jenkins said that by using MultiView, CCCCDC could better control the spiraling costs of printed schedules and address the limitations of our web site.

Dr. Israel remarked that MultiView also gives our students an interactive experience. We are also putting our advertising campaign with MultiView. President Israel thanked Chris Hunter and Jim Casella of MultiView for all their work. They have done an enormous amount of work on this project—going into the education market was a daunting task. President Israel also mentioned all the work Judy Jones did on getting MultiView. He also thanked Marlene Miller, Marcie Cadena-Smith, Dr. Jenkins and all her staff for bringing this project to fruition.

Dr. Jenkins thanked the Board of Trustees for their support and approving going forward with the project. Chairman Roach expressed enthusiasm for the program and said with so many of our students using the Web, it all ties together.

PERSONNEL REPORTS FOR AUGUST 27, 2002

Upon motion of Mr. Justice and seconded by Dr. Collins, the August 27, 2002 personnel reports were unanimously approved.

2002-8-3-1.1, Faculty Appointments

NAME	TITLE	REASON	DATE
Cynthia Adler	Professor, CAD & Design	R-S. Miranda	8/14/02
Veronica Deaver	Professor, Dental Hygiene (Temporary)	R-J. Scofield	8/19/02
Trudy Dowden	Professor, Nursing (Temporary)	R-D. Sauls	8/13/02
Debra Hurd	Professor, Nursing (Temporary)	R-B.McIntrye	8/13/02
Ginger Merritt	Professor, Bus. Adm. (Temporary)	R-Y. Cooper	8/13/02
Barbara Rickert	Professor, Nursing	R-S. Lee	8/13/02
Joyce Swegle	Professor, Nursing	R-J. Allen	8/13/02

2002-8-3-1.2, Staff Appointments

NAME	TITLE	REASON	DATE
Lisa Brittain	Director, Public Relations	R-J. Jones	9/13/02
Jocelyn deHart	Adm. Assistant Dev./Foundation	R-C. McCaskill	8/01/02
Josiane DeLong	Lead Teacher, Child Development	R-T. Roberts	8/19/02
Arthur Griffith	Web Programmer/Analyst	R-V. McLean	8/12/02
Julie Miles	Coordinator of Evaluation	R-K. Kramer	8/12/02
Debra Rascher	Student Life, Assistant I	R-J. Scully	8/5/02
Kendra Rohaly	Teacher Assistant, Child Develop .	R-C. Prince	8/12/02.
Eric Soriano	Plant Operations Worker, SCC	R-R. York	8/19/02
Barry Wagner	Executive Dir. Teaching/Learning Ctr.	R.-L. Franklin	8/13/02
Mark Walker	Secretary I, Associate Faculty, SCC	R-S-Guturu	7/29/02

President Israel introduced Ms. Lisa Brittain, the new Director of Public Relations. Ms. Brittain came to CCCCD from the Greater Dallas Chamber of Commerce.

Ms. Brittain said she was thrilled to be associated with this CCCCD. She explained that she comes from a family of educators and was happy and excited to be doing public relations for education.

2002-8-3-1.3, Promotions/Lateral/Changes

NAME	TITLE	REASON	DATE
Amy Capshaw	Marketing Analyst/Sales Assistant	New	08/02/02
Eleanor Harris	Administrative Asst.	Promotion	08/02/02
Betsy Hoekzema	Administrative Asst., Allen (Grant)	R-J. Pai	08/08/02
Jyo Pai	Allen Student Devel. Associate, Allen (Grant)	New	07/22/02
Gena Phillips	Assistant to Dean II	Promotion	08/02/02
Royce Thomas	Admissions/Records Assistant II	R-D. Malone	08/19/02

2002-8-3-1.4

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board of Trustees approves the granting of a 4% increase in pay rate for associate faculty and part-time staff, and an increase in the student employee pay rate from \$5.41 to \$6.22, effective with the normal payroll cycle for the fall semester.

2002-8-3-1.5, Resignations/Terminations

EMPLOYEE	LAST DAY	DEPARTMENT
Kevin Lucas	7/12/02	Operator Maintenance Tech., Plant Operations, PRC
Connie Prince	7/31/02	Teacher Assistant, Child Dev.
Betsy McIntyre	8/1/02	Faculty, Nursing, CPC

Jo Ann Scofield	8/2/02	Faculty, Dental Hygiene, CPC
Jane Allen	8/2/02	Professor, Nursing, CPC
Sam Miranda	8/8/02	Faculty, Eng. & Technology, PRC
Royce Thomas	8/8/02	Student Dev. Asst. Rockwall
Yolanda Cooper	8/9/02	Faculty, Bus. & Comp. Science, PRC
Danielle Levesque	8/12/02	Professor, Dental Hygiene, CPC
Candace Berns	8/20/02	Human Resources Asst. II, CYC
David Malone	8/23/02	ARO Asst. II, SCC
Mary Jane Holloway	8/31/02	ARO Asst. II, CPC
Bob Luckock	8/31/02	Solutions Provider, Cont. Ed.
Deborah Barbe	8/31/02	Program Director Asst., Cont. Ed

2002-8-3-2, Approval of Budget

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves and adopts the 2002-2003 budget in the amount of \$85,092,513 for Current Funds (operating, auxiliary, and grants/contracts), \$23,494,043 for the Building Funds, and \$5,671,749 for the General Obligation and Revenue Debt Service Funds. The total being \$114,258,305 with said funds appropriated to the various expenditure accounts as outlined in the attached budget documentation.

Upon motion of Mrs. Goodell and seconded by Dr. Boon, the 2002-2003 budget in the amount of \$85,092,513 for Current Funds (operating, auxiliary, and grants/contracts), \$23,494,043 for the Building Funds, and \$5,671,749 for the General Obligation and Revenue Debt Service Funds was unanimously approved.

Discussion:

In response to questions by Board members regarding tuition fees, President Israel answered that the \$6 increase in Out-of-State/Country fees covers the SEVIS software and enables the District to hire one other person—any excess monies would go into the classroom.

Dr. Boon again stated his feelings about keeping tuition low for in-county students. He added that he has no problem charging more for Out-of-State/Country. He asked why not raise our fees to be more in-line with other school districts in our area. Dr. Israel said he agreed that we should have Out-of-State/Country tuition rates in-line with Dallas County Community. Increasing Out-of-State/Country is something to consider as a way to keep in-county tuition low.

2002-8-3-3, Setting 2002 Tax Rate

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Resolution setting the tax rate for 2002.

Upon motion of Dr. Collins and seconded by Mr. Justice, the Board unanimously approved setting the 2002 tax rate at \$0.091946/\$100.

2002-8-3-4, Selection of Architectural Firm for SCC Phase I and II

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District consider and act upon the selection of an architect for the Spring Creek Project Phase I and Phase II, with Phase I to begin immediately, and Phase II to begin at a later date, and approve the President or his designee to negotiate a contract.

The negotiated contract will be presented for Board of Trustees approval at the September 24, 2002, Board of Trustees Meeting.

Upon motion of Dr. Collins and seconded by Mr. Justice, the resolution to select Corgan Architects Associates as the architect for the Spring Creek Campus Phase I and II and approving the President to negotiate a contract was unanimously approved.

President Israel reported that 27 architectural firms responded to the RFP and from this group, six were selected to give presentations. Dr. Israel thanked board member, Dr. Boon, for his participation in the interview process.

Dr. Boon remarked that all the presentations were very good and that Corgan gave an excellent presentation. Dr. Boon said he believes that Corgan is going to do a great job for us. Dr. Israel said that Phil Mein assured him that he would be the Principle on the project.

Mr. Mein addressed the Board and said that Corgan appreciates the opportunity to continue working with CCCCDC.

2002-8-3-5, Allied Health Associates Annual Agreement

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves an annual agreement between Allied Health Associates and Collin County Community College district for \$45,000 to provide ophthalmic assisting training to begin September 1, 2002 and ending August 31, 2003.

Upon motion by Dr. Collins and seconded by Mrs. Goodell, the Board unanimously approved an annual agreement between Allied Health Associates and Collin County Community College district for the amount of \$45,000 to provide ophthalmic assisting training to begin September 1, 2002 and ending August 31, 2003.

2002-8-3-6, Annual Contract Renewals

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves three annual renewals for the following contracts:

- The annual agreement between Southwest Training Institute and CCCCDC for \$40,000 to provide business-training classes.
- Increase of the annual agreement between SETT and CCCCDC for \$27,000 for on-line

- transcription training classes.
- The annual agreement between Dr. Wayne Goodowitz–Dental Assisting Program & Orthodontic Dental Assisting Program and CCCCDC for \$120,000.

Upon motion of Mr. Justice and seconded by Mr. Biggerstaff, the Board approved annual contract renewals with Southwest Training Institute, SETT and Dr. Wayne Goodowitz Dental Assisting Program and Orthodontic Dental Assisting Program as presented in public hearing.

2002-8-3-7, Tax Abatement Agreement with Networks Associates

WHEREAS, Networks Associates, Inc., has requested an abatement of taxes, and
WHEREAS, Networks Associates, Inc., is the world's largest independent network security and management software company and the eighth largest independent software company overall, and

WHEREAS, Networks Associates is constructing a 169,000 square foot building on 15.587 acres located at 5000 Headquarters Drive, Plano, Texas and will employ 775 people, and

WHEREAS, this tax abatement will be based on the following values: the estimated amount of \$19M Real Property, and \$13.3M Business Personal Property and will be for a period of ten years from January 1, 2003 through December 31, 2012, and shall be based on amounts equal to 50% for Real Property and 50% for Business Personal Property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Tax Abatement Agreement for Networks Associates, Inc DBA Networks Associates, Inc.—Reinvestment Zone 70.

Estimated Value, Real & Business Personal Property		\$32,300,000
Length of Abatement	10 years	
% of Abatement	50%	
Current Tax Rate	\$.091946/\$100	
Estimated First Year Abatement		\$14,849.27
Estimated First Year Taxes Received		\$14,849.28

Upon motion of Mr. Justice and seconded by Mr. Biggerstaff, the Tax Abatement Agreement for Networks Associates, Inc DBA Networks Associates, Inc.—Reinvestment Zone 70 was approved.

2002-8-3-8, Amendment to Tax Abatement Agreement, Lincoln Place & Sterling Software

WHEREAS, this amendment is to a Tax Abatement Agreement originally entered into between taxing units and Lincoln Place, LLC and Sterling Software and approved by this Board August 26, 1997, and

WHEREAS, later the taxing units approved that portion of the Agreement as related to personalty was assigned to Triad Hospitals, Inc., approved the reduction in personalty to Two Million Dollars (\$2,000,000), and the reduction in employment to 175, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Amendment to Tax Abatement Agreement between Lincoln Place and Triad Hospitals.

Upon motion of Mr. Justice and seconded by Dr. Collins, the Amendment to Tax Abatement Agreement between Lincoln Place and Triad Hospitals was approved.

2002-8-3-9, Tax Abatement Assignment, Alcatel to Capital One Sourcing

WHEREAS, on January 23, 2001 the Collin County Community College District Board of Trustees approved a tax abatement agreement for Alcatel USA Sourcing, L.P., Reinvestment Zone No. 59, and

WHEREAS, the tax abatement provided for business personal property to be added with a value of not less than \$5,500,000, and

WHEREAS, a request has been made to approve the assignment of the tax abatement agreement business personal property located in located in Reinvestment Zone 59 from Alcatel USA Sourcing, L.P. to Capital One Sourcing, Inc., and

WHEREAS, Alcatel USA Sourcing, L.P. will remove its business personal property from the Reinvestment Zone and Capital One Services, inc. will add a minimum of \$5,500,000 in new business personal property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College Board of Trustees approves the Assignment of the Tax Abatement for business personal property from Alcatel USA Sourcing, L.P. to Capital One Services, Inc.

Upon motion of Mrs. Goodell and seconded by Mr. Justice, the Assignment of the Tax Abatement for business personal property from Alcatel USA Sourcing, L.P. to Capital One Services, Inc. was approved.

2002-8-3-10, Out-of-State/Country Tuition Increase

WHEREAS, at the August 20, 2002 Board of Trustees meeting, the Board tabled raising out-of-state/out-of-country tuition, now therefore,

BE IT RESOLVED, that at the recommendation of the President, that the Collin County Community College District Board of Trustees removes the item from the table and approves increasing the out-of-state/out-of-country \$6 per credit hour effective with the spring 2003 semester.

The board unanimously approved the motion by Dr. Boon and seconded by Mrs. Goodell, to remove the item from the table.

A motion by Dr. Boon, seconded by Dr. Collins to increase Out-of-State/Out-of Country tuition to \$12 per credit hour received unanimous approval.

Research into Out-of-State/Out-of-Country tuition policies showed it was difficult to decouple the two. President Israel said that any excess monies derived from the \$12 increase would go toward the classroom.

2002-8-3-11, Expenditure Reports for July 2002

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the expenditure reports for July 2002.

Upon motion of Mrs. Goodell, seconded by Dr. Collins, the expenditure reports for July 2002 approved as presented in public hearing.

President Israel reported that nothing in the expenditures reports were out of the ordinary. Dr. Boon asked about the All College Council. Dr. Israel explained that the ACC is an elected shared governance internal group comprised of staff, faculty and administrators that meet on a monthly basis about college issues, i.e., security.

Jim Biggerstaff said that if Board members had a comparison of expenses from the previous year, it would make it easier for them to review and discuss. President Israel asked that Ralph Hall and Joe Madden present, on a quarterly basis, a budget expenditure comparison report.

2002-8-3-12, Approval of Bids

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

BID #	DESCRIPTION	AMOUNT
1923	ANNUAL CONTRACT FOR MEDICAL SUPPLIES FOR HEALTH SCIENCE CLASSROOM Advanced Medical Ft. Worth, TX Item: 28, 55, 72, 118, 119, 136, 153 Alliance Medical Russelville, MO Item: 12, 124 American LaFrance Sanford, FL Item: 30, 32, 40, 59, 65, 66, 101, 125, 140, 144, 145, 148-150, 183, 194, 198 Emergency Medical Waukesha, WI Item: 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 14, 15, 17-22, 25-27, 31, 33-36, 39, 41-50, 52, 53, 58, 60, 63, 64, 67-69, 73, 74, 78, 79, 81, 83, 84, 106, 139, 176-178, 180-182, 184-186, 189,	\$31,961.89 (Estimated)

195, 196, 197, 204

Laerdal Medical
Wappingers Falls, NY
Item: 82

MDS Matrix
Ballentine, SC

Item: 13, 16, 37, 38, 57, 75, 77, 85, 105, 114, 115, 123,
146, 154, 155, 158, 172, 175, 188, 193, 209, 210, 225, 226,
228, 229

Moore Medical Corp.
New Britain, CT
Item: 1, 29, 54, 70, 102, 108, 135, 151, 157, 159, 163, 170,
190, 191, 192, 199, 200, 227

Pocket Nurse Medical Supply
Coraopolis, PA
Item: 23, 24, 51, 71, 76, 86, 107, 111, 120, 126, 130-134,
137, 138, 147, 160-162, 164, 165, 169, 174, 207, 217

Southeastern Emergency
Wake Forest, NC
Item: 56, 61, 62, 80, 88-93, 103, 168, 179, 201, 202, 203

Tri Anim Health Services
Sylmar, CA
Item: 211, 212, 213, 214, 215, 216, 218, 219, 220, 221, 223,
224, 230, 231

U.S. Medical Specialties
Tamps, FL
Item: 205, 206, 208, 222

VitaCare, Inc.
Dallas, TX
Item: 87, 94-100, 110, 112, 113, 116, 117, 121, 122, 127-
129, 152, 171

All items awarded are low bid with the following exceptions:

Item: 2, 3, 71, 106, 130, 134, 153, 158, 169 – were tie bids with award determined by a draw.

Item: 104, 141-143, 156, 166, 167, 173, 187 – were not bid and will be ordered on the open market.

Item: 109, 232-248 – were cancelled.

1955	SOLE SOURCE PURCHASE OF TESTING MATERIALS FOR YEAR 2002-2003	\$25,000.00 (Estimated)
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ACT Educational Technology Center
Hunt Valley, MD
Sole Source provider of testing materials.

2140	AUDIO/VISUAL PHOTOGRAPHIC EQUIPMENT AND SUPPLIES	\$82,764.08
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B&H Photo Video	\$39,921.14
New York, NY	

Item: 1-5, 9, 15, 16, 20-22, 24, 25, 31, 33, 34, 37-39,
41, 43, 44, 47, 53, 54, 57-59, 3-69, 71, 75,-77, 79-85, 90

Calumet	\$ 3,307.06
Bensenville, IL	

Item: 30, 35, 36, 40, 55, 61, 72

Commercial Video	\$ 175.00
Austin, TX	

Item: 52

Competitive Camera	\$10,166.95
Dallas, TX	

Item: 6, 7, 17-19, 32, 45, 56, 73

Crest A/V Electronics Inc.	\$ 9,169.94
Buffalo, NY	

Item: 11-13, 27

ECI	\$ 2,494.10
Dallas, TX	

Item: 26

MCSi \$ 1,861.00
Farmers Branch, TX
Item: 23, 74, 91

Multiwave \$ 198.00
Industry, CA
Item: 10

Northern Video \$11,057.00
Rocklin, CA
Item: 14, 86, 87, 89

Pyramid School Products \$ 129.96
Tampa, FL
Item: 28

Southpoint Photo \$ 33.34
Addison, TX
Item: 62

VideoTex \$ 437.04
Dallas, TX
Item: 29, 78, 88

Warehouse Photographic \$ 479.40
Carrollton, TX
Item: 48

Wolf Camera \$ 3,334.15
Dallas, TX
Item: 42, 46, 49-51, 60, 70, 92

Low bid with the following exceptions:

Item 31 – Reject Multiwave bid of lesser model. Next low bid meeting spec is B&H.

Item 8 – Reject the one response for a more expensive model. Order will be placed on open market.

Item 9 – Reject Wolf Camera due to 45 day delivery. Next low bid meeting spec is B&H.

Item 11 – Reject MCSI and Synergy Concepts, Inc. Do not meet specs. Next low bid meeting spec is Crest A/V Electronics Inc.

Item 15 – Reject Northern Video, VideoTex Systems, MCSI, ECI, and Wolf Camera. The only vendor meeting spec is B&H.

Item 16 – Reject MCSI and VideoTex Systems. Does not meet specs. Next low bid meeting spec is B&H.

Item 25 – Reject MCSI, Northern Video, and VideoTex. Does not meet specs. Next low bid meeting spec is B&H.

Item 83 and 84 – Department requested that they come from same vendor. Lowest cost of both items is B&H.

Item 87 – Reject B&H. Does not meet spec. Next low bid meeting spec is Northern Video.

Item 88 – Reject B&H. Does not meet spec. Next low bid meeting spec is VideoTex Systems.

Item 90 – Reject MCSI. Vendor responded with camera body only. Department wanted body and lens. Next low bid meeting spec.

PURCHASE ORDER REVISIONS

1848 FIBER OPTIC WIDE AREA NETWORK

Capco Communications, Inc,
Austin, TX

Original Contract Total: \$2,929,407.53
CO #2 – Decrease: \$ 150,000.00
Revised Contract Total: \$2,779,407.53

2022 GUARANTEED MAXIMUM PRICE FOR CONSTRUCTION
OF MODULE I ADDITION – SPRING CREEK CAMPUS

The Beck Group
Dallas, TX

Original Contract Total: \$5,474,388.00

CO #1 – Increase: \$ 904,283.00
Revised Contract Total: \$6,378,671.00

INFORMATION REPORTS

1. Budget Status Report as of July 31, 2002. Mr. Hall reported that with 11/12's of the budget year elapsed revenues exceed expenditures. He said that at year-end, he anticipated an increase in the fund balance.
2. Investment Report as of July 31, 2002. Mr. Hall reported that all investments are in TexPool and market exceeds book value. Mr. Hall spoke briefly about a TexStar (First Southwest) and said the district is considering investing with them. He said that TexStar is waiving administrative fees and that they are very competitive. Both TexPool and TexStar hold AAA ratings with Standard and Poor's.
3. Foundation Payments to the District as of July 2002. During the month of July, the District received \$3,551 for scholarship support and \$2,000 for program support.

PUBLIC COMMENTS. Judy LaGrone reported that no one had requested to make public comments.

PRESIDENT'S REPORT

1. President Israel congratulated Dr. Mary McRae for her acceptance into Leadership Plano and Ms. Cheri Jackson for Leadership McKinney.
2. Twenty-one students will take part in CCCC'D's first Student Leadership Academy--the first community college Student Leadership Academy in the State. On September 13 at the Spring Creek Campus, a luncheon honoring the new class, Senator Florence Shapiro and Cindy Brinker will be held in the Conference Center.
President Israel thanked Dr. McRae and Dr. Newman, who worked with an advisory committee to put together this first class. Dr. Newman reported that the first class meeting is September 13. The class will meet for 5 hours once a month over a 9-month period. Dr. McRae explained that the students were chosen based on their overall GPA, civic involvement, and essay. Professors Debra St. John and Sherry Rhodes will work with the class.
3. President Israel reported that fall enrollment is up over 10%. He publicly thanked all faculty, staff, and administrators—everyone did an enormous amount of work to accommodate our student's needs.

ADJOURNMENT

Chairman Roach said on behalf of the Board, he echoed President Israel's comments and thanked the faculty, staff and administrators for getting this semester started with all the

additional students. He said we are utilizing all our facilities—great for the taxpayers and community. Chairman Roach added that he was also looking forward to meeting and speaking to the Student Leadership Academy students.

Chairman Roach adjourned the August 27, 2002 meeting at 8:40 p.m.