

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

January 22, 2002

**Meeting Minutes**

**PRESIDING:** Sam Roach, Chairman

<b>PRESENT:</b>	Cindy Bauge	Jim Biggerstaff
	E. T. Boon	J. Robert Collins
	Brenda Goodell	Glenn Justice
	Carey Cox	

**CALL TO ORDER**

Chairman Roach called the January 22, 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 7:08 p.m. and called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE JANUARY 22, 2002 REGULAR MEETING OF THE CCCCDC BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the January 22, 2002 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**APPROVAL OF THE MINUTES OF THE DECEMBER 18, 2001 CCCCDC BOARD OF TRUSTEES MEETING**

A motion by Dr. Collins, seconded by Mrs. Bauge, to accept the December 18, 2001 Board meeting minutes, as presented in open session, was unanimously approved.

**PERSONNEL REPORTS FOR JANUARY**

The resolution to approve the Personnel Reports for January 2002 was moved by Mr. Justice, seconded by Mrs. Goodell, and approved by all Board members present.

**2002-1-1a**

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
Tonya Bradley	HR Benefits Advisor, CPC	R-T. Blunt	01/02/02
Leslie Cannon	Asst. to VP of Academic. Affairs & Director of Transfer Prog.	R-B. Collins	01/22/02

### **2002-1-1b**

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

NAME	LAST DAY	DEPARTMENT	REASON
Teresa Harlow	01/03/02	System Admin. Web Services	Another position
Amy Johnson	01/15/02	Lab Assistant II, Soc. Sci. & Public Services	Position ended
Claire Shipman	01/15/02	Circulation Assistant LRC	Relocating
Amanda Klemm	01/25/02	Accounting/Budget Assoc.	Personal
Emily Malin	01/25/02	Student Act. Prog. Coord.	Relocating
Lacy Miner	01/25/02	Division Secretary, Math & Natl. Science	Resignation
Walt Nilsen	01/30/02	Dir. of Facilities/Building Contractor, Bus. Ofc.	Retirement
Shirley Valentine	01/31/02	Exec. Assistant to VPAA	Retirement
Margo Ford	01/31/02	Solutions Provider, CD	Retirement/personal
Kevin Starnes	01/31/02	Interim Dean, Math & Natl. Sci.	Assignment ended

### **Discussion**

President Israel thanked Walt Nilsen and wished him a happy and healthy retirement. Walt Nilsen has been with the College District for 16 years and during that time missed only four board meetings. Walt has always been active with this institution helping to move CCCC forward. President Israel announced that Mr. Nilsen would be working with Continuing Education developing trade programs.

Chairman Roach said it has been a pleasure working with Walt all these years and offered his appreciation for all his efforts on behalf of this institution. Mr. Justice concurred.

Mr. Cox said that he would always remember Walt Nilsen's positive attitude. Dr. Boon said he would miss seeing him in the audience at the Board meetings. Walt has been a huge supporter of this institution and this Board. It has been a pleasure working with him. Dr. Collins said that he appreciated Walt's attitude and advice.

Mr. Nilsen thanked the Board for the opportunity to work here. He thanked President Israel. "You lead and your leadership is by example."

### **2002-1-2, Approval of 2000-2001 Audit Report**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Audit Report for the 2000 – 2001 fiscal year.

The resolution to approve the Audit Report for the 2000-2001 fiscal year was moved by Dr. Boon, seconded by Dr. Collins, and approved by all Board members present.

Mr. Ben Kohnle, Chief Auditor from Arthur Andersen, reported that the audit was conducted in accordance with generally accepted auditing standards. He said the general-purpose financial statements, in all material aspects, the financial position of the District as of August 31, 2001, and its changes in fund balances and its current funds revenues, expenditures, and other changes for the year then ended in conformity with accounting principles generally accepted in the United States. He announced that for the fourth time the District's Comprehensive Annual Financial Report received the Certificate of Achievement for Excellence in Financial Reporting from the Government Financial Officers Organization of the United States.

**2002-1-3, Approval of Qualified Brokers**

WHEREAS, each broker is required to complete a broker/dealer questionnaire and sign a written statement acknowledging receipt and review of the District Investment Policy; and

WHEREAS, current financial statements of the brokers are on file; and

WHEREAS, the Public Funds Investment Act, 1997 Amendment, requires this annual authorization by the Board;

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District reviews and adopts the names listed below as qualified brokers authorized to engage in investment transactions with CCCC.

Tri-Star Financial  
Jon C. Vaughan  
(800) 864-9200

First Southwest  
Kelli Ross  
(214) 953-8880

First Tennessee  
Russ Woolery  
(214) 890-6309

Merrill Lynch  
Jim Elliott  
(214) 999-6690

Coastal Securities  
Tony Sekaly  
(800) 681-4121

**2002-1-4, Approval of Collin County Community College District Investment Policy and Strategy**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Collin County Community College District Investment Policy and Investment Strategy.

The policy was originally approved December 16, 1997, and was amended January 2000. The position of Director of Budget, Investment and Risk Management has been added as a Designated Investment Officer. There have been no other changes. The Public Funds Investment Act requires annual review and approval.

The resolution to approve the Collin County Community College District Investment Policy and Strategy was moved by Mrs. Goodell, seconded by Mr. Biggerstaff, and approved by all Board members present.

Dr. Collins asked if our policy requires two signatures for investment fund approval. Mr. Hall responded that only one signature is required by the policy, but the College District has a protocol in place that requires two signatures.

**2002-1-5, Approval of Authorized Representatives for TexPool Investments**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves amending authorized representatives for TexPool Investments as follows:

Ralph G. Hall  
Linda Vaughan  
Joe Madden  
Kim Sinclair  
Suzanne Armstrong

The resolution amending authorized representatives for TexPool Investments was moved by Mr. Cox, seconded by Dr. Collins, and approved by all Board members present.

**2002-1-6, Approval of Bank of America as the Depository Bank of the District**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the attached resolution providing Bank of America, the depository bank of the District, the signatures required for the withdrawal of funds.

The resolution to approve Bank of America as the Depository Bank of the District was moved by Mr. Justice, seconded by Dr. Boon, and approved by all Board members present.

**2002-1-7, Approval of THH Training Agreement**

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of Collin County Community College District approves the agreement between Collin County Community College District and THH Training be amended to increase the annual amount from the approved \$40,000 to \$60,000.

FSI in Allen was so pleased with the Global 8D training, that they have requested additional training through the existing Skills Grant. The agenda item was 2001-10-8.

The resolution to approve the training agreement with THH Training was moved by Mrs. Goodell, seconded by Dr. Boon, and approved by all Board members present.

**2002-1-8, Approval of Agreement with Omni Tech International, Ltd.**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the agreement with Omni Tech International, Ltd. for providing seminars, consulting and auditing services to area businesses for an estimated amount of \$40,000.

The courses include, but are not limited to, ISO9000, ISO14000, and HAZMAT.

The resolution to approve the Agreement with Omni Tech International, Ltd. was moved by Dr. Collins, seconded by Mrs. Bauge, and approved by all Board members present.

### **2002-1-9, Approval of Tax Abatement Agreements**

The resolution to approve the following tax abatements agreements was moved by Mr. Cox, seconded by Mr. Biggerstaff, and approved by all Board members present.

Sally Bane, Director of Plano Economic Development Board, was present to answer questions of the Board members. Mr. Justice, who serves on the PEDC, commented that Mrs. Bane does a good job.

#### **2002-1-9a**

Tax Abatement for HENDRY MECHANICAL WORKS (dba HENDRY TELEPHONE PRODUCTS)- Reinvestment Zone 64, Plano, Texas

WHEREAS, HENDRY MECHANICAL WORKS is a leading supplier of telephone industry equipment for telecommunication companies worldwide and specializes in the engineering and manufacturing of a broad range of products, and

WHEREAS, HENDRY is constructing a 217,000 square foot building on 11.45 acres located at 3100 E. Plano Parkway and will employ 100 people, and

WHEREAS, the tax abatement will be based on an estimated amount of \$9.5 million Real Property and \$4 million Business Personal Property for a period of ten years from January 1, 2002 through December 31, 2011, 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 for HENDRY MECHANICAL WORKS, Reinvestment Zone 64, Plano, Texas.

Real Property Value		\$9,500,000
Business Personal Property Value		\$4,000,000
Percentage of Abatement	50%	
Length of Abatement	10 years	
Current Tax Rate	\$.092843	
Cost of First Year Abatement		\$6,266.90
Taxes received		\$6,266.91

#### **2002-1-9b**

Tax Abatement for Argent Plano Realty, L.P. and Alliance Systems, Ltd – Reinvestment Zone 65, Plano, Texas

WHEREAS, ARGENT PLANO REALTY, L.P., the owner of 5.0792 acres of land located at 300 Summit Avenue is constructing a 70,880 square foot building which will be leased by ALLIANCE SYSTEMS, LTD., the provider of communication solutions for telephony, data, e-business, and wireless infrastructure for the Internet, and

WHEREAS, Alliance Systems develops, designs, manufactures and markets communication solutions that create a new era of communication and commerce for the Internet, while freeing organizations from dependence on expensive proprietary, legacy telecommunications equipment, and

WHEREAS, The new building will provide employment for 85 people, and  
WHEREAS, this tax abatement will be based on the estimated amount of \$3.5M Real Property, and \$700,000 Business Personal Property, will be for a period of ten years from January 1, 2002 through December 31, 2011, 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 for Argent Plano Realty L.P. and Alliance Systems, Ltd., Reinvestment Zone 65, Plano, Texas.

Real Property Value		\$3,500,000
Business Personal Property Value		\$700,000
Percentage of Abatement	50%	
Length of Abatement	10 years	
Current Tax Rate	\$.092843	
Cost of First Year Abatement		\$1949.70
Taxes received		\$1949.71

#### **2001-9-1c**

#### **SF Pacific Properties, Inc. and Flextronics International USA, Inc.- Reinvestment Zone 66**

WHEREAS, SF PACIFIC PROPERTIES, INC., the owner of 20.071 acres of at the southeast corner of Plano Parkway and Shiloh Road is constructing two buildings totaling 274,000 square feet which will be leased by FLEXTRONICS INTERNATIONAL USA, INC. for the assembly and manufacturing of communications equipment. and

WHEREAS, FLEXTRONICS, one of the largest electronic component manufacturers in the world with facilities in 22 different countries, opened its Texas facility 2-1/2 years ago in Richardson and has quadrupled its size over the last year, and

WHEREAS, the two new buildings employ 350 people, and

WHEREAS, this tax abatement will be based on the estimated amount of \$21M Real Property, and \$9.1M Business Personal Property, 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 for SF Pacific Properties, Inc. and Flextronics International USA, Inc.- Reinvestment Zone 66.

Real Property Value		\$21,000,000
Business Personal Property Value		\$ 9,100,000
Percentage of Abatement	50%	
Length of Abatement	10 years	
Current Tax Rate	\$.092843	
Cost of First Year Abatement		\$13,972.87

Taxes received

\$13,972.88

**2001-1-9d**

**Jackson-Shaw / Shiloh 190 Limited Partnership and Flextronics Intl USA, Inc. - Reinvestment Zone 67**

WHEREAS, JACKSON-SHAW / SHILOH 190 LIMITED PARTNERSHIP, the owner of two tracts of land totaling 22.077 acres at the southeast corner of E. Plano Parkway and Shiloh Road is constructing two buildings totaling 230,000 square feet which will be leased by FLEXTRONICS INTERNATIONAL USA., INC. who will employ 400 people for the assembly and manufacturing of communications equipment, and

WHEREAS, this tax abatement will be based on the estimated amount of \$21M Real Property, and \$10.5M Business Personal Property, 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 for Jackson-Shaw / Shiloh 190 Limited Partnership and Flextronics Intl USA, Inc. - Reinvestment Zone 67.

Real Property Value		\$21,000,000
Business Personal Property Value		\$10,500,000
Percentage of Abatement	50%	
Length of Abatement	10 years	
Current Tax Rate	\$.092843	
Cost of First Year Abatement		\$14,622.77
Taxes received		\$14,622.78

**2002-1-10, Approval of Expenditures for December**

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 December 2001.

The resolution to approve the expenditure reports for December 21 was moved by Mrs. Goodell, seconded by Dr. Collins, and approved by all Board members present.

**2002-1-11, Approval of Bids**

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

A motion to approve all the bid recommendations with the exception of Bid #2022 was made by Dr. Boon, seconded by Mr. Justice, and approved by all Board members present.

BID #	DESCRIPTION	AMOUNT
1293	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF CONTINUING EDUCATION SCHEDULES	\$158,431.64

	Dallas Offset		
	Dallas, TX		
1554	RENEWAL OF ANNUAL CONTRACT FOR TEMPORARY PERSONNEL		\$534,000.00 (Estimated)
	Allen Personnel		
	Allen, TX		
	Temporaries of McKinney		
	McKinney, TX		
	Kelly Services		
	Plano, TX		
	Todays Staffing		
	Dallas, TX		
1605	RENEWAL OF ANNUAL CONTRACT FOR MISCELLANEOUS PAPER STOCK AND ENVELOPES		\$30,000.00 (Estimated)
	Lind Paper Company		
	Dallas, TX		
	Nationwide Papers		
	Arlington, TX		
	Olmsted-Kirk Paper Company		
	Dallas, TX		
1847	RENEWAL OF AGREEMENT WITH THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT FOR TELECOURSE CLASSES		\$ 40,000.00
	Dallas County Community College		
	Dallas, TX		
	Agreement approved by the Board 2/22/01		
1964	CONSULTING SERVICES FOR WIRELESS WAN AND LAN		
	Reject. Came in over budget. Looking at other alternatives.		
2001	ON-SITE WEB PROGRAMMING CONSULTANT		
	Reject. District will hire permanent employee for new position of Web Programmer.		
2002	ANNUAL CONTRACT FOR PERSONAL COMPUTERS		\$625,000.00 (Estimated)
	Dell Marketing L.P.		
	Round Rock, TX		
	Best evaluated offer.		
2023	FITNESS EQUIPMENT		\$ 63,165.15
	Fitco Fitness	\$23,935.00	
	Carrollton, TX		
	Item: 1-2, 17		
	Hest Fitness Products	\$20,397.65	
	Corpus Christi, TX		
	Item: 3-14, 15, 16, 19-24		
	Body Works Fitness	\$19,180.00	
	Plano, TX		



Item: 18

Low bid with the following exceptions:

Item 3 – Reject Promaxima, Body Works Fitness, Quantum Fitness, and Pro Star Sports bid. Does not meet specifications. Award to Hest Fitness.

Item 4 – Reject Promaxima, Fitco Fitness, Quantum Fitness, and Pettitt Strength bid. Does not meet specifications. Award to Hest Fitness.

Item 5 – Reject Promaxima, Pro Star Sports, Body Works Fitness, and Quantum Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 6 - Quantum Fitness, and Pettitt Strength bid. Does not meet specifications. Award to Hest Fitness.

Item 7 – Reject Promaxima, Body Works Fitness, Quantum Fitness, and Pro Star Sports bid. Does not meet specifications. Award to Hest Fitness.

Item 8 – Reject Promaxima, Fitco Fitness, Quantum Fitness, and Pettitt Strength bid. Does not meet specifications. Award to Hest Fitness.

Item 9 – Reject Promaxima, Quantum Fitness, Body Works Fitness, and Pro Star Sports bid. Does not meet specifications. Award to Hest Fitness.

Item 10 – Reject Promaxima, Fitco Fitness, Quantum Fitness, and Pettitt Strength bid. Does not meet specifications. Award to Hest Fitness.

Item 11 – Reject Promaxima, Quantum Fitness, Pro Star Sports, and Body Works Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 12 – Reject Promaxima, Fitco Fitness, and Quantum Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 13 – Reject Body Works, Promaxima, Quantum

Fitness, and Pro Star Sports bid. Does not meet specifications. Award to Hest Fitness.

Item 14 – Reject Promaxima, Fitco Fitness, and Quantum Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 15 – Reject Promaxima and Body Works, Quantum Fitness, and Pro Star Sports bid. Does not meet specifications. Award to Hest Fitness.

Item 16 – Reject Promaxima, Fitco Fitness, and Quantum Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 17 – Reject Pro Star Sports, Body Works Fitness, Promaxima, Star Trac, Quantum Fitness, and Hest Fitness bid. Does not meet specifications. Award to Fitco Fitness.

Item 18 – Reject Promaxima, Star Trac, Quantum Fitness, and Hest Fitness bid. Does not meet specifications. Award to Body Works Fitness.

Item 19 – Reject Quantum Fitness, Pettitt Strength, Promaxima, Pro Star Sports, Superior Fitness, and Star Trac bid. Does not meet specifications. Award to Hest Fitness.

Item 20 – Reject Promaxima, Fitco Fitness, and Superior Fitness bid. Does not meet specifications. Award to Hest Fitness.

Item 21 – Reject Pro Star Sports, Promaxima, Quantum Fitness, Body Works Fitness, and Star Trac bid. Does not meet specifications. Award to Hest Fitness.

Item 22 – Reject Promaxima, Fitco Fitness, Quantum Fitness, and Pettitt Strength bid. Does not meet specifications. Award to Hest Fitness.

Item 23 – Reject Promaxima, Quantum Fitness, Superior Fitness, Pro Star Sports, and Star Trac. Does not meet specifications. Award to Hest Fitness.

Item 24 – Reject Promaxima, Fitco Fitness, Quantum

Fitness, Pettitt Strength, and Superior Fitness. Does not meet specifications. Award to Hest Fitness.

2024	NOTEBOOK COMPUTERS WITH WIRELESS CARD AND CART FOR LEARNING RESOURCE CENTER AT SPRING CREEK CAMPUS Dell Marketing L.P. Round Rock, TX Pricing in accordance with Reference 2047 - Interlocal Agreement With (TCCCPN) approved by the Board 2/22/2000.	\$ 57,988.00
2030	TEXAS CATALOG REQUEST FOR MICROSOFT CAMPUS AGREEMENT Softmart Downington, PA Best evaluated offer. Pricing in accordance with Reference 1804 – Interlocal Agreement with (TCPN), Region IV Education Service Center approved by the Board 11/28/2000	\$ 53,803.44

A motion to approve The Beck Group as the Construction Manager-at-Risk for the Module I Addition at the Spring Creek Campus was made by Mr. Biggerstaff and seconded by Dr. Collins.

Discussion: Dr. Boon said that he was not in favor of a Construction Manager at Risk concept for CCCCDD. He said he does not believe it is in the best interest of CCCCDD and that the district will pay more using this type of construction management. He said that he has no problem with The Beck Group, only with using a Construction Manager at Risk.

The motion carried by a vote of 7 to 1. For: Dr. Collins, Mr. Cox, Mrs. Goodell, Mr. Biggerstaff, Mr. Justice, Mr. Roach, Mrs. Bauge  
Against: Dr. Boon

2022	CONSTRUCTION MANAGER AT RISK SERVICES FOR MODULE I ADDITION, SPRING CREEK CAMPUS The Beck Group Dallas, TX Best evaluated offer.	\$130,000.00 (Estimated)
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PUBLIC COMMENTS: None

#### INFORMATION REPORTS

- Budget Status Report as of 12/31/01. Mr. Hall briefly reviewed the Budget Status Report and reported that the budget is tracking, as it should for this time of the year.

- Investment Schedule as of 12/31/01. Mr. Hall reported that all District funds are invested with TexPool.
- Summary of Foundation Payments to the District 12/31/01. Mr. Hall reported that during December 2001 Foundation payments to the District were \$23,779 for scholarship support and \$1,845 in program support.
- President's Report
  - President Israel reported that the Martin Luther King Community Breakfast held at the Spring Creek Campus on Monday was an overwhelming success. Over 400 people attended. President Israel along with other community leaders participated in a panel discussion following breakfast. Congratulations were extended to Judy LaGrone for her extraordinary work on the breakfast. President Israel also thanked Ann Reynolds and Steve Hardy for their hard work.
  - President Israel congratulated Trustee Carey Cox, who was selected as the recipient of this year's Stemmons Service Award. \$5,000 will be donated in Mr. Cox's name to the CCCC Foundation. He thanked Mr. Cox and the Stemmons Foundation for this generous gift.
  - President Israel reported that the spring semester is off to a very busy, but good start. Headcount is up 8.5% and contact hours 15%. President Israel thanked faculty and staff for doing superb a job.
- Chairman's Report
  - Chairman Roach said that Mr. Cox would be attending the Associations of Community College Trustees Annual Legislative Seminar held in Washington, DC. Mr. Cox represents CCCC by serving on the ACCT Public Policy Committee. Mr. Roach expressed his appreciation to Mr. Cox.

## ADJOURNMENT

Chairman Roach adjourned the January 22, 2002 CCCC Board Meeting at 8:10 p.m.

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

February 26, 2002

**Meeting Minutes**

**PRESIDING:** Sam Roach, Chairman

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

**CALL TO ORDER**

Chairman Roach called the February 26, 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 7:07 p.m. and welcomed doctoral students from John Anthony's graduate class and class members of Leadership McKinney 2001-2002. He called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE FEBRUARY 26, 2002 REGULAR MEETING OF THE CCCCD BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the February 26, 2002 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**PRESENTATION**

Mr. Kyle Capps, President of Capco Communications, gave a brief update on the status of Collin County Community College District's Wide Area Network. He reported that in December, 100% of the engineering was complete with only a few changes since December. All make-ready costs are in from TXU for sections 2 & 3. The Board approved \$300,000 for make-ready costs; however, Mr. Capps said that he does not anticipate these costs to exceed \$100,000. Verizon denied pole access to the College. Mr. Capps said he made the business decision to go underground. Given no slippage from TXU, Mr. Capps said we would make the May completion schedule.

## **APPROVAL OF THE MINUTES OF THE JANUARY 22, 2002 CCCCD BOARD OF TRUSTEES MEETING**

A motion by Mrs. Bauge, seconded by Mr. Biggerstaff, to accept the January 22, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

### **2002-2-1, PERSONNEL REPORT FOR FEBRUARY**

A motion by Dr. Boon, seconded by Dr. Collins, to approve the Personnel Report for February, as presented in open session, was unanimously approved.

#### **2002-2-1a, 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
Audrey Beaulieu	Admissions Records Assistant II, CYC	R-A. Williams	02/12/02
Charles Crawford	Software/Hardware Tech. I	R-R. Jensen	02/11/02
Amy Gayhart	Executive Asst. VPAA	R-S.Valentine	02/04/02
Helen Sullivan	Director Technical Career Development, Engr. Tech.	R-J. Roberts	02/13/02
Ann Thompson	Accounting/Budget Assoc.	R-A. Klemm	03/04/02

#### **2002-2-1b, 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/lateral/changes:

NAME	TITLE	REASON	DATE
Shannon Andre	Program Coordinator, Student Activities,	R/P E.Malin	02/18/02
Angela Harmen	Tech. Servs. Asst. II	Promotion	01/16/02
David Malone	Adms/Records Asst. II	Promotion	02/13/02
Victoria Newsom	Associate Director of Devel. and Executive Projects	Promotion	03/04/02
Debbie Worley	Bookstore Acct. Clerk II	Promotion	01/02/02

#### **2002-2-1c, Termination/Resignation Report**

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Termination/Resignation Report for February.

EMPLOYEE	LAST DAY	DEPARTMENT	REASON
Randy York	01/30/02	Plant Op. Worker	Resignation
Joel Klump	02/01/02	Div. Sec., Acad. Adv.	Performance
Jacquelyn Scully	02/01/02	Student Act. Acct. I	Personal
Andrea Williams	02/08/02	ARO Asst. II	Resignation
Norman Keith Hays	02/12/02	Professor, Fine Arts	Expiration of leave
Jacqueline Roberts	02/28/02	Director Career Develop.	Resignation

#### **2002-2-2, Approval of Resolution Ordering a General Election, May 4, 2002 Trustee Election**

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves 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 7, 8, and 9; 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 to approve Ordering a General Election for Trustee Places 7, 8, & 9 was moved by Mr. Justice, seconded by Dr. Boon, and approved by all Board members present.

#### **2002-2-3, Appointment of Sharon Rowe as Chief Deputy Early Voting Clerk, May 4, 2002 Election**

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees appoints Sharon Rowe, Collin County Elections Administrator, as the Chief Deputy Early Voting Clerk for the May 4, 2002 Trustee Election.

The resolution to approve the appointment of Sharon Rowe as Chief Deputy Early Voting Clerk for the May 4, 2002 Trustee Election was moved by Mr. Trujillo, seconded by Dr. Boon, and approved by all Board members present.

#### **2002-2-4, Authorization for President to Enter Into an Election Services Agreement with the Collin County Election Administrator**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District authorizes the President to enter into an Election Services Agreement with the Collin County Election Administrator for the purpose of conducting the May 4, 2002 Trustee Election and, if required, the Run-Off Election.

The resolution to authorize the President to enter into an Election Services Agreement with the Collin County Election Administrator was moved by Dr. Boon, seconded by Mr. Biggerstaff, and approved by all Board members present.

#### **2002-2-5, Resolution Providing the Federal Reserve Bank Signatures**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the attached resolution providing the Federal

Reserve Bank, the third party collateral bank of the District, signatures required to sign transactions with the Federal Reserve Bank of Texas.

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

**2002-2-6, Resolution Approving List of Physical Education/Athletic Department Equipment Surplus**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the attached list of Physical Education/Athletic Department equipment, which is no longer needed, as surplus, thus be removed from the inventory, and put out to bid.

The resolution to declare Physical Education/Athletic Department equipment as surplus and put out to bid was moved by Dr. Boon, seconded by Mrs. Goodell, and approved by all Board members present.

**2002-2-7, Approval of Increase of Approved Annual Agreement, Southwest Training Institute**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the increase of the approved annual agreement between Southwest Training Institute and Collin County Community College District from a base of \$15,000 to \$65,000 for training classes.

The resolution to approve increasing the amount of the approved annual agreement between Collin County Community College District and Southwest Training Institute from a base of \$15,000 to \$65,000 for training classes was moved by Dr. Boon, seconded by Dr. Collins, and approved by all Board members present.

**2002-2-8, Approval of Tax Abatement Agreement, Crow Family Holdings Industrial Texas Limited Partnership, Allen, Texas**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves WHEREAS, the Allen City Council approved the formation of Reinvestment Zone #26 and Tax Abatements to support the construction of two office/tech building in Allen Station Business Park, and

WHEREAS, the buildings are approximately 100,000 square feet each and the tax abatement will be based on a taxable value of \$4 million each building, and

WHEREAS, the proposed Tax Abatement Agreements will include only the real property (building exclusive of land) and will total 400% over a (10) year period (40% for years 1-10), now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees adopt the tax abatement for Crow Family Holdings Industrial Texas Limited Partnership.



**BUILDING ONE:**

Real Property Value			\$4,000,000
	Percentage of Abatement	40%	
	Length of Abatement	10 years	
	Current Tax Rate	\$.092843/\$100	
Cost of First Year Abatement			\$1,485.48
Taxes received			\$2,228.24

**BUILDING TWO:**

Real Property Value			\$4,000,000
	Percentage of Abatement	40%	
	Length of Abatement	10 years	
	Current Tax Rate	\$.092843/\$100	
Cost of First Year Abatement			\$1,485.48
Taxes received			\$2,228.24

The resolution to approve the Tax Abatement Agreements for Crow Family Holdings (Building One and Two) was moved by Mr. Trujillo, seconded by Mrs. Bauge, and approved by all Board members present.

**2002-2-9, Approval of Tax Abatement Agreement, Encore Wire, McKinney, Texas**

WHEREAS, the City of McKinney approved the formation of Reinvestment Zone #16 for the expansion of Encore Wire, and

WHEREAS, Encore Wire is constructing a 192,000 square foot expansion to their plant and the minimum real and personal property value of the additional improvements is \$16.1 million with minimum additional payroll of \$1,000,000, and

WHEREAS, the proposed Tax Abatement is a 30% five-year abatement over a five-year period, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees adopt the tax abatement for Encore Wire, McKinney, Texas

Real Property Value			\$6,300,000
Personal Property			\$9,800,000
	Percentage of Abatement	30%	
	Length of Abatement	5 years	
	Current Tax Rate	\$.092843/\$100	
Cost of First Year Abatement			\$ 4,484
Taxes received			\$10,463

The resolution to the Tax Abatement Agreement for Encore Wire was moved by Mr. Justice, seconded by Mrs. Bauge, and approved by all Board members present.

Mr. Cox commented that this is a good example of an economic development corporation assisting a company to keep them in town. We are helping a fine company (Encore Wire).

### **2002-2-10, Expenditure Reports for**

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 January 2002

The resolution to approve the Expenditure Report for January 2002 was moved by Dr. Boon, seconded by Dr. Collins, and approved by all Board members present.

President Israel briefly reviewed the report explaining in detail several of the cost center accounts. Mr. Justice questioned the long-distance charges. President Israel reported that before a long-distance call can be placed, an access code is required. President Israel said a breakdown of long-distance costs would be provided to the Board.

Mr. Justice said he thought it would be a good idea if President Israel and Mr. Hall met with the Board members to go over the various expense accounts. Dr. Boon agreed. He said that it behooves us as Board members to ask questions and find out where expenditures are being made. Board members are held accountable.

President Israel said he would be happy to set up a time to work with the Board. President Israel asked Judy LaGrone to set a time for this meeting.

### **2002-2-11, Approval of Bids**

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

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1294	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF CREDIT SCHEDULE OF CLASSES Dallas Offset Dallas, TX	\$183,771.33
1640	RENEWAL OF ANNUAL CONTRACT FOR CUSTODIAL SERVICES, PRC Tolman Building Maintenance Dallas, TX	\$167,653.80
1827	RENEWAL OF ANNUAL CONTRACT FOR ELECTRICAL SERVICES Today's Electric, Inc. Carrollton, TX	\$ 50,000.00 (Estimated)

1836	RENEWAL OF ANNUAL CONTRACT FOR MISCELLANEOUS PRINTING SERVICES Sheegog Printing Dallas, TX Primary Section I – Printing on carbonless paper Section V – Misc. folding, stapling and collating Signature Commercial Printing Richardson, TX Primary Section II – Business cards Section IV – Letterhead Section VI – Notepads Custom Printed Products Dallas, TX Primary Section III – Envelopes Secondary Section I – Printing on carbonless paper Section II – Business cards Section IV – Letterhead BSP Printer Irving, TX Secondary Section V – Misc. folding, stapling and collating Bass & Hays Foundry Grand Prairie, TX Secondary Section VI – Notepads Insty- Prints Plano, TX Secondary Section III – Envelopes	\$ 40,000.00 (Estimated)
2005	ANNUAL CONTRACT FOR AUDIO/VISUAL EQUIPMENT  B&H Photo Video New York, NY Item: 6, 8, 11,14, 28 Crest A/V Electronics Inc. Buffalo, NY Item: 24, 36 ECI Video (Wholesale Electronics Supply, Inc.)	\$140,469.84 (Estimated)  \$12,414.85  \$ 3,243.62  \$ 1,168.00

Dallas, TX	
Item: 19	
Long's Electronics	\$ 4,185.90
Irondale, AL	
Item: 4, 25, 31, 35	
MCSi	\$12,261.03
Farmers Branch, TX	
Item: 12, 13, 16, 18, 26, 27,	
29, 30, 32-34, 39	
Northern Video Systems, Inc.	\$ 4,169.00
Rocklin, CA	
Item: 20	
Pyramid School Products	\$ 2,661.68
Tampa, FL	
Item: 9, 15	
Sight 'N Sound Communications	\$ 54.20
Dallas, TX	
Item: 22	
Troxell Communications	\$97,513.85
Arlington, TX	
Item: 1-3, 7, 10, 17, 23, 37,	
38	
Videotex Systems, Inc.	\$ 2,797.71
Dallas, TX	
Item: 5, 21	

Low bid with the following exceptions:

Item 1 – Reject Sight 'N Sound Communications LLC and Digital Southwest bids. Do not meet specs. Next low bid meeting spec is Troxell Communications.

Item 10 – Reject B&H Photo Video. Does not meet specs. Next low bid meeting spec is Troxell Communications.

Item 13 – Reject Crest A/V Electronics Inc., Long's Electronics, Pyramid School Products, Sight 'N Sound Communications LLC, B&H Photo Video, Northern Video Systems, Inc., Custom Fit, Inc., and ECI Video. Do not meet specs. Next low bid meeting spec is MCSi.

Item 17 – Reject Long’s Electronics. Does not meet specs. Next low bid meeting spec is Troxell Communications.

Item 26 – Reject Northern Video Systems, Inc. and Long’s Electronics. Do not meet specs. Next low bid meeting spec is MCSi.

2055 TOUCHNET SOLUTIONS \$ 74,546.00

TouchNet Information Systems, Inc.  
Lenexa, KA

- |  |             |
|--|-------------|
| 1) Upgrade License Agreement<br>(to include e-Check License) | \$32,000.00 |
| 2) Professional Services<br>(Installation and Training)      | \$12,450.00 |
| 3) Maintenance   | \$ 5,146.00 |
| 4) Upgrade Equipment   | \$22,450.00 |
| 5) Professional Services<br>(Interactive Voice Portal)       | \$ 2,500.00 |

Sole Source provider of equipment and licensed software to upgrade the District’s SCT Plus system.

2056 TEXAS CATALOG PURCHASE OF AVID EXPRESS VIDEO EDITING SYSTEM \$ 27,336.45  
TM Television  
Dallas, TX  
Best evaluated offer.

The resolution to approve the Bid Report for February was moved by Dr. Collins, seconded by Mr. Trujillo, and approved by all Board members present.

## INFORMATION REPORTS

1. Budget Status Report as of 01/31/02. Mr. Ralph Hall reported that revenues are exceeding expenditures by \$22 million. The budget is where it should be for this time of the year. Mr. Hall reported that he would be making interest income adjustments—a concern that we will not earn the \$1.4 million in interest income as budgeted.
2. Investment Schedule as of 01/31/02. Mr. Hall reported that the College District has \$64,613,305 invested in TexPool. At the end of January TexPool was paying 2.05%.

3. Summary of Foundation Payments to the District 01/31/02. Mr. Hall reported that during the Month of January, the Foundation payments to the District were \$9,422 in Scholarship support. Cumulative: \$52,995 (scholarship) and \$8,686 (program support).

## **PUBLIC COMMENTS.**

Chairman Roach asked Ms. Judy LaGrone if anyone had asked to make public comment. Having none, he called on President Israel for the President's Report.

## **PRESIDENT'S REPORT**

1. President Israel complimented the art display "Invisible People: The Sketchbook Series" done by CCCC Professor, Gaye Cooksey. He announced that Professor Cooksey's work was highlighted in the national *Community College Newsletter*. President Israel complimented Judy Jones, Director of Public Relations, for her good work.
2. CCCC Math Professor James "Chip" Galloway is the first instructor to receive the Award for Teaching Excellence from the Texas Mathematical Association for Two-Year Colleges (TexMATYC). This announcement was made at the recent Texas Community College Teacher's Association convention in Houston.
3. President Israel thanked Trustees Goodell and Bauge for their help on making Collin County Community College District first women's conference a tremendous success. President Israel also publicly thanked Stephanie Meinhardt who took the lead on this project. Mrs. Bauge graciously opened her home to the speakers. Trustee Biggerstaff applauded the people who worked with the women's conference.
4. President Israel invited Board members to the Honor's Luncheon honoring Dr. Keith Devlin, this year's scholar-in-residence, Noon, February 26, Conference Center, Spring Creek Campus.
5. President Israel announced that internationally renowned award-winning pianist Stephen Hough will perform in concert at 8 p.m. on Monday, April 8, at the John Anthony Theatre. Concert proceeds will benefit Excellence in the Performing Arts. The concert is hosted by CCCC, the CCCC Foundation, Inc., and Texas Conservatory for Young Artists.
6. President Israel reported that the Monopoly fundraiser is sold out and this year over \$120,000 has been raised for scholarship support.
7. Mark your calendars: May 23 at the Spring Creek Campus, Economic Summit, "Forging New Strategies."

## **ADJOURNMENT**

Chairman Roach adjourned the February 26, 2002 Board meeting at 8:12 p.m.

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

March 26, 2002

**Meeting Minutes**

<b>PRESIDING:</b>	Sam Roach, Chairman	
<b>PRESENT:</b>	Cindy Bauge	Jim Biggerstaff
	E. T. Boon	J. Robert Collins
	Brenda Goodell	Tino Trujillo
	Carey Cox	

**CALL TO ORDER**

Chairman Roach called the March 26, 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 7:30 p.m. and welcomed CCCCDC Political Science students and class members of Leadership McKinney 2001-2002. He called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE MARCH 26, 2002 REGULAR MEETING OF THE CCCCDC BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the March 26, 2002 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**APPROVAL OF THE MINUTES OF THE FEBRUARY 26, 2002 CCCCDC BOARD OF TRUSTEES MEETING**

A motion by Mr. Cox, seconded by Mr. Trujillo, to accept the February 26, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

**PRESENTATIONS**

Status Report on the Arts of Collin County

Dr. Robbie Robinson thanked Chairman Roach and the Collin County Community College District Board of Trustees. He said his reason for being present this evening was twofold: (1) give them an update on the Collin County Cultural Arts District and (2) extend an invitation from the Mayors of Frisco, Allen, McKinney and Plano to join them in supporting the arts district.

Dr. Robinson stressed the need for an arts complex within Collin County. He said that the arts of Collin County are moving out of the county due to the lack of space. Plano is the only city in Texas with a population over 100,000 without a significant arts theatre. Last week at our press conference, a 17-year old student who played piano remarked, “that the John Anthony Theatre is the only quality theatre in Collin County, but it is too small.”

The Collin County Arts District Committee, chaired by community leader Dr. Robinson, also includes Maher Maso (Frisco City Council Member), Steve Mathews (board president Allen Economic Development Board), and Pat Humm (member McKinney Development Corporation).

Theatre Projects Consultants, based in Connecticut, and Webb Management Services, of New York, will develop a business plan, cost estimates and site selection for the project that is being studied by Plano, Frisco, McKinney and Allen. Final reports are expected to be ready for the cities by July 1. The consulting fees are being shared by the four cities, which have each contributed \$32,500 to fund the committee's work. Webb Management will be paid \$46,800 to develop a needs assessment and preliminary business plan that will include an operating budget and funding plan. The business plan will also include recommendations for ownership, governance, staffing, scheduling and community access for the arts district. Theatre Projects will be paid \$43,000 to inventory other local arts facilities, prepare a preliminary design, estimate the project's cost and work with the committee to select a preferred site.

Dr. Robinson said the Collin County Cultural Arts District would enhance the quality of life for the citizens of Collin County as well as grow and nurture artistic endeavors.

Dr. Robinson closed by asking the Board members to talk to the mayors and join them in developing the Collin County Cultural Arts District.

#### Status Report of TIF Wireless Grant Projects

Dave Hoyt, Chief Information Systems Officer, explained that the purpose of CCCCD's TIFB Discovery Grant (funded by tax dollars) “BITS—Boundary-less Internet Teaching System” is to pilot and test the integration of wireless technologies that support portability and mobility of web enhanced instruction. BITS will be composed of four projects:

1. Business & Industry Training—will investigate the uses of wireless delivery of curriculum on PDA's, cell phones and pagers.
2. Convergence Lab—will allow us to integrate voice, video, data, image in a single network; will integrate products/technologies from multiple vendors to create a business solution; and will focus on interoperability.
3. Counseling and Tutoring—projects in Student Development will use wireless laptops to provide on-line tutoring & advising; screening for depression, eating and alcohol disorders; and an alternate form of registration for students.
4. Science Labs—applications will include environmental science & technology, geology and earth habitat; field biology, and general biology & CASMNS biology.



President Israel reported that the College District is exploring the possibility of working with an area hotel to offer offsite training. The private sector could help us meet needs and we could, in turn, provide them with a wireless system.

President Israel asked everyone who worked on the TIFB Discovery Grant to stand and be acknowledged. He continued that receiving this grant is a tremendous accomplishment that strengthens our undergraduate education at this institution.

## **PERSONNEL REPORTS FOR MARCH 2002**

A motion by Dr. Boon, seconded by Dr. Collins, to approve the Personnel Report for February, as presented in open session, was unanimously approved.

### 2002-3-1a, 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
Ronnie York	Facilities Operations Asst., PRC	R-Galloway	02/25/02

### 2002-3-1b, Promotions/Lateral/Changes

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

NAME	TITLE	REASON	DATE
Tom Mokake	Secretary I, Assoc.	R/P Shriver	03/01/02

### 2002-3-1c, Multi-year Contracts

WHEREAS, the following faculty, as part of the review for multi-year contracts, undergo a multi-part evaluation which consists of 1) student evaluations of instruction, 2) a class evaluation made by the dean, 3) the dean's annual summary appraisal, and 4) an examination by the Council on Excellence, a peer review committee; and

WHEREAS, each faculty member undergo an annual evaluation in areas such as depth of scholarship, teaching excellence, professional development, professional interaction with students and colleagues, College service, and adherence to College policies; and

WHEREAS, it is incumbent on each faculty member to demonstrate, through self-evaluation and formal application, how their service to the College has met standards of excellence and how their continued association with the College will benefit the College, the students, and the community; now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves granting multi-year contracts to the following faculty:

President Israel emphasized that all the faculty being proposed for multi-year contracts are quality faculty in the classroom. He remarked that this is the third time the District has used this format that lists college service and professional development in addition to education and experience.

Chairman Roach commented that in reviewing all these contracts, we obviously have some outstanding faculty members—most have outstanding college service and have been involved in professional development. On the other hand, we have some that are short in the area of college service and professional development. Mr. Roach stressed that these are very important areas to this Board.

Chairman Roach said he had a second comment to make. He said it concerned him that the College President has a 3-year contract while faculty are being awarded 5-year contracts. He continued that the Board is going to closely review multi-year contracts in the future.

Dr. Boon said he echoed Chairman Roach's concerns regarding granting 5- and 4-year contracts. He said he enjoyed reading the college service and professional development activities of many of the faculty, but was disappointed in some. Mr. Biggerstaff said he appreciates the entire faculty. I think that service learning is so important to our students and, "I would like to see more emphasis on service—your leadership transfers to your students." Mrs. Bauge concurred and asked for a quick history on the 5-, 4-, and 3-year contract system.

President Israel said it was his understanding that this was implemented when the District was started; however, the majority of colleges across Texas give 3-year contracts. Longer-term contracts are not common for community colleges. President Israel said he would gather more information on what other community colleges in Texas are doing regarding faculty contracts. We want to be a strong institution—95% of our faculty are doing tremendous work. He said he would like to work with the other 3-5% who are not as strong as the others. We will work hard to go up another notch.

#### FIVE-YEAR CONTRACTS:

Peggy Brown	Communications & Humanities	English
Jean Helgeson	Math & Natural Sciences	Biology
Russell Kunz	Business & Computer Science	Management
Tony L. McRae	Business & Computer Science	Computer Science
Kay Mizell	Communications & Humanities	English
Bill Adler	Social Sciences, Health & Public Services	Psychology
Brad Baker	Fine Arts	Theater
Peggy Breedlove	Developmental Education	ESL
Sidney Dunkle	Math & Natural Sciences	Biology
Marilyn Massey	Developmental Education	Mathematics
Elke Matijevich	Communications & Humanities	German
David McCulloch	Math & Natural Sciences	Biology
William Slater	Math & Natural Sciences	Computer Science
Dean Wallace	Business & Computer Science	Accounting

#### FOUR-YEAR CONTRACTS:

Linda Adams	Health & Physical Education	Heath Studies
Gary Bishop	Fine Arts	Photography
Gaye Cooksey	Fine Arts	Applied Graphic Design
John Creech	Social & Health Sciences & Public Servs.	Psychology
Gail Cronauer	Fine Arts	Theatre Arts
Joanne Fletcher	Social & Health Sciences & Public Servs.	Dental Hygiene
Carl Hasler	Communications & Humanities	Philosophy
Robert Meeks	Engineering Technology	Electronics
Paula Miller	Business & Computer Science	Accounting
Joanne Stevens	Communications & Humanities	Humanities

#### THREE-YEAR CONTRACTS:

Charles Braun	Business and Computer Science	Computer Science
Vera Cervantez	Business and Computer Science	Computer Science
Veronica Chavez	Business and Computer Science	Economics
Rodney Coltman	Communications & Humanities	Philosophy
Tracey Elliott	Social Science, Health and Public Service	Sociology
Sue Furnas	Business and Computer Science	Computer Science
Ann Vives de Giron	Communications & Humanities	Spanish
Thomas Hudgins	Business and Computer Science	Economics
Raja Khoury	Math and Natural Science	Mathematics
David Marble	Social Science, Health & Public Serv.	Criminal Justice
Marjorie McIntyre	Social Science, Health & Public Serv.	Nursing
Nahid Nikpour	Social Science, Health & Public Serv.	Dental Hygiene
Tom Ottinger	Fine Arts	Applied Graphic Design
John Perrine	Engineering Technology	CISCO/ Telecommunications
Warner Richeson	Engineering Technology	Drafting/Interior Design
Carter Scaggs	Fine Arts	Art
Debra St. John	Social Science, Health & Public Serv.	Government
Donna White	Math and Natural Science	Biology
Bob Wright	Engineering Technology	Electronics/ Telecommunications

#### 2002-3-1d, Terminations/Resignations

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Termination/Resignation Report for February.

EMPLOYEE	LAST DAY	DEPARTMENT	REASON
Jean Lenone Burt	3/1/02	Manager of NSF Grant	Other employment
Josue Huerta	3/1/02	Facilities Operator Asst.	Failure to report
Krupa Shah	3/19/02	Clerk I, Testing	Personal reasons

Sandy Pierce	3/22/02	Payroll Associate	Resignation
Tricia Pierce	3/27/02	Fin. Aid. Assoc., Fin. Aid.	Moving to new location

2002-3-2, Summer 2002 Continuing Education Fee Schedule

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 Summer 2002 Continuing Education Courses.

The Resolution was moved by Dr. Boon, seconded by Mr. Biggerstaff, and approved by all Board members present.

2002-3-3, Rescinding Tax Abatement for TR Lookout Partners, Ltd. and Telecom Technologies, Inc.

WHEREAS, the City of Richardson City Council approved a Tax Abatement Agreement with TR Lookout Partners, Ltd. and Telecom Technologies, Inc. in April, 2001 and Collin County Community College District subsequently approved the agreement on June 26, 2001, and

WHEREAS, the agreement has not been signed, and it was confirmed that TR Lookout Partners, Ltd., and Telecom Technologies, Inc. are unable to meet the requirements of the agreement, and

WHEREAS, the agreement will not take place, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees rescinds passage of Board Resolution 2001-6-6: Approval of Tax Abatement Agreement for TR Lookout Partners, Ltd. and Telecom Technologies, Richardson, Texas.

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

2002-3-4, Approval of Historic Tax Abatements, City of Plano

WHEREAS, the City of Plano Heritage Commission has recommended tax exemptions for fifty-six (56) properties, and

WHEREAS, the purpose of these tax exemptions is to provide additional funds for continued preservation (Class A Structures—residential, 100%; Class B Structures—commercial, 50%; Class C Structures—residential contributing to a historic district, 75%; and Class D Structures—commercial contributing to a historic district, 38%), and

WHEREAS, these exemptions are on the value of the improvements (full taxes are still paid on the land), the Heritage Commission inspects each structure yearly to determine if they are being maintained, not therefore,

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Historic Tax Abatements for the 56 properties listed on the attached pages.

The Resolution was moved by Mr. Biggerstaff, seconded by Dr. Boon, and approved by all Board members present.

2002-3-5, Approval of Civil Engineering Contract, Tomden Engineering

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the civil engineering contract with Tomden Engineering for ± 700 car parking lot at Spring Creek Campus for a lump sum of \$57,000.

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

2002-3-6, Approval of Interlocal Agreement, Collin County Governmental Purchasers Forum

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve continuance of the Interlocal Agreement to participate in the Collin County Governmental Purchasers Forum. [Original approval by the Board of Trustees, April 1997 for a five-year period.]

The Resolution was moved by Mr. Trujillo, seconded by Dr. Boon, and approved by all Board members present.

Dr. Boon asked what items the District purchases through this consortium. Mr. Hall will provide Dr. Boon with a list of the type of items purchased.

2002-3-7, Approval to Dispose of District's Surplus Property via On-line Auction

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the request to dispose of the District's surplus property via Rene' Bates Auctioneers, Inc. and MRB on-line Auction Group, L.C.

District will be charged 10% of the sale price for vehicles and 12% for all other items. The Board of Trustees approved an Interlocal Agreement with the Collin County Governmental Purchasers Forum on April 27, 1997. If the Board approves the disposal of surplus property via on-line auctioneering, the Interlocal Agreement will provide the vehicle for the District to participate.

In order to facilitate the sale of surplus property via on-line auctioneering, the President or designee, would have the authority to dispose of surplus property, as it becomes surplus. The Vice President of Administrative Services will prepare an annual report of surplus property disposed of through the on-line auctioneering.

A motion was made by Mrs. Bauge, seconded by Dr. Collins, to approve the resolution with the word "or designee" removed from the text was approved by all Board members present.

002-3-8, Approval of 2002-2003 Academic Dates

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the 2002-2003 Academic Dates.

The Resolution was moved by Dr. Boon, seconded by Mr. Biggerstaff, and approved by all Board members present with one correction: from “2001-2002 graduation” to “2002-2003 graduation.”

2002-3-9, Property Tax Exemption, Celina Lodge 919

WHEREAS, House Bill 1689 passed during the 77<sup>th</sup> Legislative Session, amended Chapter 11 of the Texas Tax Code, to add a new Section 11.184, relative to allowing an exemption from ad valorem taxation for certain organizations engaged primarily in performing charitable functions; and

WHEREAS, Section 11.184 of the Texas Tax Code allows for an exemption of ad valorem taxes provided the local governing body of the taxing unit adopts the exemption; and

WHEREAS, Celina Lodge 919AF & AM was qualified for tax relief by the Texas Comptroller of Public Accounts, and

WHEREAS, Celina Lodge 919AF & AM is an integral part of this community and incorporated in its by-laws a requirement to perform charitable work, public services and supports Masonic charities,

NOW, THEREFORE, BE IT RESOLVED, that the Collin County Community College District Board of Trustees adopts the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for Celina Lodge 919AF & AM.

The Resolution was moved by Dr. Boon, seconded by Mr. Biggerstaff, and approved by all Board members present.

2002-3-10, Expenditure Reports

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 February 2002.

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

President Israel briefly reviewed several expenditure accounts. He commented that there are no utility bills because TXU is going through deregulation—next month’s bill will be large. Bookstore charges are high because of gearing up for the new semester. Financial Aid reflects federal and state funds paid out to our students—this is the disbursement month and is consistent with where we are with scholarships. We give out \$2.2 million.

Mr. Cox asked about signage for the Central Park and Preston Ridge Campuses. President Israel responded that we are getting ready to bid the signage again. Mr. Hall remarked that we have received permits from McKinney and Frisco for the new signs and are ready to go—the bids will come before the Board in May.

2002-3-11, Approval of Bids

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

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1495	RENEWAL OF CUSTOM FIRE PUMPER APPARATUS LEASE Daimler Chrysler Services Lisle, IL	\$ 25,000.00
2064	ANNUAL CONTRACT FOR SECURITY GUARD SERVICES Weiser Security Company Irving, TX Best evaluated proposal for services	\$265,167.00 (Estimated)
2073	WIRELESS NOTEBOOK COMPUTERS FOR LEARNING RESOURCE CENTERS AT SPRING CREEK, CENTRAL PARK AND PRESTON RIDGE CAMPUSES. Dell Marketing L.P. Round Rock, TX Pricing in accordance with Reference 2047 – Interlocal Agreement with Texas Cooperative Purchasing Network (TCCCPN), approved by the Board 2/22/2000	\$ 37,120.00
2052	ANNUAL CONTRACT FOR DATA/VOICE CABLING Data Tex Services, Inc. Carrollton, TX Best evaluated offer.	\$ 65,000.00 (Estimated)

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

#### 2002-3-12, Approval of Election Notice

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve an election notice for the May 4, 2002 Trustee Election.

The Resolution was moved by Dr. Boon, seconded by Mr. Trujillo, and approved by all Board members present.

### **INFORMATION REPORTS**

Budget Status Report as of 02.28.02.

Mr. Ralph Hall reported that the District does not receive State appropriations in January and February—the months we are taking in ad valorem taxes. Revenues exceed expenditures by \$25,959,568. Mr. Hall reported that at the April Board meeting, mid-year revisions would be presented for review and approval.

Investment Schedule as of 02.28.02

Mr. Hall reported that all District funds are invested in TexPool. At the end of February, TexPool was paying 1.86%.

Quarterly Investment Schedule ending 02.28.02

Mr. Hall briefly reviewed the Quarterly Investment Schedule. The Public Funds Investment Act requires a quarterly investment report given by fund accounts on all transactions that took place.

Summary of Foundation Payments to the District 02.28.02

During February the Foundation paid the District \$1,094 for Scholarship support and \$2,794 for Program support. To date, \$64,475 has been received from the Collin County Community College District Foundation.

## **PRESIDENT'S REPORT**

1. President Israel thanked everyone involved with this year's Monopoly Fundraiser. The event was the largest fundraiser in the history of the College raising over \$125,000 in one evening. President Israel said he appreciated the support of the Board, faculty, staff, students and administrators.
2. President Israel congratulated Faculty Senate President, Dr. Linda Keith, for her recent publication in Judicature, "Judicial independence and human rights protection around the world."
3. We are one of 6 CISCO and one of 15 Microsoft training centers. President Israel said he is pleased to announce that we are going to be designated as an ORACLE training site.
4. Board members Mrs. Bauge and Mrs. Goodell attended the "Sky's the Limit" one-day conference hosted by the Collin County Community College District Foundation and the Medical Center of Plano. President Israel added that without the support of the Medical Center of Plano, we could not offer this conference. President Israel congratulated Paula Roman, Dede Day and Christal McCaskill for putting together such a wonderful program. Mrs. Bauge added that she went expecting to have a good day and it was better than she expected—very informing and very entertaining.
5. President Israel called on Michael Crawford, Dean of Fine Arts. Dr. Crawford announced that Stephen Hough, Grammy Nominated Pianist, would be performing a concert on April 8 benefiting excellence in performing arts. The concert is co-hosted by the Collin County Community College District Foundation and the Texas Conservatory for Young Artists.

## **PUBLIC COMMENTS**

There were none.

## **ADJOURNMENT**

Chairman Roach thanked the Culinary Arts students for the wonderful dinner they prepared. There being no further business, Chairman Roach adjourned the March 26, 2002 at 8:55 p.m.



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

April 23, 2002

**Meeting Minutes**

**PRESIDING:** Sam Roach, Chairman

<b>PRESENT:</b>	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 April 23, 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 7:48 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE APRIL 23, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the April 23, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**APPROVAL OF THE MINUTES OF THE MARCH 26, 2002 CCCC CD BOARD OF TRUSTEES MEETING**

A motion by Mr. Trujillo seconded by Mr. Cox, to accept the March 26, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

**PRESENTATIONS**

**1. Update on Wide Area Network**

Mr. Kyle Capps reported that all aerial work has been completed, however, when we went underground we ran into rocks and this put the project a little behind schedule. He said that the project should be completed a week from Friday. All the fiber is in for the 4 campuses and everything is completed with the exception of bores. Mr. Capps said all fiber will be available to District to use by May 15. Continuing to wait on the make ready work from TXU – should cost \$96,000 (\$403,000 not being used that Board approved as a maximum make ready cost).

President Israel thanked Dr. Collins for his work on this project. Dr. Collins and his committee projections for the our WAN were right on the mark. Chairman Roach thanked Mr. Capps for all his time, effort, and diligence.

### **Automated Employment Processing**

Ms. Kim Russell, Director of Human Resources, gave a brief overview of our new automated employment processing system – HRSmart, a local company. She explained that with the costs of newspaper advertising rising, going to HRSmart is a cost saving as well as a timesaving initiative.

HRSmart staff worked with human resources to customize the system for CCCCD. Since the implementation of HRSmart, human resources has received over 100 new applicants per week – averaging 20 per day. Applicants are automatically pre-screened for minimum qualifications and receive immediate feedback. Other features include a search agent to notify applicants of future positions and a resume agent can be established for use in identifying potential candidates. Requests for personnel can now be done on-line, eliminating campus mail delays, and new employee files and approvals are transmitted via e-mail.

Cost savings include lower paper, postage, faxing, and copying costs. The new system also lowers the time to fill an open position from 88 to 52 days (from request for new personnel to beginning work).

President Israel said that we are not eliminating all paper – we are still accepting paper applications. This new system saves work for administrators – they can go on-line and review applications.

Kim Russell thanked Helen Dupont and Brenda McNease who have taken the lead on this project.

Mr. Cox asked if we are giving up anything in the way of security. Ms. Russell explained that the applicant's social security numbers are on a backup screen and only accessible to human resource staff members.

### **PERSONNEL REPORTS FOR APRIL**

A motion by Mr. Cox, seconded by Mrs. Bauge, to approve the Personnel Report for February, as presented in open session, was unanimously approved.

### **2002-4-1a, b 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
Francis Choy	Instructional Designer, LRC	New Position	04/03/02
Barbara Corbin	Circulation Assistant, LRC	R-C. Shipman	03/21/02
Sai Sudha Guturu	Secretary 1, Provost, Associate Faculty, SCC	R-T. Mokake	03/25/02
J'Ann Mann	Division Secretary, Math	R-L. Miner	03/25/02
Paul Phelan	Circulation Assistant	R-R. White	04/03/02
Monique Ross	Clerk I, Testing Center	R-Krupa Shah	04/11/02
Melanie Tracht	Human Resources Benefits	R-T. Bradley	05/02/02

2002-4-1b, Resignations

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

NAME	LAST DAY	DEPARTMENT	REASON
Lisa Anne Arriaga	04/02/02	Classroom Asst., CHDV	Personal

2002-4-2, 2001-2002 Mid-Year Budget Revisions

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the 2001 – 2002 Mid-Year Budget Revisions.

Current Funds:

Operating Funds

Revenue:

State Appropriations	\$ 440,191
Tuition & Fees	1,203,503
Interest Income	(350,000)
Other Income	<u>53,330</u>

Sub-total	\$ 1,347,024
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Decrease in Fund Balance	7,000,000
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Grant Funds:

Federal Funds	1,531,469
State Funds	<u>483,888</u>

Sub-total	2,015,357
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Auxiliary Services	<u>261,923</u>
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Total	<u>\$10,624,304</u>
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Building Funds:	(\$ 240,613)
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The Resolution was moved by Dr. Collins, seconded by Mr. Trujillo, and approved by all Board members present.

President Israel remarked that we tried to limit the amount of revisions. The dollar amount of revisions is down, but the number of transactions is larger than last year. He said the District would continue to work on keeping mid-year revisions to a minimum.

President Israel pointed out several areas of the budget revisions:

- Increase in benefits – will try to project out better this next period but health care costs keep increasing.
- \$50,000 increase in credit card services.

- We are subsidizing our childcare centers – we are reviewing to make sure students and staff are using these centers and that we are not subsidizing the private sector. In response to Mr. Biggerstaff's question about how many students are being served, President Israel said around 50 children at the Central Park and Spring Creek campuses. The \$135,058 subsidy comes from auxiliary services.

#### 2002-4-3, 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 Engineering Technology courses offered through Continuing Education.

The Resolution was moved by Mr. Justice, seconded by Mr. Cox, and approved by all Board members present.

#### 2002-4-4, Approval of Increase in Annual Agreement with Marche Connections

WHEREAS, Marche' Connections is a major training partner of Collin County Community College District, and

WHEREAS, because we have had an increased demand for training in their expertise by a large company in our area, the initial estimated base of \$100,000 will increase to an estimated base of \$143,993, 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 increase of the approved annual agreement between Marche' Connections and Collin County Community College District (approved July 24, 2001) from the initial estimate of \$100,000 to an estimated base of \$143,993.

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

#### 2002-4-5, Approval of Exemption from Ad Valorem Taxation

WHEREAS, House Bill 1689 passed during the 77<sup>th</sup> Legislative Session, amended Chapter 11 of the Texas Tax Code, to add a new Section 11.184, relative to allowing an exemption from ad valorem taxation for certain organizations engaged primarily in performing charitable functions; and

WHEREAS, Section 11.184 of the Texas Tax Code allows for an exemption of ad valorem taxes provided the local governing body of the taxing unit adopts the exemption; and

WHEREAS, Allen Lodge No. 1435 AF & AM and Princeton Lodge No. 1436 AF & AM are qualified for tax relief by the Texas Comptroller of Public Accounts, and

WHEREAS, Allen Lodge No. 1435 AF & AM and Princeton Lodge No. 1436 AF & AM are an integral part of their communities and incorporated in their by-laws a requirement to perform charitable work, public services and supports Masonic charities,

NOW, THEREFORE, BE IT RESOLVED, that the Collin County Community College District Board of Trustees adopts the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for Allen Lodge No. 1435 AF & AM and Princeton Lodge No. 1436 AF & AM.

The Resolution was moved by Mr. Justice and seconded by Mr. Trujillo. The motion carried by a vote of 8 for and one abstention (Dr. Boon, who is a member of Allen Lodge No. 1435).

2002-4-6, Approval of guaranteed maximum price submitted by Beck Group, Construction Manager at risk, Construction Module I Addition, Spring Creek Campus in the amount of \$5,474,388.  
[Resolution 2001-3-2, approved March 27, 2001, estimated costs at \$5,700,000.]

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the guaranteed maximum price submitted by the Beck Group, Construction Manager at Risk, for construction of Module I Addition, Spring Creek Campus, in the amount of \$5,474,388.00.

President Israel reported that the Trustees at their March 2001 meeting approved the Module I construction in the amount of \$5.7 million based on a rough square footage of 33,450. The \$163 cost per square foot is slightly higher than the approved budget because of various factors:

- Standalone HVAC system
- New electric services established
- Improved energy efficiency
- Specialized labs above the cost of regular labs
- Bio technology requires safety equipment
- Upgrades for future learning technology

In response to Dr. Boon, President Israel explained that the original budget of \$150 per sq. ft. was a general budget without complete architect plans. The fee for the architects is based on the \$5.4 million budget. Module I size was decreased from 38,000 sq. ft. to 33,000 sq. ft. David Zatapec, Corgan Associates, said we decreased the size but increased the complexity.

Mr. Doug Thompson, Director of Educational Alliances for the Beck Group, said they solicited 161 competitive bids for the Module I construction and received 119 responses. The responses were opened in front of Collin County Community College District staff and were analyzed to make sure the scope of the bids were correct. All bids were compared apple-to-apple. Michelle Prokop, Beck Group, said the value CCCCD is receiving from the Beck Group is the value of their analysis—they bring quality and knowledge to the project.

Mr. Justice commented that this was the most complete breakdown of costs he had every seen. In response to Chairman Roach's question, Mr. Thompson said that between 3 to 5 bids were received on the smaller projects and on larger projects such as electric, 4 to 6.

Following discussion, Dr. Boon said he remains skeptical about using the construction manager at risk method.

The Resolution was moved by Mr. Cox and seconded by Mr. Justice. The motion carried by a vote of 8 for and 1 opposed (Dr. Boon).

2002-4-7, Approval of Expenditure Reports for March 2002

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 March 2002.

The Resolution was moved by Dr. Boon, seconded by Mr. Biggerstaff, and approved by all Board members present.

President Israel briefly reviewed the expenditure reports. Dr. Collins said that he assumed that the athletic camp expenditures were offset by registration income. President Israel commented that Dr. Collins' assumption was correct – we are not subsidizing athletic camps.

2002-4-8, 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 bids for March 2002.

BID #	DESCRIPTION	AMOUNT
1888	RENEWAL OF AN ANNUAL CONTRACT FOR PRINTING OF COLLEGE CATALOG AND STUDENT HANDBOOK Van Hoffmann Graphics, Inc. St. Louis, MO	\$ 68,698.30
1897	RENEWAL OF AN ANNUAL CONTRACT FOR PRINTING OF COMMUNITY NEWSLETTER Legend Press Garland, TX	\$ 36,855.92
2065	AUTOMATED POINT OF SALE SYSTEM FOR CCCCD BOOKSTORES (REBID) BUDGEText Fayetteville, AR Lowest RFP meeting specifications.	\$ 141,620.00
2066	ANNUAL CONTRACT FOR NEW CARTRIDGES AND RIBBONS (REBID) Cortex Solutions Rancho Santa Margarita, CA  Intelligent Office Products Houston, TX  Western Technology Plano, TX  Best evaluated bid.	\$ 65,000.00 (Estimated)

2074	MAINTENANCE FOR CISCO ACADEMY LABS AT CENTRAL PARK AND PRESTON RIDGE CAMPUSES  CISCO Systems, Inc. Irving, TX Best evaluated offer.	\$ 30,817.68
2075	ANNUAL CONTRACT FOR HVAC SERVICES AND MAINTENANCE, CPC TD Industries Dallas, TX Low bid.	\$ 37,108.08
2078	THREE MASONRY MONUMENT SIGNS Sports Facilities Construction Farmers Branch, TX Item: Foundation, Masonry, Cast Stone Combined bid for all three signs  Prisim Electric, Inc. Dallas, TX Item: Electrical for all three signs Combined bid for all three signs Low bid and low qualifying bid for electrical.	\$ 50,472.00  \$36,772.00  \$13,700.00

#### **PURCHASE ORDER REVISIONS**

1780	TELECOMMUNICATIONS CONSULTING SERVICES FOR CREATION OF DISTRICT- WIDE AREA NETWORK  CHR Solutions, Inc. Norcross, GA  <table border="0" style="margin-left: 20px;"> <tr> <td>Total:</td> <td style="text-align: right;">\$131,145.00</td> </tr> <tr> <td>CO #2 – Increase:</td> <td style="text-align: right;">\$ 6,500.00</td> </tr> <tr> <td>Revised Total:</td> <td style="text-align: right;">\$137,645.00</td> </tr> </table>	Total:	\$131,145.00	CO #2 – Increase:	\$ 6,500.00	Revised Total:	\$137,645.00
Total:	\$131,145.00						
CO #2 – Increase:	\$ 6,500.00						
Revised Total:	\$137,645.00						

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

#### **INFORMATION REPORTS**

- Budget Status Report as of 3/31/02. Mr. Ralph Hall said that the mid-year revisions just approved by the Board this evening were not reflected in the budget report. He said that revenues exceeded expenditures by \$17,930,000 and we are where we should be at this time of the fiscal year.
- Investment Schedule as of 3/31/02. Mr. Hall reported that the District has \$66,253,150 invested in Tex Pool.
- Summary of Foundation Payments to the District 3/31/02. During the month of March, the District received \$391 for scholarship support and \$10,170 for program support from the Foundation. To date \$75,036 has been received from the Foundation for scholarship and program support.
- Presentation Related to Safety and Security. Mr. Ed. Leathers gave a presentation on a plan to improve the District's security by having our own security force supplemented with hired security. President Israel said that if the Board agrees there will be some policy changes coming to the Board for first and second readings. Over the last several weekends, over 1,000 people were on our campuses with no security. This will not be a small decision. Ed Leathers said that he could find no other institution of our size without an armed security force. Mr. Justice asked if the District tried using police from the smaller cities. President Israel said we are an accident ready to happen. We do not have off duty police officers walking the campus, they remain in their patrol cars. Chairman Roach agreed that we have to move forward to strengthen the security at all our facilities. Dr. Boon also agreed and said the sooner the better – this is a priority for our students, faculty, staff, and patrons.

## PUBLIC COMMENTS

There were none.

## PRESIDENT'S REPORT

1. President Israel congratulated Dr. Linda Keith for her article published in the *Political Research Quarterly*, Constitutional Provisions for Individual Human Rights (1977-1996): Are they More than Mere "Window Dressing?"
2. Professors Godwin and Karr put together a new program for students requiring additional instruction in preparation for college-level mathematics – The Passport Program. This unique program is structured to accommodate a variety of learning styles and competencies and will serve as a student's pathway to success in math.
3. President Israel announced that Judge John Payton was named to the Phi Theta Kappa Academic Team – one of 60 students across the United States. President Israel said this is the second year a CCCC student has received this honor and a lot of credit should be given to our excellent faculty and this institution.
4. President Israel and Dean Gary Hodge collaborated on an article entitled American Democracy that was published in *Academic Leadership*. President Israel thanked the Board for their strong support of our Learning Community and Service Learning programs.



5. May 1 is the date set for the second meeting of the "Committee of 100."
6. President Israel reported that over 500 faculty and staff participated in All College Planning Day.
7. Activities: Nurses Pinning May 7, Fire Science Academy May 8, Dental Hygiene Pinning and Commence May 9.

#### ADJOURNMENT

Chairman Roach complimented the Culinary Arts students for their great dinner. There being no further business, the meeting was adjourned at 9:35 p.m.

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

May 28, 2002  
Meeting Minutes

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 May 28, 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 7:35 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

**CERTIFICATION OF THE NOTICE OF THE MAY 28, 2002 REGULAR MEETING OF THE CCCC  
BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the May 28, 2002 CCCC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**APPROVAL OF THE MINUTES OF THE APRIL 23, 2002 CCCC BOARD OF TRUSTEES  
MEETING**

A motion by Mr. Trujillo seconded by Mr. Cox, to accept the April 23, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

**PRESENTATIONS**

1. Charisse Reaume, Executive Direction of the Allen Economic Development Board, came forward to make a presentation. She announced that the Texas Economic Development Council awarded a 2002 Workforce Best Practices Honorable Mention to the Collin County Workforce Training Consortium.
2. Strategic Goals & 2001-2002 Achievement Indicators Status Report.  
President Israel stated that the Board requested that twice a year he come before them to report on our Strategic Plan and Achievement Indicators. He continued that the strategic plan and achievements indicators are good accountability measures instituted two years ago on behalf of the citizens and residents of this community. The Board was given a complete listing of everything we have accomplished and those we have not—President Israel gave the following presentation.

## Goal 1: Elevate CCCCD to the echelon of world-class education

- 1.1 Conduct a bond election--bond election was held on 11/6/2001. The referendum passed with 64% of the vote.
- 1.2 Review and refine governance and organizational structures.  
Governance and organization structures have been discussed at Faculty Senate, PAC, Leadership Team and the administrative retreat in 2/2002. Various committees are discussing duplication of effort and procedural improvements. The firm of Abernathy and Roeder are reviewing CCCCD's policies and practices.
- 1.4 Promote CCCCD by developing marketing strategies designed to address each of the District's strategic goals—Development and production of recruitment mini-CD; number of ads published up 24%, publications increased 40%, and column inches for news increased by 29%.
- 1.5 Evaluate and improve learning resources. Five-year service evaluations of Learning Resources and Media Services conducted. Evaluation due to be completed before 8/31/02. Improvement plan based on evaluation results. Not yet completed.

## Goal 2: Develop a model teaching and learning environment

- 2.0 Evaluate, enhance, and expand distance learning offerings  
Distance education evaluation process revised 3/6/2002 at the Academic Technology Roundtable to be used spring 2002 in class visits. 22 new online courses taught 2001-2002.
- 2.5. Provide training opportunities for faculty/staff to increase job knowledge and skills  
Increased enrollment of faculty & staff in Continuing Education technical training classes:
  - 166 faculty/staff have enrolled in a total of 224 sections representing 54 different courses
  - Center for Teaching, Learning & Professional Development and the Division of Engineering Technology planning for implementation of faculty development workshopsIncrease number of services provided by the Teaching/Learning Center (2 new TLC modules established) and increase number of faculty using TLC (73 full-time and 188 part-time faculty used TLC; 93 faculty have instructional Web sites; 1,503 students are enrolled in distance education classes (spring 2002—5% of total contact hours).

## Goal 3. Expand, enhance, and promote mutually beneficial relationships with business, industry, government and education.

- 3.1 Expand professional & workforce development courses  
First two quarters FY2002 net revenues up 11% and contact hours 17%; offered classes at CPC & SCC for first time spring 2002; and Spring 2002 offered 260 courses and 648 sections.
- 3.1 Expand professional & workforce development courses  
Increased number of on-line course offerings, partnerships between online and instructor led programs expanded, increase in certificate programs, and small business counseling provided in Frisco.
- 3.3 Implement a systematic process to improve needs assessment & evaluation in professional & workforce training  
Effectiveness of on-line learning evaluated monthly for effectiveness, course development template and is being requested for use at other community colleges, and survey instrument for customized contract training developed.
- 3.4 Increase philanthropy from the private sector to CCCCD  
Foundation in partnership with District received over \$225,000 from private donations and sponsorship of special events; Foundation working with President's Office to develop marketing materials to encourage deferred gifts.

#### GOAL 4: Improve student achievement

##### 4.2 Improve students' educational outcomes

Strategic Enrollment Management Steering Committee currently administering student satisfaction survey (Noel-Levitz). Analysis of data to begin June 15. Initiating use of multiple mailings to increase response rate on the employer satisfaction survey.

##### 4.3 Improve progression of students through developmental studies

Developmental Education tracking report produced 9/01 by the Institutional Research Office. Review not yet complete

##### 4.4 Improve transition of students from high school to CCCCD

Revised orientation programs piloted in spring 2002 for new and traditional students, hosted Collin County Education Summit, and concurrent enrollment participation increased 48% spring 2002.

##### 4.5 Establish a Student Leadership Academy

Student application and selection process in place, advisory committee expanded to include increased student participation, SLA curriculum developed and approved, and first SLA class being selected.

#### GOAL 5: Develop an exemplary information technology infrastructure that is responsive to the instructional and administrative needs of the District

##### 5.2 Complete installation and implementation of WAN fiber optic cable loop. Scheduled for completion May 2002.

##### 5.3 Develop Web-based forms to streamline District functions

Student Development developed online request for tutoring services and online discipline incident report and HR implemented Web-based employment system: Maintains database of applicants and eliminates all paper processing/approvals of pre-employment process.

5.3.1. Improve online credit registration utilization. 31% of CCCCD students used Weblines for spring 2002 registration, a 15% increase from spring 2001.

#### PERSONNEL REPORTS FOR MAY

A motion by Mr. Biggerstaff seconded by Mrs. Goodell to approve the Personnel Reports for May 2002, as presented in open session, was unanimously approved.

##### 2002-5-2-1a, 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
Karen Holt	Professor, Nursing	R.—S. Lee	08/13/02
George Jackson	Professor, E-Bus. Media	R—T. Harlow	08/13/02
Shannon Kearns	Professor, Theatre	New position	08/13/02
Elizabeth Pannell	Professor, CIS	R.—C. Howry	08/13/02
Julie Turnbow	Professor, Dev. Math	R—J. Joshua	8/13/02

##### 2002-5-2-1b, 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
Roberto Chacon	Police Training Officer Law Enforcement	R—J. Bassham	05/15/02
Laura Wientjes	Division Secretary, Academic Advising	R—J. Klump	05/06/02

2002-5-2-1c, Promotion, 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
Shelby Bivins	Mentor Coordinator, CCCCD @Allen	New/Lateral	05/15/02
Louisa Kessel	Asst. Director Student Life	New/Promotion	05/02/02
Pyeper Wilkins	Grant Coordinator CCCCD @Allen	R—S. Bivins	05/15/02

2002-5-2-1d, Resignations

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

NAME	LAST DAY	DEPARTMENT	REASON
Larry Hutchins	4/22/02	Oper. Maint. Tech.	Other employment
Faleena Davis	5/3/02	Teacher Asst, Child. Dev.	Attend school full-time
Christine Ilfrey	5/10/02	Recruiting Coordinator	Attend school full-time
Marcia “Satya” Lee	5/11/02	Professor, Nursing	Other Employment/Relocating
Jeanette Vaughan	5/11/02	Professor, Nursing	Assignment ended
Robert “Andy” Rush	5/11/02	Professor, Cisco	Assignment ended
Judith A. Jones	5/10/02	Director of Public Relations	Death
Irma Chapa	5/30/02	Financial Aid Advisor	Moving to new location
Julia Murphrey	5/31/02	Instructional Assoc.	Moving to new location

2002-5-2-1e, Sabbatical Leaves

WHEREAS, sabbatical leaves are authorized for the primary purpose of increasing the value of the recipient’s contribution to the College District by providing the individual a significant opportunity for professional growth, and

WHEREAS, sabbatical leave may be granted, upon application, for study, research, writing, field observations or other suitable purposes and opportunities for additional training, for improving skills and for maintaining currency in the field are understood to be included as a purpose of sabbatical leave, and

WHEREAS, faculty members are eligible to apply for sabbatical leave upon completion of five years of continuous full-time service and each applicant must initiate the sabbatical leave application process as outlined in the *Faculty/Staff Handbook*, and

WHEREAS, applications for sabbatical leave are evaluated by an elected sabbatical leave committee, the Vice President for Academic Affairs and the President, 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 following Sabbatical Leaves:

EMPLOYEE	DIVISION	LEAVE PERIOD (ONE SEMESTER)
Dr. Meghmala Tarafdar	Communications & Humanities Professor of English	Fall 2002

Dr. Brian Allison	Fine Arts Professor of Music	Spring 2003
Lydia A. Gober	Student Development Assistant Director CS/CWE	Fall 2002
Mr. Steve DeWees	Social Science, Health, & Public Services Professor of Respiratory Care	Fall 2002

#### 2002-5-2-2, Charitable Tax Exemption

WHEREAS, House Bill 1689 passed during the 77<sup>th</sup> Legislative Session, amended Chapter 11 of the Texas Tax Code, to add a new Section 11.184, relative to allowing an exemption from ad valorem taxation for certain organizations engaged primarily in performing charitable functions; and

WHEREAS, Section 11.184 of the Texas Tax Code allows for an exemption of ad valorem taxes provided the local governing body of the taxing unit adopts the exemption; and

WHEREAS, Plano Lodge No. 768 AF & AM is qualified for tax relief by the Texas Comptroller of Public Accounts, and

WHEREAS, Plano Lodge No. 768 AF & AM is an integral part of their communities and incorporated in their by-laws a requirement to perform charitable work, public services and supports Masonic charities,

NOW, THEREFORE, BE IT RESOLVED, that the Collin County Community College District Board of Trustees adopts the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for Plano Lodge No. 768 AF & AM.

A motion by Mr. Justice, seconded by Mr. Trujillo, that the Collin County Community College District Board of Trustees adopts the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for Plano Lodge No. 768 AF & AM, as presented in open session, was unanimously approved.

#### 2002-5-2-3, Sale of Struck Off Property

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the sale of "Struck Off" Property, located at 600 Chestnut Street in McKinney, in the amount of \$20,000.00 to East McKinney Economic Development Group, L.L.C. by signing the Special Warranty Deed.

A motion by Dr. Collins, seconded by Mr. Biggerstaff, that the Collin County Community College District Board of Trustees approves the sale of "Struck Off" Property, located at 600 Chestnut Street in McKinney, in the amount of \$20,000.00 to East McKinney Economic Development Group, L.L.C. by signing the Special Warranty Deed, as presented in open session, was unanimously approved.

#### 2002-5-2-4, Special Warranty Deed

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Special Warranty Deed related to property located at 8760 John Elliott Drive in Frisco.

Note: During September 1998, a Quitclaim Deed was prepared showing the property was deeded to Frisco's Project for the Future by Frisco Independent School District, City of Frisco, Collin County and/or Collin County Community College District. Only the Frisco ISD taxing authority executed the

deed. Now that the City of Frisco is purchasing this property from Frisco's Project for the Future, no title company will issue a policy because of the Quitclaim Deed only being executed by one entity.

A motion by Mr. Trujillo, seconded by Mr. Biggerstaff, that the Collin County Community College District Board of Trustees approves the Special Warranty Deed related to property located at 8760 John Elliott Drive in Frisco, as presented in open session, was unanimously approved.

#### 2002-5-2-5, Appointment of KPMG as District Auditor

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District appoints KPMG as the District auditor for the 2001 – 2002 fiscal year at a fee of \$62,500.

Request for proposals were sent to five firms, as well as being advertised. Two proposals were received.

A motion by Mrs. Bauge, seconded by Dr. Collins, to approve the resolution appointing KPMG as the District auditor for the 2001 – 2002 fiscal year at a fee of \$62,500, was unanimously approved.

President Israel said that KPMG had the best response to our Request for Proposal as well as the lowest price submitted. President Israel introduced Mr. William P. Hanley, Partner of KPMG in charge of the North Texas public and higher education segment. Mr. Hanley assured Dr. Boon that he would oversee the District's audit.

Chairman Roach reported that after every Trustee election, the Board reorganizes and elects officers and makes committee assignments (Education & Policy, Budget/Finance & Facilities, and Foundation). In the case of the Finance Committee, the external auditor will report directly to the committee—the Board has been moving in this direction for some time.

Mr. Hall announced that there would be some substantial changes in the District's reporting format required by GASB since community colleges would no longer report as a governmental entity but would report as a public entity.

#### 2002-5-2-6, First Reading—No Action Required

The Student Travel Procedures Policy is presented for a first reading as required by Board policy. 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. 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.

President Israel explained that this is just a first reading of the new policy and is consistent with our Board policy. This policy is required by statutory law passed by the state legislature and went into effect in January 2002.

#### 2002-5-2-7, Increase in SETT Contract

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the increase of the annual agreement between SETT (Stiles Electronically Taught Transcription, Inc.) and Collin County Community College District, which was executed September 2001, from an estimated base of \$22,500 to an estimated base of \$48,000 for online training classes.

A motion by Dr. Collins, seconded by Mr. Trujillo, to approve the increase of the annual agreement between SETT (Stiles Electronically Taught Transcription, Inc.) and Collin County Community College District,

which was executed September 2001, from an estimated base of \$22,500 to an estimated base of \$48,000 for online training classes, was unanimously approved.

In response to Dr. Collins' question, Mr. Steve Hardy said that the increased demand for these courses caused expenditures to increase. The increase demand for the courses means revenues will rise. Mr. Hardy noted that we also get contact hours for these courses. If we go above the estimated base of \$48,000, that increase will be brought before the Board for approval.

#### 2002-5-2-8, Resolution Related to the Sale of \$20,000,000 GO Bonds

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the following Resolution related to the sale of approximately \$20,000,000 tax improvement Bonds (General Obligation Bonds). The bond sale will be a competitive sale June 25, 2002.

A motion by Mr. Cox, seconded by Dr. Collins, approving the Resolution related to the sale of approximately \$20,000,000 tax improvement bonds, was unanimously approved.

President Israel called upon Ben Brooks. Mr. Brooks said that this resolution authorizes First Southwest to go forward and prepare all the documents to the sale of \$20,000,000 tax improvements bonds. The bond sale will be by competitive bid. Mr. Hall said the bids would be opened June 25 and that the District anticipates a 5.5% interest rate.

President Israel announced that bond rating meetings have been scheduled with Moody's and Standard and Poors.

In response to Mr. Justice's question about whether or not this is a "best effort" bid, Mr. Brooks responded that these are competitive bids with a "good faith" check required. If the buyer is not able to deliver the promised interest, they lost their "good faith" check (2% of the sale).

In response to Mr. Justice's question about how much of the \$20 million is allocated, President Israel explained that this bond sale will not cover the Phase I & II construction costs which are estimated to be \$35 million.

#### 2002-5-2-9, Expenditure Reports for April 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 April 2002.

A motion by Mr. Biggerstaff, seconded by Mr. Trujillo, to approve the Expenditure Reports for April 2002 was unanimously approved.

President Israel reported that expenditures were consistent with previous months and briefly reviewed several accounts. President Israel asked Mr. Hall to do a line item break down of two expense accounts—Professional Development and Consultants—for Board member review.

#### 2002-5-2-10, 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 bids.

A motion by Mr. Cox, seconded by Dr. Collins, to approve the Bid report for May, was unanimously approved.



BID #	DESCRIPTION	AMOUNT
1880	ANNUAL CONTRACT FOR KRUEGER INTERNATIONAL (KI), QUAKER AND NEMSCHOFF FURNITURE Workplace solutions (Quaker) Dallas, TX Item 4.2, 4.4, 4.5 Krueger International (Krueger) Dallas, TX Item 4.1, 4.4, 4.5  Only bids received	\$119,000.00 (Estimated)
1901	RENEWAL OF ANNUAL CONTRACT FOR PRINTING SERVICES <i>Primary Contract (Bid 1901)</i> Sheegog Printing Item: 1, 2, 5, 6, 12, 14, 16, 29 34, 36-41, 46-51, 53, 70-79  Business Printing Carrollton, TX Item: 3, 7, 13, 15, 17, 18, 21-28, 33, 35, 52, 54-60 64, 65, 67-69, 80-89  Signature Commercial Richardson, TX Item 8-10, 30-32, 42-45, 61-63, 66  Colorworks Plano, TX Item: 11, 19, 20  <i>Secondary Contract (Bid 1901)</i> Signature Commercial Richardson, TX Item: 1, 2, 6, 12 14, 29, 34, 36-41, 46, 48-51, 70-79  Colorworks Plano, TX Item: 3, 7, 13, 18, 32  Business Printing Carrollton, TX Item: 4, 5, 8, 10, 11, 16, 20, 30, 42-45, 47  Sheegog Printing Dallas, TX Item: 9, 15, 17, 19, 21-28, 31, 33, 35, 52, 54-69, 80-89	\$65,000 (Estimated)

*Primary Contract (Bid 1972)*

Business Printing, Inc.

Carrollton, TX

Item: 90.1, 90.2, 90.3, 90.4, 90.5, 90.6, 90.7, 90.8

*Secondary Contract (Bid 1972)*

Signature Commercial Printing

Richardson, TX

Item: 90.1., 90.2, 90.3, 90.4, 90.5, 90.6, 90.7, 90.8

(Bid 1993)

Business Printing, Inc.

Carrollton, TX

Item: 94, 94.1, 94.11, 94.2, 94.21, 94.3, 94.31, 94.4, 94.41

94.5, 94.51, 99, 99.1, 99.11, 99.2, 99.21, 99.3

99.31, 99.4, 99.41, 99.5, 99.51

Signature Commercial

Garland, TX

Item: 91, 91.1, 91.11, 91.2, 91.21, 91.3, 91.31, 91.4, 91.41

91.5, 91.51, 92, 92.1, 92.11, 92.2, 92.21, 92.3, 93.31, 92.4,

92.41, 92.5, 92.51, 93, 93.1, 93.11, 93.2, 93.21, 93.3, 93.31, 93.4,

93.41, 93.5, 93.51, 95, 95.1, 95.11, 95.2, 95.21, 95.3, 95.31, 95.4,

95.41, 95.5, 95.51, 96, 96.1, 96.11, 96.2, 96.21, 96.3, 96.31, 96.4,

96.41, 96.5, 96.51, 97, 97.1, 97.11, 97, 97.2, 97.21, 97.3, 97.31, 97.4,

97.41, 97.5, 97.51, 98, 98.1, 98.11, 98.2, 98.21, 98.3, 99.31, 98.4,

98.41, 98.5, 98.51, 100, 100.1, 100.11, 100.20, 100.21, 100.3,

100.31, 100.4, 100.41, 100.5,

100.51

(Bid 2070)

Signature Commercial

Garland TX

Option I

Item: 101, 101.2, 101.3, 1.1.4, 101.5

Option II

Item: 102, 102.1, 102.2, 102.3, 102.4, 102.5

Option III

Item: 103, 103.1, 103.2, 103.4, 103.5, 103.6

2085	ROOM SCHEDULING SOFTWARE Ad Astra Information Systems Shawnee Mission, KS Lowest offer	\$47,830.00
2087	DISTANCE LEARNING LAPTOPS FOR LRC AT CPC, SCC, AND PRC Dell Marketing L.P. Round Rock, TX	\$55,304.10 \$58,016.10

Texas Community College Cooperative  
Purchasing Network (TCCCPN)  
Apple Computer \$ 2,712.00  
Austin, TX  
Sole Source

2098	UPGRADE CURRENT ADMINISTRATIVE SYSTEM Sequel Data Systems Carrollton, TX. Sole source.	\$45,307.36
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#### PURCHASE ORDER REVISIONS

2030	MICROSOFT CAMPUS AGREEMENT	
	Original Agreement Total:	\$55,293.84
	CO #1—Increase:	\$ 9,749.88
	Revised Agreement Total:	\$65,043.72

Mrs. Goodell commented that she finds it confusing that bids for software, hardware, printers, etc. are in every month's bid report. She said expanded explanations would be helpful to Board members. President Israel agreed and asked Mr. Hall to include the division, program, etc., of the purchase. Mr. Cox stated that he understood our system of underestimating, rather than overestimating bids—shoot low and add later if necessary—but agreed that further explanations would be helpful.

Dr. Boon mentioned that he had noticed the decrease in the number of bidders for each bid item. Cindy White explained that with the specifications on line, people download the bid specs, then review them to decide whether they want to bid. President Israel said that they might choose not to bid for various reasons—do not meet specifications, project too small, project too small, not interested in working with a governmental agency, etc.

#### INFORMATION REPORTS

1. Budget Status Report as of 4/30/02. Mr. Ralph Hall reported that tuition and fees are above the approved budgeted amount. This month expenditure exceed revenues, however, year to date revenues exceed expenditures by \$16,272,461—end of year increase in net assets will be more than anticipated.

Mr. Hall said that with the new accounting requirements, for the first time the College District would depreciate assets by using historical costs. In response to Mr. Cox's question, Mr. Hall answered that all public entities would have to show depreciation (cities, counties, etc.).

2. Investment Schedule as of 4/30/02.

Mr. Hall reported that the College District has \$64,179,993 invested in TexPool. TexPool is currently paying 1.83%. Mr. Hall reported that 25-year Freddie and Fannie Mae's are paying 6% but the District doesn't want to tie up funds to such long periods. Mr. Justice asked Mr. Hall to find out what short-term government bonds were paying.

3. Summary of Foundation Payments to the District 4/30/02. Mr. Hall reported that this month \$11,061 was received from the Foundation for scholarship and program support.

PUBLIC COMMENTS. None

#### PRESIDENT'S REPORT

President Israel introduced a video of news report on the College District done by Brad Watson that was very favorable to the District. President Israel remarked that this was the last piece done by Judy Jones.

#### ADJOURNMENT:

Chairman Roach closed the meeting with a few words about Judy Jones and how her life and death had had such an impact on so many people. He said it was obvious from the outpouring of feelings from so many friends that she was loved. "Judy Jones is going to be missed. We appreciate all her work helping to move this college forward."

**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 please 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 hardly 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      \$ 27,915.00  
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.

2100      MEDIA SERVICES LIGHTWEIGHT DATA      \$ 43,544.00  
PROJECTORS  
Boxlight Corporation  
Poulsbo, WA  
Low bid meeting specifications.

2104      CONVERGENCE LAB AT PRESTON RIDGE      \$169,381.00  
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.

#### **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.

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
Meeting Minutes

July 23, 2002

PRESIDING: Sam Roach, Chairman

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

CALL TO ORDER

Chairman Roach called the July 23, 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 7:15 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE JULY 23, 2002 REGULAR MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the July 23, 2002 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE JUNE 25, 2002 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo seconded by Mrs. Bauge to accept the June 25, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

CCCCD BOARD COMMITTEE ASSIGNMENTS

Chairman Roach, after surveying the Board members, announced the following committee assignments.

EDUCATION AND POLICY COMMITTEE: Sam Roach, Jim Biggerstaff,  
Brenda Goodell

BUDGET/FINANCE & FACILITIES COMMITTEE: Bob Collins, Cindy Bauge, E. T. Boon, Tino Trujillo  
FOUNDATION: Sam Roach, Cindy Bauge, Jim Biggerstaff, Glenn Justice

Board members serve on various other boards throughout the county. These appointments are made by the respective boards.

FRISCO TIF BOARD: Sam Roach  
PLANO TIF BOARDS: TIF#1: Cindy Bauge  
TIF#2: Glenn Justice  
Tino Trujillo, Alternate  
PLANO TAX ABATEMENT: Cindy Bauge & Glenn Justice  
MCKINNEY TAX ABATEMENT: Carey Cox  
PLANO ECONOMIC DEVELOPMENT BOARD: Glenn Justice & Cary Israel  
MCKINNEY ECONOMIC DEVELOPMENT CORPORATION: Carey Cox  
ALLEN ECONOMIC DEVELOPMENT BOARD: E. T. Boon

## **CONSTRUCTION UPDATE**

Michelle Prokop, Site Manager with the Beck Group, gave an update on Module I construction at the Spring Creek Campus. She said the project is on schedule after playing catch up after the rain delays. All equipment is on site and undocumented gas lines have been moved. The dirt removed from the construction site is being used to level the slopes on the flag side of the campus.

## **2002-7-1 PERSONNEL REPORTS FOR JUNE**

Upon motion of Mrs. Bauge, seconded by Mr. Biggerstaff, the Personnel Reports for June were unanimously approved as presented in public hearing.

### 2002-7-1.1, 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
Kathleen Adler, PhD	Professor, Economics (Temporary)	New	08/13/02
Mary Jo Giles	Professor, Nursing	New	8/13/02
Kelly Martin	Professor, English	New	8/13/02
Barbara Taylor	Professor, Computer Networking/CISCO	New	8/13/02

#### 2002-7-1.2, Staff Appointment

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

NAME	TITLE	REASON	DATE
Alicia Huppe	Coordinator of Programs for New Students, SCC	R—Andrea	07/22/02

#### 2002-7-1.3, Lateral Move

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

NAME	TITLE	REASON	DATE
Amy Lenhart	Career Counselor, SCC	R—Okaro	06/20/02

#### 2002-7-1.4, Approval of 3-Year Contract

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves a three-year contract for Professor Chris Morgan, Fine Arts.

#### 2002-7-1.5, Resignations/Terminations

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

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>DEPARTMENT</u>
Brian Pace	7/2/02	ALC Assistant, SCC
Kimberly Kramer	7/3/02	Coordinator of Evaluation
Nestor Zarragotia	7/3/02	Faculty, Fine Arts
Chad Johnson	7/7/02	Computer Lab Supervisor
Christina Gilmore	7/12/02	Program Coordinator

2002-7-2, Approval of Agreement with Hillier Architectural Firm

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves Hillier Architectural Firm for the preparation of a District-wide Master Plan at a lump sum fee of \$37,500, and to provide architectural services for the Preston Ridge Campus Library, a classroom and laboratory finish-out at a total fee of 5.5% of total construction cost (estimated budget for project is \$16,440,000) or \$904,000, including reimbursable expenses up to \$10,000.

President Israel explained that having a district-wide master plan in place is a requirement of the Southern Association of Colleges and School. Following an exhaustive interview process with several architectural firms, Hillier came to the top.

Upon motion of Dr. Collins, seconded by Mrs. Goodell, the board of trustees unanimously approved Hillier Architectural Firm for the preparation of a District-wide Master Plan at a lump sum fee of \$37,500, and to provide architectural services for the Preston Ridge Campus Library, a classroom and laboratory finish-out at a total fee of 5.5% of total construction cost (estimated budget for project is \$16,440,000) or \$904,000, including reimbursable expenses up to \$10,000.

2002-7-3, Approval of Agreement with Marche Connections

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the agreement with Marche Connections to provide business training and consulting for the term July 24, 2002 through August 31, 2003 for the amount of \$80,000.

Upon motion of Mr. Trujillo, seconded by Dr. Collins, the board of trustees unanimously approved the agreement with Marche Connections to provide business training and consulting for the term July 24, 2002 through August 31, 2003 for the amount of \$80,000.

2002-7-4, Approval of Annual Agreement with Wayne Goodowitz

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the increase of the approved annual agreement with Dr. Wayne Goodowitz for training classes—Dental Assisting Program and Orthodontic Dental Assisting Program, from a base of \$85,000 to \$117,025.

Upon motion of Mr. Biggerstaff, seconded by Mrs. Goodell, the board of trustees unanimously approved the increase of the approved annual agreement with Dr. Wayne

Goodowitz for training classes—Dental Assisting Program and Orthodontic Dental Assisting Program, from a base of \$85,000 to \$117,025.

2002-7-5, Approval of Agreement with DMR Associates

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the increase of the approved annual agreement with DMR Associates to provide insurance training, consulting, and materials from a base of \$22,500 to \$36,553.

Upon motion of Mrs. Goodell, seconded by Mr. Trujillo, the board of trustees unanimously approved approves the increase of the approved annual agreement with DMR Associates to provide insurance training, consulting, and materials from a base of \$22,500 to \$36,553.

2002-7-6, Approval of Tax Abatement Agreement

WHEREAS, 1331, LTD., the owner of 3.568 acres of land located at 1331 East Plano Parkway, has constructed a 50,000 square foot building of which 14,300 will be leased by American Tool & Fastener, and

WHEREAS, American Tool & Fastener sells electric tools, performs repairs and warranty work on electric motors, and will provide employment for 10 people, and

WHEREAS, this tax abatement will be based on the following values: the estimated amount of \$40,000 Real Property, and \$35,000 Business Personal Property, will be for a period of one year from January 1, 2003 through December 31, 2003, and based on amounts equal to 50% for Real Property and 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 Tax Abatement Agreement with 1331, LTD and American Tool & Fastener, Reinvestment Zone 69, Plano, Texas.

Real Property		\$40,000
Business Personal Property		\$35,000
	Length of Abatement	1 year
	Percentage of Abatement	50%
	Current Tax Rate	\$.092843/\$100
Estimated Tax Abatement		\$34.82

Upon motion of Dr. Collins, seconded by Mrs. Bauge, the board of trustees unanimously approved the Tax Abatement Agreement with 1331, LTD and American Tool & Fastener, Reinvestment Zone 69, Plano, Texas.

2002-7-7, Approval of Tax Exemption for East Fork Masonic Lodge

WHEREAS, House Bill 1689 passed during the 77<sup>th</sup> Legislative Session, amended Chapter 11 of the Texas Tax Code, to add a new Section 11.184, relative to allowing an exemption from ad valorem taxation for certain organizations engaged primarily in performing charitable functions; and

WHEREAS, Section 11.184 of the Texas Tax Code allows for an exemption of ad valorem taxes provided the local governing body of the taxing unit adopts the exemption; and

WHEREAS, East Fork Masonic Lodge #650, Wylie, Texas, qualified for tax relief by the Texas Comptroller of Public Accounts, and

WHEREAS, East Fork Masonic Lodge #650 is an integral part of the community and incorporated in its by-laws a requirement to perform charitable work, public service and support of Masonic charities,

NOW, THEREFORE, BE IT RESOLVED, that the Collin County Community College District Board of Trustees adopts the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for East Fork Masonic Lodge #650, Wylie, Texas.

Upon motion of Mrs. Goodell, seconded by Dr. Collins, the board of trustees unanimously approved the valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for East Fork Masonic Lodge #650, Wylie, Texas.

2002-7-8, Approval of Expenditure Reports for June, 2002

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

President Israel discussed several of the expenditure accounts, explaining the services and costs.

Upon motion of Dr. Collins, seconded by Mr. Trujillo, the board of trustees unanimously approved the Expenditure Reports for June 2002.

2002-7-9, 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 Mrs. Goodell, seconded by Dr. Collins, the bids were unanimously approved as presented in public hearing.

BID #	DESCRIPTION	AMOUNT
1758	RENEWAL FOR CUSTODIAL SERVICES, CPC Prichard Industries Richardson, TX	\$196,160.36
2108	ANNUAL CONTRACT FOR SUPPLIES, MATERIALS AND INSTRUMENTS FOR DENTAL HYGIENE LAB	\$ 47,887.37
	Kilgore International Coldwater, MI	\$ 5,131.50
	Item: 104, 105, 167, 168, 172, 173	
	Hu-Friedy Chicago, IL	\$15,397.50
	Item: 19, 38, 58-65, 70, 71, 118-165, 191	
	Henry Schein Melville, NY	\$10,617.53
	Item: 9, 13, 15, 18, 23-25, 29, 31, 36, 37, 40-44, 46, 47, 52-56, 66-68, 72-81, 83, 87, 88, 92-97, 99, 106-108, 11-116, 170, 174, 175, 185, 186, 188-190, 192, 194	
	Sulton Dental Englewood, NJ	\$339.67
	Item: 16, 35, 39	
	Oral B Laboratories Belmont, CA	\$215.60
	Item: 1, 8, 17, 30, 32, 35, 39	

Smart Practice \$11,628.03  
Phoenix, AZ  
Item: 5-7, 10, 11, 20, 21, 33, 50, 51, 57, 69,  
86, 90, 91, 98, 110, 117, 171, 176-184, 187, 193

Patterson Dental Supply \$ 4,557.54  
Arlington, TX

Item: 2, 3, 4, 12, 14, 22, 26-28, 34, 45, 48, 49, 82,  
84, 85, 89, 109, 166

Item: 100, 101, 102, 103  
were deferred

All items awarded are low bid with the following  
exceptions:

Item 2 – Awarded to the third lowest bidder  
meeting specifications.

Item 30, 31, 43, 46, 48, 49, 66, 82,  
157, 166, 183, 187, and 189 – Were  
awarded to the next low bidder when  
low bid did not meet specifications.

2132 CISCO AIRONET \$ 32,046.30  
IBM Global Services  
Oak Brook, IL

Pricing in accordance with an IBM Agreement with Educational and Institutional Cooperative Service, Inc. (E&I) through the National Association of Educational Buyers (NAEB). Institutional membership through NAEB allows the District to participate in the E&I Cooperative. The purpose of this cooperative is to obtain substantial savings for member school districts and public entities through volume purchasing.

## PURCHASE ORDER REVISIONS

### 1897 ANNUAL CONTRACT FOR PRINTING OF COMMUNITY NEWSLETTER

Original Contract Total: \$ 36,855.92

CO #1 – Increase: \$ 13,307.14

Revised Contract Total: \$ 50,163.06

### 2002 ANNUAL CONTRACT FOR PERSONAL COMPUTERS

Dell Marketing L.P.

Round Rock, TX

Original Contract Total: \$ 625,000.00

CO #1 – Increase: \$ 863,533.00

Revised Contract Total: \$1,488,533.00

President Israel explained the reason for the increase in the printing of the community newsletter. He said that because of increased activities at the college, the newsletter went from 6 to 8 pages. Chairman Roach asked how many newsletters are mailed. Dr. Jenkins responded that we send out 170,000.

## INFORMATION REPORTS

1. BUDGET STATUS REPORT AS OF 06//30/02. Mr. Hall reported that year to date, revenues exceed expenditures by \$13,298,984. With 75% of the year lapsed, no problems are anticipated and at year end revenues will exceed expenditures.

Mr. Hall reported that the board budget committee met at 5:00 p.m. for a first look at next year's budget. The budget does say draft because we do not have final numbers of assessed valuation—these numbers will be available by August 6. At that time, Mr. Hall will make a formal budget presentation at the board meeting. President Israel remarked that in the past this college and county has had a tax collection rate of 100%. He continued that due to high foreclosure rates, the collection rate might be closer to 98%.

2. INVESTMENT SCHEDULE AS OF 06/30/02. Mr. Hall reported that all investments are in TexPool and at last report, earning 1.83%. Market exceeds book value.

Mr. Biggerstaff asked about our reserves—reserves of 12%, how does this relate to the past. Mr. Hall said he believed we are up from past years. CCCC board policy requires reserves of 20% of the operating budget. President Israel spoke about the district's promise to the voters to not increase the tax rate with the bond passage. If things go poorly in Collin County, that \$5,000,000 reserve on the M&O would enable us to not increase our tax rate.

Chairman Roach said that we have always been under funded on our formula by the State and with the State's shortfall, things will not get any better. President Israel continued that the good news is that we have been planning for this and are still able to hire new staff and give salary increases.

3. SUMMARY OF FOUNDATION PAYMENTS TO THE DISTRICT AS OF 06/30/02. Mr. Hall reported that during June, the Foundation transferred \$1,751 for scholarship support and \$1,901 for program support. To date, the college has received payments totaling \$132,744 from the Foundation.

PUBLIC COMMENTS: There were none.

#### PRESIDENT'S REPORT

1. President Israel reported that applications for fall are up 34%. We had a huge summer enrollment and are currently looking at scheduling issues. Fall enrollment is going to be high and we are working to meet the students' needs.
2. The community newsletter will be mailed before the first class begins.
3. This year's scholarship banquet is scheduled for August 15 at the Harvey Hotel. More than 400 people will be in attendance. Even with the increase in scholarship recipients, we are still not meeting all our students in need of financial assistance.
4. The new signs for Preston Ridge Campus and Central Park Campus are installed and look great.

#### ANNOUNCEMENTS/ADJOURNMENT

Monday afternoon, the Plano City Council honored Trustee Jim Biggerstaff for all his contributions to the City. The council members passed a resolution in his honor, Mayor Pat



Evans declared the week of June 22, Jim Biggerstaff Week, and the municipal center's east plaza was named the Jim Biggerstaff Plaza (the site of the original Biggerstaff Florist). Chairman Roach congratulated Trustee Biggerstaff.

Chairman Roach thanked everyone for all their efforts on behalf of CCCCD and adjourned the August 6 board meeting at 8:05 p.m.

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
Meeting Minutes

August 6, 2002

PRESIDING: Sam Roach, Chairman

PRESENT: Cindy Bauge                      Glenn Justice  
             E. T. Boon                         J. Robert Collins  
             Tino Trujillo

CALL TO ORDER

Chairman Roach called the August 6, 2002 meeting of the Board of Trustees of Collin County Community College District to order at 6:07 p.m. The meeting was held at the Spring Creek Campus, 2800 Spring Creek Parkway, Plano, Texas 75074. The Board recessed to closed session as authorized by Article 551.001, Texas Government Code.

CERTIFICATION OF THE NOTICE OF THE AUGUST 6, 2002 REGULAR MEETING OF THE CCCC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 6, 2002 CCCC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE JULY 23, 2002 CCCC BOARD OF TRUSTEES MEETING

A motion by Mr. Justice seconded by Mr. Trujillo to accept the July 23, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

OPEN SESSION

Chairman Roach began the meeting by thanking everyone for attending. He said that the board had a very successful board retreat. The discussions were good and he offered his appreciation to the board members in attendance.

Chairman Roach asked for a moment of silence in honor of Trustee Carey Cox who lost his battle against cancer. He said that this is the first time in the history of the college that Carey Cox has not been part of this board. "We will miss him dearly."

PRESENTATION OF 2002-2003 BUDGET

The Budget Development process for 2002-2003 began with a base allocation sent to each Cost Center Manager. A total of \$1,959,060 was set aside to provide for the normal replacement of personal

computers and other capital items as part of the normal replacement cycle. Any requests above the base allocation by Cost Center Managers were requested in the form of written "supplemental budget requests," listing justification for each request.

A series of budget hearings were held during June in which Cost Center Managers presented their budgets and supplemental requests. The President and Vice Presidents reviewed existing budgets and supplemental requests during these hearings.

The proposed budget totals \$114,258,305. The following is a listing by fund groups:

Current Funds:	
Operating Funds	\$ 73,546,214
Auxiliary Funds	5,142,100
Restricted Funds:	
Grant Funds	<u>6,404,199</u>
Total Current Funds	\$ 85,092,513
Building Funds	23,494,043
Debt Service Funds	<u>5,671,749</u>
Total	<u><u>\$114,258,305</u></u>

Total Current Funds Revenues (excluding Module I fund transfer) are projected to increase 5.2% over 2001-2002 projected revenues. The following is a summary of significant changes related to 2002-2003 projected Current Funds Revenues:

- State appropriations for academic and vocational remained constant. This is the second year of the biennium for state appropriations. Since this is a base year, our funding for the next biennium will be based upon all contact hours generated between March 1, 2002 and February 28, 2003.
- Grants and contracts reflect a net decrease of \$147,788. This includes an increase in Pell Grants with decreases in the National Science Foundation, the Skills Development Grants, Telecom. Infrastructure Fund Board and Boundary-Less Internet Teaching Grant.
- Net revenue from tuition and fees is estimated to increase by 4.3% due to a 5% growth factor in credit courses, a \$2.00 per credit hour increase in tuition effective in the 2003 spring semester and a 7.6% decrease in non-credit course revenues due primarily to the expiration of a workforce development grant.
- The total tax rate is recommended to be set at \$0.091946 with the proposed Maintenance and Operations rate at \$0.080000 and the Debt Service rate at \$0.011946.

- At the proposed Maintenance and Operations rate of \$0.08, the operating revenue from taxes is estimated to increase by \$3,843,167. Total assessed valuation is \$46,733,205,941.
- Auxiliary Services Revenue is projected to increase by 7.0% due primarily to an increase in the revenue from bookstore sales. Bookstore gross sales are projected to exceed \$4 million next year.

Total Current Funds Expenditures for 2002-2003 are projected to increase 5.2%. Following is a summary of significant changes over the 2001-2002 Revised Budget:

- Eleven (11) new full-time faculty/instructor positions were added totaling \$405,000.
- Fifteen (15) new full-time staff positions and two position's reclassification are included at a cost of \$518,734.
- Part-time faculty and staff positions are included at a cost of \$21,000 and \$55,000 respectively.
- Total salary increases are projected to increase by \$1,560,000. This represents a 4% increase over 2001-2002 salaries other than student assistants, which were increased by 15% from \$5.41 per hour to \$6.22 per hour.
- Funds for Renewal and Replacement have been budgeted at \$3,065,000.
- Other items include remodeling the photo classroom/labs at \$50,000 and upgrading the telephone system at \$48,800. See page 39 of this document for a detailed listing of all recurring and non-recurring new expenditures.
- Total non-mandatory transfers were budgeted at \$3,619,461 reflecting a decrease in transfers for the child development centers of \$13,141 and a building fund transfer of \$3,500,000.
- Mandatory transfers decreased by \$45,656 due to the pay down of revenue debt.

- Reserves and allocations include:

Reserve for Encumbrances	\$ 500,000
Reserve for Current Operations	3,024,098
Reserve for Stabilization of M & O	5,000,000
Salary Increases – Faculty and Staff	1,560,000
	<hr/>
Total Reserves and Allocations	<u>\$10,084,098</u>

- The Building Fund totals \$23,494,043. New construction projects include classrooms and the

conference center at the Spring Creek Campus. They also include the expansion of various areas at Spring Creek including the bookstore, print shop, student development admission, registration, parking lot and financial aid. Preston Ridge projects include a new library and classrooms, finish-out several laboratories and the remodel of the existing library.

- General Obligation Debt totals \$45,011,559 and Revenue Bond Debt totals \$33,750,525.

Conservative projections have been utilized for revenues and, therefore, projected revenues are reasonably attainable. Based upon the significant changes made in the 2002-2003 Budget Development process, major mid-year revisions are not anticipated.

President Israel commented that the budget reflects only a 5% growth in credit hours—a conservative increase. The reason for this conservative approach that in January the Legislative session begins and there is a good possibility that higher education funding might be reduced by 4%. President Israel said it is better to take a conservative estimate enrollment increases. If enrollment is higher than 5%, that increase will go toward scholarship funds.

President Israel ended the presentation by saying it will take all of us together to maintain this budget.

#### 2002-8-1-1, Approval of Faculty Positions

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
David Alexander	Professor, Music (Voice) (Temporary)	New	08/13/02
L. Nell Ard	Interim Director/Professor Nursing (Temporary)	R-V. Lilly	08/13/02
Marsha Foulks	Professor, Paralegal	R-B. Wilcox	08/13/02
R. Andy Rush	Professor, CISCO	Extended Temp. Assignment	08/13/02
J. Luke Sides	Professor, Art (Sculpture) (Temporary)	R-N. Zarragoitia	08/13/02
Darby Wilde	Professor, Dance	New	08/13/02

Upon motion of Dr. Collins and seconded by Mr. Trujillo, the board unanimously approved the above faculty appointments.

#### 2002-8-1-2, 2002 Calculated Effective Tax Rate and Rollback Rate.

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of the Collin County Community College District approves the 2002 Calculated Effective Tax Rate and Rollback Rate.

Upon motion of Dr. Collins and seconded by Mr. Justice, the board unanimously approved the 2002 Calculated Effective Tax Rate and Rollback Rate.

**Last year's tax rate:**

Last year's operating taxes	\$33,477,861
Last year's debt taxes	\$5,374,452
Last year's total taxes	\$38,852,313
Last year's tax base	\$41,847,326,095
Last year's total tax rate	0.092843/\$100

**This year's effective tax rate:**

Last year's adjusted taxes (after subtracting taxes on lost property).	\$38,380,100
/ This year's adjusted tax base (after subtracting value of new property).	\$43,339,155,814
= This year's effective tax rate	0.088557/\$100
x 1.03=maximum rate unless unit publishes notices and holds hearing	0.091214/\$100

**This year's rollback tax rate:**

Last year's adjusted operating taxes (after subtracting taxes on lost property and adjusting for transferred function, tax increment financing, and/or enhanced indigent health care expenditures)	\$33,071,889
/ This year's adjusted tax base	\$43,339,155,814
= This year's effective operating rate	0.076309/\$100
x 1.08 = This year's maximum operating rate	0.082413/\$100
+ This year's debt rate	0.011946/\$100
= This year's rollback rate	0.094359/\$100

2002-8-1-3, Recorded Vote on Consideration of the Proposed Tax Rate for 2002

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of Collin County Community College District takes a recorded vote on consideration of the proposed tax rate for 2002 as follows and schedule a public hearing for August 20, 2002 at 6:00 p.m. at the Courtyard Center, 4800 Preston Park Boulevard, Plano, Texas in room B425.

	<b>Actual 2001</b>	<b>Proposed 2002</b>
Maintenance & Operations Tax Levy	\$0.080000/\$100	\$0.080000/\$100
Debt Service Tax Levy	<u>\$0.012843/\$100</u>	<u>\$0.011946/\$100</u>
<b>TOTAL</b>	<u>\$0.092843/\$100</u>	<u>\$0.091946/\$100</u>

Upon motion of Mr. Trujillo and seconded by Dr. Collins, the board unanimously approved taking a recorded vote on consideration of the proposed tax rate for 2002 and to schedule a public hearing for August 20, 2002 at 6:00 p.m. at the Courtyard Center, room B425. For: Dr. Collins, Mr. Trujillo, Mr.

Roach, Dr. Boon, Mrs. Bauge, Mr. Justice; Against: None; Absent and not voting: Mrs. Goodell and Mr. Biggerstaff.

2002-8-1-4, Approval of Bids

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

<b>BID</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1230	RENEWAL FOR ANTENNA SPACE WITH AMERICAN TOWER CORPORATION American Tower Corporation Houston, TX	\$26,400.00
2144	SOLE SOURCE PURCHASE OF WEBCT 3.7 CAMPUS EDITION SOFTWARE ANNUAL LICENSE AND SIS INTEGRATION PLANNING WebCT Educational Technologies Lynnfield, MA Only provider.	\$30,800.00

A motion was made by Mrs. Bauge and seconded by Mr. Justice to table Bid 1230 and approved Bid 2144 as presented in public hearing. The motion passed with a unanimous vote of board members present.

**ANNOUNCEMENTS**

Chairman Roach said that to fill the Place 6 vacancy, the board could (1) hold a special election, (2) do nothing until May 2004, or (3) appoint someone to fill Place 6 until the regular May 2004 election. A board subcommittee made up of Dr. Collins, Mrs. Bauge, and Dr. Boon will review applications of persons interested in serving on the board. They will then bring their recommendations to the full board. Dr. Boon will chair this subcommittee.

Chairman Roach congratulated President Israel and Dr. Toni Jenkins who were selected as one of the "21 for the 21<sup>st</sup>" by Inside Collin County Business.

**PUBLIC COMMENT:** None

**ADJOURNMENT:** Chairman Roach adjourned the August 6, 2002 called board meeting at 6:40 p.m.

**COLLIN COUNTY COMMUNITY COLLEGE DISTRICT**  
**BOARD OF TRUSTEES**  
Meeting Minutes

August 20, 2002

PRESIDING: Sam Roach, Chairman

PRESENT: Cindy Bauge                      Glenn Justice  
             E. T. Boon                         Brenda Goodell  
             Tino Trujillo

CALL TO ORDER

Chairman Roach called the August 20, 2002 meeting of the Board of Trustees of Collin County Community College District to order at 6:07 p.m. The meeting was held at the Courtyard Center, 4800 Preston Park Boulevard, Plano, Texas 75093.

CERTIFICATION OF THE NOTICE OF THE AUGUST 20, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 20, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 6, 2002 CCCC CD BOARD OF TRUSTEES MEETING

A motion by Mrs. Bauge seconded by Mr. Trujillo to accept the August 6, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

OPEN SESSION

Chairman Roach began the meeting by thanking everyone for attending.

PUBLIC HEARING ON 2002-2003 BUDGET

The proposed budget totals \$114,258,305. The following is a listing by fund groups:

Current Funds:	
Operating Funds	\$ 73,546,214
Auxiliary Funds	5,142,100
Restricted Funds:	
Grant Funds	<u>6,404,199</u>
Total Current Funds	\$ 85,092,513



Building Funds	23,494,043
Debt Service Funds	<u>5,671,749</u>
Total	<u>\$114,258,305</u>

President Israel commented that the budget reflects only a 5% growth in credit hours—a conservative increase. The reason for this conservative approach is that in January the Legislative session begins and there is a good possibility that higher education funding might be reduced by 4%. President Israel said it is better to take a conservative estimate enrollment increases. If enrollment is higher than 5%, that increase will go toward scholarship funds.

As of 3 p.m. today, 14,162 students have registered (we have already exceeded last year's enrollment by this time by 11%) and our 5% enrollment forecast is very conservative. The downside, because of the increase of foreclosures in the area, we are predicting a 98% collection rate (in the past we budgeted 100%)—a loss of revenues. Also we are going into a legislative sessions—community colleges are currently funded 67% of our formula and with the State's budget shortfall, this percentage is at risk. Any added revenue due to increased enrollment will be off set by the lower tax collection rate and loss of State revenues.

President Israel announced that CCCCD is out of work study money and scholarship funds and TPEG is up to \$201, 000. There remains a tremendous need for financial aid.

#### PUBLIC HEARING ON THE TAX RATE

The assessed value in Collin County increased by 11.5%. The proposed 2002 tax rate is:

	<b>Actual 2001</b>	<b>Proposed 2002</b>
Maintenance & Operations Tax Levy	\$0.080000/\$100	\$0.080000/\$100
Debt Service Tax Levy	<u>\$0.012843/\$100</u>	<u>\$0.011946/\$100</u>
<b>TOTAL</b>	<u>\$0.092843/\$100</u>	<u>\$0.091946/\$100</u>

#### 2002-8-2-1, Approval of Date, Time and Place for Adopting 2002 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 2002 Tax Rate.

Upon motion of Mr. Justice, seconded by Mrs. Bauge, the Board members approved setting the August 27, 2002 as the date, 7:00 p.m. as the time, and 4800 Preston Park Boulevard, Room B425 as the place for adopting the 2002 Tax Rate.

#### 2002-8-2-2, Statewide Contract for SCT Software Maintenance

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves an Interlocal Agreement with the Department of Information Resources related to a Statewide Contract with SCT for maintenance of SCT Software.

Upon motion of Mr. Justice and seconded by Mrs. Bauge, the Board unanimously approved the Interlocal Agreement with the Department of Information Resources related to a Statewide Contract for SCT for maintenance of SCT Software.

This is a 6-year agreement with yearly increases of 5%. Mr. Hall reported that the College District is a member and he is on the board of a consortium made up of 36 colleges and universities in Texas. He explained that because of pooled resources, we are getting a more favorable rate.

#### 2002-8-2-4-3, Tuition Increase

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve a \$2.00 per credit hour increase in in-county tuition, and a \$6.00 per credit hour increase in out-of-state and out-of-country tuition, effective for the Spring Semester 2003.

President Israel said that he would recommend discussing the \$2.00 tuition increase for in-county tuition and tabling the \$6.00 per credit hour increase in out-of-state and out-of-country tuition. He explained the more time is needed to provide more information for the Board's review, so a thoughtful decision can be made.

A motion was made by Mrs. Bauge to remove the \$6.00 per credit hour increase in out-of-state and out-of-country tuition from the resolution and table the \$6.00 per credit hour increase for further review and consideration. This motion was seconded by Mrs. Goodell and unanimously approved by all Board members in attendance.

Upon motion of Mr. Justice, seconded by Mrs. Goodell, the Board unanimously approved raising in-county tuition \$2.00 per credit hour effective with the spring semester 2003.

#### Discussion:

President Israel said even with the \$2.00 increase, CCCCDC remains in the lowest quartile for tuition rates in the State and tuition remains at 15% of the total budget. The funds generated from the increase will be approximately \$300,000. This added revenue will go directly into compensation for Associate Faculty. Our Associate Faculty rates are still lower than Dallas County Community College District, but we are closing the gap. President Israel added that if there is any money remaining, the Board would decide how to best benefit our students.

Per credit hour tuition goes from \$21 to \$23 plus the \$9 building fund fee, making the per credit hour rate \$32 beginning with spring 2003.

In response to Dr. Boon's question regarding the increase for out-of-state/out-of-country, President Israel answered that the majority would go back in the classroom; however, with the increased administrative demands of handling international students, it will take someone full time just to comply with Federal regulations.

Following discussion, Mrs. Bauge made the motion, seconded by Mrs. Goodell, to amend the previous motion to read:

The Board unanimously approved raising in-county tuition \$2.00 per credit hour effective with the spring semester 2003 and revenues generated from the increase would be directed to Associate Faculty salaries and any excess monies would be directed to the students.

Dr. Boon said that the College District was formed to provide affordable education to the citizens of Collin County.

2002-8-2-4, Approval of Bids

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

Upon motion of Mr. Trujillo, seconded by Mr. Justice, the Board unanimously approved the Bid Report for August 20, 2002.

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1245	RENEWAL OF ANNUAL CONTRACT FOR LIBRARY BOOKS – TEXAS STATE CONTRACT #715-10 Baker & Taylor Momence, IL	\$206,000.00
1394	RENEWAL OF WORKER'S COMPENSATION INSURANCE Roach, Howard, Smith & Hunter Dallas, TX	\$154,166.00
1516	RENEWAL FOR VIDEO, AUDIO TAPE, MUSIC CD AND SOFTWARE – STATE CONTRACT #715-90 Baker & Taylor Momence, IL	\$ 25,750.00

1805	RENEWAL OF SOLE SOURCE ANNUAL MAINTENANCE AGREEMENT FOR EC-IMAGING HARDWARE AND SOFTWARE Electro Communications Dallas, TX	\$ 35,000.00
1847	RENEWAL OF AGREEMENT WITH THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT FOR TELECOURSE CLASSES. Dallas County Community College Dallas, TX	\$ 79,200.00 (Estimated)
1946	RENEWAL OF ANNUAL CONTRACT FOR MAGAZINE SUBSCRIPTION EBSCO Subscription Services Dallas, TX	\$104,000.00
2148	REFURBISHING LIGHTING IN JOHN ANTHONY THEATRE Take Two Dallas, TX Sole Source provider.	\$ 51,792.20
2150	ANNUAL CONTRACT FOR MINOLTA COPIER RENTAL FROM STATE OF TEXAS CONTRACT Minolta Corporation Carrollton, TX	\$ 75,990.00

**PURCHASE ORDER REVISIONS**

1847	AGREEMENT WITH THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT FOR TELECOURSE CLASSES Dallas County Community College Dallas, TX
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Original Contract Total:	\$40,000.00 (Estimated)
CO #1 – Increase:	\$22,000.00
Revised Contract Total:	\$62,000.00

Discussion:

Bid 1394, Renewal of Workman's Compensation. Bid represents a 54% increase. This increase is consistent throughout the State of Texas. CCCCD's is low when compared to other institutions and is based on experience. Chairman Roach asked that it be noted that he is not in any way related to any person in the company Roach, Howard, Smith and Hunter.

Ms. Dot Headman explained that the high increase in workman's compensation fees was caused by losses in investment incomes and disasters. CCCCD has excellent experience and excellent safety programs.

Bid# 1946, Renewal of Magazine Subscriptions. President Israel explained that magazines are selected by programs, some are required by faculty, and some are required to be in our collection by the Southern Association of Colleges and Schools.

#### PRESIDENT'S REPORT

1. President Israel reported that All College Day was a great start to a new fall semester.
2. Scholarship Banquet. President Israel reported that over 440 people attended this year's scholarship banquet held at the Harvey Hotel. In addition to honoring the scholarship recipients, several faculty were honored by having scholarships in their name. Dr. Boon agreed that the scholarship banquet was great—students are the reason we are here.
3. At the next Board retreat, the Board will be taking a look at full-time faculty and our future needs.

PUBLIC COMMENTS: None

BOARD COMMENTS: Dr. Boon announced that the subcommittee to solicit and review applications for Trustee Place 6 (recently vacated by the death of Carey Cox) met today. A press release will be going out announcing the selection process and asking interested persons to contact Judy LaGrone.

#### ADJOURNMENT

There being no further business, Chairman Roach adjourned the August 20, 2002 meeting at 6:55 p.m.

***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 CCCCCD 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 CCCCCD 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 New York, NY	\$39,921.14
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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 Bensenville, IL Item: 30, 35, 36, 40, 55, 61, 72	\$ 3,307.06
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Commercial Video Austin, TX Item: 52	\$ 175.00
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Competitive Camera Dallas, TX Item: 6, 7, 17-19, 32, 45, 56, 73	\$10,166.95
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Crest A/V Electronics Inc. Buffalo, NY Item: 11-13, 27	\$ 9,169.94
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ECI Dallas, TX Item: 26	\$ 2,494.10
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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'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.

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

Meeting Minutes  
September 24, 2002

PRESIDING: Sam Roach, Chairman

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

CALL TO ORDER

Chairman Roach called the September 24, 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 7:20 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE SEPTEMBER 24, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the September 24, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 27, 2002 CCCC CD BOARD OF TRUSTEES MEETING

A motion by Dr. Collins, seconded by Mrs. Goodell, approving the August 27, 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 reported that the project is on schedule and within budget.

Chairman Roach greeted students attending the meeting from Professor Powell's government class.

## AGENDA

### PERSONNEL REPORTS FOR SEPTEMBER 24, 2002

Upon motion of Mr. Trujillo and seconded by Dr. Collins, the Personnel Report for September was unanimously approved.

#### **2002-9-1.1, Faculty**

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

NAME	TITLE	REASON	DATE
Doug Boliver	Professor, Biology (1 year temp.)	R-M. Bell	08/26/02
Marianne Dryer	Professor, Dental Hygiene (1 year temp.)	R-Levesque	08/22/02

#### **2002-9-1.2, Staff Appointments**

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

NAME	POSITION	REASON	DATE
Aaran Lane	Career Advisor/Placement, SCC	R-Lenhardt	09/11/02
Leon Lee	Computer Lab Assistant, PRC	New	09/16/02
Jeff Pilch	Computer Lab Assistant, CYC	R-Johnson	09/09/02

#### **2002-9-1.3 , 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/lateral/changes:

NAME	POSITION	REASON	DATE
Martin Cobern	Admissions & Records Asst. II, PRC	R-Brown	09/09/02
Washington James	Associate Dean, Evenings/Weekends, SCC	New	09/17/02
Kendra Rohaly	Teacher I, Child Devel., SCC	Combined 2 LFT to FT	08/30/02
Kathrine Swanson	Associate Dean of Students	New	09/23/02

#### **2002-9-1.4, Terminations/Resignations**

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

EMPLOYEE	LAST DAY	DEPARTMENT
Nahid Nikpour	8/27/02	Professor, Dental Hygiene

Bonnie Mays	8/30/02	Classroom Asst., CHDV
Megan Peder	9/06/02	Div. Sec., Dental Hygiene
Tanya Gleason	9/06/02	Div. Sec. Bus. & Comp. Sci.
Maribel Santamaria	9/06/02	Clerk Typist, Global Edge
Laura Wientjes	9/12/02	Div. Sec., Advising
Peggy Riley	9/18/02	Fin. Aid Advisor, PRC
Evan Pierce	9/27/02	Training Coordinator, Teacher Certification

### **2002-9-1.5, President's Compensation Package**

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

WHEREAS, the Board reported that he had a very successful evaluation,

WHEREAS, the Board approved at their July 23, 2002 meeting a 4% salary increase as well as rolling President Israel's contract an additional year to a three-year contract,

NOW THEREFORE, BE IT RESOLVED, that Collin County Community College District Board approves an increase in President Israel's total compensation package.

Chairman Roach said that the Board is very, very pleased with President Israel—the work he is doing, his innovated ideas, the hours he spends and the expertise he brings to our community and this college. The Board voted this evening to provide him with a bonus—we believe it is well deserved.

President Israel thanked the Board for their vote of confidence. He attributed his success to the able faculty, staff and administrators at CCCCD. He said he appreciated Chairman Roach's comments and hopes we continue the team effort and involvement for the betterment of our students.

### **2002-9-3, Tax Abatement Carlisle Coatings & Waterproofing**

WHEREAS, the Wylie City Council approved a Tax Abatement Agreement between the City of Wylie and Carlisle Coatings & Waterproofing on August 27, 2002, and

WHEREAS, Carlisle's will relocate to Premier Business Park (a dedicated industrial area near the intersection of State Highway 78 and Sanden Boulevard) and ultimately construct a 106,000 square foot manufacturing facility with combined operations from California, Oklahoma and Wylie, and

WHEREAS, Carlisle's investment in the site will ultimately be \$4.9 million in real property improvements and \$1 million in personal property, now therefore,

BE IT RESOLVED, that the Collin County Community College District Board approves the Tax Abatement Agreement for Carlisle Coatings & Waterproofing abating 80% of the premises and tangible personal property ad valorem taxation for a period of 5 years, first year of tax abatement January 1, 2002, Wylie, Texas.

Real Property Improvements	\$4,900,000
Personal Property	\$1,000,000

% of abatement	80%	
Period of abatement	5 years	
Tax rate	\$0.091946/\$100	
Estimated Cost of Abatement		\$4,339.84
Estimated Taxes		\$1,084.97

Upon motion of Dr. Boon, seconded by Mr. Biggerstaff, the Board unanimously approved the tax abatement agreement for Carlisle Coatings & Waterproofing as presented in public hearing.

Mr. Sam Satterwhite, Wylie Economic Development Corporation, was present to answer questions raised by the Board. Dr. Boon thanked Mr. Satterwhite and complimented Mr. Satterwhite on the remarkable job he is doing for the City of Wylie.

#### **2002-9-2, First Reading Safety and Security Policy**

WHEREAS, Board policies require a first and second reading before Board approval, now therefore,

BE IT RESOLVED, that the Board Policy, related to the establishment of a Safety and Security Division and employment of Peace Officers, be presented for a first reading.

President Israel reported that all language in the policy had been reviewed by legal counsel and no action was required by the Board of Trustees at this time.

The establishment of a Safety and Security Division at CCCCDC will cost an additional \$170,000 per year. President Israel said the district would be looking at ways to recapture this money, so as not to have a negative impact on our college. President Israel said he welcomed any changes or comments from the Board.

Mrs. Bauge asked for a clarification between “legal” and “local” policies. Mr. Hall said that “legal” policies are a state requirement. In response to Dr. Boon’s question about drug testing, Mr. Hall explained that officers would be tested prior to hiring and then on a random basis.

#### **2002-9-4, AmeriPlan Corporation Tax Abatement**

WHEREAS, 6.086 L.P. is constructing a 105,195 square foot office building on 6.086 acres located at 5700 Democracy Drive and subsequently leased by AmeriPlan Corporation for its corporate headquarters, and

WHEREAS, AmeriPlan is a multi-level marketing company providing a network of dental, vision, prescription drug and chiropractic service providers and is the largest fee-for-service plan of its type in the country and will employ 250 people in its new facility effective June 30, 2003, and

WHEREAS, the tax abatement will be based on the estimated amount of \$10 million Real Property, and \$1.5 million Business Personal Property, will be for a period of three years from

January 1, 2004 through December 31, 2005, and shall be based on amounts equal to 25% for Real Property and 25% for Business Property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the Tax Abatement for 6.086 L.P. and AmeriPlan Corporation, Reinvestment Zone No. 71, Plano, Texas.

Estimated amount to be abated		\$11,500,000
% of abatement	25%	
Length of abatement	3 years	
Tax Rate	\$0.091946/\$100	
Estimated Cost of Abatement (per year)		\$2,643.44
Estimated Tax Income		\$7,932.35

The resolution moved by Mr. Biggerstaff, seconded by Mr. Trujillo, received unanimous approval.

#### **2002-9-5, Acceptance of Grants**

BE IT RESOLVED, that at the recommendation of the President, that the CCCC Board approves and accepts the following grants. Attached is a summary of grants received in 2002.

GRANT NAME	FUNDING AGENCY	AWARD AMOUNT
Global EDGE	Texas Higher Education Coordinating Board	\$291,781.00
North Texas Regional Technologies Center	National Science Foundation	\$322,355.00
Perkins Annual Application	Texas Higher Education	\$114,000.00
Preparing Tomorrow's Teacher to Use Technology (PT3)	U.S. Department of Education	\$217,578.00
TIF Distance Learning	Telecommunications Infrastructure Infrastructure Board	\$232,631.00

The resolution moved by Dr. Boon, seconded by Mrs. Goodell, received unanimous approval.

Chairman Roach commented that during these economic times, it is tough getting these grants—this is fantastic.

#### **2002-9-6, Donation from Nortel Networks**

BE IT RESOLVED, that at the recommendation of the President, that the CCCC Board approves the donation from Nortel Networks of equipment, as listed on the attachment, with an estimated value of \$62,530.

The resolution moved by Mr. Trujillo, seconded by Dr. Boon, received unanimous approval.



President Israel said this state-of-the-art equipment is for use in the Convergence Lab. Ann Beheler, Dean Engineering and Technology, and Dr. Toni Jenkins, Executive Vice President, worked hard getting this donation. It was very gracious of Nortel Networks to donate this equipment to CCCCDD.

Ms. Beheler commented that the actual cost of the equipment, if purchased by the district, would have been \$168,300. Nortel Networks was integral in helping us put together the Convergence Lab.

**2002-9-7, Approval of Bids**

BE IT RESOLVED, that at the recommendation of the President, that the CCCCDD Board approves the following bids.

2135	ELECTRONIC LIGHTING CONTROLS	\$42,093.42
	Graybar Electric	
	Ft. Worth, TX	
	Low Bid	
2152	SUPPLIES AND EQUIPMENT FOR SCIENCE LAB	\$31,920.13
	Frey Scientific	\$8,598.79
	Mansfield, OH	
	Item: 4, 5, 10, 33, 35, 36	
	Ward's Natural Science	\$5,586.35
	Rochester, NY	
	Item: 1, 2, 23, 25	
	Nasco	\$ 127.05
	Fort Atkinson, WI	
	Item: 22, 24	
	Sargent Welch	\$ 1,214.14
	Buffalo Grove, IL	
	Item: 21, 27, 28, 32, 34	
	Pasco Scientific	\$14,758.00
	Roseville, CA	
	Item: 6-9, 11-20	
	Science Kit & Boreal	\$ 15.80
	Tonawanda, NY	
	Item: 26	
	Bone Clones	\$ 1,620.00
	Canoga Park, CA	
	Item: 3	

All items awarded are low bid with the following exceptions:

Item 26 & 23 – Rejected low bid. Item was not as requested and awarded to next log bid.

Item 29 & 31 – Rejected only bids received. Did not meet specs. Ordered on open market.

Item 30 – No bid received. Ordered on the open market.

2158	FY03 ITPC APPLE COMPUTERS Apple Computer Austin, TX Apple Computer is the sole source provider of the Mac G4 computer.	\$163,675.00
2162	EMONA (TELECOMMUNICATIONS INSTRUCTIONAL MODELING SYSTEM) EQUIPMENT FOR ELECTRONICS/ TELECOMMUNICATIONS LAB Emona Technologies, LLC Golden, CO Sole source	\$ 40,209.00
2166	SCT CONNECTION FOR WEBCT – LICENSE FEES, MAINTENANCE, AND INSTALLATION SCT Global Education Solution Sales Dallas, TX Sole source	\$ 40,600.00 (Estimated)
2167	TELEPHONE SYSTEM SOFTWARE/HARDWARE AND VOICEMAIL SYSTEM UPGRADES NEC Business Network Solutions Irving, TX Sole source provider for NEC compatibility with existing equipment	\$ 56,685.73
2168	HEALTH SCIENCE AND PROFESSIONAL BOOKS  Major Scientific Books, Inc. Dallas, TX State of Texas Contract #715-N1 Books, Publications and Audio Visual Materials. Term of contract: 1/1/99 through 12/31/03	\$ 36,000.00 (Estimated)

The resolution moved by Dr. Collins, seconded by Mrs. Goodell, received unanimous approval.

PUBLIC COMMENTS. Ms. LaGrone reported that no one had requested to speak.

## ANNOUNCEMENTS

### **Student Leadership Academy.**

Chairman Roach said the establishment of the Student Leadership is a significant event for the college district. A luncheon honoring this inaugural class was an outstanding event—a lot of excitement and enthusiasm. Twenty-three students are participating in this first class. Chairman Roach congratulated President Israel and the faculty and staff who were instrumental in putting this program together.

President Israel complimented Dr. Belinda Newman, Dr. Mary McRae, Professors Debra St. John and Sherry Rhodes, and Dean Barbara Money for their work on developing this first student leadership academy in Texas. Cindy Brinker Connley and Senator Florence Shapiro, luncheon honorees, are looking forward to being actively involved with the Student Leadership Academy.

## PRESIDENT'S REPORT

1. President Israel was the keynote speaker at the North Texas Workforce Commission's awards breakfast. The NTWFC represents 11 counties. Dr. Jenkins is a newly appointed member of this board.
2. Collin County Community College District has just received the coveted "Best of the Web" award from the Center for Digital Government for its downloadable catalog/schedule system. Honored as the best in the nation for higher education, this system helps students build their credit course schedules or view the current catalog electronically.
3. President Israel thanked Dr. Sheryl Kappus and others who worked on Midmester—getting the classes scheduled and registering students is a team effort. President Israel reported that the classes are filling up. Midmester accommodates the many students that could not get into classes this fall because they were already filled. Midmester is in response to the needs of our students.
4. President Israel reported that activities in commemoration of 911 were held on all campuses. They were well-received. Louisa Kessell, Gary Hodge and Regina Hughes held a 911 Workshop—140 students were involved.
5. This year's Plano Balloon Festival had record crowds. Provost Rex Parcells did a good job overseeing the Spring Creek Campus during the activities. Festival Director, Jo Via, did a great job—the Plano Balloon Festival is a tremendous undertaking.

6. Trustee Jim Biggerstaff represented our Board at the ACCT National Conference in Philadelphia.
7. Allen Economic Development Corporation (AEDC) recently presented Dr. E.T. Boon, CCCC board member, with the fourth annual “Millennium Award.” The award was presented to three businesses and one individual recognizing their commitment and outstanding efforts furthering the development of Allen. President Israel congratulated Dr. Boon and complimented him on his leadership and vision.
8. President Israel complimented public relations and the Fine Arts division on the Fine Arts brochure—a stunning piece.

#### ADJOURNMENT

Chairman Roach took a few moments before adjourning the meeting to talk about the economy. He said that during past 30-40 days, everybody is having problems—he believes it is going to get worse before it gets better. The State of Texas has a \$5 billion deficit—money is going to be very tight at both the state and national levels across the country. We are fortunate to be in Collin County. Chairman Roach expressed his appreciation for the job everyone is doing. We will do the best we can—we have a great President.

Chairman Roach adjourned the September 24, 2002 meeting at 8:15 p.m.

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

Meeting Minutes  
October 22, 2002

PRESIDING: Sam Roach, Chairman

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

CALL TO ORDER

Chairman Roach called the October 22, 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 7:10 p.m., apologizing for the lateness. He called on Judy LaGrone to certify posting of the meeting.

CERTIFICATION OF THE NOTICE OF THE OCTOBER 22, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the October 22, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE SEPTEMBER 24, 2002 CCCC CD BOARD OF TRUSTEES MEETING

A motion by Dr. Collins, seconded by Mr. Trujillo, approving the September 24, 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 reported that the project is on schedule despite the rain and within budget. Ms. Prokov, in response to questions from the Board, reported that the parking lot will be finished prior to the spring semester 2003—she said she would get the completion date.

INTRODUCTION: Israel introduced Mr. Nathan Dunkel, a CCCC student and a member of the inaugural class of the Student Leadership Academy. President Israel is serving as Nathan's mentor during the class.

## AGENDA

Mr. Trujillo, seconded by Mr. Biggerstaff, made a motion to approve the October personnel reports. The motion passed unanimously.

President Israel reported that the four new positions resulted from the District's tremendous enrollment growth—all positions deal with our students.

### **2002-10.1.1, Faculty Appointments**

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

NAME	TITLE	REASON	DATE
C. Brooke Brantley	Professor, Culinary Arts	New	11/11/02

### **2002-10.1.2, Staff Appointments**

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

NAME	POSITION	REASON	DATE
Kathryn Ace	Clerk Typist Global Edge	Replacement	10/14/02
Fran Barclay	Division Sec., B&CS, SCC	Replacement	10/07/02
Albert Gober	Advisor, PRC	New	10/01/02
Ernest Jackson	Technical Dir. Convergence Lab	New	10/14/02
Jonene Kemp	Division Sec., Aca. Advising	Replacement	10/07/02
Lakshmi Manepalli	Clerk I, Testing Center	Replacement	10/03/02
James McClellan	Prog. Coord., Student Life	Replacement	10/15/02
Cathy Molina	Instructional Assoc. I, Chemistry	New	10/09/02
Debra Morris	Asst. Dir., Purchasing	New	10/07/02

### **2002-10.1.3, Promotions**

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

NAME	POSITION	REASON	DATE
Louisa Kessel	Director of Recruitment & Programs for New Students	Promotion/ Replacement	10/14/02

President Israel complimented Louisa Kessel—she has been a tremendous influence on a number of initiatives. Ms. Kessel replacement of Kathrine Swanson (promoted to Associate Dean of Students) shows the depth and capacity of our employees.

#### **2002-10.1.4, Resignations/Terminations**

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

EMPLOYEE	LAST DAY	DEPARTMENT
Larry Winburn	10/04/02	Supervisor Reprographics Services, Print Shot
Anita Burrows	10/31/02	ARO

#### **2002-10-2, Tax Roll Approval**

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the 2002 Appraisal Roll for the Collin County Community College District as required by Section 26.09 of the Texas Property Tax Code.

Total levy of \$42,974,036.20 will constitute the 2002 Tax Roll for the Collin County Community College District as detailed on the attached exhibit.

Mr. Trujillo, seconded by Mr. Justice, made a motion to approve the 2002 Appraisal Roll for Collin County Community College District as presented in public hearing. The motion passed unanimously.

#### **2002-10-3, Safety and Security Policy, Second Reading, Approval**

WHEREAS, at the Collin County Community College District September 24, 2002 Board meeting a first reading of Board Policy related to the establishment of a Safety and Security Division and employment of peace officers was held, and

WHEREAS, additions, deletions and changes made by the Collin County Community College District Board of Trustees were incorporated into the Board Policy related to the establishment of a Safety and Security Division and employment of peace officers, and

WHEREAS, the Board Policy related to the establishment of a Safety and Security Division and employment of peace officers is presented for a second reading, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Board Policy related to the establishment of a Safety and Security Division and employment of peace officers.

Chairman Roach opened a public hearing on the Safety and Security Policy. Hearing no comments, he closed the public hearing.

Dr. Collins, seconded by Mrs. Goodell, made a motion to table the Safety and Security Policy until the wording is corrected. The motion passed unanimously.

Since this was a second reading of the policy and an open hearing was held, Dr. Collins, seconded by Mr. Trujillo, made a motion to allow President Israel and District staff to move ahead implementing this policy as far as interview candidates for Safety and Security Officers. The motion passed unanimously.

President Israel asked Ms. LaGrone if comments were received from our constituents. Ms. LaGrone responded in the negative.

#### **2002-10-4, Continuing Education Fee Schedule Spring 2003**

WHEREAS, it is a requirement of the Texas Higher Coordinating Board that Continuing Education fee schedules are approved by the elected Board of Trustees, now therefore,

BE IT RESOLVED, the Collin County Community College District Board of Trustees approves the Continuing Education fee schedules for spring 2003.

Mrs. Goodell, seconded by Mr. Justice, made a motion to approve the Continuing Education fees schedules for spring 2003 as presented in public hearing. The motion passed unanimously.

#### **2002-10-5, Tax Abatement Assignment**

WHEREAS, on September 10, 2002, the Allen City Council approved the Assignment of Tax Abatement for Reinvestment Zone #19 from AT&T Corporation to AT&T Wireless Services, Inc. as permitted in the original Tax Abatement Agreement, and is requesting that the Collin County Community College consider adopting the same Assignment of Tax Abatement as provided in the original Tax Abatement contract, and



WHEREAS, Reinvestment Zone #19 covers the facility know as the AT&T Wireless Data Center in Millennium Corporate Center and the use of the building will remain the same, now therefore,

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College Board of Trustees approves Assignment of Tax Abatement for Reinvestment Zone #19 from AT&T Corporation to AT&T Wireless Services, Inc. as permitted in the original Tax Abatement Agreement.

Mr. Justice, seconded by Mr. Biggerstaff, made a motion to approve the Assignment of Tax Abatement for Reinvestment Zone #19 from AT&T Corporation to AT&T Wireless Services, Inc. as permitted in the original Tax Abatement Agreement as presented in public hearing. The motion passed unanimously.

**2002-10-6, Waiving 60<sup>th</sup> Day before Public Hearing Requirement**

WHEREAS, the City of Frisco, Texas is seeking to enlarge the boundaries of Reinvestment Zone Number One based on a request by the Frisco Independent School District in order to include additional public land that they have acquired in Collin and Denton County, and associated city-owned right of way tracts, and

WHEREAS, the City Council of Frisco has requested through attached Resolution Number 02-09-141R that the Collin County Community College District Board of Trustees waive the required 60 day notice of Public Hearing (Section 311 of the Texas Tax Code allows a board to waive the requirement but must do so as an action of the Board), now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves waiving the 60<sup>th</sup> day before the date of public hearing requirement as set forth in the attached resolution.

Mr. Jason Gray, City of Frisco, addressed the Board. The City of Frisco would like to hold a public hearing on November 5, 2002 to present changing the boundaries of the TIF. The proposal is driven by the Frisco ISD to acquire additional school sites in Collin and Denton counties—money back into the districts. All areas planned in the expansion of the boundary would be public property and would in no way impact the Collin County Community College District.

Dr. Boon, seconded by Dr. Collins, made a motion to approve waiving the 60<sup>th</sup> day before the date of public hearing requirement as presented in public hearing. The motions passed unanimously.

### **2002-10-7, August Expenditures**

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

Mr. Trujillo, seconded by Dr. Collins, made the motion to approve the August 2002 expenditure reports. The motion passed unanimously.

### **2002-10-8, September Expenditures**

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

Dr. Collins, seconded by Mr. Biggerstaff, made the motion to approve the expenditure reports for September 2002. The motion passed unanimously.

### **2002-10-9, Bid Report**

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District approves the bid report for October 2002.

BID #	DESCRIPTION	AMOUNT
1224	RENEWAL OF LIABILITY & PROPERTY INSURANCE Gallagher Braniff, Inc. Houston, TX	\$233,350
Discussion: In response to Mr. Justice's questions regarding adequate coverage, Mr. Hall reported that the District does an analysis. We carry \$88 million for buildings and \$23.5 million for contents. The deductibles vary according to damage and property.		
1798	RENEWAL OF ANNUAL CONTRACT FOR CUSTODIAL SERVICES, COURTYARD CAMPUS NorthStar Services Richardson, TX	\$ 85,419.32
1992	RENEWAL OF SCALEABLE/TIERED DS3 INTERNET SERVICE	\$169,500.00

Focal Communications  
Dallas, TX

2170	NORTON ANTIVIRUS SOFTWARE LICENSING SHI – Government Solutions Grand Prairie, TX Best evaluated offer.	\$ 36,274.80
2171	CUSTODIAL SERVICES: SPRING CREEK CAMPUS NorthStar Services Richardson, TX Option I Low bid meeting specs.	\$353,452.40
2178	INSTALLATION OF NEW CARPET IN SELECTED AREAS AT SPRING CREEK AND CENTRAL PARK CAMPUSES Gomez Floor Covering, Inc. San Antonio, TX Interlocal Agreement with Texas Local Government Statewide Purchasing Cooperative approved by the Board 10/23/01.	\$248,074.97
Discussion: Mr. Justice asked who determines when to replace the carpeting. Mr. Hall responded that the physical plant employees, Ron Jackson, provosts, etc., walk through the campuses on a scheduled basis. Some of the carpet being replaced is 15 years old.		
2182	TEXAS CATALOG –NOVELL ACADEMIC LICENSE AGREEMENT AND SOFTWARE ASAP Software Buffalo Grove, IL Best evaluated offer.	\$ 69,721.62
2186	NORTEL NETWORKING EQUIPMENT FOR THE CONVERGENCE LAB AT PRESTON RIDGE CAMPUS Capco Communications, Inc. Austin, TX	\$ 56,703.00

The District's Board of Trustees approved a resolution  
On November 30, 1993, approving participation in the  
General Services Commission purchasing programs.

#### **PURCHASE ORDER REVISIONS**

1536      ANNUAL CONTRACT FOR CUSTODIAL SERVICES  
            FOR SPRING CREEK CAMPUS  
            NorthStar Services  
            Richardson, TX  
                Original Contract Total:                      \$273,231.96  
                CO #1 – Increase:                                 \$ 49,069.54  
                Revised Contract Total:                         \$322,301.50

Discussion: Mrs. Goodell asked the reason for the large increase since there was no increase in the square footage. The increase was due to increased staff required to keep up with the large number of students. In addition, the increase included painting. The Board asked to be provided a breakdown of the costs—how much for painting and how much for custodial.

1798      ANNUAL CONTRACT FOR CUSTODIAL SERVICES  
            FOR COURTYARD CAMPUS  
            NorthStar Services  
            Richardson, TX  
                Current Contract Total:                         \$ 77,315.18  
                CO #2 – Increase:                                     \$ 14,100.00  
                Revised Contract Total:                             \$ 91,415.18

2052      TEXAS CATALOG – ANNUAL CONTRACT FOR  
            DATA/VOICE CABLING  
            Data Tex Services  
            Carrollton, TX  
                Original Contract Total:                         \$ 65,000.00 (Estimated)  
                CO #2 – Increase:                                     \$ 36,311.17  
                Revised Contract Total:                             \$101,311.17

2144      SOLE SOURCE PURCHASE OF WEBCT  
            3.7 CAMPUS EDITION SOFTWARE ANNUAL  
            LICENSE AND SIS INTEGRATION PLANNING  
            WebCT Educational Technologies  
            VanCouver B.C.

Original PO Total:	\$30,800.00
CO #1 – Increase:	\$15,000.00
Revised PO Total:	\$45,800.00

## INFORMATION REPORTS

1. Budget Status Report as of 08/31/02. Mr. Hall reported that the budget is tracking as expected. The District will have to migrate to an Oracle data base system at a cost of \$3 million. Mr. Hall said it is good to earmark money at this time. Mr. Hall also said we would be asking to transfer some funds to the building fund.
2. Budget Status Report as of 09/30/02. Revenues exceed expenditures. The budget is coming in, as it should. There will be some adjustments related to tuition and fees because of the 9% increase in enrollment.
3. Investment Schedule as of 08/31/02. All funds invested with TexPool (1.87%).
4. Quarterly Investment Report ending 08/31/02 and Annual Investment Report. Mr. Hall reported that all District Funds are invested with TexPool. These reports are required for compliance with the Public Funds Investment Act.
5. Summary of Foundation Payments to the District 08/31/02 and Summary of Foundation Payments to the District 09/30/02. Mr. Hall briefly reviewed the reports. During the month of August, \$73,386 was received for Scholarship support and \$1,900 for Program support. During September, \$8,068 was received for Scholarship support.

PUBLIC COMMENTS. There were none.

## PRESIDENT'S REPORT

1. President Israel reported that the third Annual Evening of Monopoly would be held at Countrywide Home Loans corporate office, February 28, 2003.
2. The College District is hosting a Legislative Breakfast on November 19 at the Spring Creek Campus. All Collin County State Legislators are invited as well as local ISD Superintendents and their Boards.
3. President Israel reported that we have received over 120 applications for our Alternative Teacher Certification program. Approximately 50% would be accepted into the program.
4. The Teaching Learning Center continues to expand. It is a resounding success as a way to approach learning with different teaching methods.

5. President Israel reported that Saturday's College Faire was well attended. During the event, President Israel was interviewed by Brad Watson of Channel 8 News.
6. President Israel reported he attended two Phi Theta Kappa orientations, spoke at Texas A&M Commerce on the shortage of teachers and persons interested in leadership positions.
7. President Israel said he is driving to Austin this evening to attend Texas Association of Community Colleges meeting and to meet with Legislators to discuss the expected budget shortfall. There is a great concern about the accessibility of our students if funding is cut.

#### ADJOURNMENT AND CLOSING COMMENTS:

Chairman Roach asked Board members for closing comments. Dr. Boon thanked the Faculty Senate for their letter. He said he appreciates the faculty. Chairman Roach said he appreciates the faculty, staff and administration for the work they do. Collin County Community College is the best-kept secret in Collin County. Great things are happening because of all of you care about the students. Dr. Collins said he echoes Chairman Roach's comments.

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

Meeting Minutes  
November 26, 2002

PRESIDING: Sam Roach, Chairman

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

CALL TO ORDER

Chairman Roach called the November 26, 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 7:35 p.m. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE NOVEMBER 26, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the November 26, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE OCTOBER 22, 2002 CCCC CD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Dr. Collins, approving the October 22, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

WELCOME

Chairman Roach welcomed the students from Dr. Caiazzo's government classes. He explained that they are the reason we are all here.

CONSTRUCTION UPDATE. Michelle Prokov, Beck Group, gave an update on Module I construction. She reported that the project is on schedule, despite the 18 days of rain, and

within budget. To stay on schedule, Ms. Prokov said there is a lot of activity going on concurrently.

## **AGENDA**

### **2002-11-1, Personnel Reports**

A motion by Dr. Collins, seconded by Mrs. Bauge, to approve the November Personnel Reports was unanimously approved.

#### **2002-11-1.1, Faculty Appointments**

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

NAME	TITLE	REASON	DATE
Sabine Madriguera	Professor, Music (Guitar)	Replacement K. Hays	01/02/03

#### **2002-11-1.2, Staff Appointments**

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

NAME	POSITION	REASON	DATE
Sabrina Belt	CTLPD Program Coordinator CCCCD @Allen	R-E. Pierce	12/02/02
Jackie (Jing-Fong) Hsu	Instructional Designer, SCC	New	01/02/03
Jiwoo Lee	Operator Maint. Technician	R-K. Lucas	11/20/02

#### **2002.11-1.3, Promotions, Changes, Laterals**

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

NAME	POSITION	REASON	DATE
Natalie Craig	Accounts Receivable Asst.	LFT to Full-time	11/02/02
Cinda Johnson	Admissions/Records Asst. II	R-S. Lujan	12/02/02
Wayne Jones	Associate Dean, Engineering Technology, PRC (Temporary)	New	11/01/02



#### **2002-11-1.4, Resignation/Termination**

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

EMPLOYEE	LAST DAY	DEPARTMENT	REASON
Anita Burrows	10/31/02	Admissions/Records Asst. II	Retirement/ Part Time
Kendra Rohaly	11/01/02	Teacher I, Child. Dev., SCC	Personal Reasons

#### **2002-11-2, Approval of Safety and Security**

WHEREAS, the Board Policy establishing a Safety and Security Division was tabled at the October 22, 2002 Collin County Community College District Board of Trustees meeting for additional revision, now therefore,

BE IT RESOLVED, that the Board Policy establishing a Safety and Security Division be removed from the table and, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the revised Board Policy establishing a Safety and Security Division.

A motion by Dr. Collins, seconded by Mr. Trujillo to remove this item from the table was unanimously approved.

President Israel explained that for over six months, the District and board have been reviewing and discussing this policy establishing an armed Safety and Security division. All constituencies of the District have also had an opportunity to review and make comment. The final draft of the policy incorporates an entire section on drug testing requirements—both pre-employment and randomly during employment. Testing will be contracted to Concentra, a company that does drug testing.

President Israel further stated that CCCCDD is one of the few remaining college districts that do not have their own security force. By having our own force, they will get to know students and staff, and we will have continuity. We live in challenging times; President Israel said he believed it was time for this institution to implement this policy.

A motion by Dr. Collins, seconded by Mr. Biggerstaff, to adopt the Board Policy establishing a Safety and Security Division was unanimously approved.

Discussion: Dr. Boon expressed his concern about having an armed security force. Dr. Boon said that the Board should determine scope—where is the scope in this policy. President Israel assured Dr. Boon that the scope would be outlined in the procedures manual. We do not want police officers; we want safety and security officers.

Dr. Boon asked who would own the firearms and who determines the type of weapon. Mr. Leathers, Director of Safety and Security, said the District would be using Glock 22, 40 caliber weapons, the same weapons as currently being carried on campus by off-duty police officers. President Israel said our goal is to maintain safe and secure, district-wide campuses—we hope that the officers never have to pull their weapons.

### **2002-11-3, Employment of Safety and Security Officers**

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board of Trustees approves the employment of the following Safety and Security Officers and Commissioning them as a State Peace Officers in accordance with Article 2.12 of the Texas Code of Criminal Procedure as authorized by Article 51.203 of the Texas Education Code and that a Warrant of Appointment be approved for the following appointments for the period of November 26, 2002 until their termination with Collin County Community College District.

NAME	REASON	DATE
Leonard Clemens	New	11/26/02
Jason Evans	New	11/26/02
Michael Gromatzky	New	11/26/02

A motion moved by Dr. Boon, seconded by Mr. Trujillo, to approve hiring the first three CCCCDC Safety and Security Officers, was unanimously approved.

In answer to Mr. Biggerstaff's question, Mr. Leathers said that all three officers would be relocating to our service area.

### **2002-11-4, Approval of Tax Abatement Agreement for Home Depot, Wylie, TX**

WHEREAS, on the City of Wylie is considering a ten-year, 100% abatement for Home Depot U.S.A., Inc. and that the other taxing entities could not be party to the same agreement, and

WHEREAS, the Wylie Economic Development Corporation proposes participation from Collin County Community College District at 50% for five years, and

WHEREAS, Home Depot agrees to maintain and operate one Home Depot home-improvement center of approximately 126,221 square feet, the assessed value of the

Premises and Improvements, exclusive of the land, shall be at least Five Million (\$5,000,000) as of the First Year of Tax Abatement 2004,  
 NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of the Collin County Community College District approve the Tax Abatement Agreement for Home Depot, U.S.A.

New Value of Premises and Improvements		\$5,000,000
Percentage of Abatement	50%	
Length of Abatement	5 years	
Current Tax Rate	\$.091946/\$100	
Cost of First Year Abatement		\$1,087.58
Taxes Received		\$1,087.59

A motion by Mr. Justice, seconded by Dr. Boon, to approve the Tax Abatement Agreement for Home Depot, U.S.A., Wylie, Texas, was unanimously approved.

Mr. Satterwhite, Wylie Economic Development Corporation, was present to answer questions of the Board.

Chairman Roach explained to the students present that the Board did not take passing Board resolutions lightly. All information is available to the Board members for study and review prior to each meeting.

#### **2002-11-5, Approval of Tax Abatement Agreement for Muratec, Plano, Texas**

WHEREAS, Muratec is America's representative of global communications equipment manufacturer and will lease 52,786 square feet of office space for its corporate headquarters at 3301 E. Plano Parkway, and

WHEREAS, this facility will include a distribution, repair, and training center, is located on 4.6157 acres and will employ sixty people effective December 31, 2002, and

WHEREAS, the tax abatement will be based on the following values: the estimated amount of \$620,000 Real Property Improvements and \$100,000 Business Personal Property, will be for a period of five (5) years from January 1, 2003 through December 31, 2007, 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 Board of Trustees of the Collin County Community College District approves the Tax Abatement Agreement with Muratec America, Inc., Reinvestment Zone No. 72, Plano, Texas.

Real Property Improvements		\$620,000
Business Personal Property		\$100,000
	Percent of Abatement	50%
	Length of Abatement	5 years
	Current Tax Rate	\$.091946/\$100
Cost of First Year Abatement		\$331.00
Taxes Received		\$331.01

A motion by Mr. Trujillo, seconded by Dr. Collins, to approve the Tax Abatement Agreement with Muratec America, Inc., Reinvestment Zone No 72, Plano, TX, was unanimously approved.

### **2002-11-6, Tax Abatement Agreement for Crossmark, Plano, TX**

WHEREAS, Crossmark, Inc., the owner of the Real Property, is constructing a 150,000 square foot office building on 22.780 acres located in Legacy Park for its corporate headquarters, and

WHEREAS, Crossmark and its affiliates will maintain a minimum of \$2,000,000 of Personalty that is or will be owned or leased, and

WHEREAS, Crossmark is a business services company specializing in connecting manufacturers in the food sector with retailers, and retailers with consumers, this facility will encompass professional jobs and will employ 290 people in its new facility effective January 31, 2003, and

WHEREAS, the tax abatement will be based on the following values: the estimated amount of \$23,000,000 Real Property and \$2,000,000 Business Personal Property, will be for a period of ten years from January 1, 2004 through December 31, 2013 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 Board of Trustees of the Collin County Community College District approves the Tax Abatement Agreement with Crossmark, Inc. and its affiliates, Reinvestment Zone No. 68, Plano, Texas.

Estimated Value of Real Property		\$23,000,000
Estimated Value of Business Personal Property		\$ 2,000,000
	Percent of Abatement	50%
	Length of Abatement	10 years
	Current Tax Rate	\$.091946/\$100
Cost of First Year Abatement		\$11,493.25
Taxes Received		\$11,493.25

A motion by Mr. Justice, seconded by Mr. Biggerstaff, to approve the Tax Abatement Agreement with Crossmark, Inc. and its affiliates, Reinvestment Zone No. 68, Plano, Texas, was unanimously approved.

**2002-11-7, One-Year Waiver on Tax Abatement, Beal Bank, S.S.B.**

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of Collin County Community College District grant Beal Bank, S.S.B., a one-year waiver for tax year 2002 for the reduced value of the Real Property to \$27,104,500.

Note: The conditions of the Agreement entered into in 1998 and assigned to the Bank in 2001 requires Bank to maintain a minimum value of \$29,258,000 for the real property improvement in order to qualify for the annual abatement.

A motion by Mrs. Bauge, seconded by Mrs. Goodell, to approve a one-year waiver for tax year 2002 for the reduced value of the real property for Beak Bank, S.S.B., Plano, Texas, was unanimously approved.

**2002-11-8, Expenditure Reports for October 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 October 2002.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the expenditure reports for October 2002 was unanimously approved.

President Israel reviewed the various cost centers, explaining the monthly expenditures. Mr. Justice asked that fixed costs be presented by a year-to-year comparison—how much extra is it costing us to do business.

Dr. Boon asked that the expenditures for legal fees be broken down.

**2002-11-9, Approval of Bids for November**

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of Collin County Community College District approve the following bid report for November.

A motion made by Mr. Trujillo, seconded by Dr. Collins, to approve the bid report for November was unanimously approved.

BID #	DESCRIPTION	AMOUNT
2183	ANNUAL CONTRACT FOR PRINTING OF CCCCONNECTION Primary Vendor Best Press Addison, TX  Secondary Vendor  Legend Press Garland, TX Next low bid and third low bid. Rejected low bid due to poor past performance.	\$ 56,000.00 (Estimated)
2184	THEATRICAL AND SOUND SYSTEM EQUIPMENT/SUPPLIES Sweetwater Sound Ft. Wayne, IN Item: 2, 3, 4, 10  Texas Scenic Company San Antonio, TX Item: 8, 12  Washington Professional Wheaton, MD Item: 1, 6, 7  B & H Photo Video New York, NY Item: 13, 14  Barbizon Light Carrollton, TX Item: 9, 11  Full Compass Systems Middleton, WI Item: 16  Multiwave City of Industry, CA	\$ 54,379.79  \$14,284.80  \$16,525.00  \$11,847.00  \$ 5,550.00  \$ 3,712.63  \$ 866.90  \$ 427.50

Crest A/V Electronics	\$ 1,165.96
Buffalo, NY	
Item: 5	
Low bid.	

NEC Business Network Solutions, Inc.  
Irving, TX  
Best evaluated offer.  
Texas Education Code, Subchapter B, Section 44.031. allows the District to procure automated information systems through the Texas General Services Commission catalog purchasing program. The District Board approved a resolution on November 30, 1993, approving participation in the General Services Commission purchasing programs.

TouchNet Professional Services  
Lenexa, KS  
TouchNet is sole source since this is an upgrade  
and the voice is already TouchNet equipment.

Micro Warehouse  
Norwalk, CT  
Pricing in accordance with Reference 2137 –  
Agreement with Educational and Institutional  
(E&I) Cooperative, Inc. through the National  
Association of Educational Buyers (NAEB).  
Membership began in 1986. The purpose  
of this cooperative is to obtain substantial

savings for member school districts and public entities through volume purchasing.

## **PURCHASE ORDER REVISIONS**

2005 ANNUAL CONTRACT FOR AUDIO/VISUAL EQUIPMENT

Troxell Communications  
Arlington, TX

Original Contract Total:	\$140,542.56
CO #1 – Increase:	\$ 63,840.23
Revised Contract Total:	\$203,840.23

## **INFORMATION REPORTS**

1. BUDGET STATUS REPORT AS OF 10/31/02. Mr. Hall reported that expenditures exceed revenues, which is normal for this time of year (tax revenue not yet coming in). Year-to-date revenues, however, exceed expenditures.
2. INVESTMENT SCHEDULE AS OF 10/31/02. All funds are invested in TexPool that is currently paying 1.68%. All funds comply with the law and market exceeds book.
3. SUMMARY OF FOUNDATION PAYMENT TO THE DISTRICT 10/31/02. Mr. Hall reported that during the month of October, the District received \$4,806 in scholarship support from the Foundation. To date \$12,874 for scholarship and program support has been transferred from the Foundation.

**PUBLIC COMMENTS:** No requests.

## **PRESIDENTS REPORT**

1. President Israel congratulated Mrs. Bauge on her appointment to the Plano Economic Development Board.
2. President Israel congratulated Brenda Kihl, Director of the Center for Teaching, Learning, and Professional Development, for her appointment as a member of the Accountability System for Education Preparation Committee for the state of Texas.
3. Student orientation was revamped this year by Dr. Mary McRae and Kathrine Swanson as part of our student retention strategy. The results of a survey about the new orientation program showed it to be a solid success.



4. Congratulations to Dean Ann Beheler who was recently quoted (one of only three) in a national Microsoft IT Academy Program brochure. This really reflects positively on the College.

#### **CLOSING COMMENTS/ADJOURNMENT**

Chairman Roach commented on the very successful opening of the Convergence Lab. CCCCD is on the cutting edge of technology. Chairman Roach complimented President Israel, the faculty, administrators, and staff that worked to make the lab possible.

Chairman Roach, who attended the Police Academy graduation, commented upon the high quality of the 13 graduates.

Chairman Roach thanked all the students for attending the meeting and wished everyone a Happy Thanksgiving and holiday.

The November 26, 2002 was adjourned at 8:57 p.m.

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

Meeting Minutes  
December 17, 2002

PRESIDING: Sam Roach, Chairman

PRESENT: Tino Trujillo  
E. T. Boon  
Brenda Goodell  
Cindy Bauge  
Glenn Justice

CALL TO ORDER

Chairman Roach called the December 17, 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 7:05 p.m. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE DECEMBER 17, 2002 REGULAR MEETING OF THE CCCC CD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the December 17, 2002 CCCC CD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE NOVEMBER 26, 2002 CCCC CD BOARD OF TRUSTEES MEETING

A motion by Mrs. Bauge, seconded by Dr. Boon, approving the November 26, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATION: Financial Statements Presentation (GASB 34 & GASB 35)

Due to the implementation of Governmental Accounting Standards Board (GASB) Statements 34 and 35 in this fiscal year, the financial statements are presented in a different format for FY 2002. The new presentation of financial reporting combines all fund groups into a single column and more closely resembles the format of the corporate presentation--no consideration of traditional fund accounting.

Texas public community colleges are required to present financial statements as “special purpose governments engaged only in business-type activities” (BTA)

- Distinction between operating and non-operating revenue/expenses
- Distinction between current and non-current assets/liabilities

Notable changes include:

- Recognition of depreciation
- Tuition and fees reported net of scholarships and discounts
  - Waivers
  - Exemptions
  - TPEG
  - PELL
- The presentation of the Basic Financial Statements in three new statements titled “Statement of Net Assets”, “Statement of Revenues, Expenses and Changes in Net Assets” and “Statement of Cash Flows”

In this transition year, the District has also included the three basic statements and accompanying schedules in the prior year format in the supplementary information section of the report.

CONSTRUCTION UPDATE. Michelle Prokov, Beck Group, gave an update on Module I construction. She reported that the project is on schedule and there are no major problems to report. Ms. Prokov also reported that they poured the last of the concrete for the parking lot and would complete the project during the holiday break. President Israel remarked that they poured the concrete at night so that faculty and staff were not disturbed.

### **Personnel Reports for December**

A motion by Mr. Trujillo, seconded by Mrs. Bauge, to approve the personnel reports for December as presented in public hearing was unanimously approved.

### **2002-12-1.1, Employment of Faculty**

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

NAME	TITLE	REASON	DATE
Donald Weasenforth	Professor, ESL, PRC	New	01/08/03

### **2002-12-1.2, Employment of Staff**

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

NAME	POSITION	REASON	DATE
Michelle Campolla	Division Secretary Academic Affairs/ Transfer Programs	R-J. LeFebvre	01/02/03

### **2002.11-1.3, Lateral/Title Change**

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

NAME	POSITION	REASON	DATE
Kim Russell	Associate Vice President of Organizational Effectiveness & Human Resources	Lateral/ Title Change	12/02/02

### **2002-12-1.4 , Resignations/Terminations**

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

EMPLOYEE	LAST DAY	TITLE/DIVISION	REASON
Kathleen Hopkins	12/2/02	Director of ACCESS Dean of Students Div.	Relocating/another position
Jude Fernandes	12/10/02	Purchasing Specialist Business Office	Another position
Lynda Pesta	12/13/02	Professor, Nursing Social Science & Public Services	Personal reasons
Elke Matijevich	12/13/02	Professor of German Communications & Humanities	Retirement

### **2002-12-2, Appointment of Trustee, Place 6**

BE IT RESOLVED, that the Collin County Community College District Board appoints Mr. Mac Hendricks, McKinney, Texas, to serve as Collin County Community College District Board Member Place 6 until the next scheduled election in May 2004.

A motion was made by Dr. Boon and seconded by Mrs. Bauge to appoint Mr. Mac Hendricks to serve as CCCC Board member Place 6 until the next scheduled election, May 2004. The motion received unanimous approval.

Mr. Carey Cox served in Place 6 for 16 years before his death. The Board has been searching for someone to fill this vacancy. A Board subcommittee reviewed over 20 excellent candidates for the position. It was a very difficult selection process—Mr. Cox left “big shoes” to fill. Dr. Boon and Mrs. Bauge, members of the selection committee, said they thought the process went very well.

Mr. Hendricks is a long-time resident of Collin County. A graduate of Anna High School, he earned a BBA in Accounting from the University of North Texas. Mr. Hendricks is a real estate consultant, investor and developer, a past member of the McKinney Planning and Zoning Commission, has served on several City of McKinney special committees, and is currently a member and secretary/treasurer of the McKinney Economic Development Corporation.

Chairman Roach said he looks forward to having Mr. Hendricks serving on the Board.

### **2002-12-3, Approval of Audit Report**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Audit Report for the 2001-02 Fiscal Year.

A motion by Dr. Boon, seconded by Mr. Justice, and upon unanimous vote of the Board members present, the Audit Report for the 2001-2002 fiscal year was approved.

Chairman Roach said, in reviewing the report, he found it to be very comprehensive. He expressed his appreciation for the work done by Mr. Hall, Mr. Madden, Ms. Vaughn and the rest of the Business Office staff.

Dr. Boon remarked that this was the best report he has ever seen—easy to understand. He continued that he was pleased with the presentation to the Board Audit Subcommittee.

### **2002-12-4, Tax Abatement Agreement for Applied Concepts**

WHEREAS, Applied Concepts, Inc. is a 23-year old electronics manufacturer based in Plano, Texas, which manufactures radar systems for a variety of uses including traffic and sports-related industries, and

WHEREAS, Property Reserve, Inc., the owner of 7.073 acres of land located at 2609 Technology Drive #140, has constructed the building, of which 24,780 square feet will be leased by Applied Concepts, Inc. and will provide employment for 86 people, and

WHEREAS, the tax abatement will be based on the following value: the estimated amount of \$330,000 Real Property Improvements, and \$25,000 Business Personal Property,

will be for a period of five years from January 1, 2003 through December 31, 2007, and shall be based on amounts equal to 40% for Real Property and Business Personal Property,

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of the Collin County Community College District approve the Tax Abatement Agreement Applied Concepts, Inc., Reinvestment Zone 73, Plano, Texas.

Estimated Real Property		\$330,000
Business Personal Property		\$ 25,000
	Percentage of Abatement	40%
	Length of Abatement	5 years
	Current Tax Rate	\$.091946/\$100
Cost of First Year Abatement		\$130.56
Taxes Received		\$195.84

Upon motion of Mr. Justice and seconded by Mr. Trujillo, the CCCC Board unanimously approved the Tax Abatement Agreement Applied Concepts, Inc., Reinvestment Zone 73, Plano, Texas.

#### **2002-12-5, Tax Abatement Agreement for KCD-TX Investments & Lacerte Software**

WHEREAS, on March 28, 2000, the CCCC Board of Trustees approved a tax abatement agreement for KCD-TX Investments and Lacerte Software Corporation, and

WHEREAS, the owner requests to amend the Agreement under a sales transaction to assign the Real Property to Wells Operating Partnership L.P. Lacerte Software Corporation continues to conduct business on the subject premises and remains the primary tenant, and

WHEREAS, the Amendment will maintain and enhance the commercial/industrial economic and employment base of the Plano area,

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of the Collin County Community College District approve the Amendment assigning the Tax Abatement Agreement to Wells Operating Partnership L.P., Reinvestment Zone No. 50, Plano, Texas.

A motion made by Mr. Trujillo and seconded by Mrs. Goodell to approve the Amendment assigning the Tax Abatement Agreement to Wells Operating Partnership L.P., Reinvestment Zone No. 50, Plano, Texas, was unanimously approved.

#### **2002-12-6, Tax Abatement Agreement for Tenet Health Care & Frisco Medical Investments**

WHEREAS, Tenet Health Care proposes to build a \$125 million four-story, 182-bed, full-service, acute care hospital on a 40 acre site on the northwest corner of SH121 and Coit Road, and

WHEREAS, Frisco Medical Investments, LLLP, will construct up to three, four story, 72,000 square foot medical office buildings, each having a value of at least \$15,000,000, and

WHEREAS, the proposal for the hospital is a 40% tax abatement for 5 years with a City, County and College combined maximum abatement value of \$1.6 million including a 40%

property tax abatement for 5 years for the development of medical office buildings adjacent to the hospital,

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approves the Tax Abatement Agreement for Tenet Health Care and Frisco Medical Investors, LLLP, Frisco, Texas.

Hospital (Building, Improvements, Furniture & Equipment)	\$125,000,000
Medical Office Building (Building, Improvement, Furniture & Equip.)	\$ 15,000,000
Percentage of Abatement	40%
Length of Abatement	5 years
Current Tax Rate	\$.091946/\$100
Cost of First Year Abatement	\$51,489.76
Taxes Received	\$69,234.24

A motion was made by Mr. Justice and seconded by Mrs. Goodell to approve the Tax Abatement Agreement for Tenet Health Care and Frisco Medical Investors, LLLP, Frisco, Texas.

#### **2002-12-7, Participation in Tex STAR**

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District adopts the attached resolution, which authorizes the District's participation in Texas Short Term Asset Reserve Program ("TexSTAR"), a public funds investment pool, which is administered by First Southwest Asset Management, Inc. and JPMorgan Fleming Asset Management.

A motion was made by Dr. Boon, seconded by Mrs. Bauge, and unanimously approved by the Board authorizing the District's participation in Texas Short Term Asset Reserve Program ("TexSTAR"), a public funds investment pool, which is administered by First Southwest Asset Management, Inc. and JPMorgan Fleming Asset Management.

TexSTAR will not substitute for TexPool—it is just another investment venue for the District. Ms. Nicki Smith from First Southwest Asset Management attended the meeting to answer questions. She explained that this is a dollar for dollar fund similar to TexPool. Management fees for TexSTAR are currently at three basis points as compared to TexPool's five. The maximum management fee with TexSTAR is 12 basis points.

Mr. Hall explained that working with TexSTAR allows the District to diversify.

#### **2002-12-8, Expenditure Reports for November**

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 November 2002.

Upon motion of Dr. Boon, seconded by Mr. Trujillo, the Board unanimously approved the expenditure reports for November 2002.

**2002-12-9, Bid Report for December**

BE IT RESOLVED, at the recommendation of the President that the Board of Trustees of Collin County Community College District approve the following bid report for December.

BID #	DESCRIPTION	AMOUNT
2002	RENEWAL OF ANNUAL CONTRACT FOR PERSONAL COMPUTERS Dell Marketing L.P. Round Rock, TX	\$850,000.00 (Estimated)
2030	RENEWAL OF MICROSOFT CAMPUS AGREEMENT Softmart Downington, PA	\$ 65,043.72
2032	AUTODESK COMPREHENSIVE EDUCATION SOLUTION ANNUAL AGREEMENT Autodesk San Rafael, CA Sole provider for the education solution.	\$ 28,750.00
2187	FITNESS EQUIPMENT FOR CENTRAL PARK AND PRESTON RIDGE CAMPUS Fitco Fitness Carrollton, TX Item: 1-23, 25-37, 40-46 Body Works Fitness Plano, TX Item: 24, 38, 39 Low bid with the following exceptions:	\$ 28,946.22 \$19,099.27 \$ 9,846.95

Item 24 – Tie between Promaxima and Body Works.  
This is the only item Promaxima would be awarded  
and the cost of issuing a purchase order for \$4.95 is  
Much greater.

Item 30 – Reject Body Works Fitness bid. Does not  
meet chart specifications. Award to Fitco Fitness.

Item 31 – Reject Body Works Fitness bid. Does not



meet chart specifications. Award to Fitco Fitness.

Item 32 – Reject Fitness Headquarters and Body Works Fitness bids. Does not meet chart specifications or show three stretching areas. Award to Fitco Fitness.

Item 33 – Reject Promaxima Manufacturing bid. Does not meet specifications. Award to Fitco Fitness.

Item 34 – Reject Promaxima Manufacturing, Pro Star Sports, TechnoGym, and Fitness Headquarters bids. Does not meet specifications including no footrest. Award to Fitco Fitness.

Item 35 – Reject Promaxima Manufacturing, Pro Star Sports, TechnoGym, and Fitness Headquarters bids. Does not meet specifications including no angled seat, different size, incorrect measurements, and no dual safety pins. Award to Fitco Fitness.

Item 36 – Reject Promaxima Manufacturing, Pro Star Sports, TechnoGym, Fitness Headquarters, and Body Works Fitness bids. Does not meet specifications including no footrest, incorrect size, angled split pad, and incorrect seat padding. Award to Fitco Fitness.

Item 37 – Reject Promaxima Manufacturing, TechnoGym, Pro Star Sports, Body Works Fitness, and Fitness Headquarters bids. Does not meet specifications including no footrest entry, footrest too short, extra parts not needed, and incorrect seat angle. Award to Fitco Fitness.

Item 38 – Reject Pro Star Sports bid due to no side rails. Reject Promaxima Manufacturing bid due to an 11% grade elevation on machine. Reject Fitness Headquarters bid due to a lack of side rails and is 2” narrower. Reject Star Trac bid due to not meeting specifications. Award to Body Works Fitness.

Item 39 – Reject Fitness Headquarters and Promaxima Manufacturing bids. Does not meet resistance level specifications. Award to Body Works Fitness.

Item 40 – Reject Promaxima Manufacturing, TechnoGym, and Pro Star Sports bids. Does not meet specifications including no protective covering and an incorrect steel composition. Award to Fitco Fitness.

Item 41 – Reject Promaxima Manufacturing, TechnoGym, Pro Star Sports, Body Works Fitness, and Fitness Headquarters bids. Does not meet specifications including no protective covering, no weight guard, and torso too short. Award to Fitco Fitness.

Item 42 – Reject Promaxima Manufacturing, Fitness Headquarters, and Body Works Fitness bids. Does not meet specifications including no protective covering and steel. Award to Fitco Fitness.

Item 43 – Reject Promaxima Manufacturing, TechnoGym, Pro Star Sports, Body Works Fitness, and Fitness Headquarters bids. Does not meet specifications including no protective covering. Award to Fitco Fitness.

Item 44 – Reject Promaxima Manufacturing, TechnoGym, Pro Star Sports, Fitness Headquarters, and Body Works Fitness bids. Does not meet specifications including no protective covering and axis in bottom. Award to Fitco Fitness.

Item 45 – Reject Promaxima Manufacturing, TechnoGym, Pro Star Sports, and Body Works Fitness bids. Does not meet specifications including no protective covering. Award to Fitco Fitness.

Item 46 – Reject Promaxima Manufacturing. It is two separate units, a five-position ladder, and does not adjust for back alignments. Reject Fitness Headquarters. No elevated knee adjustment. Reject Body Works Fitness. Does not adjust for leg angle or back alignment. Reject Pro Star Sports. It is two separate units, a five position ladder and does not adjust for back alignment. Award to Fitco Fitness.

2193	FIRE SCIENCE EQUIPMENT	\$ 48,550.50
	<p>Scott Health &amp; Safety Monroe, SC Item: 1 Metro Fire Apparatus Houston, TX Item: 2, 3, 4, 5, 6 Low bid with the following exceptions: Item 5 – Fire Supply bid rejected. Manufacturer was not compatible with other tools. Item must be same manufacturer to work with other tools. Awarded to Metro Fire Apparatus.</p>	<p>\$30,088.50  \$18,462.00</p>
2204	INDOOR-STRUCTURED CABLING SYSTEM FOR MODULE “I”, SPRING CREEK CAMPUS Data Tex Services, Inc. Carrollton, TX Best evaluated offer. Texas Education Code, Section 44.031 allows the District to procure automated information systems through the Texas General Service Commission Catalog Purchasing program. District Board approved a resolution on November 30, 1993, approving participation in the General Services Commission Purchasing programs.	\$ 84,532.97
2208	POLICE PACKAGE VEHICLES Lawrence Marshall Dealership Hempstead, TX In accordance with Texas Building Procurement Commission. Term contract #070-AT-2002.	\$ 33,950.00

## **PURCHASE ORDER REVISIONS**

1827	CONTRACT FOR ELECTRICAL SERVICES Today's Electric Carrollton, TX Original Contract Total: \$ 50,000.00 (Estimated) CO #1 – Increase: \$ 12,000.00 Revised Contract Total: \$ 62,000.00
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- 1946 ANNUAL CONTRACT FOR MAGAZINE SUBSCRIPTIONS  
EBSCO Subscription Services  
Dallas, TX  
Original Contract Total: \$104,000.00  
CO #1 – Increase: \$ 6,621.59  
Revised Contract Total: \$110,621.59
- 1992 SCALEABLE/TIERED DS3 INTERNET SERVICE  
Focal Communications of Texas  
Dallas, TX  
2002–2003 Contract  
Original Contract Total: \$ 69,600.00  
CO #1 – Increase: \$ 8,600.00  
Revised Contract Total: \$ 78,200.00

#### INFORMATION REPORTS

1. BUDGET STATUS REPORT AS OF 11/30/02. Mr. Hall reported that with 25% of the fiscal year lapsed expenditures exceed revenues. He explained that this is normal for this time of the budget cycle and that he does not see anything out of the ordinary.
2. INVESTMENT SCHEDULE AS OF 11/30/02 and QUARTERLY INVESTMENT REPORT ENDING 11/30/02. Mr. Hall reported that all District funds are currently invested with TexPool and that market exceeds book value.
3. SUMMARY OF FOUNDATION PAYMENT TO THE DISTRICT AS OF 11/30/02. Mr. Hall reported during the month of November, \$5,065 in scholarship support was received from the Foundation. To date, the District has received \$17,939 in program and scholarship support from the Foundation.

#### PRESIDENT'S REPORT

1. President Israel reported that Wintermester enrollment is up between 8% and 9%. We anticipate that spring 2003 will mirror Wintermester.
2. February 28, 2003 is the date of the 3<sup>rd</sup> Annual Evening of Monopoly. We are working hard to meet our fund raising goal despite the tough economy and are looking for companies to step forward.
3. Legislative Session. President Israel said that this would be a very difficult legislative session. It does not look as if enrollment growth will receive funding. Community colleges are hoping that funding will remain the same.

4. President Israel reported that there is a lot going on at CCCCD:

- Working on strategic plan and achievement goals. Everyone is working hard on improving educational outcomes.
- Working on handbook
- Working on District-wide Master Plan—very important decisions that this Board will be making

ANNOUNCEMENTS AND ADJOURNMENT. Mr. Roach thanked everyone for their commitment to our students and the citizens of Collin County. “We sincerely appreciate all of your efforts. Have a happy and safe holiday!”

Chairman Roach adjourned the meeting at 8:00 p.m.