

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

Board Retreat
January 9, 2003

PRESIDING: Sam Roach, Chairman

PRESENT: Tino Trujillo
E. T. Boon
J. Robert Collins
Brenda Goodell
Cindy Bauge
Glenn Justice
Mac Hendricks
Cary A. Israel

CALL TO ORDER

Chairman Roach opened the January 9, 2003 retreat of the Board of Trustees of Collin County Community College District at 10:00 a.m. The Board Retreat was held at the Stonebriar Country Club, Frisco, Texas.

CERTIFICATION OF THE NOTICE OF THE JANUARY 9, 2003 BOARD RETREAT OF THE
CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the January 9, 2003 CCCC Board of Trustees retreat was posted according to Article 551.001 of the Texas Government Code.

OATH OF OFFICE FOR MAC HENDRICKS, CCCC TRUSTEE PLACE 6

The first order of business was the swearing in of new Board member, Mr. Mac Hendricks, who was appointed to the position of CCCC Trustee Place 6.

Chairman Roach congratulated Mr. Hendricks and welcomed to the Board. Chairman Roach opened the work session at 10:15 a.m.

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

Meeting Minutes
January 28, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly meeting on January 28, 2003, in rooms B423-B425, Courtyard Center, with Mr. Sam E. Roach presiding. Other trustees present were Mrs. Bauge, Mrs. Goodell, Dr. Collins, Dr. Boon, Mr. Trujillo and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media and CCCCDC students and staff.

Chairman Roach called the January 28, 2003 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

Chairman Roach reconvened the meeting at 7:21 p.m. and welcomed everyone present and recognized the students from the Student Leadership Academy. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE JANUARY 28, 2003 REGULAR MEETING OF THE CCCCDC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the January 28, 2003 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE DECEMBER 17, 2002 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Mrs. Goodell, approving the December 17, 2002 Board meeting minutes, as presented in open session, was unanimously approved.

REAFFIRMATION OF OATH, CCCCDC TRUSTEE PLACE 6, MR. MAC HENDRICKS

Chairman Roach called Mr. Hendricks forward and asked him to reaffirm the Oath of Office. Mr. Hendricks was officially sworn in on January 9, 2003. Mr. Roach welcomed Mr. Hendricks to the Board.

PRESENTATIONS

1. Student Development Wireless Projects. Dr. Mary McRae introduced Associate Registrar, Jay Whitlow, who gave a brief presentation on new wireless applications being done in Student Development funded by the TIF Discovery Grant. These applications included:
 - On-line tutoring and advising—allows advisors to meet with at-risk students in the classroom
 - Screen for depression, eating & alcohol disorders
 - An alternate form of registration extensively used by students during first two days of classes
 - Viewing schedules, accessing financial aid status and adding/dropping courses

In response to Dr. Collins' question about equipment needs, Jay explained that laptops needed to be equipped with wireless modems.

2. Spring Creek Campus Expansion. Mr. Phil Mein, Corgan Associates gave a brief overview of the planned Spring Creek Campus expansion. He began by saying that they were 50% through the working drawings. The expansion will have three components:
 1. Classrooms with conference capabilities—33 classrooms and teaching spaces, removable walls in conference center (600 person capacity conference style) and a 3,000 sq. ft. dance studio
 2. Expansion of Student Development into bookstore space
 3. Expansion of the bookstore—will move to current conference center area

Mr. Mein reported that the working documents would be completed in May, bid approval scheduled for July with construction to begin in August.

3. Construction Update. Michelle Prokov gave a brief update on Module I construction progress. She reported they are still on schedule.

AGENDA ITEMS

2003-1-1 Personnel Reports for January

On a motion by Dr. Boon, seconded by Dr. Collins, the board voted 7-0 to approve the Personnel Reports for January.

2003-1-1.1 Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following faculty appointment.

NAME	TITLE	DATE	REASON
Nahid Nikpour	Professor, Dental Hygiene	01/09/03	Replacement

2003-1-1.2, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following staff appointments.

NAME	TITLE	DATE	REASON
Lisa Delafield	Teacher I, Child Devel., SCC	01/13/03	R—Rohaly
Amy Fortlage	Secretary I, Associ. Faculty, PRC	01/02/03	R—Johnson
Peggy Riley	Financial Aid/Veterans Aff.airs. Adv.	01/22/03	R—Riley
Tami Sutcliffe	Reference Librarian, LFT, CPC	01/02/03	New

2003-1-1.3, Safety & Security 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 Safety and Security Officer and Commissioning her as a State Peace Officer 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 from January 27, 2003 and ending on termination with the College District.

NAME	TITLE	DATE	REASON
Guadalupe Arellano	Safety & Security Officer, SCC	01/27/03	New

2003-1-1.4, Promotions, laterals, changes

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following promotions/laterals/changes.

NAME	TITLE	DATE	REASON
Ann Broussard	Assistant Payroll Manager	02/02/03	R—Pierce

2003-1-1.5, Resignations & Terminations

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following resignation/termination report.

EMPLOYEE	LAST DAY	TITLE	REASON
Ronnie York	12/18/02	Facilities Oper. Assistant	Expiration of Leave
Eric Brophy	1/3/03	Computer Operator II	Another Position
Ernest Jackson	1/3/03	Technical Director	Probationary
Dana Snider	1/3/03	Learning Resource Specialist	Death
Ted Lewis	1/10/03	Government Professor	Another Position
Frank Spampinato	1/13/03	Computer Lab Supervisor	Performance
Carolyn Burgett	1/24/03	Senior Internal Auditor	Personal

2003-1-2, TAX ABATEMENT

WHEREAS, Hematronix, Inc., a medical research and development company employing 60 people, is expanding and retaining its corporate headquarters in Plano, and

WHEREAS, Hematronix has constructed a 25,000 sq. ft. building located at 3201 Technology Drive, and

WHEREAS, the tax abatement will be based on the estimated amount of \$1,300,000 in Real Property and \$50,000 in Business Personal Property, will be for a period of five years from January 1, 2004 through December 31, 2008, and shall be 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 CCCC Board approves the tax abatement for Hematronix, Inc., Reinvestment Zone 74, Plano, Texas.

Cost of First Year Abatement	\$620.63
Taxes Received	\$620.64

Mr. Jim Young, Plano Economic Development Board, was present to answer questions.

On a motion by Mr. Trujillo, seconded by Mrs. Bauge, the board voted 7-0 to approve the tax abatement for Hematronix, Inc., Reinvestment Zone 74, Plano, Texas.

2003-1-3, DESIGNATION OF \$3,000,000 FROM UNRESTRICTED CURRENT FUND

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the designation of \$3,000,000 from the Unrestricted Current Fund for the implementation of SCT Banner Software. The implementation cost will include additional software, equipment and training.

On motion by Dr. Collins, seconded by Mrs. Bauge, the board voted 7-0 to approve the designation of \$3,000,000 from the Unrestricted Current Fund for the implementation of SCT Banner Software.

2003-1-4, DESIGNATION OF \$5,000,000 OF THE UNRESTRICTED CURRENT FUND

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the designation of \$5,000,000 of the Unrestricted Current Fund for Maintenance and Operations stabilization.

On motion of Dr. Collins, seconded by Mrs. Goodell, the board voted 7-0 to approve the designation of \$5,000,000 of the Unrestricted Current Fund for M&O stabilization.

2003-1-5, SPECIAL WARRANTY DEEDS

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the two Special Warranty Deeds for “struck off” properties that the Habitat for Humanity is offering to purchase for constructing affordable housing.

On motion of Mr. Trujillo, seconded by Dr. Boon, the board voted 7-0 to approve the Special Warranty Deeds for “struck off” properties.

2003-1-6, EXPENDITURE REPORTS FOR DECEMBER

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

On motion of Dr. Boon, seconded by Mrs. Bauge, the board voted 7-0 to approve the December 2002 expenditure reports.

President Israel highlighted several of the expenditure accounts and said the District is continuing to ask staff to conserve electricity. President Israel said he would get a break down of the \$82,437 for Non-instruction Equipment.

2003-1-7, APPROVAL OF BIDS

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the following bid report for January 2003.

On motion by Dr. Boon, seconded by Mr. Trujillo, the board voted 7-0 to approve all bids with the exception of Bid #2201.

On motion of Mrs. Goodell, seconded by Mr. Trujillo, the board voted 6-0-1, Dr. Boon abstaining, to approve Bid #2201.

BID #	DESCRIPTION	AMOUNT
2074	RENEWAL OF MAINTENANCE FOR CISCO ACADEMY LABS AT CENTRAL PARK AND PRESTON RIDGE CAMPUSES. CISCO Systems, Inc. Irving, TX	\$ 27,658.00
2198	ACCESS IMPROVEMENTS FOR COURTYARD CAMPUS AND PAVING REPAIRS FOR CENTRAL PARK CAMPUS Pavecon, Inc.	\$ 71,257.00

	Grand Prairie, TX	
	Item 1	\$ 9,860.00
	Item 2	\$61,397.00
	Low bid.	
2201	ANNUAL CONTRACT FOR TEMPORARY PERSONNEL	\$400,000.00 (Estimated)

Temporaries of McKinney
 McKinney, TX
 Primary Contract
 Allen Personnel
 Allen, TX
 Secondary Contract

Low bid at a markup rate of 28% from A+ Staffing Solutions in Garland is rejected because references showed A+ Staffing Solutions has been in business less than one (1) year. Reference checks revealed one contract in place for less than a year with no usage to date. Other references were for individuals that used this agency as a placement service. This agency does not have the proven record of experience required to fill the District's needs.

Next low bid at a 30% markup rate from Quality First Personnel of Dallas is rejected because reference checks do not indicate experience in providing clerical support staff in the numbers required by the District. References given indicate personnel provided in quantity were for assembly for manufacturers. The District requirements demand high numbers of skilled clerical support staff.

The bid offered by All Temps 1 Personnel of Dallas is rejected because although a 30% markup was offered, the wages were higher overall for 28 of 38 positions and wages for six were high at the low end of the salary range. This would not be overall low bid.

Temporaries of McKinney in McKinney offered a markup rate of 32% and was overall second lowest in salaries offered. Temporaries of McKinney has a proven record of providing temporary personnel throughout the year and during peak periods for both the skilled clerical support staff and grounds maintenance crews. Temporaries of McKinney is recommended for award of the Primary Contract.

Allen Personnel in Allen offered a markup rate of 35% for all positions except the bookstore and grounds maintenance positions that are at 40% markup due to increased insurance costs. Their record is proven with the timely manner, quality and numbers of personnel provided to the District. Allen Temporaries is recommended for the Secondary Contract.

PURCHASE ORDER REVISIONS

1224	LIABILITY AND PROPERTY INSURANCE
	Arthur J. Gallagher of Texas, Inc.
	Houston, TX

Original Contract Total:	\$236,709.00
CO #1 – Increase:	\$ 6,375.00
Revised Contract Total:	\$243,084.00

2166 SCT CONNECTION FOR WEBCT – LICENSE FEES,
MAINTENANCE, AND INSTALLATION

Department of Information Resources/SCT
Austin, TX

Original Amount:	\$ 40,600.00 (Estimated)
CO #2 – Increase:	\$ 23,000.00
Revised Amount:	\$ 63,600.00 (Estimated)

INFORMATION REPORTS

1. BUDGET STATUS REPORT AS OF 12/31/02. Mr. Ralph Hall reported that revenues exceed expenditures, that we have collected 46% of revenues and expended 29% of the budget.

President Israel said the District is forecasting a 98% collection—loosing \$707,000 on property collection of not only houses but also raw land and buildings. He continued that we are a strong college; we have find faculty, administrators, and staff and the best students. The board is working on a fiscally, conservative approach. We can control our future. There will be necessary cuts, but by working together we will continue what we do best—educating our students. We are looking out for the welfare of our students.

Chairman Roach commented that President Israel's remarks were very appropriate. He continued that he has been in real estate for 25 years and collections are as tough as they have ever been.

2. INVESTMENT SCHEDULE AS OF 12/31/02. Mr. Hall reported that District investments are with TexPool paying 1.386% and TexStar paying 1.345%.

3. SUMMARY OF FOUNDATION PAYMENTS TO THE DISTRICT. Mr. Hall reported that this month the District received \$34,499 from the Foundation for Scholarship Support.

PUBLIC COMMENTS

Ms. Judy LaGrone reported no one had asked to comment.

PRESIDENT'S REPORT

1. President Israel congratulated photographer Pete Knudsen on his photo essay on firefighters entitled Silent Glory.
2. Evening of Monopoly. President Israel reported that the District's number one fundraiser, Monopoly, would be held at Countrywide Home Mortgage on Friday, February 28.

ANNOUNCEMENTS/ADJOURNMENT

Dr. Boon again welcomed the students from the Student Leadership Academy and complimented them for their leadership efforts.

Chairman Roach adjourned the January 28, 2003 meeting.

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

Meeting Minutes
March 4, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly meeting scheduled for February 25 (postponed due to inclement weather) on March 4, 2003, in rooms B423-B425, Courtyard Center, with Mr. Sam E. Roach presiding. Other trustees present were Dr. Collins, Dr. Boon, Mr. Trujillo and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media and CCCCD students and staff.

Chairman Roach called the March 4, 2003 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

Chairman Roach reconvened the meeting at 7:18 p.m., welcomed everyone present, and recognized the students from the Student Leadership Academy. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MARCH 4, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the March 4, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE JANUARY 28, 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded by Mr. Trujillo, approving the January 28, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATIONS

1. Preston Ridge Campus—Hillier Architects. Doug Hildinger, Jalil Amine, and Kevin Sloan were present representing Hillier Architects. Kevin Sloan began the presentation by explaining that plans for Preston Ridge included construction of a new building that would house the library, classrooms and faculty offices and renovation of Founders Hall. Mr. Sloan said that they hoped the new building would foster the feeling of campus by its location and the commons area connecting all the buildings. Renovations in Founders Hall would involve taking student oriented services and the provost office and moving them to the front making them more accessible and visible.

Mr. Sloan explained that Hillier needed board input on the proposed new building—looking for approval that their approach is consistent with Board member thoughts. He also said they needed approval to move onto the next step in the renovation of Founders Hall.

Dr. Boon responded that he thought the concept was good but asked about the possibility of moving the building footprint further north. Dr. Boon also commented about the flat roofline. Mr. Sloan said that the high roofline was more costly and that more importantly, the proposed roofline was a way to give the new building a presence without diminishing the current architecture of Founders, Alumni and Heritage Halls.

Chairman Roach said that he like the common area concept. Dr. Collins said he had some concern about environment because of the building facing south and having so many windows.

Mr. Sloan said he and the design team would incorporate the suggestions voiced by the board showing how environmental concerns (sunlight) would be addressed. Dr. Collins asked if they could prepare a 3D CAD presentation to bring everything together. Mr. Hendricks said he would like to see the landscaping plans—the commons area will not make the statement we want without proper landscaping and large trees.

President Israel proposed that Hillier (1) look at moving the footprint of the building north, (2) look at the amount of glass being used, and (3) provide alternatives. President Israel also suggested that the board go to visit the site of the proposed construction.

2. District Master Plan. Mr. Doug Hildinger, Hillier Architects, reported that they are currently updating demographic data, incorporating graphics, working on the executive summary and final production. A draft of the master plan will be presented to the Board at their next meeting.
3. Construction Update. Michelle Prokop gave a brief update on Module I construction progress. She reported they are within budget and on schedule to finish the project in May.

AGENDA ITEMS

A motion by Mr. Trujillo, seconded by Dr. Collins, approving the February Personnel Reports as presented in open session, was unanimously approved.

2003-2-1.1, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCCD Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Linda Cunningham	Purchasing System Specialist, CYC	02/03/03	R-J. Fernandes
Cecil Gilreath	Facilities Operations Assistant, PRC	02/10/03	R-J. Huerta

2003-2-1.2, Promotions

BE IT RESOLVED, at the recommendation of the President, that the CCCCCD Board approves the following promotion:

NAME	TITLE	DATE	REASON
Barbara Corbin	Lead Circulation Assistant, PRC	02/24/03	R-D. Snider

2003-2-1.3, Termination Report

BE IT RESOLVED, at the recommendation of the President, that the CCCCC Board approves the Termination Report for February.

EMPLOYEE	LAST DAY	TITLE /DEPARTMENT	REASON
Kim Sinclair	1/17/03	Asst. Dir. & Acct. and Financial Reporting Business Office	Telecommuting Contract Ended
Lakshmi Manepalli	1/31/03	Testing Center	Attend school full-time

2003-2-2

BE IT RESOLVED, at the recommendation of the President, that the CCCCC Board approves the 2003-2004 academic dates and authorizes the President to make administrative amendments as needed.

A motion by Mr. Trujillo, seconded by Mr. Hendricks, approving the 2003-2004 academic dates and authorizing the President to make administrative amendments as needed was unanimously approved.

2003-2-3, 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 review and adopts the names listed below as qualified brokers authorized to engage in investment transactions with CCCCC.

First Tennessee Russ Woolery (214) 890-6309	First Southwest Kelli Ross (214) 953-8880
Coastal Securities Tony Sekaly (800) 681-4121	Merrill Lynch Jim Elliott (214) 999-6690

A motion by Dr. Boon, seconded by Dr. Collins, approving the List of qualified brokers authorized to engage in investment transactions with the District was unanimously approved.

2003-2-4, CCCCC Investment Policy and Investment Strategy Annual Review & Approval

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

The Public Funds Investment Act requires annual review and approval of the District Investment Policy and Strategy. The policy was originally approved December 16, 1997. Under the Prudence Section, guidance was added concerning measures taken to liquidate downgraded investments.

A motion by Dr. Boon, seconded by Mr. Justice, approving the CCCCDC Investment Policy and Investment Strategy was unanimously approved.

2003-2-5, 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 approve amending authorized representatives for TexPool Investments as follows:

Ralph G. Hall
Linda Vaughan
Joe Madden
Suzanne Armstrong

A motion by Mr. Justice, seconded by Mr. Trujillo, approving the amended list of representatives for TexPool Investments was unanimously approved.

2003-2-6, Change Order 2—SCC Module I

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves Change Order 2 – SCC Module I, in the amount of (\$56,170) credit. This represents a 50% reduction in the contingency, which was listed as \$112,341 after Change Order 1. It is anticipated that an additional change order for the remaining contingency (\$51,171 Module I and the parking lot \$5,000) will be received prior to substantial completion. Substantial completion is one month early and is scheduled for May 31, 2003.

A motion by Dr. Collins, seconded by Mr. Trujillo, approving Change Order 2 – SCC Module I, for a credit of \$56,170 was unanimously approved.

2003-2-7, Agreement between CCCCDC, City of Frisco and the Frisco Cycling Club

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves Agreement between Collin County Community College District and the City of Frisco, Texas and Frisco Cycling Club Regarding the Frisco Superdome. This agreement will allow the Frisco Cycling Club to take control of the Veladrome. The term of the contract is one year.

The College District and City of Frisco have been trying to limit Veladrome expenditures. The track is in disrepair and there has not been a lot of activity. The Frisco Cycling Club approached the College and City regarding their taking control of the facility to use it for its intended purpose. Attorney John Roach reviewed and approved the agreement for the College District and the cycling club has put together, what President Israel called, a viable plan. President Israel continued that the College District would no longer pay for repairs and utilities—saving the District in excess of \$100,000.

A motion by Dr. Collins, seconded by Mr. Hendricks, approving Agreement between Collin County Community College District and the City of Frisco, Texas and Frisco Cycling Club Regarding the Frisco Superdome was unanimously approved.

2003-2-8, Contract with Tomden Engineering

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve a contract with Tomden Engineering to provide Civil Engineering services for Spring Creek Campus Phase I-A&B Module Expansions, at a cost not to exceed \$57,000.00.

A motion by Mr. Trujillo, seconded by Mr. Hendricks, approving a contract with Tomden Engineering to provide Civil Engineering services for Spring Creek Campus Phase I-A&B Module Expansions, at a cost not to exceed \$57,000.00 was unanimously approved.

2003-2-9, Renewal of Interlocal Agreement with 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 approves the renewal of Rene' Bates Auctioneers, Inc. and MRB On-Line Auction Group, L.C. Internet Auctioning Services.

This is the first renewal of an Interlocal Agreement with the Collin County Governmental Purchasers Forum to facilitate the sale of surplus property via on-line auctioneering. The district will be charged 10% of the sale price for vehicles and 12% for all other items.

A motion by Dr. Boon, seconded by Mr. Justice, approving the renewal of Rene' Bates Auctioneers, Inc. and MRB On-Line Auction Group, L.C. Internet Auctioning Services was unanimously approved.

2003-2-10, Expenditure Report for January 2003

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the Expenditure Reports for January 2003.

A motion by Mr. Hendricks, seconded by Mr. Trujillo, approving the Expenditure Reports for January 2003 was unanimously approved.

2003-2-11, Approval of Bids

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

BID #	DESCRIPTION	AMOUNT
1827	RENEWAL OF ANNUAL CONTRACT FOR ELECTRICAL SERVICES Today's Electric Carrollton, TX	\$ 70,000.00 (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	\$ 40,000.00 (Estimated)

Custom Printed Products
Dallas, TX
Primary
Section III – Envelopes

Custom Printed Forms
Dallas, TX
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

2164	CISCO NETWORKING ACADEMY LAB – CCNP 3.0 SWITCH BLOCK – VERSION 1.1	\$ 33,463.00
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Cisco Systems, Inc.
Irving, TX
Cisco provides a greater discount for equipment
used in the Cisco Networking Academy Labs
than is available from any of their distributors;
therefore, the equipment must be ordered
directly from Cisco.

2217	ANNUAL CONTRACT FOR SECURITY GUARD SERVICES United Protective Service Dallas, TX Best evaluated proposal for services.	\$215,274.24 (Estimated)
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2219	ANNUAL CONTRACT FOR PRINTING OF CREDIT SCHEDULES Primary Contract Trend Offset Printing Carrollton, TX	\$140,000.00 (Estimated)
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	Secondary Contract Dallas Offset, Inc. Dallas, TX	
2239	FACULTY FURNITURE FOR MODULE "T" ADDITION, SCC	\$ 30,871.72
	Plano Office Supply Plano, TX Pricing obtained through Collin County Purchasing Forum, Contract #98-10-003, Court Order #98-081- 02023	
2240	CLASSROOM TABLES FOR MODULE "T", ADDITION, SCC	\$ 38,291.50
	Sytek Storage Products Allen, TX Pricing in accordance with RFP 1632 – Annual Contract for Classroom Tables, Contract #213023.	
2241	SHUTTLE SYSTEM WAVE PROFILE WORK- STATIONS FOR MODULE "T" ADDITION, SCC	\$ 28,517.00
	School Specialty Plano, TX Pricing in accordance with Bid 2063 – Annual Contract for Sensor Furniture, Contract #216298.	
2251	LEASE OF CUSTOM FIRE PUMPER APPARATUS & COMMERICAL PUMPER	\$ 58,000.00
	HGAC Houston, TX Interlocal Agreement with Houston-Galveston Area Council. Approved by Board Resolution on 6/27/2000.	

Dean Gary Hodge said that in the past, the Fire Science Academy had been using the McKinney Fire Department's reserve engine but it is no longer available. The program has grown and now requires two engines. Having the latest technology, the two engines will be used to train driver operators.

PURCHASE ORDER REVISIONS

2064 ANNUAL CONTRACT FOR SECURITY GUARD SERVICES

Weiser Security Co.,
Irving, TX

Original Contract Total:	\$265,167.00 (Estimated)
CO #1 – Increase:	\$ 40,000.00
Revised Contract Total:	\$305,167.00 (Estimated)

2064 ANNUAL CONTRACT FOR SECURITY GUARD SERVICES

Weiser Security Co.
Irving, TX

CO #2 – Termination of annual contract due to deterioration over the past few months and is now to the point where the District is at risk.

President Israel complimented Mr. Ed Leathers, Director of CCCC Security, for the way he and his staff are handling situations occurring on campus.

INFORMATION REPORTS

1. Budget Status Report as of 01/31/03. Mr. Ralph Hall reported that revenues exceed expenditures. We are in good shape at this point in the budget cycle. In April, mid-year revisions will be brought before the board. Included in the mid-year revisions will be the 7% reduction required by the State.
2. Investment Schedule as of 01/31/03. Mr. Hall reported that the District has \$103,702,334 invested in TexPool and TexStar.
3. Summary of Foundation Payments to the District 01/31/03. Mr. Hall reported the College received \$4,176 for scholarships and \$3,431 for program support from the Foundation during January 2003. To date the College has received \$60,045.

PUBLIC COMMENTS

There were none.

PRESIDENT'S REPORT

1. President Israel announced that we have just been awarded a \$759,663 grant to provide training for 15 companies impacting 705 employees. This is terrific news for the employees, the companies, and the college. Many thanks to Dr. Toni Jenkins, Steve Hardy, Anita Wormald, Marie Piet, Amy Capshaw, Bryan Humphreys, and others for making this happen!

Dr. Jenkins spoke briefly about the grant. She said it was for a 13 month period beginning March 1, 2003 and ending March 31, 2004. The grant process began a year ago as a joint project with the chambers and economic development corporations (Plano, Allen, McKinney, Richardson and

Rockwall). Needed skills were identified (high tech/industrial, computer applications, organizational process skills). The first training is scheduled to begin in two weeks and Brian Humphries and Marie Piet will be working with the companies.

President Israel gave a special thank you to Mr. Jim McGee, Chair of the Texas Workforce Commission, who helped in securing this grant. President Israel continued that this is a huge grant for this economic environment.

2) Our Teacher Certification Program was on the Front Cover and the lead story in the National Community College Newspaper.

3) Our Multiview/CCCCD internet desktop scheduling initiative has been applauded by CONVERGE magazine (a national publication) and by the Texas INNOVATOR produced by Carole Strayhorn, Texas Comptroller.

4) We have become one of the 10 regional training "Working Connections IT Faculty Development Institutes" in collaboration with Microsoft and the American Association of Community Colleges.

5) We recently had the largest fundraiser in the history of CCCCCD. Our Monopoly Night raised over \$157,000 for student scholarships. We really appreciated the TEAM effort that accomplished this critical activity. By working together, we show we can get it done. Many thanks to all of you!

6) The 7% cuts proposed by the Governor will most likely be enacted. We continue to address the additional 9% cut as well as the health insurance reductions. We have obtained resolutions from the Allen, McKinney, Plano, and Frisco Chambers of Commerce supporting our quest to prevent the healthcare and additional cuts. Chairman Roach and several other Board members will be working with me in Austin to discuss and advocate our position on the proposed solutions to the state budget crisis.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Roach thanked President Israel for sharing all the good news. He added that he appreciates all the work everyone has done to make these things happen.

Dr. Boon remarked that *Evening of Monopoly* was fantastic. All funds raised are going to student scholarships and Dr. Boon reminded the students that many things are happening for them. Administrators and classroom professors contributed to these scholarships.

Chairman Roach spoke about Collin County Day in Austin. He remarked that it gave them the opportunity to visit with our State Legislators and present our concerns about funding.

Chairman Roach adjourned the March 4, 2003 board meeting at 9:10 p.m.

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

Meeting Minutes
March 25, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly meeting scheduled on March 25, 2003, in rooms B423-B425, Courtyard Center, with Dr. J. Robert Collins presiding. Other trustees present were Dr. Boon, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Justice and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media, and CCCCDC faculty, students and staff.

Dr. Collins called the March 25, 2003 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

Dr. Collins reconvened the meeting at 7:06 p.m., welcomed everyone present, and recognized the political science students. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MARCH 25, 2003 MEETING OF THE CCCCDC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the March 25, 2003 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE MARCH 4, 2003 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Mrs. Bauge, approving the March 4, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATIONS

1. Jennifer Grimm, Marketing Director for Allen Economic Development Corporation, presented the Board a national award for the Workforce Skills Development program from *Business Facilities Magazine*.
2. Preston Ridge Campus—Hillier Architects. Kevin Sloan, Hillier Architects, gave a second presentation to the Board incorporating Board member suggestions from the previous meeting. Kevin Sloan explained that architectural design is a process. As Hillier refines

the design, he said he believes the Board will see how the new building fits into the Preston Ridge Campus. It will create an aggregate expression that is called a campus.

Following the presentation, Dr. Collins remarked that Hillier is moving in the right direction. He asked Hillier for a scale mock-up of the building and to stake out the footprint on the site. Dr. Boon commented that the plan is an improvement but "this is not it." Mr. Hendricks asked if Hillier had a project where they had done this type of building and if so, could they bring the Board some pictures. He said that at this point he is not for or against their design.

President Israel asked Hillier to stake out the proposed site at PRC and schedule a time for Board members to see the footprint in relation to the current buildings. He also asked Hillier to continue working on the architectural design process.

3. District Master Plan. Mr. Doug Hildinger, Hillier Architects, distributed a draft of the Master Plan for Board review.
4. Construction Update. Michelle Prokop gave a brief update on Module I construction progress. She reported they are within budget and on schedule to finish the project in May.

AGENDA ITEMS

A motion by Dr. Boon, seconded by Mrs. Goodell, to approve Personnel Reports 2003-3-1A, B, C was unanimously approved.

1A--Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Veronica Deaver	Professor Dental Hygiene	8/12/03	Temporary to Full-time
Trudy Dowden	Professor, Nursing	8/12/03	Temporary to Full-time
Debra Hurd	Professor, Nursing	8/12/03	Temporary to Full-time
Andy Rush	Professor, CISCO	1/03/03	Temporary to Full-time

1B—Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Donald Lennert	Computer Operator II	3/3/03	R-E. Brophy

1C—Promotions

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following promotion:

NAME	TITLE	DATE	REASON
Pyeper Wilkins grant	Coordinator Skills Development Grant	3/17/03	New

1D—Faculty Multi-Year

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, 4) an examination by the Council on Excellence, a peer review committee and 5) a review and examination by the Vice President; 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.

FIVE-YEAR CONTRACTS

Joe Hackney	Electronic Engineering Technology
Peter Brierley	Computer Network Technology/Telecommunications
Jill Whitson	Dance
June Van Cleef	Photography
Linda Thompson	Office Systems Technology
Jim Sigona	Physical Education
Jerrell Rex Reece	Art
Barbara Lusk	Psychology
U. Lynn Jones, Ph.D.	Political Science
G. David Garrison, Ph.D.	Political Science
Matthew Coulter, Ph.D.	History
Linda Conry	Developmental Writing
Mary Anne Andrade, Ph.D.	English
Brian Allison, D.M.A.	Music
Kris Berg	Music
Kelley Reynolds	Respiratory Care
Kemal Moula	French

FOUR-YEAR CONTRACTS

Tom Mobley	Electronics and Telecommunications
John Wilkins	Electronics/Semiconductor Manufacturing Technology
Robert Forester, Ph.D.	Geology
James (Chip) Galloway	Mathematics
Wendy A. Gunderson	History
Sherry Schumann	Physical Education
Diana Sage	Speech
Alan Sauter	Mathematics
Charles Stephens	Computer Information Systems
Shirley Terrell	English as a Second Language
Henry Whalen	Sign Language and IPPD
Craig Leverette	Physical Education
Linda Camp Keith, Ph.D.	Political Science

THREE-YEAR CONTRACTS

Carol J. Adams, Ph.D.	History
Daphne Hall Babcock	Geology
Kim Lower	Dietary Management
Michael McKee	Photography
Sandra Herron	Spanish
Katherine W. Morgan	Music
Arlene Bakner	Developmental Math
Edward H. Bock	Mathematics
Casey McClure, D.M.A.	Music
Kristen Streater, Ph.D.	History

A motion by Mr. Trujillo, seconded by Mrs. Bauge, to approve multi-year contracts for faculty members listed above was unanimously approved.

Discussion:

President Israel called upon Dr. Toni Jenkins, Executive Vice President, to present Engineering Technology faculty recommended for multi-year contracts. Dr. Jenkins said she is proud to recommend the following Engineering Technology faculty members all of whom are exemplary faculty members who understand that professional development is critical for them to remain current in disciplines that are dynamic and ever evolving. Dr. Jenkins introduced Peter Brierley and Joe Hackney (5-year contracts), Tom Mobley (4-year), and John Wilkins (3-year).

President Israel called upon Dr. Sheryl Kappus, Vice President for Academic Affairs, to introduce faculty members in her area. Dr. Kappus said she was proud to recommend 36 faculty members recommended for multi-year contracts. She said they are scholars teaching reading, writing, science, math, and history. They have published books, written and published lab manuals, and have had juried articles published nationally. They have made presentations

on a state and national level and have won national awards for teaching. In addition, they keep amassing graduate education for themselves. These individuals are also actively involved in college service.

1E—Termination/Resignations/Non-Renewals

BE IT RESOLVED, at the recommendation of the President, that the CCCCC Board approves the Termination/Resignations/Non-Renewal Report for March.

EMPLOYEE	LAST DAY	SERVICE	TITLE /DEPARTMENT	REASON
Jeff Pilch employment	3/21/03	>1 year	Computer Lab Assistant/ Information Technology	Other
Mitchell Smith Reorganization	3/31/03	17 years	Interim Dean/LRC	
Christel McCaskill employment	3/31/03	8 years	Development Assistant/ Foundation	Other
George Henson renewal	5//03	6 years	Spanish Professor/Arts & Humanities	Non-

A motion made by Mr. Hendricks, seconded by Mr. Justice, to approve the March 2003 Terminations/Resignations/Non-Renewals Report was unanimously approved.

President Israel complimented Interim Dean Mitchell Smith for his 17 years of service. This reorganization had nothing to do with Mr. Smith or competency. Since the LRC's on each campus will now be reporting to the Provost of that respective campus, the position of Dean of the LRC's was no longer a valid position.

2003-3-2, First Reading 2003-2006 Strategic Plan

WHEREAS, the District's 2001-2003 Strategic Plan will expire on August 31, 2003, the recommended Strategic Goals for 2003-2006 is hereby presented for a first reading.

President Israel commented that this plan was developed after numerous hours of work by all areas of the college and community: All College Planning Day, focus groups internal and external, new "Committee of 100", President's Task Force on the Future, comments via the Web. This is a draft plan of goals for the District for the next three years. President Israel said that these are ambitious goals for this institution.

No action required.

2003-3-3, First Reading Resolution of Employee Concerns

WHEREAS, the Collin County Community College District policy entitled 'Resolution of Employee Concerns' has been reviewed and whereas updates are recommended to

streamline and legally clarify the college's policy for addressing employee concerns, a revised policy is hereby presented for a first reading.

The purpose of the "Resolution of Employee Concerns" policy is to ensure due process and to provide an appropriate framework for addressing employee concerns in the workplace, such as workload, performance evaluations, and academic freedom and responsibility.

The current policy has been in place for 15 years without significant updates. The revised policy was reviewed by the Faculty Senate and their suggestions are incorporated in the draft as well as the district's legal counsel.

Dr. Collins suggested that any comments be referred to President Israel. No action was required.

2003-3-4, Elimination of Athletic Programs

WHEREAS, there is a budget crisis in the State of Texas that has resulted in a mid-year rescission, and

WHEREAS, the district is committed to being fiscally responsible, now therefore,

BE IT RESOLVED, it is hereby recommended that the CCCC Board approve eliminating programs at this time that do not have a direct impact on classroom instruction.

A motion made by Mr. Justice, seconded by Dr. Boon, to eliminate men's baseball, woman's softball and women's volleyball was unanimously approved.

President Israel explained that we have had a very difficult challenge. As you know, the proposed Mid-Year rescission has come about because we were asked to cut (by the state) 7% of our appropriation. We have frozen all out-of-state travel, we cut 3% across the board, we eliminated three sports (we presently subsidize intercollegiate athletics to the tune of \$400,000 a year), and we collapsed two administrative positions. My heart goes out to the student athletes, coaches, administrators, and community members who have been affected by these unfortunate circumstances. We have promised to honor the existing intercollegiate scholarships so the student athletes will not miss a college education.

We have now heard that we will need to cut an additional 6-11% depending on the outcome of the legislature. Obviously, these are very difficult economic times, which require difficult decisions. We are at war, unemployment is dramatically rising in our community, people are losing their homes, and accordingly CCCC is not immune to this horrible economy.

The Board of Trustees has made it very clear that first and foremost that we are an institution of higher education. The Board has not taken this lightly—we need to balance our budget and ensure that we preserve quality in the classroom. Thus, the District will attempt to make cuts that do not impact the quality of the classroom educational experience as well as the critical educational services for the students.

2003-3-5, Increase in Architectural Service Contract, Phase I, SCC

WHEREAS, the scope of the Spring Creek Campus construction project was increased by adding 30 classrooms, ten offices, and additional restroom facilities, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves increasing the architectural services contract for the Spring Creek Project Phase I with Corgan Association Architects from \$356,840 (no reimbursable – based on 5.5% of originally estimated construction cost of \$6,488,000) to \$537,713 (no reimbursable – based on 5.5% of revised estimated construction cost of \$9,776,602).

This increase is due to the increase in the scope of the project—additional classrooms, restrooms, etc.

A motion by Mrs. Goodell, seconded by Mr. Trujillo, to increase the architectural services contract for the Spring Creek Project Phase I with Corgan Association Architects from \$356,840 (no reimbursable – based on 5.5% of originally estimated construction cost of \$6,488,000) to \$537,713 (no reimbursable – based on 5.5% of revised estimated construction cost of \$9,776,602) was unanimously approved.

2003-3-6, Approval of Continuing Education Fee Schedule

WHEREAS, 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 2003 Continuing Education Courses.

A motion by Dr. Boon, seconded by Mrs. Bauge, to approve the new and revised fees for summer 2003 Continuing Education Courses was unanimously approved.

2003-3-7, Increase in MedSolutions Annual Agreement

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the increase of the approved annual agreement between MedSolutions and Collin County Community College District from an estimated base of \$24,500 to an estimated \$30,600 for medical coding training classes.

A motion by Mr. Justice, seconded by Mrs. Goodell, to approve the increase of the approved annual agreement between MedSolutions and Collin County Community College District from an estimated base of \$24,500 to an estimated \$30,600 for medical coding training classes was unanimously approved.

2003-3-8, Increase in Dental Careers Foundations Annual Agreement

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the increase of the approved annual agreement between Dental Careers Foundations and Collin County Community College District from an estimated base of \$120,000 to an estimated \$151,000 for dental assisting training classes.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the increase of the approved annual agreement between Dental Careers Foundations and CCCCD from an estimated base of \$120,000 to an estimated \$151,000 for dental assisting training classes was unanimously approved.

2003-3-9, Historical Tax Abatements

WHEREAS, the City of Plano Heritage Commission has recommended tax exemptions for fifty-seven (57) 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 owed on the land), the Heritage Commission inspects each structure yearly to determine if they are being maintained, 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 Historic Tax Abatements for the 57 properties listed on the attached pages.

A motion by Mr. Trujillo, seconded by Mr. Hendricks, to approve the Historic Tax Abatement for 57 properties in Plano, Texas was unanimously approved.

2003-3-10, Assignment of Tax Abatement, Allen, Texas

WHEREAS, on February 11, 2003 the Allen City Council approved the Assignment of Tax Abatement in Reinvestment Zone #9 from Alcatel USA Sourcing, LP to Sanmina Texas LP as permitted in the original Tax Abatement Agreement, and

WHEREAS, this property is located at 105 Bethany Drive and consists of approximately 288,000 square feet and there is only one remaining year (2003) on the tax abatement, and

WHEREAS, Alcatel has been downsizing their operations over the past 24 months in Collin County and the Allen facility faced a pending layoff affecting 90 employees in Allen, and

WHEREAS, Sanmina expressed interest in the facility and will make a commitment to maintain a minimum of \$23 million taxable personal property on the local tax rolls, will retain the existing employees at the facility with plans to increase employment to 280 over the next few years, and are will to commit to a lease on the building until at least January 1, 2008, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College Board approves adopting the Assignment of Tax Abatement—Reinvestment Zone #9 to Sanmina Texas LP.

A motion by Mr. Justice, seconded by Mrs. Goodell, to approve adopting the Assignment of Tax Abatement—Reinvestment Zone #9 to Sanmina Texas LP was unanimously approved.

Ms. Charisse Reaume, Director of Allen Economic Development Corporation, was present to answer questions.

2003-3-11, Waiving 60-Day Notice of Public Hearing, TIF, Frisco, Texas

WHEREAS, the City of Frisco is seeking to amend the project plan and financing plan for reinvestment Zone Number One and expand the boundaries of the reinvestment zone pursuant to the Tax Increment Financing Act for the purpose of encouraging the development and redevelopment of the reinvestment zone, and

WHEREAS, a public hearing to receive public comment on the amendment of the project plan and financing plan for the reinvestment zone is scheduled to be held on April 1, 2003, at the Frisco Municipal Complex, and

WHEREAS, the City Council of Frisco has requested that the Collin County Community College District Board waive the required 60-day notice of Public Hearing as permitted by Section 311.003(e) of the Tax Increment Financing Act, now therefore

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves waiving the 60th day before the date of public hearing requirement.

A motion by Mr. Hendricks, seconded by Mr. Trujillo, to waive the 60th day before the date of public hearing requirement as permitted by Section 311.003(e) of the Tax Increment Financing Act was unanimously approved.

2003-3-12, Expenditure Report for February

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

President Israel briefly reviewed numerous expenditure accounts breaking down the cost accounts.

A motion by Dr. Boon, seconded by Mrs. Goodell, to approve the Expenditure Report for February was unanimously approved.

2003-3-13, Approval of Bids

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

BID #	DESCRIPTION	AMOUNT
2052	RENEWAL OF ANNUAL CONTRACT FOR DATA/VOICE CABLING Data Tex Services, Inc. Carrollton, TX	\$125,000.00 (Estimated)
2066	RENEWAL OF ANNUAL CONTRACT FOR NEW PRINTER CARTRIDGES AND RIBBONS Western Technologies Plano, TX	\$ 65,000.00 (Estimated)
2075	RENEWAL OF ANNUAL CONTRACT FOR HVAC SERVICES AND MAINTENANCE AT	\$ 37,108.00

CENTRAL PARK CAMPUS
TD Industries
Dallas, TX

2224 GENERAL HARDWARE, TOOLS, APPLIANCES \$ 50,000.00
AND MISCELLANEOUS SUPPLIES (Estimated)

Primary Contract
Home Depot
Multiple Locations

Secondary Contract
Lowe's
Multiple Locations

Alternate Contract
Grainger
Warehouse Distribution
Plano, TX

Best evaluation of bids.
Home Depot offering 5% discount is recommended
for award of the primary contract.

Lowe's offering "everyday low pricing" is recommended
for award of the secondary contract. Lowe's has
comparable supplies to Home Depot needed for
District's operational use.

Grainger is recommended as an alternate at 10%-70%
(depending on product category) off catalog pricing.
Specialized products are available through Grainger
for the District's use.

Ace Hardware responded to the bid with a 20%
discount off of store pricing, however, the original
retail price far exceeds other retail establishments.
It is not recommended to award Ace Hardware a
contract.

2226 SYNCHRONOUS LEARNING SYSTEM \$ 56,625.00

Centra Software
Lexington, MA
Best evaluated offer.

2230 ANNUAL CONTRACT FOR PRINTING \$131,187.00
CONTINUING EDUCATION AND WORK-

FORCE SCHEDULES

Primary Contract
Trend Offset Printing
Carrollton, TX

Secondary Contract
Dallas Offset Printing
Dallas, TX

Next low bid with the following exceptions:
Low bid from Liberty Press, located in Springville, Utah was rejected because they were out of area and out of state travel would be required for press checks. This travel would require personnel from Public Relations and Continuing Education to be out of their offices several times throughout the year, therefore, being more costly by taking time from other productions and commitments.

It is recommended that the next low bidder, Trend Offset Printing, located in Carrollton, TX be awarded the primary contract and next low bidder, Dallas Offset of Dallas, TX be awarded the secondary contract.

2251	RESCIND LEASE OF CUSTOM FIRE PUMPER APPARATUS AND COMMERCIAL PUMPER HGAC Houston, TX	
2251	PURCHASE OF CUSTOM FIRE PUMPER APPARATUS AND COMMERCIAL PUMPER HGAC Houston, TX	\$322,665.00 (Includes \$2,000.00 administration fee for HGAC)

Pricing of apparatus in accordance with Reference 1723 – Interlocal Agreement with the Houston-Galveston Area Council (HGAC) pursuant to the Texas Interlocal Cooperative Act, Chapter 791, Texas Government Code approved by the Board 6/27/2000.

PURCHASE ORDER REVISIONS

2188 MAINTENANCE ON NEC 2400 TELEPHONE
SWITCHING SYSTEM/VOICE MAIL

NEC Business Network Solutions, Inc.

Irving, TX

Original Contract Total: \$61,000.00 (Estimated)

CO #2 – Increase: \$10,000.00

Revised Contract Total: \$71,000.00 (Estimated)

President Israel commented about the purchase of the two-fire pumpers. He said they are expensive but very pertinent to the Fire Science Program and keeping everyone in Collin County safe. Mr. Hendricks asked if the purchases two pumpers were incorporated into the budget. Mr. Hall responded that the purchase would require a mid-year revision since the items were originally budgeted as a lease.

INFORMATION REPORTS

1. Budget Status Report. Mr. Hall reported that with 50% of the budget year elapsed; we have collected 70% of revenues and expended 47% of expenditures. Revenues exceed expenditures.
2. Investment Report. Mr. Hall reported that district funds are invested in TexPool and TexStar—all short-term investments. At last check TexPool was paying 1.2889% and TexStar, 1.2909%.
3. Quarterly Investment Report. Mr. Hall reported that we comply with the Texas Public Funds Investment Act. Market Value exceeds Book Value.

PUBLIC COMMENTS

Dr. Collins opened the meeting for public comments. He instructed those signed to speak that they had three minutes.

Mr. Gary Purdue spoke about eliminating volleyball, softball, and baseball. He said he believed there was a spot somewhere in the budget for these men and women. He continued that this is a great college and the Board members have a tough job. Ms. Janet De Saro asked the Board to reconsider eliminating the three athletic programs. She suggested increasing tuition. Mr. Tom Moore commented that these three athletic programs are an important part of the school and suggested increasing tuition to fund the programs. Ms. Zelda Smith, CCCCDD Volleyball Coach, said the athletes are involved in service learning, volunteered at the balloon festival, and worked with the Special Olympics. She asked the Board to reconsider eliminating these three sports programs. Ms. Alanna Calverley asked the Board to reconsider eliminating the sports programs. Ms. Toni Beck wondered why they, the students, were not asked what they could do. Jennifer Perdue asked the Board to reconsider eliminating softball, Casey Wofford asked that the volleyball program not be canceled, Mel Lewis spoke on behalf of the

Woman's volleyball program, and Bruce Neidenfeuhr asked the Board to reconsider eliminating the baseball program.

Dr. Collins thanked everyone for speaking. He said that the District did a detailed analysis before making any decisions regarding budget and program cuts. During this time of budget crises, we are not raising tuition or cutting any academic programs. Our focus is on academics. This was not an arbitrary, punitive decision. The Board and College District are making the best decisions they can. He reiterated that all athletic scholarships would be honored.

ADJOURNMENT

Dr. Collins said that this past week we lost one of our colleagues, a close friend to many of us on this Board. Jim Biggerstaff was an extraordinary person, a true gentleman— he will be missed.

A motion was made by Dr. Boon, seconded by Mr. Justice, to adjourn the March 25, 2003 Board meeting. (9:10 p.m.)

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

Meeting Minutes
April 22, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly meeting scheduled Board meeting on April 22, 2003, in rooms B423-B425, Courtyard Center, with Chairman. Sam Roach presiding. Other trustees present were Dr. Boon, Dr. J. Robert Collins, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Justice and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media, and CCCCDC faculty, students and staff.

Mr. Roach called the April 22, 2003 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

Chairman Roach reconvened the meeting at 7:06 p.m., welcomed everyone present. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE APRIL 22, 2003 MEETING OF THE CCCCDC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the April 22, 2003 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE MARCH 25, 2003 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded by Mrs. Goodell, approving the March 25, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATIONS

Michelle Prokop, Beck Group, reported that they are completing the punch list and awaiting approval from the fire marshal. They anticipate receiving a Certificate of Occupancy on Friday, April 25.

President Israel said that completion of Module I will allow the District to do customized training at the Spring Creek Campus. Dr. Jenkins said that they would also do grant training if space is available.

PERSONNEL REPORTS FOR APRIL

A motion by Mr. Trujillo, seconded by Mrs. Bauge, to approve the Personnel Reports for April was unanimously approved.

1a, Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Shannon Kearns	Professor, Theatre	08/12/03	Temporary one year

1b, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Lori Armstrong	Computer Lab Coord., SCC	04/02/03	R-D.Wilson
Gwynith Best	Workforce Devel. Spec., CYC	04/14/03	New—
Grant			
Aparna Masina	Circulation Asst., LRC., SCC	04/02/03	R-B.Corbin
Jennifer Parry	Computer Lab Asst., CYC	04/01/03	R-J.Pilch
Sharon Steele-Blakeman	Director of ACCESS, SCC	04/14/03	R-K.Hopkins

1c, Reclassifications

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following reclassifications:

NAME	NEW TITLE	DATE
Marty Adamson	Executive Director, LRC, SCC	04/02/03
Dede Day	Manager, Developmental Programs	04/09/03
Vickie Dobbs	Coordinator of Schedule & Curriculum	04/02/03
Bobbie Long	Executive Director, LRC, CPC	04/02/03

Joe Madden
John Mullin
Karen Murph

Comptroller
Executive Director, LRC, PRC
Coordinator of Curriculum

04/02/03
04/02/03
04/02/03

President Israel said by eliminating the Dean of LRC position and having LRC's responsibility transferred to the provosts of the respective campuses, the responsibility of the directors increased. Joe Madden's reclassification to Comptroller reflects how he functions for the District and is in line with his responsibilities.

1d, Terminations/Resignations/Non-Renewal Report

BE IT RESOLVED, at the recommendation of the President, that the CCCCCD Board approves the Termination/Resignations/Non-Renewal Report for April.

EMPLOYEE	LAST DAY	SERVICE	TITLE /DEPARTMENT	REASON
Victoria Newsom Personal	3/31/03	6 years	Assoc. Dir. Devel/Foundation	
Michelle Campolla Personal	4/8/03		>1 year Division Secretary/VPAA	

President Israel remarked that Ms. Newsom has done a tremendous job for this institution. She will now be working with the Housing Foundation on a part-time basis.

2003-4-2 2003-2006 Strategic Goals

WHEREAS, the District's 2001-2003 Strategic Plan will expire on August 31, 2003, and

WHEREAS, the recommended Strategic Goals for 2003-2006 were presented for a first reading at the CCCCCD Board of Trustees March 25, 2003 meeting, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the Strategic Goals for 2003-2006.

President Israel said that the 2003-2006 Strategic Goals were developed following discussions at an All College Planning Day, with focus groups, and with student government. The 2001-2003 Strategic Plan Goals and Achievement Indicators, for the most part, have been met.

The recommended 2003-2006 Strategic Goals are:

Goal 1: Exhibit visionary leadership to provide educational experiences that enable students to excel academically and to be civically engaged.

- Expand opportunities for students by coordinating activities supporting civic engagement, including Service Learning and the Student Leadership Academy.
- Conduct a needs assessment to identify area healthcare providers' highest training priorities.

Kim Russell said that the needs assessment will help the District decide issues such as: Should we offer respiratory therapy?; Should we enter a joint venture on a Physician's Assistants program?; etc.

Goal 2: Develop a systematic process that integrates academic, student development, technology, facilities, administrative services, and budget planning.

- Develop an academic, student development and financial three-year plan.
- Identify future campus sites that best accommodate student and community needs
- Develop a systematic process for review and publication of Board policies and define and implement operational procedures.

Goal 3: Meet the State challenge of broadening access to educational opportunities and support services for all student populations.

- Expand the number of high school students enrolled in concurrent courses.
- Create and expand new entry/exit points for students to enter courses and programs.

Goal 4: Elevate the community's awareness of CCCC'D's academic, economic, cultural, and social impact to the community.

- Expand the visibility of the College using various media such as: billboards, TV, movie ads, busses, light rail stations, Connections, etc.
- Increase the number of training hours provided to the business community.

President Israel remarked that our training hours are increasing and congratulated Dr. Toni Jenkins and the entire Business Solutions Group.

Goal 5: Maximize the development and use of CCCC'D's human, technological, and capital resources to sustain and strengthen academic and financial vitality.

- Conduct a study and make recommendations on the cost-effectiveness of CCCC'D's administrative and academic processes.
- Increase philanthropy by 50% within three years.

President Israel said he would be spending more time working on fund raising.

A motion by Dr. Collins, seconded by Mrs. Bauge to accept the 2003-2006 Strategic Goals was unanimously approved.

Chairman Roach commented that a lot of work has gone into developing the Strategic Plan and a lot of work to make these goals go forward. We appreciate all of your efforts.

2003-4-3 Approval of District Policy, "Resolution of Employee Concerns"

WHEREAS, the Collin County Community College District policy entitled 'Resolution of Employee Concerns' was reviewed and updated to streamline and legally clarify the District's policy for addressing employee concerns, and

WHEREAS, this updated policy was presented for a first reading at the March 25, 2003 CCCC Board meeting, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the policy entitled 'Resolution of Employee Concerns.'

President Israel reported that we had our counsel look at our handbook and policies and procedures. He called forward Kim Russell and Mari McGowan (Counsel from Abernathy, Roeder, Boyd & Joplin, P.C.) to briefly review the policy. The purpose of this policy is to ensure due process and provide an appropriate framework for addressing employee concerns. This policy will give a better and fairer due process. The policy becomes effective August 1.

President Israel said the policy was forwarded to the Faculty Senate for their review and recommendation. Some, not all, of their recommendations were incorporated in the policy.

A motion by Mr. Hendricks, seconded by Mr. Trujillo, to approve the policy entitled "Resolution of Employee Concern" was unanimously approved.

2003-4-4 2002-2003 Mid-year Budget Revisions

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 Mid-Year Budget Revisions as summarized and detailed in open session.

President Israel reported that the budget revisions reflect the reduction of our State appropriation by 7%--3% of expenditures were cut. The budget revisions also show an increase in Tuition and Fees because of our enrollment growth.

Mr. Hall said that these budget revisions reflect where we are now and would hold until August.

A motion by Dr. Collins, seconded by Mrs. Goodell to approve the Mid-Year Budget Revisions as presented in public hearing, was unanimously approved.

REVENUES

Current Funds:

State Appropriations - General State Revenue has been revised to reflect a decrease of \$1,745,118 due to estimated state mandated budget reductions.

Tuition and Fees reflect a net increase of \$1,416,033. Credit tuition and fees have been increased by \$1,293,207 and non-credit tuition/fees increased by \$122,826.

Taxes – No revisions have been posted for property tax revenue. Collections are currently at 98% of projected taxes. Based on historical trends, we anticipate a 100% budgeted collection rate.

Federal Grants and Contracts decreased by \$26,962, which is mostly attributed to offsetting Pell grants and National Science Foundation grant.

State Grants and Contracts increased by \$535,544 primarily from award of the Distance Learning TIF and Collin County Job Training Consortium grant (detail is provided on the attached revised grants/contracts budget).

Sales/Services of Auxiliary Enterprise Revenue has been increased by \$601,441 reflecting a projected increase in bookstore sales of \$553,300 and other auxiliary activities of \$48,141.

Other Income has been revised to reflect a projected increase in miscellaneous revenue of \$61,132 related to increased testing revenue.

EXPENDITURES

Current Funds:

Current funds (includes operating, auxiliary and contracts/grants), expenditures have increased \$842,070 or 1.0% of the original 2002-2003 budget. Of this total, \$601,441 is increased auxiliary services expenditures, \$508,582 is related to increased

grants/contracts and (\$267,953) is attributed to a net decrease in the operating unrestricted funds primarily driven by reduced state appropriations.

Transfers to (from) Reserves for operating include:		
Salary increases approved FY03 (budgeted as reserve in original budget and transferred)		
(\$1,537,585)		
Encumbrances carried forward (budgeted as reserve in original budget and transferred)		
(297,876)		
Mid-year state 7% appropriation decrease	(1,745,118)	
Decrease in expenditures	<u>\$1,533,339</u>	
Mid-year state decrease in reserve fund		
(211,779)		
Additional tuition and fees – increase in enrollment		
1,477,165		
Additional expenditures of reserve funds		
Fire engine purchase (2)		(294,595)
Equipment/personnel for Safety and Security Dept.		
(49,296)		
Additional instructional salaries		(48,000)
Additional credit card fees		
(46,000)		
Additional part-time computer lab personnel		
(19,000)		
Choral Jazz Festival		
(5,000)		
Total change in reserves		<u>(\$1,031,966)</u>

Additionally, transfers were made between various cost centers based on adjustments throughout the year.

Auxiliary – Revisions reflect a \$601,441 increase in budgeted expenditures, and a \$57,298 increase in fund balance. Adjustments are attributed primarily to increased costs of goods sold in the college bookstores and increased scholarships.

Grants/Contracts – Changes are based on newly awarded grants/contracts or modifications of existing awards. Details are shown on the attached schedule.

Building Fund – Adjustments include transferring \$1,032,000 from renewal/replacement operating funds to the building fund. This transfer is required to complete the planned HVAC replacement at Central Park Campus project across multiple fiscal years.

2003-4-5 Approval of Hunt Construction Group as Construction Manager-at-Risk for the Spring Creek Campus Addition

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves Hunt Construction Group as Construction Manager-at-Risk for the Spring Creek Campus Addition (pending final approval of Guaranteed Maximum Price).

Eleven vendors responded to RFQ #2222 Fees and General Conditions for Spring Creek Campus Addition. The eleven vendors were narrowed to five (5) with Hunt Construction Group being determined the best evaluated Construction Manager-at-Risk. Attached is a tabulation of the fees, insurance and general conditions prior to negotiations. Through negotiation, Hunt Construction Group's general conditions were reduced by \$17,500 related to permit fees, telephone, computers and temporary utilities to be provided by the District.

Mr. Hall said that following negotiations with Hunt Construction, the College would be coming back to the Board with a guaranteed maximum price for the project.

Dr. Boon expressed his concern about using the CMAR method of construction and not going out for concealed bids. He said he was against using this method on Module I and he has not changed his mind. He continued that he could not see how we could get the best prices unless the sealed bid process was used..

Attorney Bob Roeder, a proponent of using the CMAR method of construction, said that there a number of studies showing overwhelming data for using this method for projects of \$10 million or less. The CMAR is taking all the risks up front—their profit is locked in at the beginning of the project

A motion by Dr. Collins, seconded by Mr. Trujillo, to approve Hunt Construction Group as Construction Manager-at-Risk for the Spring Creek Campus Addition (pending final approval of Guaranteed Maximum Price) was approved by a vote of seven for (Bauge, Collins, Trujillo, Justice, Hendricks, Goodell, Roach) and one against (Boon).

2003-4-6 Approval of DALMAC Companies as CMAR for Preston Ridge Campus Additions and Renovations

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve DALMAC Companies as Construction Manager-at-Risk for the Preston Ridge Campus additions and renovations (pending final approval of Guaranteed Maximum Price).

Twelve vendors responded to RFQ #2113 Fees and General Conditions for Preston Ridge Campus additions and renovations. The twelve vendors were narrow to five (5) with DALMAC Companies being determined the best evaluated Construction Manager-at-Risk. Attached is a tabulation of the fees, insurance and general conditions prior to negotiations. Through negotiation, DALMAC Companies' general conditions were reduced by \$1,800 related to telephone and data line service to be provided by the District.

Mr. Hall said that the District is bringing in the CMAR early on this project to get some added value engineering.

A motion by Mr. Trujillo, seconded by Mrs. Goodell to approve DALMAC Companies as Construction Manager-at-Risk for the Preston Ridge Campus addition and renovations (pending final approval of Guaranteed Maximum Price) was approved by a vote of seven for (Bauge, Collins, Trujillo, Justice, Hendricks, Goodell, Roach) and one against (Boon).

2003-4-7 Approval of Special Warranty Deed

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve the Special Warranty Deed for "struck off" properties that the Habitat for Humanity is offering to purchase for \$2,500 for the purpose of constructing single-family, affordable housing.

A motion by Mr. Justice, seconded by Dr. Collins, to approve the Special Warranty Deed for "struck off" properties that the Habitat for Humanity is offering to purchase for \$2,500 for the purpose of constructing single-family, affordable housing was unanimously approved.

2003-4-8 Approval of Special Warranty Deed

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the Special Warranty Deed for "struck off" property that Mariposa Homes, L.L.C. is offering to purchase for \$2,500 for the purpose of constructing single-family, affordable housing.

A motion by Mr. Justice, seconded by Mr. Trujillo, to approve the Special Warranty

Deed for "struck off" properties that Mariposa Homes, L.L.C is offering to purchase for \$2,500 for the purpose of constructing single-family, affordable housing was unanimously approved.

2003-4-9 Approval of the Expenditure Reports for March

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

President Israel reviewed several cost center accounts. Mr. Justice inquired about financial aid and President Israel explained that this is a pass-through account. He also explained that PTK is the honor society for two-year colleges and that they are provided a small college budget.

A motion by Dr. Boon, seconded by Mr. Hendricks, to approve the Expenditure Reports for March was unanimously approved.

2003-4-10 Approval of Bids

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

BID #	DESCRIPTION	AMOUNT
1888	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF COLLEGE CATALOG AND STUDENT HANDBOOK Von Hoffmann Graphics, Inc. St. Louis, MO	\$ 68,698.30
2068	RENEWAL OF ANNUAL CONTRACT FOR NOTEBOOK COMPUTERS (FOR DISTRICT WIDE USE) Dell Marketing, L.P. Round Rock, TX	\$250,000.00
2084	RENEWAL OF ANNUAL CONTRACT FOR INDEPENDENT AUDITOR KPMG Dallas, TX	\$ 68,500.00
2108	RENEWAL OF ANNUAL CONTRACT FOR SUPPLIES, MATERIALS AND INSTRUMENTS FOR DENTAL HYGIENE LAB	\$ 48,000.00 (Estimated)

Kilgore International, Coldwater, MI
 Hu-Friedy, Chicago, IL
 Henry Schein, Melville, NY
 Sulton Dental, Englewood, NJ
 Oral B Laboratories, Belmont, CA
 Smart Practice, Phoenix, AZ
 Patterson Dental Supply, Arlington, TX

2232 ENGINEERING SERVICES: MECHANICAL, \$ 54,000.00
 ELECTRICAL AND PLUMBING FOR VARIOUS
 PROJECTS

Reed, Wells, Benson & Company
 Dallas, TX

Basic MPE Services \$49,500.00
 Reimbursable Expenses \$ 2,500.00
 Structural Services \$ 2,000.00
 (allowable if needed)

Best qualified response.

2243 SCIENTIFIC EQUIPMENT AND MODELS FOR \$105,770.55
 MODULE "I" ADDITION, SCC

Carolina Biological Supply \$ 2,633.45
 Houston, TX
 Item: 65, 87, 104

A. Daigger & Company, Inc. \$25,259.06
 Vernon Hills, IL
 Item: 3-7, 22, 27, 29, 35, 36,
 38, 40, 42, 44-49, 55, 56, 58,
 59, 61, 64, 66, 72-75, 78-80,
 82, 84, 90, 91, 93-95, 103

Fisher Scientific \$16,058.14
 Houston, TX
 Item: 18, 20, 39, 51, 53, 57,
 70, 76, 85, 100, 101

Fox Scientific \$ 8,750.12
 Alvarado, TX

Item: 23, 24, 30-33

Nasco \$ 1,060.44

Fort Atkinson, WI

Item: 1, 19, 21

Nikon Instruments, Inc. \$16,335.00

Lewisville, TX

Item: 14

Sargent-Welch \$15,983.44

Buffalo Grove, IL

Item: 16, 17, 25, 26, 28, 34,
37, 69, 86, 89

Ward's Natural Science \$19,690.90

Rochester, NY

Item: 2, 8, 43, 50, 52, 54, 60,
62, 63, 67, 68, 71, 77, 81, 83,
88, 92, 96, 97, 98, 99, 102

All bids were low bids with the following
exceptions:

Item 1, 2, 4, 7, 8, 16, 17, 21, 23, 24,
34, 38, 40, 53, 54, 63, 67, 68, 70, 71
78, 79, 80, 81, 88, 100, 101, 102 –
Award to next low bidder meeting
specifications.

Item 25, 26, 28, 30, 31, 52, 94 – Award
to third low bidder meeting specifications.

Item 19, 43 – Award to fourth low bidder
meeting specifications.

Item 14, 87 – Award to fifth low bidder
meeting specifications.

Item 9, 9.5, 10, 10.5, 11, 11.5, 12, 12.5,
13, 15, 15.5 – Reject all bids and rebid.

Item 41 – No bids received. Will rebid.

- | | | |
|------|---|-------------------------------------|
| 2252 | ANNUAL CONTRACT FOR MISCELLANEOUS
PAPER AND ENVELOPES | \$ 30,000.00
(Estimated) |
| | Western Paper Company, Inc.
Grand Prairie, TX | |
| | Low bid. | |
| 2256 | ANNUAL CONTRACT FOR CUSTODIAL
SERVICES AT PRESTON RIDGE CAMPUS
Oriental Building Services
Dallas, TX
Option I | \$183,598.40
(\$1.09 per sq. ft) |
| | Low bid meeting specs. | |
| | 2001-2002 Contract – Tolman Bldrs. @\$160,251.60
(\$1.06 per sq. ft.) | |
| 2258 | ELECTRICITY SUPPLY AND ASSOCIATED SERVICES | |
| | The provider and per KWH cost will be determined
after 2:00 p.m.; on April 22, 2003
Best value to the District. | |
| 2266 | CISCO NETWORKING HARDWARE FOR
MODULE "I" ADDITION, SCC | \$ 26,344.43 |
| | IBM Global Services
Oak Brook, IL | |
| | Pricing in accordance with Reference 2137 –
Agreement with Educational and Institutional
(E&I) Cooperative, Inc., thru National Association
of Educational Buyers (NAEB). Membership
began in 1985. The purpose of this cooperative
is to obtain substantial savings for member
school districts and public entities through volume purchasing. | |

PURCHASE ORDER REVISIONS

2239 FURNITURE FOR MODULE "I"
ADDITION, SCC

Plano Office Supply
Plano, TX

Original PO Total: \$30,871.72
CO #1 – Increase: \$ 9,865.88
Revised PO Total: \$40,737.60

A motion by Mr. Justice, seconded by Mrs. Bauge, to approved the Bid Report for April was unanimously approved.

BOARD COMMITTEE APPOINTMENTS

Chairman Roach announced that Mr. Mac Hendricks would serve on the Board Education and Policy Committee and on the Foundation Board, effective immediately.

Chairman Roach announced the appointment of a committee to screen applicants, interview candidates and make recommendations to the full Board to fill Jim Biggerstaff's position, Place 5. This three member committee will be comprised of: Mrs. Brenda Goodell, Mr. Tino Trujillo and Chairman Sam Roach. Chairman Roach said the Board would like to have this position filled in June, but not later than July.

INFORMATION REPORTS

1. Budget Status Report. Mr. Ralph Hall reported that for the current month expenditures exceed revenues, however, year-to-date revenues exceed expenditures by \$27,767,779. Mr. Hall said he feels confident we will make our budget this year.
2. Investment Report. Mr. Ralph Hall reported that the District has \$99,784,474 invested in either TexPool (1.2185) or TexStar (1.275%).
3. Foundation Report. Mr. Ralph Hall reported that during the month of March, Foundation payments to the District were \$10,080 in scholarship support and \$151 for program support. To date, the District has received \$73,966 from the Foundation.

PUBLIC COMMENTS

There were none.

PRESIDENT'S REPORT

1. President Israel congratulated Professor Kay Mizell and the Honors Institute for hosting Harriett Fulbright, Scholar in Residence.
2. President Israel congratulated Dean Juanita Austin and Dr. Sheryl Kappus on the successful Emerging Scholars banquet. More than 200 students were presented with certificates from CCCC'D's Emerging Scholars Program at a special reception. "Emerging scholars" are students who show a commitment to learning, demonstrate a special talent in a particular discipline, and are identified by an instructor as having the potential to excel.

Dr. Michael Coleman, University of Texas at Dallas, presented \$48,000 in scholarship support to our students. President Israel continued that we have excellent students and faculty at this institution.

3. President Israel said that he will be attending the Texas Association of Community College presidents' meeting April 23 in Austin. As part of that meeting, he and other presidents will be visiting with legislators. It appears that the House Appropriation's Bill will cut an additional 6% from community colleges. The Senate is treating community colleges better. President Israel expressed his appreciation to Senator Florence Shapiro for all her work supporting CCCC'D and all other community colleges.

Healthcare is back on the table. Effective May 1, co-pays increase and Health Select Plus would be disbanded. A ninety-day waiting period for new employees is also being considered. The whole health care area is very fluid.

4. Priority Registration for Collin County Residents. Resulting from the appropriation cuts, first week registration is for Collin County residents only. President Israel said we are receiving some criticism.
5. Contract letters were distributed to faculty without salary information. President Israel said that it would be inappropriate to put in raises before knowing the final State appropriation and health care costs. At this time, we are not able to recommend a salary increase. President Israel said he would come back at a later date with his recommendation.

ANNOUNCEMENTS AND ADJOURNMENT

Chairman Roach thanked President Israel and said how the Board appreciates all his time and effort that he expends on behalf of our students.

Chairman Roach reported that earlier Charisse Reaume, Executive Director, and Jim Brazeal, President, of the Allen Economic Development Corporation presented the District a check in the amount of \$9,247—part of a refund from a tax abatement agreement that the entity could not meet the required threshold. The entity came forward to make up the difference. Mr. Roach continued that we do a lot of tax abatements and Allen has worked with the District diligently. CCCCCD was not, however, involved with this particular abatement agreement. Allen Economic Development Corporation decided to include the College District in the refund. “Dr. Boon we appreciate your negotiating skill.”

There being no further business, Chairman Roach adjourned the April 22 meeting at 9:03 p.m.

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Meeting Minutes

May 27, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly Board meeting on May 27, 2003, in rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Other trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Justice and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students and staff.

Mr. Roach called the May 27, 2003 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

Chairman Roach reconvened the meeting at 7:29 p.m., welcomed everyone present and apologized for their lateness. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MAY 27, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the May 27, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

Vote-of-Confidence—Mr. Justice proposed that the Board give President Israel a vote-of-confidence. The proposal was seconded by Mr. Trujillo and approved by all the Board members. President Israel thanked the Board.

APPROVAL OF THE MINUTES OF THE APRIL 22 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded by Mr. Trujillo, approving the April 22, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATIONS

2002-2003 Strategic Goals and Achievement Indicators Mid-Year Update – President Israel/Kim Russell

1.1 Finalize refinement of governance and organizational structures.

- A complete review of District and board policies is being conducted. *President Israel reported that legal counsel and staff from the Texas Association of School Board's policy service division are assisting in the review of District and board policies. Legal policies*

have been prepared by TASB that address all statutory requirements and a complete review of all local policies will be conducted on July 22 by the President and Leadership Team.

- Childhood Education has been integrated with the Center for Teaching and Learning and Professional Development. *President Israel stated that by integrating these two programs all Education programs are under one division.*
- Organizational structuring in Academic Affairs Division is not yet completed.
- Revamped class schedule. Not yet complete. *President Israel reported that MWF classes are being piloted at both the Preston Ridge Campus and the Central Park Campus to better accommodate students and for better utilization of the facilities. He added that MWF and TTh classes have been offered at the Spring Creek Campus since it was opened in 1988.*
- A safety & security policy was approved by the Board, allowing the District to hire its own security force. *President Israel reported we have hired four safety and security officers to date; a fifth candidate will be presented tonight; and we have completed a recommendation for a sixth candidate that will be presented at the June board meeting. Two positions remain outstanding. We have had over 100 applicants, but we are focusing on a very select group of outstanding individuals.*
- WEB-check and credit card payment via Web were implemented.
- E-Print adopted to reduce printing & paper costs.
- Rotated provosts to ensure District-wide focus.

1.2 Promote CCCCD by developing marketing & fundraising strategies designed to address each of the District's strategic goals.

- Foundation view piece produced and distributed at "An Evening of Monopoly" in February 2003.
- Ad campaign concept in process. Initial meeting with President and PR staff held to set strategy. Concept is in development. *President Israel commented that we continue to hear that people in our community do not know what we are doing and we need to increase the community's awareness of what we are doing and our fundraising activities.*

1.3 Develop new programs and curriculum and offer programs throughout the District's service area.

- Three programs submitted for CB review.
 - Electro-Optical Engineering AAS and certificate
 - Field of Study in Engineering
 - Revised Computer networking AAS and certificate
- Received preliminary CB approval for Computer Science Field of Study
- Office Systems Technology is implementing a "flexible entry/early exit" delivery format for fall 2003.
- 92 new instructor-led classes and 3 new certificate programs added
- CE enrollment and revenues increased for online courses—33 new classes
- Nine new online credit courses created
- Fine Arts Division added online Art History

- Two English literature and a Communications course were offered online for the first time
- Developmental Education added online writing and math sections
- A new online Ethics course is being offered in fall 2003

President Israel remarked it is a tribute to the Continuing Education Division that their revenues continue to increase.

1.4 Develop a comprehensive academic plan for CCCCDC including all delivery modalities.

- Academic Plan Steering Committee formed
- Timeline developed
- Initial SWOT (Strengths, Weaknesses, Opportunities & Threats) analysis is underway.
- Academic plan not yet completed. Planning in progress.

President Israel stated that the District in the past did not have a 3-year budget plan, 3-year student development plan or a 3-year academic plan. The 3-year budget plan and 3-year student development plans are complete. The 3-year academic plan is being developed. All 3-year plans will be integrated into the next Strategic Plan. Three-year planning is the right direction for an institution of this size. This is also an area the Southern Association of Colleges and Schools will look at closely.

1.5 Formulate a plan to conduct the SACS internal review process and begin implementation of plan.

- The Internal Review Leadership Team appointed
- Reviewing progress to date, drafting plan and preparing timeline
- Planning through summer 2003 with full implementation set for August 2003

Kim Russell reported that the first draft of the Certificate of Compliance is due June 2. Linda Conry has been appointed as the editor for the Compliance Statements and Sherill Cobb has been appointed as the editor for the Quality Enhancement Program. Ms. Russell explained that the QEP is a new process for community colleges and very important for this District to receive accreditation—as we improve our quality, we improve our academic outcomes.

1.6 Improve system for student evaluation of instruction.

- Instructional administration and leaders of faculty have met and established three parameters for the future student evaluation system
- Due for implementation 2003-2004—not yet accomplished
- Student Evaluation Task Force to submit recommendations by end of spring 2003

Kim Russell reported that the first draft of the student evaluation task force work has been submitted for review.

2.1 Experiment with emerging and evolving instructional delivery methods.

- Completed pilot test of wireless business training at on and off-site locations

- CE offered a course for developing mobile web applications as part of a grant
 - Total of 23 students
 - Classes totally wireless, using laptops
 - Simulated the development of a wireless application
 - Classes will be open to the general public in fall 2003

2.2 Increase recognition of CCCC'D's associate faculty members; expand engagement in committees, task forces, and other educational endeavors.

- Associate Faculty included in more division and committee meetings
- History program initiated a "Buffet of Teaching" offering full-time and associate faculty members new opportunities for professional development. *President Israel congratulated the History faculty for this program—faculty teaching faculty.*

Kim Russell reviewed feedback from Associate Faculty members that suggested they feel their perspectives are valued in meetings but indicated participation and rewards were mixed since they receive no financial rewards for participation. For this reason, affective rewards are very important. She also noted that differences in division size and instructional leadership appeared to determine the degree in which Associate Faculty members engage in division activities and perceive affective rewards.

President Israel said we have over 550 Associate Faculty members at CCCC'D and it is important we make sure they are involved.

2.3 Increase internal and external professional development opportunities for faculty and staff to improve job knowledge and skills.

- Survey developed and administered to evaluate professional development course offerings
- Results to be used for improvement of professional development programs
- A Carl Perkins grant awarded to provide professional development for associate faculty
- An orientation session, online training modules, and a full-time faculty member will support/enhance professional development for associate faculty
- Exploring the costs and benefits of offering an Internal Leadership Academy. Not yet completed.

2.4 Expand the range of learning formats available to accommodate a broader range of learning styles and needs.

- Comparison of online courses with other institutions complete
- RFP's disseminated to faculty soliciting proposals to create needed courses
- Study of alternative delivery strategies for CE ESL credit and noncredit instruction completed
- Report produced for noncredit and report in progress for credit instruction

President Israel remarked that he appreciates faculty for moving forward on developing more on-line course.

3.1 Increase philanthropy to CCCC.

- Goal of \$250,000: To date, the CCCC Foundation has received \$238,000 in contributions to provide funding for student scholarships and other academic opportunities.
 - \$50,000 for training volunteer firefighters in Collin County
 - \$115,000 will fund 2003-2004 student scholarships

3.2 Expand opportunities for CCCC students to complete baccalaureate and advanced degrees through partnerships with universities.

- Two universities have been contacted regarding developing a Physicians' Assistant baccalaureate program partnership.
- Plans to develop a baccalaureate nursing program in partnership with area universities are also being discussed.

3.3 Improve functioning and contributions of workforce education advisory committees.

- External chairs selected for all advisory committees
- Advisory committee chairs have more autonomy in setting agendas and making recommendations
- Increased involvement by committee members
- New advisory committee guidelines have been distributed to advisory committee members
- Certificates of Appreciation were sent to Business and Computer Science Division advisory committees during fall 2002
- Certificates will be presented to all advisory committee members during spring 2003

4.1 Improve student retention and educational outcomes.

- The course completions rates for the last six long semesters were:

–78.7% (spring 2000)	77.9% (fall 2000)
–79.0% (spring 2001)	79.2% (fall 2001)
–80.4% (spring 2002)	79.6% (fall 2002)
- Retention initiatives undertaken in all Academic Affairs instructional divisions
- Baseline performance measures for general education outcomes not yet completed.
 - GEO (General Education Outcome) Forum began meeting fall 2001
 - Recommendations for revising core curriculum due March 2003
 - Phase 2, GEO Forum will develop recommendations for assessment of general education learning outcomes

President Israel commented that it takes an enormous amount of work to improve student learning and outcomes. President Israel suggested, with the Board's permission, a day-long retreat with the Board be scheduled to discuss Achievement Indicators they would like to see included in the new Strategic Plan.

4.2 Design and implement strategies to improve the successful transition of students from high school to CCCC.

- Participation in new student orientation increased by 56% from spring 2002 to spring 2003.
- Faculty participation increased 100% during same time period, from no faculty to 12 faculty.

4.3 Expand early warning program to improve identification of at-risk students and improve interventions to increase educational success.

- Academic Progress Appeals Committee (APAC) submitted proposal for early warning system to identify at-risk students
–Reduce the 18-hour cut-off for academic warning to 12 hours
- Next Step: Leadership Team will review, discuss and take action

4.4 Complete review of core curriculum, develop plan to measure learning outcomes in AA and AS core, and expand core offerings throughout the District.

- GEO Forum, deans and faculty reviewed all current core courses to ensure CCCC's core curriculum addresses all CB "basic intellectual competencies in the core curriculum" and "core area exemplary learning objectives"
- CCCC competencies and learning objectives finalized for core curriculum
- Matrices completed for current core courses addressing specific competencies and learning objectives
- "Alternative core" courses and courses for inclusion in the core (computer literacy, PE, Communication, Composition, Speech, etc.) are addressed in the GEO Forum's recommendation.
- GEO Forum's recommendations for a comprehensive revision of the AA and AS core curriculum was planned to be completed the end of March 2003
- Plan for measuring 2003-2004 learning outcomes in AA and AS for core curriculum not yet completed.

5.1 Ensure that CCCC stays abreast of information technology (IT) trends in higher education.

- Pilot testing using wireless technology in science labs, CE courses, and Student Development during fall 2002 and spring 2003 completed
- Engineering Technology pilot testing wireless application in selected courses and Convergence Lab
- Based on pilot test results, recommendations made regarding use of wireless technology for instructional and administrative applications. Not yet completed.

DISCUSSION:

Dr. Boon remarked that he found this report fascinating and he would like to hear more. He specifically asked about retention, transfer rates and Associate Faculty mentoring.

President Israel reported that our retention rates are improving. One method of increasing retention is grade inflation; however, we are fortunate that our faculty do not do grade inflation. President Israel

stressed that retention is important but that we do not want high retention and low rigor; we want high rigor and a little higher retention.

Dr. Boon asked what portion of the 74% of our students who say they intend to transfer to a 4-year university actually do transfer. Dr. Kappus responded that she believed all 74% transferred. President Israel said he would have to verify that and get back to the Board with this information.

With regard to professional development and mentoring for Associate Faculty members, Dr. Kappus said all Associate Faculty members were being mentored by Full-time Faculty. Dr. Jenkins explained that the professional development program referred to in the report was a pilot program funded by a Carl Perkins grant. Dr. Jenkins said that ten associate faculty and three full time faculty members participated in the pilot program. The purpose of the grant was to develop an on-line mentoring and training program for Associate Faculty members.

Chairman Roach thanked President Israel and Ms. Russell for their presentation—stating that it was very enlightening

2003-5-1, PERSONNEL REPORTS

A motion by Dr. Collins, seconded by Mrs. Bauge, to approve the Personnel Reports for May was unanimously approved as presented in public hearing.

PERSONNEL – 1A, FACULTY APPOINTMENTS

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Valeria Antohe, Ph.D.	Professor Mathematics	8/12/03	New
Doug Boliver	Professor Biology	8/12/03	New
Betsy Brody	Professor Government	8/12/03	R-T.Lewis
Eric Carlson	Professor Speech	8/12/03	New
Lisa Cooper	Professor English	8/12/03	New
Marianne Dryer	Professor Dental Hygiene	8/12/03	R-Levesque
Glen Grimes	Professor Computer Sci.	8/12/03	R-W.James
Lisa Roy-Davis	Professor English	8/12/03	New
J. Luke Sides	Professor, Art, Sculpture	8/12/03	R-Zarragotia

PERSONNEL – 1B, STAFF APPOINTMENTS

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Kasandra Flores	Grant Coordinator PT3	5/13/03	R-P. Wilkins
Lynda Gates	Assistant Director, Student Life	5/27/03	R-L.Kessel
Jan Maughan	Accounting/Budget Associate	5/08/03	R-A.Thompson
Cindy Schulze	Grant Assistant, LFT	5/01/03	New –Grant

PERSONNEL – 1C, PROMOTIONS

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following promotions:

NAME	TITLE	DATE	REASON
Sepideh Kafei	Purchasing System Spec.	5/12/03	Promotion
Ann Thompson	Accounts Payable Supervisor	5/08/03	Promotion

PERSONNEL – 1D, SECURITY OFFICER EMPLOYMENT//WARRANT OF APPOINTMENT

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 Officer and Commissioning him as a State Peace Officer 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 from May 19, 2003 and ending on termination with the College District

NAME	TITLE	DATE	REASON
Gary Gilchrist	Safety & Security Officer	5/19/03	New

Approval of a Warrant of Appointment for Security Personnel

It is recommended that a Warrant of Appointment be approved for the following College Police/Peace Officer for the period indicated:

<u>NAME</u>	<u>PERIOD OF APPOINTMENT</u>
Gary Gilchrist	May 19, 2003 up to termination with the College District

PERSONNEL – 1E, TERMINATION REPORT

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the Termination/Resignations/Non-Renewal Report for May.

EMPLOYEE	LAST DAY	TITLE/DEPARTMENT
Hanson Cater	4/11/03	Fitness Center Assistant/Physical Education
Kathryn Cherry	4/25/03	Clerk Typist/Global Edge
Vicki Oefelein	5/1/03	Reference Librarian/LRC
Kathleen Adler	5/10/03	Temporary Professor/Business & Computer Sci.
Cynthia Adler	5/10/03	Temporary Professor/Engineering Technology
Ginger Merritt	5/10/03	Temporary Professor/Business & Computer Sci.
Pearl McGregor	5/15/03	Division Secretary/Health Sciences
Linda Cunningham	5/21/03	Purchasing System Specialist/Purchasing
Carol McCabe	5/13/03	Admissions & Records Assistant/ARO
Natalie Craig	5/16/03	Receiving Assistant/Bursars Office
Jennifer Carlin	5/30/03	Instructional Associate

2003-5-2, APPROVAL OF INCREASE IN BASE FOR GLOBAL INTERFACE

WHEREAS, there is an increased demand for training offered by Global Interface, 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 increase of the approved annual agreement between Global Interface and Collin County Community College District from an estimated base of \$24,900 to an estimated \$55,000 for business training classes.

During open session, the resolution was corrected to reflect the correct increase of \$55,000.

A motion by Mr. Justice, seconded by Dr. Collins, to approve the increase of the approved annual agreement between Global Interface and Collin County Community College District from an estimated base of \$24,900 to an estimated \$55,000 for business training classes, was unanimously approved.

2003-5-3, APPROVAL OF INCREASE IN BASE FOR EDUCATION-TO-GO

WHEREAS, there is an increased demand for on-line computer training classes offered by Education to Go, now therefore,

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 Education to Go and Collin County Community College District from an estimated base of \$22,000 to an estimated \$32,000 for on-line computer training classes,

A motion by Mrs. Bauge, seconded by Mr. Trujillo, to approve the increase of the approved annual agreement between Education to Go and Collin County Community College District from an estimated base of \$22,000 to an estimated \$32,000 for on-line computer training classes, was unanimously passed.

2003-5-4, SIGNATORY APPROVAL, FEDERAL RESERVE BANK OF TEXAS

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

A motion was made by Mr. Justice, seconded by Mrs. Goodell, to approve the resolution providing Federal Reserve Bank, the third party collateral bank of the District, the signatures required to sign transactions with the Federal Reserve Bank of Texas, was unanimously passed.

2003-5-5, APPROVAL OF CONTRACT WITH TOMDEN ENGINEERING

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves a contract with Tomden Engineering to provide Civil Engineering and Survey services for the Learning Resource Center addition with a project scope of a +/- 100,000 square feet new LRC, approximately 450 new parking spaces, and all other related paving, grading, drainage and utility improvements at the Preston Ridge Campus at a cost of \$126,000.

A motion was made by Mr. Trujillo, seconded by Dr. Collins, to approve a contract with Tomden Engineering to provide Civil Engineering and Survey services for the Learning Resource Center addition with a project scope of a +/- 100,000 square feet new LRC, approximately 450 new parking spaces, and all other related paving, grading, drainage and utility improvements at the Preston Ridge Campus at a cost of \$126,000, was unanimously passed.

In response to questions from Dr. Boon and Mr. Justice, Mr. Hall reviewed the selection process for engineering services. He said a Request for Quote was issued and the best qualified firm meeting specifications was selected from those companies responding. The District then negotiated the price with that firm. Dr. Boon questioned why this was not done through a competitive bid process. President Israel explained that professional services, i.e., architectural, attorney's, civil engineering, etc., are prohibited by state statutes to be bid competitively. Dr. Boon also questioned why this fee was separated from the Architectural Services fee. Chairman Roach answered that civil engineering services have always been separate. Dr. Boon said he stood corrected.

2003-5-6, APPROVAL OF EXPENDITURES

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 2003.

A motion by Mr. Hendricks, seconded by Mr. Trujillo to approve the Expenditure Reports for April 2003 was unanimously passed.

President Israel reviewed several of the cost center accounts and answered questions presented by Board members.

Mr. Hendricks questioned the amount the District pays to TIFs as compared to granting tax abatements. President Israel said that this would be a topic for the August Board Retreat.

2003-5-7, 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 Bid Report for May 2003.

BID #	DESCRIPTION	AMOUNT
1901	RENEWAL OF BID 1901, 1972, 1993, 2070 - ANNUAL CONTRACT FOR PRINTING	\$ 65,000.00 (Estimated)
	Primary Contract (Bid 1901) Sheegog Printing Item: 1, 2, 4, 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

Secondary Contract (Bid 1901)

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

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, 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, 98.31, 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: 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

2108 RENEWAL OF ANNUAL CONTRACT FOR \$ 48,929.53
SUPPLIES, MATERIALS AND INSTRUMENTS
FOR DENTAL HYGIENE LAB

Kilgore International \$ 5,131.50
Coldwater, MI Item: 104, 105, 167, 168, 172, 173

Hu-Friedy \$14,532.14
Chicago, IL Item: 19, 38, 58-65, 70, 71, 118-165, 191

Henry Schein \$12,525.05
Melville, NY 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, 111-116, 169, 170, 174,
175, 185, 186, 188-190, 192, 194

Sulton Dental \$ 339.67
Englewood, NJ Item: 16, 35, 39

Oral B Laboratories \$ 215.60
Belmont, CA Item: 1, 8, 17, 30, 32,

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

2254 REJECT ANNUAL CONTRACT FOR DOCUMENT
MANAGEMENT, EQUIPMENT AND SERVICES

None of the vendors offered any programs that would reduce costs or improve service beyond what can be done in-house. The best offer was almost \$100,000.00 per-year more than offering the same equipment and services in-house.

The top vendor required a monthly base fee of almost \$28,000.00. The District would pay this amount each month even if no copies were made.

he District will be better served, at a lower cost, by keeping the Print Shop operation in-house with upgraded equipment, services and supervision.

2260	AUDIO/VISUAL EQUIPMENT	\$211,578.21
	B&H Photo	\$15,508.60
	New York, NY Item: 2, 8, 14, 16, 21, 25, 60, 63	
	Boxlight Corporation	\$12,298.13
	Poulsbo, WA Item: 46, 48	
	CCS Presentation	\$ 4,386.00
	Dallas, TX Item: 42, 73	
	CDW-G	\$ 448.00
	Vernon Hills, IL Item: 17, 18	
	Crest AV Electronics, Inc.	\$ 8,730.42
	Buffalo, NY Item: 15, 23, 35, 65, 67	
	Demco Inc.	\$ 779.96
	Madison, W I Item: 28	
	ECI Video	\$14,047.00
	Dallas, TX Item: 24, 29, 30	
	Focus Camera, Inc.	\$11,187.80
	Brooklyn, NY Item: 6, 11, 12, 37, 44	
	Long's Electronics	\$ 8,022.60
	Irondale, AL Item: 22, 31, 34, 43, 71	
	Northern Video Systems	\$ 126.00
	Rocklin, CA Item: 4	
	Pyramid School Products	\$ 375.32
	Tampa, FL Item: 39, 40, 41, 69, 72	
	Troxell Communications	\$92,672.03
	Arlington, TX Item: 3, 7, 9, 13, 19, 20, 26, 27, 45, 47, 49, 55, 58, 68	
	Valiant IMC	\$ 6,477.35
	South Hackensack, NJ Item: 5, 10, 32, 38, 62, 64, 66, 74, 75, 76	

Washington Prof. Systems \$36,519.00
Wheaton, MD Item: 36, 70

Low bid on all items with the following exceptions:

Item 33, 50, 51, 52, 57, 59, 61 – No bids received. Items will be purchased on the open market.

Item 25 – Reject Long’s Electronics, not as specified. Next low bid meeting spec is B&H.

Item 28 – Reject Long’s Electronics, not as specified. Next low bid meeting spec is Demco.

Item 30 – Reject Demco, not as specified. Next low bid meeting spec is ECI.

Item 37 – Reject Long’s, not as specified. Next low bid meeting spec is Focus.

Item 43 – Reject B&H, not as specified. Next low bid meeting spec is Long’s.

Item 53 – Reject all bids, product must be “Belkin Bulldog” Universal Security Kit. All bids not as specified. Order will be placed on the open market.

Item 54 – Duplicate item – same as item 30.

Item 55 – Reject CCS, not as specified. Next low bid meeting spec is Troxell.

Item 56 – Duplicate item – same as item 43.

Item 66 – Reject Troxell, not as specified. Next low bid meeting spec is Valient.

Item 67 – Reject ECI, not as specified, price not consistent with product. Next low bid meeting spec is Crest AV.

Item 72 – Reject Crest AV, not as specified. Next low bid meeting spec is Pyramid.

Item 73 – Reject Troxell, stand must be included with Smartboard. Next low bid meeting spec is CCS.

Item 74 – Reject CDW, not as specified. Next low bid meeting spec is Valient.

Item 75 – Reject Long’s, not as specified. Next low bid meeting spec is Valient.

2261 ANNUAL CONTRACT FOR CREDIT CARD \$363,818.00
 SERVICES PROVIDER 2 years (Estimated)
 Bank of America
 Dallas, TX Sole response. Bank of America can provide all services the District requires.

2264 MODULE “H” PHOTOGRAPHY REMODEL AND \$ 67,476.00
 MODULE “J” TESTING CENTER REMODEL AT
 SPRING CREEK CAMPUS (REBID)

FACServices, Inc.

Richardson, TX

Module “H” Photography: \$44,743.00

Module “J” Testing Center: \$26,564.00

If combined the cost will be \$67,476.00

(This is a \$3,831.00 savings)

Low bid meeting specifications.

2272 REFRIGERATORS, REFRIGERATOR/FREEZER \$ 26,254.18
 AND LAB STOOLS FOR SCIENTIFIC LABS

(Rebid items from Bid 2243 – Equipment for
Module “T” Addition, SCC)
VWR International
Suwanee, GA Item: 1, 1.5, 2, 2.5, 3, 3.5, 4, 4.5, 6, 6.5

Award entire bid to VWR International as overall low bidder. Atlas Medical Supply withdrew their low bid on items 3 and 4 because they intended their bid to be awarded “all or none”.

- 2279 RECOMMENDATION FOR APPROVAL OF ROOF \$442,846.74
RESTORATION AND REPLACEMENT FOR
COURTYARD CENTER AND CENTRAL PARK CAMPUS.
Tremco/WTI Inc.
Plano, TX If projects are not started consecutively the total cost will be \$451,582.24, an increase of \$8735.50.

Courtyard Center	\$112,783.30
Central Park Campus	\$338,798.94

Pricing in accordance with Reference 1804 – Interlocal Agreement with TCPN, Region IV Education Service Center approved by the Board 11/28/2000.

PURCHASE ORDER REVISIONS

- 1222 DIR/COMPAQ MAINTENANCE AGREEMENT ON HARDWARE IN OPERATING
SYSTEMS
Department of Information Resources/SCT
Austin, TX
 Original Contract Total: \$ 22,000.00
 CO #1 – Increase: \$ 8,231.88
 Revised Contract Total: \$ 30,231.88
- 1640 ANNUAL CONTRACT FOR CUSTODIAL SERVICES, PRESTON RIDGE CAMPUS
Tolman Building Maintenance Co.
Dallas, TX
 Original Contract Total: \$167,653.80
 CO #1 – Increase: \$ 6,042.40
 Revised Contract Total: \$173,696.20

DISCUSSION:

Board members asked for clarification on the roof restoration and replacement for the Courtyard Center and Central Park Campus. Mr. Ron Jackson explained that Tremco was selected through the Texas Cooperative Purchasing Network contract at a savings to the District. Tremco the roofing manufacturer

will bring in the labor and provide on the job supervision. The roof will have a 15-year guarantee for anything other than for acts of “God.”

Dr. Boon, with Mr. Justice agreeing, said he was against spending \$400,000+ with no competitive bids. He continued that he had a problem with this bid and all bids of this nature.

Mrs. Goodell said that in light of the fact that the District is cutting back on expenditures, it is not the fact that equipment costs are “in-line” but can we do without them. President Israel explained that our audio visual needs are increasing because of the increased use by faculty in the classrooms. What the District is doing is taking computers and video equipment from classrooms and back-filling them in other areas of the institution. The District’s plan is to get the most use out of all our equipment.

Cindy White, Purchasing Director, explained why there was only one response to Bid #2261, Credit Card Services. She said that it is specialized—no one wants to base their fees on net sales.

INFORMATION REPORTS

1. Budget Status Report as of 04/30/03. Mr. Ralph Hall reported that the budget does reflect the budget revisions passed at the April 22 meeting. At this time of the budget cycle, expenditures exceed revenues; however, at year’s end revenues will exceed expenditures.
2. Investment Schedules as of 04/30/03. Mr. Ralph Hall reported that District funds (\$98,202,654) are invested with TexPool and TexStar—TexStar paying 1.29% and TexPool, 1.26%.

Mr. Justice asked why we were not retiring some of our debt at this time since we are paying 4% on the bonds and receiving only 1% on our investments. President Israel responded that we are trying to pay down some of our debt as soon as legally possible. We can not buy down some because they are not callable. In response to a concern of Mr. Justices, President Israel explained that the \$98M invested is not excess money—the majority is already encumbered. Our fund balance is not excessive.

3. Summary of Foundation Payment to the District as of 04/30/03. During April the District received \$5,375 in scholarship support and \$2,181 in program support from Foundation funds.

PUBLIC COMMENTS – There were none.

PRESIDENTS REPORT

1. Dr. Tom Rodgers, Provost Spring Creek Campus, has been selected as one of the 21 Leaders for the 21st Century by *Inside Collin County Business*. This honor reflects well on Dr. Rodgers as well as the College District.
2. President Israel congratulated Amina El-Ashmawy on her publication, Practice of Chemistry Book for Universities and Community Colleges.
3. President Israel announced that on May 29, 2003 the District will pay tribute to the first of many living legends (Mrs. Gladys Harrington) in Collin County at the inaugural Living Legends Luncheon. He thanked Board Member Cindy Bauge and Paula Roman from the Foundation for

all their hard work on this wonderful endeavor. This new initiative will bring the community closer to the college by recognizing individuals that have been important to our community.

4. Legislative Update
 - a. Appropriations Bill. President Israel publicly thanked Senator Florence Shapiro for her support as well as Lt. Governor Dewhurst. As it stands now community college funding will decrease by 4-5% instead of the House version of 12%.
 - b. Health Care. The College District will have to pay 100% for physical plant employees.
 - c. Retirement/Health Care. If passed in the current language, will have a September 1, 2003 deadline for employees to retire with full health benefits after 10 years of service and 55 years of age.
 - d. Annexation Bill is dead.

President Israel commented that we did the best we could in a very raucous session.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Roach thanked President Israel for working so diligently during this tough legislative session. "We appreciate all your efforts."

Chairman Roach reported we had a very successful graduation. Graduation is the culmination of all we work for each year. "Again, I appreciate everyone's efforts."

There being no further business, Chairman Roach adjourned the May 27, 2003 meeting at 9:35 p.m.

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

Meeting Minutes

June 24, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly Board meeting on June 24, 2003, in rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Justice and Mr. Hendricks. Also, present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students, and staff.

Mr. Roach called the June 24, 2003 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

Chairman Roach reconvened the meeting at 7:26 p.m., welcomed everyone present and apologized for the late start. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE JUNE 24, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the June 24, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE MAY 27, 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded by Dr. Collins, approving the May 27, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATION

A news clip that aired on Channel 8 Evening News highlighting CCCCD's concurrent enrollment agreement with SMU was shown to the Board. Chairman Roach, Dr. Toni Jenkins, and Daynia Cammer, a CCCCD student who also attends SMU as a concurrent student, were interviewed for the story.

President Israel said that this is a timely subject since the cap on university tuition has been removed and tuitions are rising. Our concurrent programs with UTD, SMU, and UNT help keep the cost of higher education reasonable and shorten the time-to-degree for our students. Our model is working well and the Texas Higher Education Coordinating Board is asking us for information about our agreements. President Israel continued it takes a great deal of work by Dr. Sheryl Kappus and our faculty to make sure these agreements are successful.

Fall Advertising Campaign

The District's advertising campaign—SMART Move—was introduced in a power point presentation. The themes are powerful and include:

- “Great Career and Good Life”
- “Creating a Healthier Community”
- “Smart Way to Become a Leader”
- “Smart Start on a University Degree”

This ad campaign will begin showing in theaters beginning July 5 and continue through mid-August. There will also be a print campaign.

AGENDA

2003-6-1, Personnel Reports for June

A motion by Mr. Trujillo, seconded by Mrs. Bauge, to approve the June Personnel Reports as presented in public hearing was unanimously approved.

PERSONNEL – 1A. Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Kathleen Adler	Professor, Economics (Temporary)	08/12/03	R-J. Edwards
Susan Smith	Professor, Nursing	08/12/03	R-L. Pesta
Gerald Webb	Professor, Developmental Math	08/12/03	New

PERSONNEL – 1B. Safety & Security

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 from their hire date and ending with termination of employment with the College District.

NAME	TITLE	DATE	REASON
Jerry Cranford	Safety & Security Officer	06/17/03	New
Surasak (Sak) Yamfang	Safety & Security Officer	06/02/03	New

In response to Dr. Boon's question about when our Security Force would be fully staffed, President Israel said we need to hire one more and we will be fully staffed at eight officers plus Ed Leathers.

PERSONNEL – 1C, Promotions

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the following promotions:

NAME	TITLE	DATE	REASON
William Blitt	Dean, Business & Computer	08/01/03	Promotion

PERSONNEL – 1D, Terminations/Resignations/Non-Renewals

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board approves the Termination/Resignations/Non-Renewal Report for June.

EMPLOYEE	LAST DAY	SERVICE	TITLE/DEPARTMENT	REASON
K. Brandon Aldrich	05/30/03	3 years	Fitness Center Coordinator/ Physical Education	Another position
Zelda Smith	06/03/03	9 years	Women's Volleyball Coach/ Physical Education	Another position
Jeannie Walls	06/06/03	2 years	Advisor/Advising	Another position
Carol Adams	06/19/03	2 years	Professor/Social Sciences	Another position
Mike Crawford	06/27/03	15 years	Dean, Fine Arts	Another position

2003-6-2, 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 fall 2003 Continuing Education Courses.

A motion by Mr. Hendricks, seconded by Mrs. Goodell, to approve the new and revised fees for fall 2003 Continuing Education courses was unanimously approved as presented in public hearing.

Chairman Roach inquired about the increase in teacher certification courses. Dr. Jenkins explained that the cost of mentoring was increased when students are actively employed and lowered costs during the beginning of the program when they are not working.

2003-6-3, LRC Service Charge

WHEREAS, Collin County Community College District's Learning Resource Centers are experiencing explosive growth in the use of computers, the volume of materials being printed, and the amount of materials in circulation, and

WHEREAS, there is a corresponding misuse and abuse of printing privileges with excessive copies of documents left unclaimed, printing of popular websites, entire E-books, photos and other non-education materials, and

WHEREAS, there is an issue of access and fairness for students paying tuition and fees, and

WHEREAS, the increase in student and faculty use of both print and electronic resources mandates that these populations be given first priority in the use of resources and services to support the LRC's mission "to maintain and make available collections of materials and equipment to support the instructional programs of the College District," now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the implementation of LRC services charge and assessing a fee for a Community Patron Card as outlined below:

Fall 2003:

Community patrons charged a printing fee of \$.10 per page and limited to one hour computer access per visit

Spring 2004:

CCCCD students charged a printing fee of \$.10 per page for pages exceeding a 300-page semester allocation.

Assess an annual fee of \$25 for a community patron card. The patron card allows users access to computer and on-line resources and circulation materials.

This policy is consistent with other institutions in the Metroplex.

Discussion:

President Israel said that the District has been studying this issue for over a year. We need to remedy the fact that students cannot get to computers because of unlimited use by the community.

Dr. Newman reported that the main issues are (1) misuse and growth of printing and (2) access and fairness for our students. Faculty and students cannot get on computers.

Mr. Hendricks questioned the cost of the printing software (\$45,389). Marti Adamson, Director of the CPC LRC, this software is for all our campuses and includes linking the copiers to the computers. She said the District is spends \$66,000 per year for paper and toner alone. Charging for copies should reduce printing abuse. Ms. Adamson, in response to Mr. Justice, agreed that charging for copying is not to make money but to stem the printing abuse.

Motion:

A motion by Dr. Collins, seconded by Mr. Trujillo, to accept the recommendation of the committee removing the \$25 patron card fee for in-county residents, retaining the \$25 fee for out-of-county residents, and keeping the one hour access and the \$.10 per page fee as discussed in public hearing was unanimously approved.

Dr. Collins said that we would see if these measures correct the problem. If it does not, we can come back to the table and implement the \$25 fee for in-county residents.

President Israel said that he believes this will curb the abuse. He said that we would monitor the situation and provide data to the Board at the December Board meeting. Mr. Hendricks said that he would like to have some data as early as mid-semester.

2003-6-4, Homeland Security Agreement

WHEREAS, the Collin County Department of Homeland Security (“Department”) is seeking assistance from local school districts to use their facilities for implementation of the Strategic National Stockpile Distribution Plan, and

WHEREAS, the Department has concluded that Collin County Community College District possesses facilities that are qualified to serve if mass dispensing of countermeasures or treatment is necessary, and

WHEREAS, the Collin County Community College District desires to assist in the event of a public health emergency and agrees to make its facilities available for the purposes of mass dispensing of countermeasures or treatment, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the attached Memorandum of Understanding between Collin County Community College District and the Collin County Department of Homeland Security for both mass Smallpox vaccinations and the mass dispensing of medication from the Strategic National Stockpile by Collin County Health Care Services/Department of Homeland Security.

Dr. Boon made the motion to approve the Memorandum of Understanding between Collin County Community College District and the Collin County Department of Homeland Security for both mass Smallpox vaccinations and the mass dispensing of medication from the Strategic National Stockpile by Collin County Health Care Services/Department of Homeland Security. The motion was seconded by Mrs. Goodell.

Discussion:

President Israel said that he believes that this is what the District should be doing—working with our community and county. He said he would be coming back before the board to show how this District can help with telecommunications if all phone service is out during a disaster. We are already involved with training First Responders—EMS, Fire Fighters, Nursing, and Police.

Mrs. Bauge asked whether this agreement had been reviewed by the District’s legal counsel. President Israel said he was not sure it would be necessary since there is no liability to the College District.

Board members had several concerns, especially the Section 4 under Item V—“The District is responsible for the acts and negligence of its employees or volunteers, under state and federal law.” The Board members said that they agreed with the substance and form of the Interlocal Agreement but would like to have our legal counsel review the document.

Mr. Hendricks made the following amendment to the motion: “We empower the President to sign the agreement subject to legal interpretation of Item V, #4 that the college has no undue liability and subject

to our ratification at the next meeting.” The Board members unanimously approved the resolution with the amendment.

2003-6-5, SETT Increase

WHEREAS, there is an increased demand for on-line medical transcription training classes offered by SETT, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves amending the agreement between SETT, as on-line medical transcription training program provider, and Collin County Community College District, executed on September 1, 2002, to reflect an increase from \$27,000 to a revised estimate of \$47,940.

A motion by Tino Trujillo, seconded by Dr. Collins, to approve amending the agreement between SETT, as on-line medical transcription training program provider, and Collin County Community College District, executed on September 1, 2002, to reflect an increase from \$27,000 to a revised estimate of \$47,940 was unanimously approved.

2003-6-6, Dental Careers Foundations Increase

WHEREAS, there is an increased demand for dental assisting classes, 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 increase for the annual agreement between Dental Careers Foundations and Collin County Community College District from the approved \$151,000 to an estimated \$181,000 due to the increased demand for dental assisting training classes.

A motion by Mrs. Goodell, seconded by Dr. Collins, to approve the increase for the annual agreement between Dental Careers Foundations and Collin County Community College District from the approved \$151,000 to an estimated \$181,000 due to the increased demand for dental assisting training classes was unanimously approved.

2003-6-7, Cates Control Tax Abatement

WHEREAS, on the 27th day of May, 2003, the City Council of the City of Plano, Texas, passed an ordinance establishing Reinvestment Zone No. 75 for commercial/industrial tax abatement, and

WHEREAS, Cates Control Systems, Inc., founded in 1978, engineers, assembles, and writes software for assembly lines, with customers worldwide, and is expanding and relocating from Addison, and

WHEREAS, IPA Properties has constructed an 83,350 sq. ft. building on 6.036 acres, where Cates Control Systems has leased 18,300 sq. ft. located at 4001 E. Plano Parkway, Suite 500, and Cates Control Systems will build out the space and provide employment for 40 people, and

WHEREAS, this tax abatement will be based on the estimated amount of \$315,000 Real Property Improvements, and \$300,000 Business Personal Property; will be for a period of two years from January 1, 2004 through December 31, 2004; and shall be based on amounts equal to 50% for Real Property Improvements and Business Personal Property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Cates Control Systems, Inc., Plano, Texas, Reinvestment Zone No. 75.

A motion by Mr. Justice, seconded by Dr. Collins, to approve the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Cates Control Systems, Inc., Plano, Texas, Reinvestment Zone No. 75 changing the fourth paragraph to read December 31, 2005 was unanimously approved.

2003-6-8, Estech Tax Abatement

WHEREAS, on the 27th day of May, 2003, the City Council of the City of Plano, Texas, passed an ordinance establishing Reinvestment Zone No. 76 for commercial/industrial tax abatement, and

WHEREAS, Estech Systems, Inc., deal with selling, designing, and assembling telecom equipment, and also write software for assembly lines, and has always been in Plano and has grown from two employees 15 years ago to over 100 employees, and

WHEREAS, Industrial Developments International (Texas), L.P., has constructed a building on 6 acres, where Estech has leased 46,400 sq. ft. located at 3701 E. Plano Parkway, Suite 100 and Estech, which is expanding, will build out the space and provide employment for 100 people, and

WHEREAS, the tax abatement will be based on the estimated amount of \$250,000 Real Property Improvements, and \$875,000 Business Personal Property; will be for a period of seven years (January 1, 2004 through December 31, 2010); and shall be based on amounts equal to 50% for Real Property Improvements and Business Personal Property, now therefore be,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Estech Systems, Inc., Plano, Texas, Reinvestment Zone No. 76.

A motion by Mr. Trujillo, seconded by Mrs. Bauge, to approve the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Estech Systems, Inc., Plano, Texas, Reinvestment Zone No. 76 was unanimously approved.

2003-6-9, Advanced Neuromodulation Systems

WHEREAS, on the 27th day of May, 2003, the City Council of the City of Plano, Texas, passed an ordinance establishing Reinvestment Zone No. 77 for commercial/industrial tax abatement, and

WHEREAS, Advanced Neuromodulation Systems, Inc. ("ANS"), a Plano based company, manufactures medical devices that specifically work to manage chronic pain in the spinal system, and

WHEREAS, ANS is expanding and will construct a 140,000 sq. ft. headquarters campus building on 15.413 acres located at the northwest corner of Preston Road and Tennyson Parkway and will provide employment for 185 people, and

WHEREAS, the tax abatement will be based on the estimated amount of \$8M Real Property Improvements, and \$16M Business Personal Property; will be for a period of ten years (January 1, 2005 through December 31, 2014); and shall be based on amounts equal to 50% for Real Property Improvements and Business Personal Property, now therefore be,

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approves the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Advanced Neuromodulation Systems (“ANS”), Inc., Plano, Texas, Reinvestment Zone No. 77.

A motion by Dr. Collins, seconded by Mrs. Bauge, to approve the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Advanced Neuromodulation Systems (“ANS”), Inc., Plano, Texas, Reinvestment Zone No. 77 was unanimously approved.

2003-6-10, Expenditure Reports May 2003

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approves the Expenditure Reports for May 2003.

A motion by Mr. Hendricks, seconded by Dr. Collins, to approve the Expenditure Reports for May 2003 was unanimously approved.

Mr. Justice asked if costs (insurance, supplies, travel, officials, etc.) for areas such as athletics could be under one heading where the Board could better determine their overall costs. Mr. Hall explained that the intention of this expenditure report is not to compare costs from month to month—this report is just a summary of monthly expenditures.

President Israel said that during the Board’s August 5 Retreat, one topic of discussion would be establishing a running total on costs for major areas such as contracted services, athletics, or travel—tracking for major items such as how much does it cost per square foot to clean our buildings. He agreed with Board members that they should concentrate, as a Board, on major issues such as what we spend on our grounds, custodial services, athletics, etc. Chairman Roach asked Board members to think of the different categories that they would like to see expanded and to bring this list to the Retreat.

2003-6-11, Approval of Bids for June 2003

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approved the Bid Report for June 2003.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the Bid Report for June 2003 was unanimously approved as presented in public hearing.

BID #	DESCRIPTION	AMOUNT
2280	REMODEL OF NURSING LAB “CENTER FOR HEALTH STUDIES REMODEL” AT CPC Q Construction Mesquite, TX Low Bid	\$48,625.00
2284	PHAROS PAY-FOR-PRINT TRACSYSTEMS, Inc. Addison, TX LRC Printer Solution: 6 printers @\$32,289.13 ALC Printer Solution: 6 printers @\$6,060.00 Copier Solution: 7 copiers @\$7,040.00 Best negotiated response.	\$45,389.13

PURCHASE ORDER REVISIONS

1955	SOLE SOURCE PURCHASE OF TESTING MATERIALS FOR YEAR 2002-2003. ACT Education Technology Center Hunt Valley, MD
	Original Total: \$25,000.00
	CO#1 – Increase: \$ 8,200.00
	Revised Total: \$33,200.00

Discussion: Chairman Roach referred to the roofing bid awarded through the Texas Purchasing Network. He said that on future roof project or any projects of this magnitude, the Board would like to go through the competitive bid process. Mrs. Goodell added that any large maintenance type items or deferred maintenance items should also go through the bid process. Mr. Justice agreed.

INFORMATION REPORTS

1. Mr. Ralph Hall reported that for the month of May, expenditures exceeded revenues—normal for this time of the budget cycle. Year-to-date revenues exceed expenditures by \$22,464,364. Seventy-five percent of the budget year has elapsed.
2. Mr. Ralph Hall reported that District funds are invested with either TexPool or TexStar and that market exceeds book. All investments have been made in accordance with the Texas Public Funds Investment Act.
3. Quarterly Investment Report. Mr. Hall briefly reviewed the Quarterly Investment Report for Quarter Ended May 31, 2003—a requirement of the Texas Public Funds Investment Act.

4. Mr. Hall reported that during the May 2003, the District received \$7,495 in scholarship support and \$200 in program support from the CCCCCD Foundation.

PUBLIC COMMENTS

There was none.

PRESIDENT'S REPORT

1. President Israel reported that CCCCCD is one ten of the 50 community college district in Texas that will show an increase in their state appropriation—.6%. He continued that this is not an increase since all physical plant employees are not covered by State insurance (a cost of \$600,000 every two years).
2. President Israel noted that Nick Young who works part-time for Public Relations did the photographic display.
3. The CCCCCD-LULAC Young Adult Council has been named Texas LULAC Young Adult Council of the Year This great honor comes on the heels of student Robert Villareal winning President of the Year and student Stefanie Rodriguez winning Woman of the Year honors at the local District 3 level. The group continued on to represent Texas at the national LULAC convention in Florida last week, where they took three of the four national awards given to Young Adult Councils! Included in the honors were Man of the Year - Robert Villareal; Woman of the Year - Stefanie Rodriguez; and Advisor of the Year - Lisabeth Lassiter.
4. Chris Cantrell of Richardson advanced to the national finals of the Kennedy Center American College Theater Festival (KCACTF). Cantrell competed for the coveted Irene Ryan Acting Scholarship, given to only two student performers each year. Cantrell joined only 16 other regional winners from across the nation who had advanced to this level of competition. After an exciting performance in the final round, Cantrell was awarded a coveted one-year fellowship with the Shakespeare Theatre in Washington, D.C.
5. Two students in the Psi Beta National Honor Society won awards at the 23rd Annual Great Plains Students' Psychology Convention 2003. Marissa Bridgman and Matthew Marts placed first and second in their respective sessions. Bridgman presented a paper titled "Exploring The Effectiveness Of Psycho-Education For Individuals With Brain Tumors." She will also be submitting her paper for publication to the Journal of Psychological Inquiry, an annual publication dedicated to undergraduate research. Marts presented a paper titled "Exploring Psychology Through Service Learning."
6. Stephanie Meinhardt, registrar and director of admissions, and Marisela Cadena-Smith, assistant director of public relations, were chosen to participate in the National Institute for Leadership Development, LEADERS program, an international program for administrators and faculty in higher education.

7. Professor Daphne Hall Babcock won the Phi Theta Kappa (PTK) Horizon Award for Best Regional Advisor. Alpha Mu Tau is the CCCC CD chapter of PTK, an international honor society for two-year colleges.

8. June VanCleaf, professor of photography, has published a book titled "The Way Home: Photographs from the Heart of Texas," on the photography of the people and culture of West Texas. The book is published by Texas A&M University Press.

9. John Perrine, professor of telecommunications, won the 2002 Working Connections Best Practice for supplemental class materials he prepared on network security. He will present the materials at the Washington Working Connections IT Faculty Development Institute.

President Israel said that our students are being recognized throughout Texas and the United States. This is testament to the students and the faculty working with them.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Roach said he and the Board appreciate everyone's efforts on behalf of the District. "All these awards would not be possible without all your hard work."

Chairman Roach thanked Dr. Toni Jenkins for her work on the Channel 8 News report.

There being no further business, the June 24 meeting was adjourned at 9:07 p.m.

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

Meeting Minutes
July 22, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly Board meeting on July 22, 2003, in rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, and Mr. Hendricks. Trustee Glenn Justice was absent. Also, present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students, and staff.

Mr. Roach called the July 22, 2003 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

Chairman Roach reconvened the meeting at 7:10 p.m. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE JULY 22, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the July 22, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE JUNE 24, 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Dr. Collins, approving the June 24, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

FILM PRESENTATION OF CIVIC ENGAGEMENT VIDEO "RAISE YOUR VOICE," 2003 AEGIS AWARD WINNER

President Israel introduced Vernon Hadnot, Media Services, who produced our award winning Civic Engagement Video. "Raise Your Voice" just received the prestigious 2003 Aegis Award. President Israel also congratulated Mr. Hadnot for receiving the 2003 Videographer Award of Distinction. His winning entry was "The Outstanding Faculty Members of 2003." Videographer is a national awards organization that helps set the standards for the video production industry. This puts Collin County Community College District's work in the same league as ABC News, AT&T Broadband, CBS, Florida State University/Seminole Productions, Houston PBS, Miami University, New Mexico State University, Ohio State University, Syracuse University, University of Arkansas, and many other fine previous winners.

Mr. Hadnot thanked President Israel and the Board for giving him the opportunity to display his skills. He also thanked Dr. Sheryl Kappus, Barry Waggoner, faculty and staff who have supported and helped him.

President Israel also recognized Regina Hughes, Director of Service Learning, who has been instrumental in our award-winning Service Learning program. This award speaks well for everyone involved.

Receiving the 2003 Aegis award is a great honor for Vernon Hadnot, our Service Learning program, and for Collin County Community College District.

2003-7-1, PERSONNEL REPORTS FOR JULY 2003

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Personnel Reports for July 2003 as presented in public hearing.

Upon motion of Mrs. Bauge, seconded by Dr. Boon, the July 2003 Personnel Reports were unanimously approved as presented in public hearing.

1A, Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCCD Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Nick Brette	Professor, Chemistry, SCC, Temporary	08/12/03	New
Christine Linert New	Professor, Nursing, CPC	08/12/03	
Ginger Merritt Replacement	Professor, Business Administration, Temporary	08/12/03	
Sukanya Subramanian Replacement	Professor, Biology (Cell Molecular)	08/12/03	

1B, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCCD Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Brandy Ayers Replacement	Clerk I, Testing Center, SCC	07/07/03	
Deanna Brown Replacement	Accounts Receivable Assoc., Business Office	07/11/03	
Thomas Chesney Replacement	Dean, Communications & Humanities	08/11/03	
Lydia Lugo Replacement	Division Secretary, DE, SCC	07/28/03	

Pearl McGregor	Division Secretary, Social Sci., Health, Public Serv.	07/01/03
Replacement		
Susan Roosth	Reference Librarian, LRC,	07/14/03
Replacement		
Dianna Whitehurst	Grant Coordinator PT3 (Grant Position)	07/14/03
Replacement		
Patricia Williams	Advisor, Academic Advising	07/14/03
Replacement		

1C, Promotions, Laterals, Changes

BE IT RESOLVED, at the recommendation of the President, that the CCCCC Board approves the following promotion:

NAME	TITLE	DATE	REASON
Melanie Dodson	Instructional Associate I, Biology	07/10/03	Promotion/Replacement

1D, Termination/Resignations/Non-Renewals

BE IT RESOLVED, at the recommendation of the President, that the CCCCC Board approves the Termination/Resignations/Non-Renewal Report for June.

EMPLOYEE	LAST DAY	SERVICE	DEPARTMENT	REASON
Mary Emerson	07/03/03	14 years	Business & Computer Science	Retirement
Robert Sherard	07/03/03	9 years	Health Sciences	
Another Position				
Barbara Devitt	07/07/03	13 years	Nursing	Retirement
Eleanor Harris	07/08/03	2 years	Developmental Education	Relocating/Another position
Carma Allison	07/18/03	12 years	Math & Natural Science	Retirement
Charles Jones	07/18/03	3 years	Plant Operations	Personal
Tom Caiazzo	07/24/03	8 years	Social Sciences	
Relocation/another position				
Diana Ramsower	07/31/03	14 years	Business & Comp. Science	Retirement
Judy Godwin	07/31/03	14 years	Developmental Math	Retirement

In response to Dr. Boon's question about whether or not faculty and staff who are retiring, can come back and work as part-time employees without benefits, President Israel said yes.

2003-7-2, Appointment of Trustee Member Place 5

BE IT RESOLVED, that the Collin County Community College District Board of Trustees approve the appointment of Dr. Douglas B. Cargo to serve as Collin County Community College District Board Member Place 5 until the next scheduled election in May 2004.

Chairman Sam Roach reported that three board members served on a subcommittee to review applications for the Place 5 position and make their recommendation to the full board. Mr. Roach said it was a difficult decision given the quality of the applicants.

Mr. Trujillo agreed it was very difficult to select someone to fill the seat vacated by the death of Jim Biggerstaff. All the candidates were excellent.

Mr. Trujillo said he was pleased to nominate Dr. Douglas B. Cargo for CCCCDC Trustee Place. Dr. Cargo was involved in the creation of this College District as a member of the original "Committee of 100." Mr. Trujillo continued that Dr. Cargo has been a member of CCCCDC's Associate Faculty, was named Plano Citizen of the Year 1991 by the Plano Chamber of Commerce, is a Paul Harris Fellow and was active with Keep Texas Beautiful both on a local and state level. Dr. Cargo's appointment, seconded by Mrs. Goodell, was unanimously approved. Dr. Cargo will be sworn in at the August 5, 2003 board meeting.

2003-7-3, Ratification of Interlocal Agreement with Collin County Department of Homeland Security

WHEREAS, at the June 24, 2003 meeting of the CCCCDC Board of Trustees the Interlocal Agreement between Collin County Community College District and the Collin County Department of Homeland Security for both mass Smallpox vaccinations and the mass dispensing of medication from the Strategic National Stockpile by Collin County Health Care Services/Department of Homeland Security was presented for review and approval, and

WHEREAS, the Board empowered the President authorization to sign and proceed with the agreement subject to legal interpretation and ratification by the Board, and

WHEREAS, the District's legal counsel reviewed the Interlocal Agreement Between the Collin County Community College District and the Collin County Department of Homeland Security/Collin County Health Care Services and suggested deleting "or volunteers" in Paragraph V.4 and adding the following sentence at the end of Paragraph V.4 "Notwithstanding anything herein to the contrary, the District does not waive its sovereign or governmental immunity," now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board ratifies the Interlocal Agreement between Collin County Community College District and the Collin County Department of Homeland Security with the inclusion of the above aforementioned changes as recommended by legal counsel.

A motion by Dr. Collins, seconded by Mr. Trujillo, to approved ratification of the Interlocal Agreement between Collin County Community College District and the Collin County Department of Homeland Security with the inclusion of the above aforementioned changes as recommended by legal counsel was unanimously approved.

2003-7-4, Approval of CCCCDC Investment Policy and Investment Strategy

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

The policy was originally approved December 16, 1997. The position of Director of Budget, Investment and Risk Management has been changed to Controller. The training section has been updated to conform to the Public Funds Investment Act.

A motion by Mr. Hendricks, seconded by Mrs. Goodell, to approve the CCCCCD Investment Policy and Investment Strategy was unanimously approved as presented in public hearing.

2003-7-5, Approval of Annual Renewal of DIR/SCT

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the annual renewal of the DIR/SCT Maintenance Contract No. 2151 for \$121,000.00.

The term of this contract is from 09/01/03 – 08/31/04.

A motion by Mrs. Goodell, seconded by Mr. Trujillo, to the annual renewal of the DIR/SCT Maintenance Contract No. 2151 for \$121,000.00 was unanimously approved.

2003-7-6, Approval of KPMG as External Auditor

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves KPMG as external auditors for the 2002 – 2003 fiscal year audits at a cost not to exceed \$80,500.

A motion by Dr. Collins, seconded by Mrs. Bauge, to approve KPMG as external auditors for the 2002 – 2003 fiscal year audits at a cost not to exceed \$80,500 was unanimously approved.

Mr. Hall, Vice President for Administration, said that the audit fee would be reduced by \$10,000 when we staff the position of internal auditor.

2003-7-7, Approval of Guaranteed Maximum Price for SCC Additions & Renovations

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the guaranteed maximum price submitted by Hunt Construction Group, Construction Manager-at-Risk, for construction of Spring Creek Campus Additions and Renovations for \$7,909,091.

Mr. Phil Mein from Corgan Associates and Kevin J. Cain (Contract Manager/Director of Design Development) and Michael Perry (Project Manager) from Hunt Construction Group were present to answer questions.

Dr. Boon said that it is no secret that he opposes using the Construction Manager-at-Risk type of award. He said that he does not believe it is in the best interest of the college or citizens. He added, however, that if he were in favor of using the CMAR method, he would be questioning all the exclusions in this contract.

Mr. Perry, Hunt Construction Group, said that they went out for competitive bids for all trade categories and received three or more bids for the majority. He continued that he believes we got excellent subcontractor prices. The estimate for the project was \$9,000,000 and the cost came in much lower at \$7,909,091.

Dr. Collins asked Mr. Perry to explain the exclusions in the negotiated price. Mr. Price said that most of the exclusions are clarifications rather than exclusions. The exclusions were discussed with the architects, Ralph Hall, and Ron Jackson.

Mr. Hendricks asked if they felt they got competitive bids. Mr. Perry responded that he had no doubt that the bids were very competitive. He further explained the process—notice was published in the paper and the bids were opened with representatives from the college and architects present. In almost every case, the bid was awarded to the low bidder.

A motion by Mrs. Bauge, seconded by Mrs. Goodell, to approve the guaranteed maximum price submitted by Hunt Construction Group, Construction Manager-at-Risk, for construction of Spring Creek Campus Additions and Renovations in the amount of \$7,909,091 was passed by a vote of six for (Collins, Hendricks, Goodell, Trujillo, Bauge, Roach) and one against (Boon).

2003-7-8, Transferring \$340,914 from Operating Fund to Building Fund

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves transferring \$340,914 from the Operating Fund to the Building Fund.

This transfer is required to complete the planned refurbishment and/or replacement of the HVAC cooling towers at Spring Creek, Preston Ridge and Courtyard Center Campuses across multiple fiscal years (\$240,804). The remainder will supplement the previously transferred \$1.032 million for the HVAC replacement at Central Park Campus due to the lowest bid exceeding the original construction estimates by \$100,110.

President Israel reported that Wells and Benson Electrical/Mechanical Consulting Engineers gave an estimate on the project and the lowest bid came in \$100,000 over this estimate.

A motion by Dr. Boon, seconded by Mrs. Bauge, to reject Board resolution 2003-7-8 was unanimously approved.

President Israel said that we would be going back to Wells and Benson Engineers to determine why their estimate was this far off the lowest bid. The project will be rebid.

2003-7-9, Tax Abatement Southwest Corporate Federal Credit Union, Plano, Texas

WHEREAS, on the 23rd day of June, 2003, the City Council of the City of Plano, Texas, passed an ordinance establishing Reinvestment Zone No. 78 for commercial/industrial tax abatement, and

WHEREAS, Southwest Corporate Federal Credit Union, the second largest corporate credit union in the United States with assets exceeding \$6 billion, is relocating its corporate headquarters, and

WHEREAS, Southwest Corporate Federal Credit Union, as a credit union for credit unions, serves over 1,200 credit unions nationwide, currently employs more than 150 people, and has been in business 27 years, and

WHEREAS, Southwest Corporate Federal Credit Union is expanding and would construct a 100,000 sq. foot headquarters campus building on 7.522 acres located at the northwest

corner of Democracy Drive and Parkwood Boulevard, and provide employment for 210 at occupancy and ultimately 350 people, and

WHEREAS, this tax abatement would be based on the estimated amount of \$12,000,000 Real Property Improvements, and \$3,500,000 Business Personal Property; would be for a period of ten years from January 1, 2006 through December 31, 2015; and shall be based on amounts equal to 50% for Real Property Improvements and Business Personal Property, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Southwest Corporate Federal Credit Union, Plano, Texas, Reinvestment Zone No. 78.

A motion by Mr. Hendricks, seconded by Dr. Collins, to approve the tax abatement agreement entered into by and between the City of Plano, Texas, the County of Collin, the Collin County Community College District and Southwest Corporate Federal Credit Union, Plano, Texas, Reinvestment Zone No. 78 was unanimously approved.

2003-7-10, Tax Abatement Agreement Citigroup, Richardson, Texas

WHEREAS, Citigroup Inc. has approached the City of Richardson about modifying the existing tax abatement agreement on the MCI/Worldcom facility at 3510 and 3500 Wyndham Lane (Reinvestment Zone # 14), and

WHEREAS, the original abatement with MCI/Worldcom was 55% for ten years for the real property improvements, and 55% for ten years for the business personal property, and

WHEREAS, this modification to the original abatement agreement changes the percentage of abatement to 50% for existing real property improvements and business personal property for the remaining seven years and 50% for new real property improvements and new business personal property for ten years, and

WHEREAS, their development plans call for an initial two phases of activation (their data center operation utilizes the high-speed fiber optic networks to rapidly access mass data storage and high-speed retrieval equipment to process credit verifications and customer data):

Initial Phase – Current Building

Phase I—within 6 months, \$26.3 million equipment addition

Phase II—within 2-3 years, additional \$77.1 million equipment expansion

Subsequent Phases—Future Building

- The three-year \$103 million investment would fill the existing 100,000 sq. ft. building and initiate the development of a duplicate facility adjacent to the initial site within the 11 acre development
- Citigroup would seek the option rights from MCI for the adjacent 7 acre site to the south

WHEREAS, the tax abatement will be based on the estimated amount of \$6,275,489 real property improvements and \$103,000,000 business personal property, for a period of seven years on existing property and 10 years on new property, would be based on amounts equal to 50% for real property improvements and business personal property, and shall commence on January 1 of the calendar year immediately following the issuance of the certificate of occupancy for the new improvement, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the amended and restated tax abatement agreement entered into by and between the City of Richardson, Texas, the Collin County Community College District and Citigroup Technology, Inc., Richardson, Texas, Reinvestment Zone No. 14.

A motion by Dr. Collins, seconded by Mr. Trujillo, to table the resolution approving the amended and restated tax abatement agreement entered into by and between the City of Richardson, Texas, the Collin County Community College District and Citigroup Technology, Inc., Richardson, Texas, Reinvestment Zone No. 14 was unanimously approved.

Ms. Pam Gidney was present representing the City of Richardson. Board members questioned granting a tax abatement to Citigroup Technology before Citigroup owned the building. (The MCI/Worldcom building will be auctioned on August 4, 2003.) Ms. Gidney explained that it appeared that Citigroup Technology would be the winning bidder at the August 4 auction. However, if they did not purchase the property, this abatement would become invalid. Mr. Hendricks asked why not a new agreement with Citigroup since MCI/Worldcom is in bankruptcy. Ms. Gidney said the abatement could not be revoked because of the bankruptcy. Another reason for the amended and restated agreement is that Citigroup Technology wants an abatement on the building, not just their personal property.

Chairman Roach said that these are legal issues and the Board is not trying to create problems, we just need further clarification. President Israel said that we have three meetings in August and the delay in approving the amended and restated tax abatement for Citigroup Technology would only be a few weeks.

2003-7-11, Expenditure Reports for June 2003

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approves the Expenditure Reports for June 2003.

A motion by Mr. Trujillo, seconded by Dr. Boon, to approve the Expenditure Reports for June 2003 was unanimously approved as presented in public hearing.

President Israel briefly reviewed several of the cost center accounts.

2003-7-12, Approval of Bids

BE IT RESOLVED, at the recommendation of the President that the Collin County Community College District Board approved the Bid Report for June 2003.

A motion by Dr. Collins, seconded by Mrs. Bauge, to reject Bid #2283, Air Conditioning Replacement, Central Park Campus (A, B, C wings) and approve all others as presented in public hearing was unanimously passed.

BID #	DESCRIPTION	AMOUNT
1394	RENEWAL OF WORKERS' COMPENSATION INSURANCE	\$ 138,426.71

	Roach, Howard, Smith & Hunter Dallas, TX	
1848	RENEWAL OF FIBER OPTIC WAN MAINTENANCE AND SERVICE AGREEMENT Capco Austin, TX	\$ 50,000.00
1923	RENEWAL OF ANNUAL CONTRACT FOR MEDICAL SUPPLIES FOR HEALTH SCIENCE CLASSROOM Advanced Medical Ft. Worth, TX	\$ 31,961.89
	Alliance Medical Russelville, MO	
	American LaFrance Sanford, FL	
	Emergency Medical Waukesha, WI	
	Laerdal Medical Wappingers Falls, NY	
	MDS Matrx Ballentine, SC	
	Moore Medical Corp. New Britain, CT	
	Southeastern Emergency Wake Forest, NC	
	Tri Anim Health Services Sylmar, CA	
	U.S. Medical Specialties Tampa, FL	
	VitaCare, Inc. Dallas, TX	

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.

Item: 23, 24, 51, 71, 76, 86, 107, 111, 120,

126, 130, 134, 137, 138, 147, 160-162, 164,

165, 169, 174, 207, 217 – vendor chose not to renew contract. These items will be ordered from vendors offering highest discount off catalog pricing.

1965	EXTENSION OF DEPOSITORY BANK SERVICES (REBID) FOR TWO YEARS Bank of America Dallas, TX	\$ 43,700.00 (2 year Estimate)
2283	AIR CONDITIONING SYSTEM REPLACEMENT CENTRAL PARK CAMPUS WINGS "A", "B" AND "C", MCKINEY, TX TD Industries, Ltd. Dallas, TX Base Bid: \$469,113.00 Alternate #2: \$601,423.00 Alternate #3: \$ 61,574.00 Low bid meeting specs.	\$1,132,110.00 REJECTED
2292	COOLING TOWER REFURBISHMENT OR REPLACEMENT AT PRC, SCC AND CYC Plant Equipment & Services Bryan, TX Refurbish tower at PRC: \$86,450.00 Refurbish tower at SCC: \$63,500.00 DMI Corporation Cedar Hill, TX Replace tower at CYC: \$90,854.00 Low bid meeting specs.	\$ 240,804.00
2295	ANNUAL COPIERS LEASE AGREEMENT FOR THE DISTRICT Oce' USA, Incorporated, Irving, Texas Spring Creek Campus: 7 Courtyard Campus: 3	\$ 104,514.60

Preston Ridge Campus:	5
Central Park Campus:	5
Allen:	1
Total	21 copiers

Best value for the District.

Pricing in accordance with Reference 2295 – Océ Copier Lease Agreement purchased through Reference 1831 - TASB BuyBoard Interlocal Agreement, approved by the Board 10/23/2001. The BuyBoard is governed by the Texas Local Government Purchasing Cooperative Board of Trustees and is endorsed by the Texas Municipal League and the Texas Association of Counties

The purpose of this cooperative is to obtain substantial savings for member school districts and public entities through volume purchasing. Océ is the sole distributor of their products. The Océ contract was competitively bid through the Texas Association of School Boards.

PURCHASE ORDER REVISIONS

2002	ANNUAL CONTRACT FOR PERSONAL COMPUTERS
	Dell Marketing
	Round Rock, TX
	Original Contract Total: \$ 850,000.00
	CO #1 – Increase: \$ 624,248.00
	Revised Contract Total: \$1,474,248.00

Mrs. Goodell asked for clarification on this change order. President Israel and Mr. Hall explained that this was an add-on to the original Dell contract for the purchase of computer equipment for the start of the fall 2003 semester. This is an example of “forward funding”—we order the computers in July so they will be available for the beginning of classes.

INFORMATION REPORTS

Budget Status Report as of 06/30/03. Mr. Ralph Hall briefly reviewed the budget reporting that revenues exceed expenditures and the budget is tracking, as it should, for this time of the budget cycle.

Investment Schedule as of 06/30/03. Mr. Ralph Hall briefly reviewed the District’s investments reporting that one-third of the funds are invested with TexStar and the remaining two-thirds with TexPool. They are paying 1.20% to 1.24%.

Summary of Foundation Payment to the District as of 06/30/03. Mr. Ralph Hall reported that during the month of June the Foundation transferred \$8,418 to the District. Year-to-date, the District has received \$97,635

PUBLIC COMMENT: None

PRESIDENT'S REPORT

- President Israel introduced the new Faculty Senate president, Dr. David Garrison (Government Professor). He welcomed David and said he is looking forward to working with him and the Faculty Senate.
- President Israel congratulated Amina El-Ashmawy on the national publication of her new book written as part of a National Science Foundation grant to help prepare students to become faculty instead of going into the workforce.
- A publication by ERIC (University of California publication) *New Directions for Community Colleges: Spring 2003* highlighted CCCC'D's Alternative Teacher Certification Program in Chapter 7: "Alternative Teacher Certification in Texas." The article was written by Dr. Paul May, Dr. Lin Moore and Dr. Steve Katsinas.

President Israel said that it is a tribute to this CCCC'D that we are having books published nationally, national articles written about our programs, and our Service Learning video "Raise Your Voice" winning a national award.

- Enrollment is up, but there are many non-pays—the deadline for payment is August 7.
- August 14 is the date for this year's Scholarship Banquet being held at the Plano Centre—we outgrew the Conference Center and the Harvey Hotel. President Israel reported that there is a tremendous increase in scholarship requests and we are unable to fund over 50% of these requests—scholarship funds are depleted. President Israel said that he and members of the Foundation are meeting with individuals, with the ability to give to this institution, to help meet this very important need. He continued that this is a challenging time. President Israel expressed his appreciation to the Board who have all committed to the Foundation as well as to the Foundation Board trustees for making a commitment

The good news is that we will be awarding the largest amount of scholarships in the history of CCCC'D.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Sam Roach agreed with President Israel about this being a challenging economic time. He commented that the number of newspaper advertisements for job openings was down—"this says something about the economy; there are not many jobs available."

Chairman Roach adjourned the July 22, 2003 board meeting at 8:37 p.m.

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

Meeting Minutes
August 5, 2003

CALL TO ORDER

The Collin County Community College District conducted a called Board meeting on August 5, 2003, in rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Justice, Mr. Hendricks, and Dr. Cargo. Also present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students, and staff.

Mr. Roach called the August 5, 2003 meeting of the Board of Trustees of Collin County Community College District to order at 5:25 p.m. apologizing for their lateness. The board had just completed an all-day workshop.

The Board met at the Courtyard Center, 4800 Preston Park Blvd., Plano, Texas 75093, Room B425.

CERTIFICATION OF THE NOTICE OF THE AUGUST 5, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 5, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE JULY 22, 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Dr. Collins, approving the July 22, 2003 Board meeting minutes, as presented in open session, was unanimously approved. Dr. Cargo did not vote.

OATH OF OFFICE, CCCCD TRUSTEE PLACE 5, DR. DOUGLAS B. CARGO

Chairman Sam Roach asked Dr. Cargo to step forward for his oath of office. He also invited Dr. Cargo's wife, Veronica, to join him. Mr. Roach then administered the Oath of Office to Dr. Douglas B. Cargo to fill the Place 5 position on the Collin County Community College District.

PRESENTATION OF THE PROPOSED 2003-2004 BUDGET

Mr. Ralph Hall, Vice President for Administration, said the budget development process began four months ago with a base allocation sent to each cost center manager. A series of budget hearings were held during June where each cost center manager presented their budgets and supplemental requests. President Israel and Mr. Hall reviewed existing budgets and supplemental requests during these hearings. The CCCCD Board Budget committee also met in July to review the budget.

The proposed budget totals \$118,992,375.

- State appropriations are budgeted at \$21,977,394—a ½ of one percent increase from the allocation designated by HB1. President Israel explained that this is not really an increase since, with the Board's approval, the District will be picking up health care costs of physical plant workers. He continued that right now, when compared to last year at this time, we are experiencing between 21% and 22% growth in enrollments. He said he does not believe this will hold, however, we will probably have a double-digit enrollment increase of around 11%. The District has set aside money to add courses to our core curriculum, including some Saturday classes.

President Israel reported that community colleges are receiving 51% of formula during the next biennium—taking us back to the same state funding as in 1994. For the first time in CCCCD's history, more than 50% of our funding will come from local taxes and tuition & fees.

- Net Revenue from tuition and fees is estimated to increase by 3.8% due to a 3% total growth factor in non-credit course and a proposed \$2.00 per credit hour increase in tuition effective in the FY 2004 spring semester. President Israel commented that all monies from the \$2.00 increase in tuition would go back into the classroom as equipment, meeting students' needs, and as adjunct salary increases.

President Israel said that if we have the opportunity to buy down some of the debt in our revenue bonds, the \$3 building fee could be reduced.

- Certified appraised values increased by 5.25% to a total value of \$49,186,131,414 and at the proposed M&O rate of \$0.08, the operating revenue from taxes estimated to increase by \$1,962,341.

President Israel said the District predicted a 5% increase in assessed values. President Israel also reiterated that when the District passes their bond election, they promised taxpayers that they would not increase taxes above the \$0.0949/\$100 (the rate in effect at the time the bond passed). For this year the tax rate will be at \$0.0919/\$100. President Israel continued that he believes it is prudent that the District has an M&O stabilization set aside. Assessed values may dip into the negative next year.

- Grants and contracts reflect a net decrease of \$181,691. This includes increases in Pell Grants and Workforce Development with decreases in the Telecom Infrastructure Fund Board and Boundary-Less Internet Teaching Grants.

President Israel said the amount of state grants might increase if we are successful in getting companies to relocate to Collin County. If this happens, it would be reflected in the mid-year budget revisions.

- The total tax rate is recommended to be set at \$0.091938 with the proposed M&O rate at \$0.08000 and the Debt Service rate at \$0.011938.

Total Current Funds Expenditures for 2003-2004 are projected to increase by 4.8%.

- Eight new full-time faculty positions were added totaling \$300,000.
- Part-time faculty and staff positions are included at a cost of \$132,967 and \$69,205 respectively
- Funds for Renewal and Replace are budgeted at \$2,000,000.
- Total salary increases for all full and part-time faculty and staff would increase to \$1,934,750 if approved by the Board.
- Total non-mandatory transfers were budgeted at \$5,095,748 reflecting a decrease in transfer for the child development centers of \$23,713 and a building fund transfer of \$5,000,000.

President Israel said that we are subsidizing our childcare centers by \$100,000. These centers are used as childcare labs for our child development program. Childcare is not a fringe benefit—they are demonstration labs and this justifies their being subsidized. Dr. Jenkins remarked that the Lab School Evaluation brought out that the Central Park Campus Childcare Center needs to be used more as a lab component. She continued that we are also using the childcare labs for some of our education and sociology courses.

Chairman Roach asked President Israel to take a hard look at athletic expenditures. He said that he believed that this expenditure would have gone down more with the elimination of some of the sports programs.

President Israel announced that we are out of scholarship money and could not meet over 50% of the applications. However, we were able to provide scholarships to a record number of students. We took a portion of the savings from program elimination and put these monies into scholarships. Mrs. Bauge asked President Israel if there is a percentage cap in the Auxiliary Budget to use for scholarships. Mr. Hall said he would check and report back to the board.

Mr. Justice complimented President Israel, Mr. Hall and everyone who worked on the budget and budget presentation---“it was complete and easy to understand.” He asked Mr. Hall about this year’s budget. Mr. Hall responded that after almost a year of operation, we are very close to what was estimated—revenues will exceed expenditures by a substantial amount.

Dr. Collins stated that the Board has not made a decision on salary increases. He asked President Israel, if agreeable with the rest of the Board, to do a study on a merit-based evaluation system for his direct reports.

2003-8-1-1, Personnel Reports for August 5, 2003

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board of Trustees approves the Personnel Reports for August 5, 2003.

A motion by Dr. Boon, seconded by Mrs. Bauge, to approve the Personnel Reports for August 5, 2003 was unanimously approved as presented in public hearing.

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	DATE	REASON
Vivian Gamblian	Professor, Nursing	08/12/03	New
Ali Kholdi	Professor, CAD & Design	08/12/03	Replacement

Melissa Owen	Professor Government	(Temporary)	08/12/03
Replacement			
Lori Wastlick	Professor Nursing	08/12/03	Replacement
Patricia Wingate	Professor History (Temporary)	08/12/03	Replacement

President Israel said that we are now fully staffed in nursing. We have also tripled the amount of nursing students and our students have over a 90% pass rate on the state exam (the state average is in the 80's). There has been a dramatic turnaround in our nursing program.

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	DATE	REASON
June Orth	Senior Internal Compliance Accountant	08/15/03	
Replacement			
Linda Robertson	Division Secretary, Transfer	07/21/03	
Replacement			
		Program/Academic Affairs	

1C PROMOTIONS/RECLASSIFICATIONS/LATERALS

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

NAME	TITLE	DATE	REASON
Tammy O'Bier	Reprographics Supervisor	08/20/03	
	Promotion/Replacement		

2003-8-1-2, 2003 CALCULATED EFFECTIVE TAX 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 2003 Calculated Effective Tax Rate and Rollback Rate.

A motion by Mr. Trujillo, seconded by Mr. Justice to approve the 2003 Calculated Effective Tax Rate and Rollback Rate was approved as presented in public hearing and by all Board members present.

2003-8-1-3, RECORDED VOTE ON CONSIDERATION OF THE PROPOSED TAX RATE FOR 2003

BE IT RESOLVED, at the recommendation of the President, that the Trustees of Collin County Community College District take a recorded vote on consideration of the proposed tax rate for 2003 as follows and schedule a public hearing for August 19, 2002 at 7:00 p.m. at the Courtyard Center, 4800 Preston Park Boulevard, Plano, Texas in room B425.

	Actual 2002	Proposed 2003
Maintenance & Operations Tax Levy	\$0.080000/\$100	\$0.080000/\$100
Debt Service Tax Levy	<u>\$0.011946/\$100</u>	<u>\$0.011938/\$100</u>
TOTAL	<u>\$0.091946/\$100</u>	<u>\$0.091938/\$100</u>

A motion by Dr. Boon, seconded by Dr. Cargo, to take a recorded vote on consideration of the proposed tax rate for 2003 as follows and schedule a public hearing for August 19, 2002 at 7:00 p.m. at the Courtyard Center, 4800 Preston Park Boulevard, Plano, Texas in Room B425 as presented in public hearing was approved by all Board members present.

2003-8-1-4, AMENDED AND RESTATED TAX ABATEMENT, CITIGROUP

Removing Item from Table

WHEREAS, at the July 22, 2003 CCCCDD Board of Trustees meeting the Board of Trustees voted to table action on the amended and restated tax abatement agreement entered into by and between the City of Richardson, Texas, the Collin County Community College District and Citigroup Technology, Inc., Richardson, Texas, Reinvestment Zone No. 14, now therefore,

BE IT RESOLVED, that a motion be made, seconded and approved to remove this item from the table.

A motion by Dr. Collins, seconded by Dr. Boon, to remove this resolution from the table was approved by all Board members present.

Consideration of the Amended and Restated Tax Abatement Agreement entered into by and between the City of Richardson, Texas, the Collin County Community College District and Citigroup Technology, Inc., Richardson, Texas, Reinvestment Zone No. 14

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the amended and restated tax abatement agreement entered into by and between the City of Richardson, Texas, the Collin County Community College District and Citigroup Technology, Inc., Richardson, Texas, Reinvestment Zone No. 14.

Citigroup Technology, Inc. was not the high bid for the property making the request for tax abatement null and void.

A motion by Dr. Collins, seconded by Mr. Hendricks, to deny the request was approved by all Board members present.

PUBLIC COMMENTS. There were none.

PRESIDENTS REPORT

1. President Israel gave Board members a copy of the latest CCCCDD Newsletter. He thanked Marci Cadena-Smith and Lisa Brittain Vasquez for all their hard work. He also gave the Board the latest *Caleidoscope* and a new brochure on our service-learning program.

2. The Scholarship Banquet "Just Desserts" will be held August 14 at the Plano Centre.

ANNOUNCEMENTS/ADJOURNMENT

Chairman Roach reported that one of the District's long-time supporters, Mr. Royden LeBrecht, passed away. He offered condolences to his family. President Israel described Mr. LeBrecht as a very kind and gentle man who gave CCCCCD a major gift of land.

Dr. Boon welcomed Dr. Cargo to the Board. Dr. Cargo said that he is pleased to be a member of this Board.

There being no further business, Chairman Roach adjourned the meeting at 6:40 p.m.

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

Meeting Minutes
August 19, 2003

The Collin County Community College District conducted a called Board meeting on August 19, 2003, in Rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Mr. Trujillo, Mrs. Goodell, Mrs. Bauge, Mr. Hendricks, and Dr. Cargo. Also, present were College President Cary A. Israel, members of the news media, and CCCCDCD faculty, students, and staff.

CALL TO ORDER

Mr. Roach called the August 19, 2003 meeting of the Board of Trustees of Collin County Community College District to order at 5:00 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

Chairman Roach reconvened the meeting at 6:15 p.m. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE AUGUST 19, 2003 MEETING OF THE CCCCDCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 19, 2003 CCCCDCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 5, 2003 CCCCDCD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Mrs. Bauge, approving the August 5, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PUBLIC HEARING ON THE PROPOSED 2003-2004 BUDGET

Chairman Roach opened the public hearing on the proposed 2003-2004 budget and called upon Mr. Ralph Hall. Mr. Hall said that each board member has a revised copy of the budget addressing the comments made by Mrs. Bauge during the August 5 budget presentation. Mr. Hall reported that the District is moving toward copy centers and this allocation is now reclassified as revenue (Print Shop Inter-fund Sales). This change is reflected in the budget. The difference between the revenue (Inter-Fund Sales) and Print Shop expenditure will be used to purchase equipment for the print shop. Another change is that the revenues and expenditures for movie rental have been removed from the budget. President Israel said the District is moving out of the

movie rental business. The change in debt service resulting from today's bond sale is also reflected in the budget and tax rate.

President Israel thanked Mrs. Bauge for her insightful comments regarding the budget presentation.

President Israel remarked that these are tough economic times in Texas and across the nation. Everyone at CCCCCD has been very judicious about budgets. Speaking for the Board of Trustees, President Israel said they appreciate everyone's efforts. Thirty community colleges in Texas have frozen salaries. This Board, however, has had numerous discussions over the last three months. While we are in a tight budget, the Board understands that we are trying to get our salaries in line with other colleges across Texas. President Israel announced that he is recommending to the Board a 3.5% salary increase for District employees. There will be public comments at the next board meeting. President Israel continued that he appreciates the fact that the Board is considering the 3.5% salary increase.

Chairman Roach asked if there were any other comments and hearing none, he called the public hearing on the proposed 2003-2004 budget to a close.

PUBLIC HEARING ON THE PROPOSED 2003 TAX RATE

Mr. Ralph Hall reported that the proposed 2003 tax rate is \$0.080000 for Maintenance & Operations and \$0.091932 for Debt Service. The Debt Service was adjusted downward to reflect the bond sale interest rate of 4.56 percent.

President Israel said the Board of Trustees made a promise when the bond package passed that they would not increase the tax rate, which was \$0.094049. While other colleges in the Metroplex and across the State are increasing taxes, this Board has kept its promise. The conservative spending by the Board and the formation of the maintenance and operations stabilization fund has allowed the Board to keep this promise to the voters. President Israel said he applauds the Board for their policy decisions.

2003-8-2-1, PERSONNEL REPORTS, AUGUST 19, 2003

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the Personnel Reports for August 19, 2003.

A motion by Mr. Hendricks, seconded by Dr. Cargo, to approve the Personnel Reports for August 19, 2003 was unanimously approved as presented in public hearing.

1A FACULTY APPOINTMENTS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following faculty appointment.

NAME	TITLE	DATE	REASON
Kathleen Mixson	Professor, Nursing (Temporary)	9/12/03	New

Dr. Sheryl Kappus said that our nursing program is now fully staffed. President Israel announced that our nursing students have a 90% pass rate on the state exam even though we have almost quadrupled the number of students in the program. This indicates that performance has not diminished. He congratulated Dr. Kappus, the nursing faculty and the entire nursing program.

1B STAFF APPOINTMENTS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following staff appointments.

NAME	TITLE	DATE	REASON
Connie Eubanks	Coordinator, Fitness Facility, PRC	08/11/03	
	Replacement		B. Aldrich
John (Doug) Helton	Coordinator, Fitness Facility, SCC		08/18/03
	Replacement		Z. Smith
Bunta Yangchareon	Instructional Assoc. I,		08/13/03
	Replacement		Developmental Math
	S. McCoy		
Nicholas Young	Staff Photographer	08/20/03	New

President Israel explained that even though the position of Staff Photographer is new, it is being funded by reallocation of budgeted funds.

1C SAFETY AND SECURITY OFFICERS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the employment of the following Safety and Security Officer and Commissioning him as a State Peace Officer 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 from August 18, 2003 and ending on termination with the College District.

NAME	TITLE	DATE	REASON
William (Randy) Hogan	Safety & Security Officer	08/18/03	New

President Israel said that with Mr. Hogan's employment, the Safety and Security Division is fully staffed with eight officers and one director.

1D PROMOTIONS/RECLASSIFICATIONS/LATERALS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following staff appointments.

NAME	TITLE	REASON
Andrew Thomas Reeves	Computer Lab Supervisor	Promotion, filling Nancy Position

1E RETIREMENTS/RESIGNATIONS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following resignations/retirements:

<u>EMPLOYEE</u>	<u>LAST DAY</u>	<u>SERVICE</u>	<u>DEPARTMENT</u>	<u>REASON</u>
Sandra McCoy	8/8/03	13	Instructional Assoc. II, Dev. Ed., SCC	Retirement
Jefferson Edwards	8/11/03	17	Professor, Bus. & Comp. Science, PRC	
Another	position			
Gregory Dennis	8/12/03	14	Head Baseball Coach, PHED, SCC	
Another	position			
Tiffany Deptula	8/26/03	4	Bookstore Accounting Clerk I, Bookstore	
Resignation				
Hong Gao	8/15/03	1	Research Assoc., Inst. Research, CYC	Another
position				
Sherill Cobb	8/21/03	16	Interim Dean, Comm. & Humanities, SCC	
Retirement				
Mary Beth Porter	8/22/03	14	Director, Math Labs, SCC	
Retirement				
Lillie Palmer	8/29/03	17	Dean, Bus. & Comp. Science, PRC	
Retirement				
Nancy Reeves	8/29/03	17	Computer Lab Supervisor, LRC, CPC	Retirement
Teresa Tan	8/29/03	11	Technical Services II, LRC, SCC	
Retirement				
Sneh Goyal	8/29/03	9	LRC Specialist, LRC, SCC	
Retirement				
Mark Walker	8/28/03	1	Secretary I, Provost Office, SCC	Going
to part-time				
Odie West	8/29/03	11	Grounds Supervisor, Plant Op., CPC	Retirement

President Israel said there are several employees retiring who have been with the college many years and who have made great contributions to the District.

Mr. Hendricks asked President Israel to explain the change in the District's health insurance program that resulted in an increase in the number of person's retiring. President Israel said that in the past if a college employee had ten years of service and was 55 years of age, they could retire with full health insurance coverage for life. During the 78th Legislative Session, this policy changed. Effective September 1, 2003, if you do not reach the "Rule of 80" (years of service + age = 80), you have to work until age 65 to have health insurance coverage. At that time, Medicare is the primary insurance carrier and ERS secondary.

Several CCCCDCD employees who were 55 or over with more than ten years of service decided to retire because they did not want to work until age 65. An even more serious concern is for former employees who left the college after ten years of service thinking that they would have full health coverage when they reach age 55. Kim Russell, Associate Vice President of Organizational Effectiveness and Human Resources, said that her office is trying to contact these former employees.

A reception honoring the retirees is being held August 28 at the Spring Creek Campus from 3:30 p.m. to 5:00 p.m.

2003-8-2-2, Date, Time, Place for Adopting the 2003 Tax Rate

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the Date, Time and Place for adopting the 2003 Tax Rate.

A motion by Dr. Boon, seconded by Mr. Trujillo, to set Tuesday, August 26, 2003, at 7:00 p.m. at the Courtyard Center, Plano, Texas as the Date, Time and Place for adopting the 2003 Tax Rate was unanimously approved.

2003-8-2-3, Sale of CCCCDCD Limited Tax Improvement Bonds, Series 2003

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District consider and take action on an Order Authorizing the Issuance and Sale of \$18,585,000 Collin County Community College District Limited Tax Improvement Bonds, Series 2003; levying a tax and providing for the security and payment thereof; approving the official statement; awarding the sale thereof; and enacting other provisions relating thereto.

Mr. David Medanich, First Southwest Company, and Mr. Ben Brooks, Vinson and Elkins, were present to address the Board. Mr. Medanich reported that all bids were submitted on a dedicated Web site. Eight bids were received and Merrill Lynch had the winning bid of 4.56%. Mr. Medanich said this rate was less than they had anticipated and in answer to Dr. Boon, said that this is a good rate and representative of the market. Mr. Medanich also congratulated the Board for maintaining their triple A ratings from both Moody's and Standard & Poor's.

Mr. Brooks referred to the copy of the Order of Sales. He said that bonds in the amount of \$18,585,000 were sold and that Merrill Lynch was the lowest bidder, setting the interest rate at 4.56%. A transcript of the sale will be submitted to the Attorney General and the bonds will be delivered on August 24 to the firm of Merrill Lynch. Mr. Brooks said that approximately \$18,400,000 remains in voter authorization bond funds.

A motion by Dr. Boon, seconded by Mrs. Bauge, to approve an Order Authorizing the Issuance and Sale of \$18,585,000 Collin County Community College District Limited Tax Improvement Bonds, Series 2003 to Merrill Lynch at the interest rate of 4.56 percent, levying a tax and providing for the security and payment thereof; approving the official statement; awarding the sale thereof; and enacting other provisions relating thereto was unanimously approved.

2003-8-2-4, Bid Report August 19, 2003

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the Bid Report for August 19, 2003.

A motion by Mr. Trujillo, seconded by Mrs. Goodell, to approve the Bid Report for August 19, 2003 was unanimously approved as presented in public hearing.

BID #	DESCRIPTION	AMOUNT
1222	RENEWAL OF DIR/HP MAINTENANCE CONTRACT DIR Austin, TX	\$ 40,000.00
1245	RENEWAL OF ANNUAL CONTRACT FOR LIBRARY BOOKS – TEXAS STATE CONTRACT #715-10. Baker & Taylor Momence, IL	\$189,500.00
1805	RENEWAL OF ANNUAL MAINTENANCE AGREEMENT FOR IMAGING HARDWARE, EC-IMAGE ANNUAL SOFTWARE MAINTENANCE AND LABOR. Electro Communications Systems Dallas, TX	\$ 36,000.00
1847	RENEWAL OF AGREEMENT WITH THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT FOR TELECOURSE CLASSES	\$ 87,000.00 (Estimated)

Dallas County Community College
Dallas, TX

1946	RENEWAL OF ANNUAL CONTRACT FOR MAGAZINE SUBSCRIPTIONS EBSCO Subscription Services Dallas, TX	\$112,610.00
1955	RENEWAL OF SOLE SOURCE PURCHASE OF TESTING MATERIALS FOR YEAR 2003-2004 ACT Educational Technology Center Hunt Valley, MD	\$ 25,000.00 (Estimated)
2168	RENEWAL OF HEALTH SCIENCE AND PROFESSIONAL BOOKS FOR THE LEARNING RESOURCE CENTERS – STATE OF TEXAS CONTRACT #715-N1 Major Scientific Books, Inc. Dallas, TX	\$ 42,300.00 (Estimated)
2311	APPLE COMPUTERS Apple Computer Austin, TX Apple Computer is the sole source provider of the Mac G4 computer.	\$ 68,706.00

In response to Mr. Hendricks questions about the meaning of “estimated,” Mr. Hall explained that estimated is used when we are ordering on a unit basis. For example, we estimate the number of students who undergo testing or enroll for telecourses.

PUBLIC COMMENTS. None

ANNOUNCEMENTS/ADJOURNMENT

President Israel asked Ms. Cherie Jack, Director of Student Life, to explain the “goodie” bags presented to the Board. Ms. Jack said that the gift bags contained a sampling of the items that would be distributed to our students during “Welcome Back” week.

President Israel offered congratulations to Paula Roman and her staff for their work on the Scholarship Reception. It was a tremendous event with a record 600 people in attendance and a record number of scholarships awarded. President Israel said that he looks forward to doubling our efforts to bring in more scholarship money. President

Israel also thanked the Board members for their scholarship support. We have hard working students and a \$500 scholarship makes a huge difference in their lives.

Chairman Roach thanked everyone involved with the Scholarship Reception. He continued that there are two special events in the year—graduation and the scholarship reception. We appreciate all the work on behalf of our students.

Dr. Cargo agreed stating that the Scholarship Reception was his first official activity as a Board member. He remarked that he was impressed by the diversity and magnitude of support we are getting throughout the District.

Mrs. Bauge also thanked Paula Roman and her staff.

There being no further comments or business, Chairman Roach adjourned the August 19, 2003 board meeting at 7:00 p.m.

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

Meeting Minutes
August 26, 2003

CALL TO ORDER

The Collin County Community College District conducted its regular monthly Board meeting on August 26, 2003 in rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mr. Hendricks, and Dr. Cargo. Trustees Justice and Bauge were absent. Also, present were College President Cary A. Israel, members of the news media, and CCCCDCD faculty, students, and staff.

Mr. Roach called the August 26, 2003 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

Chairman Roach reconvened the meeting at 7:05 p.m. and welcomed those in attendance. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE AUGUST 26, 2003 MEETING OF THE CCCCDCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the August 26, 2003 CCCCDCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 19, 2003 CCCCDCD BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Dr. Cargo, approving the August 19, 2003 Board meeting minutes, as presented and corrected in open session, was unanimously approved. The phrase "there will be public comments at the next meeting" was omitted from page 2 of the minutes.

INTRODUCTIONS

President Israel called upon Dr. David Garrison, President of the Faculty Senate. Dr. Garrison introduced the Faculty Senate officers: Professor Barbara Lusk, president-elect, and Dr. Rosemary Karr, secretary.

Professor Peggy Breedlove, treasurer for the Faculty Senate, was not present—she was teaching. Dr. Garrison asked all the members present to rise. President Israel acknowledged the role of the Faculty Senate and the work they do for this college and for our students.

PRESENTATION: CCCCC FOUNDATION, INC., WEB SITE

Ms. Betsy Applebaum, representing the CCCCC Foundation, Inc., took the Board through their new Web site. She said that since the page has been on line, there have already been 817 visitors. Students will be able to get information about scholarships and make application on line. For the first time, donors will be able to make a donation on line. Donor recognition will also be a large part of the new site. Ms. Applebaum commented that the site is simple and easy for people to use.

President Israel said giving on-line was a topic at a board retreat a year ago. It is now a reality.

2003-8-3-1, PERSONNEL REPORTS

A motion by Dr. Boon, seconded by Mrs. Goodell, to approve the Personnel Reports for August 26, 2003 was unanimously approved by all members present.

A, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following staff appointments.

NAME	TITLE	DATE	REASON
Abby Clark O'Bier	Reprographics Assistant, Business Office, SCC	08/20/03	R-
Nikki Pace New	Outreach Planner, Global Edge, CPC	08/20/03	

2003-8-3-2, 2003-2004 BUDGET

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve and adopt the Fiscal Year 2003-04 budget as presented in the amount of \$90,464,181 for Current Funds (operating, auxiliary, and grants/contracts), \$19,658,170 for the Building Fund expenditures, and \$9,238,768 for the General Obligation and Revenue Debt Service

Funds. The total being \$119,361,119 with said funds to be appropriated to the various expenditure accounts as outlined in the attached budget documentation.

President Israel reported that the budget includes a recommended 3.5% salary increase for faculty, staff, and administrators.

A motion by Dr. Collins, seconded by Mr. Hendricks, to approve and adopt the Fiscal Year 2003-04 budget as presented in the amount of \$90,464,181 for Current Funds (operating, auxiliary, and grants/contracts), \$19,658,170 for the Building Fund expenditures, and \$9,238,768 for the General Obligation and Revenue Debt Service Funds (Totaling \$119,361,119) was approved by all board members present.

2003-8-3—3, RESOLUTION SETTING 2003 TAX RATE

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the attached Resolution setting the tax rate for 2003.

All board members present approved a motion by Mr. Trujillo, seconded by Dr. Collins, to approve the Resolution setting the 2003 tax rate at \$0.091932 per \$100 valuation of such property (\$0.080000 /\$100 for maintenance and operations and \$0.011932 /\$100 for debt service).

President Israel remarked that not having to increase the tax rate since the college's inception is a testament to the hard work of this board. Dr. Collins said that it is also a testament to a powerful and growing economy.

2003-8-3-4, CENTRAL PARK CHILD DEVELOPMENT LAB SCHOOL FEE INCREASE

WHEREAS, the cost of running the Central Park Development Lab School have increased and to keep the fees more in line with fees charged in the McKinney area, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the following increase in fees for community members at the Central Park Child Development Lab School effective September 1, 2003.

	Current Per Month	Recommended Per Month
Classroom for Age 2	\$420	\$455
Classroom for Ages 3, 4, 5	\$400	\$433

All board members present approved a motion by Mrs. Goodell, seconded by Mr. Hendricks, to increase monthly fees for community members at the Central Park Child Development Lab School to \$455 for Age 2 and \$433 for Ages 3, 4, and 5 effective September 1, 2003.

President Israel explained that the purpose of our Child Development Lab School is for our students in child development. The schools were intended for our students' children and the children of faculty and staff--not as a subsidy for community members. Eventually only children of our students, faculty, and staff will be enrolled.

2003-8-3-5, PRICE CHANGE FOR CONTINUING EDUCATION MEDICAL TRANSCRIPTION COURSES

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve changing the price of continuing education Medical Transcription Parts I, II, III from \$1,095 per course to \$849 per course.

A motion by Mr. Trujillo, seconded by Mrs. Goodell to approve changing the price of continuing education Medical Transcription Parts I, II, III from \$1,095 per course to \$849 per course was unanimously approved by all board members present.

The previous fee of \$1,095 included the textbook. For better accounting, textbook purchases will now be handled through the bookstore.

2003-8-3-6, FY 2003-04 CONTINUING EDUCATION TRAINING COURSE CONTRACTS

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve Continuing Education contracts as listed on the attached related to training for fiscal year 2003-04.

A motion by Dr. Collins, seconded by Mr. Hendricks, to approve contracts with Dental Careers Foundation (\$140,000), Allied Eye Associates (\$45,000), Med Solutions (\$30,000), Stiles Electronically Taught Transcription (\$40,000), Global Interface (\$55,000), and Marche Connections (\$80,000) were unanimously approved by all board members present.

President Israel said that in the past the board approved each contract separately for each entity, instead of approving as a whole. The amounts approved represent estimates and are dependent upon enrollment. Chairman Roach commented that he likes approving the training course contracts together, however, he would like additional back up materials included.

2003-8-3-7, SALE OF STRUCK OFF PROPERTY IN FARMERSVILLE, TEXAS

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 in Farmersville, for \$2,009.83, to Heather Bulba by signing the Special Warranty Deed.

All board members present unanimously approved a motion by Dr. Boon, seconded by Mrs. Goodell, to approve the sale of "Struck Off" property, located in Farmersville, for \$2,009.83, to Heather Bulba.

2003-8-3-8, SALE OF STRUCK OFF PROPERTY IN FARMERSVILLE, TEXAS

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the sale of three "Struck-off" properties in City of Farmersville, Farmersville ISD, Collin County, and Collin County Community College District to the following private individuals at below judgment amounts:

1. A private offer of \$2,500.00 was made by Heather Bulba on the following property. The Judgment amount was \$4,088.09. (Distribution of money as noted on the attachment)

Lot 16A, Block 6, of Howell addition to the City of Farmersville, Collin County, Texas as described in the Warranty Deed, Volume 322, Page 35 of the Collin County Land Records

2. A private offer of \$2,150.00 was made by Wm. Scott Withrow on the following property. The Judgment amount was \$3,978.04. (Distribution of money as noted on the attachment)

Lot 4, Block 12, of Pendleton, an addition to the City of Farmersville, Collin County, Texas, as recorded in Vol. 827, Page 152, of the Collin County Deed Records.

3. A private offer of \$2,000.00 was made by Jack Hart, Jr. on the following property. The Judgment amount was \$5,074.95.

Lots 18, 19, 20, Block A, of the College Heights addition to the City of Farmersville, Collin County, Texas as recorded in Vol. 1055, Page 532, of the Collin County Deed Records.

A motion by Mr. Hendricks, seconded by Dr. Collins, to approve the sale of three "Struck-off" properties in City of Farmersville, Farmersville ISD, Collin County and Collin County Community College District to the following private individuals Heather Bulba, William Scott Withrow, and Jack Hart, Jr. as presented in public hearing was unanimously approved by all board members present.

2003-8-9, APPROVAL OF \$2.00 PER HOUR 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 tuition for in-county, out-of-county and out-of-state effective for the 2004 Spring Semester.

A motion by Mr. Trujillo, seconded by Dr. Boon, to approve the \$2.00 per credit hour increase in tuition for in-county, out-of-county, and out-of-state effective for the 2004 Spring Semester was unanimously approved.

President Israel said that the \$2 per credit hours increase is for in-county, out-of-county, and out-of-state tuition. The major portion of the monies generated by the increase will be used for Associate Faculty salary increases. Any remaining monies will go directly toward classroom use for equipment and supplies. President Israel reported that CCCCDC remains in the lowest quartile for tuition of the 50 community colleges in Texas.

2003-8-3-10, EXPENDITURE REPORTS

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the expenditure reports for July 2003.

President Israel reviewed several of the expenditure accounts.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the expenditure reports for July 2003 was unanimously approved by all board members present.

2003-8-3-11, BID REPORT

BE IT RESOLVED, at the recommendation of the President, that the Trustees of the Collin County Community College District approve the Bid Report for August 2003.

BID #	DESCRIPTION	AMOUNT
<u>Approval of Bids #2183, #2226</u>		
2183	RENEWAL OF ANNUAL CONTRACT FOR PRINTING OF CCCCONNECTION Primary Vendor: Best Press, Addison, TX Secondary Vendor: Legend Press, Garland, TX	\$ 67,500.00 (Estimated)
2226	SYNCHRONOUS LEARNING SYSTEM Centra Software, Lexington, MA Grant funds.	\$ 50,000.00

A motion by Dr. Boon, seconded by Dr. Collins, to approve Bids numbered 2183 (Printing of Connection) and 2226 (Synchronous Learning System), as presented in public hearing was unanimously approved by all members present.

Approval of Bid #2304

2304	AIR CONDITIONING REPLACEMENT AT CENTRAL PARK CAMPUS (REBID)	\$1,120,066.00
	TD Industries, Ltd. Dallas, TX	
	Base Bid:	\$463,900.00
	Alternate #2:	\$594,592.00
	Alternate #3:	\$ 61,574.00
	Best evaluated offer.	

An evaluation committee that included attorney, Bob Roeder, and Ron Jackson, Director of Facilities Management for the District, reviewed this bid. Mr. Jackson said each bid received was evaluated in seven criterions:

1. Purchase price
2. Reputation of vendor and vendor's goods/services
3. Quality of goods/services
4. Extent the vendor meets districts needs
5. Vendor's past history with district
6. Total long-term cost
7. Other relevant factors

Mr. Jackson said they reviewed four vendors and when compared with the other companies, TD Industries criterion was higher. TD Industries is a strong company with which the district has had a good relationship. The committee felt that they would provide the best performance. President Israel commented that TD Industries criterion is consistent with the Texas Education Code.

Nathan Hart of Reed, Wills and Benson said this re-bid came in \$12,000 lower. The warranty is included in the bid.

Ron Jackson explained that replacing the cooling coils (to obtain maximum performance out of the chillers--making the system up-to-date) and the energy management system were bid as alternates as a budgetary measure. Mr. Jackson said that we had to replace the chillers; however, we could have done without the alternates.

A motion by Dr. Collins, seconded by Mr. Hendricks, to approve Bid #2304 (Air Conditional Replace at CPC) selecting TD Industries (base bid plus Alternates #2 and #3) as the best-evaluated offer to replace the air conditioning system at the Central Park Campus was unanimously approved by all members present.

Chairman Roach thanked Ron Jackson and Bob Roeder for their recommendation and direction. He continued that he appreciated all their efforts.

Approval of Bids #2307 and #2320

2307	CUSTODIAL SERVICES FOR CENTRAL PARK CAMPUS NorthStar Services, Dallas, TX	\$ 168,136.42
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Annual daily cleaning: \$137,968.32
(0.67 per sq ft.)
Window cleaning 2 x per year: \$6,200.00
Requested labor not to exceed:
(2,678 hrs. x \$8.95 per hour: \$23,968.10)
Low bid meeting specs.

2320	FURNITURE FOR LEARNING RESOURCE CENTER AT SPRING CREEK CAMPUS Plano Office Supply, Plano, TX	\$ 28,444.41
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Pricing obtained through Collin County Purchasing
Forum. Contract #98-10-003, Court Order
#98-081-0223

A motion by Mr. Hendricks, seconded by Mr. Trujillo, to approve Bids numbered 2307 (Custodial Services for CPC) and 2320 (Furniture for LRC at SCC), as presented in public hearing was unanimously approved by all members present.

INFORMATION REPORTS

1. Budget Status Report as of 7/31/03. Mr. Hall reported that that Expenditures and Transfers exceed Revenues (common for this time of the budget cycle), however, year-to-date, revenues exceed expenditures.
2. Investment Schedule as of 7/31/03. Mr. Hall reported that the district has \$95,255,756 invested with TexPool and Tex Star paying between 1.06% and 1.07%. Market exceeds book value.
3. Summary of Foundation Payments to District as of 7/31/03. Mr. Hall reported that during the month of July 2003 the district received \$6,269 for scholarship support and \$282 in program support. Year to date the district has received \$104,186 from the Foundation.

PUBLIC COMMENTS. None.

PRESIDENT'S REPORT

1. President Israel acknowledged members of the Faculty Senate and thanked them for all they do in their leadership position.
2. President Israel announced that Dr. Robert Gates, President of Texas A & M University and former Director of the CIA, will be speaking on "Intelligence and New Threats" on Tuesday, September 23, 1:00 p.m. in the John Anthony Theatre. President Israel publicly thanked Dr. Kay Mizell for arranging his visit.
3. President Israel said that the latest enrollment figures show an increase of 5.5% in contact hours and students are continuing to register. The 2003-04 budget is predicated on an increase of 5%. He continued that we are out of space at the Spring Creek Campus and have only limited space available at the Preston Ridge and Central Park campuses. Parking is a problem at all three campuses. There is no question that additional parking is needed at Preston Ridge and Spring Creek.
 - a. March 2004 begins our base year. Several questions need to be considered. How do we accommodate all students without new facilities? How can we enhance the schedule?

b. We are out of work-study money and TPEG funds this semester. We have already had 6,000 applications for financial aid—during all of last year, we had 6,000. We are trying to raise more money in this tough economic environment for scholarships.

4. President Israel congratulated Dr. Cargo on the great article in the *Plano Star Courier*.

ANNOUNCEMENTS/ADJOURNMENT

Dr. Boon commented that this is an exciting time of the year. We have great people working for great students, no problems, just challenging opportunities. He continued that he is looking forward to having a great year and wished the faculty a great year.

Dr. Cargo said that in his experience with the Foundation Web site, he found it to be very informative—user friendly.

There being no further announcements, remarks, or business, Chairman Roach adjourned the August 26, 2003 meeting at 8:12 p.m.

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

Meeting Minutes
September 23, 2003

The Collin County Community College District conducted its regular monthly Board meeting on September 23, 2003 in Rooms B423-B425, Courtyard Center, with Chairman Sam Roach presiding. Trustees present were Dr. Boon, Dr. Collins, Mr. Trujillo, Mrs. Goodell, Mr. Hendricks, Mr. Justice, and Mrs. Bauge. Trustee Cargo was absent. Also, present were College President Cary A. Israel, members of the news media, and CCCCDC faculty, students, and staff.

CALL TO ORDER

Mr. Roach called the September 23, 2003 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

Chairman Roach reconvened the meeting at 7:40 p.m. and welcomed those in attendance. Chairman Roach apologized for their lateness. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE SEPTEMBER 23, 2003 MEETING OF THE CCCCDC BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the September 23, 2003 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE AUGUST 26, 2003 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded by Dr. Collins, approving the August 26, 2003 Board meeting minutes, as presented in open session, was unanimously approved.

PRESENTATION—FACULTY SENATE RESOLUTION

Chairman Roach called upon Dr. David Garrison, President of the Faculty Senate, to make a presentation before the Board. Dr. Garrison read a resolution passed by the CCCCDC Faculty Senate.

On September 12, 2003, the Collin County Community College District Faculty Senate, comprised of 50 elected members representing the faculty as a whole, unanimously approved a resolution to express their appreciation to the Board of Trustees for the 2003-2004 salary increase.

Granting a raise during difficult economic times requires both a history of sound fiscal management and courage. We are grateful. We gain satisfaction from being members of a team contributing to the success of a great institution. Thank you.

2003-9-1, Personnel Reports for September

BE IT RESOLVED, at the recommendation of the President, that the Board of the Collin County Community College District approves the Personnel Reports for September 2003 as presented in public hearing.

A motion by Mrs. Bauge, seconded by Mr. Trujillo, to approve the Personnel Reports for September 2003 as presented in public hearing was approved by all board members present.

1A, Faculty Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following faculty appointments:

NAME	TITLE	DATE	REASON
Wes Adams	Professor, Physical Education(Temporary, CPC)	08/22/03	R-Dennis
Traci Ramsey	Professor, Physical Education, (Temporary, SCC)	09/19/03	R-Schumann

1B, Staff Appointments

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following staff appointments:

NAME	TITLE	DATE	REASON
Debra Williams	Lab Assistant, Biology, CPC	08/29/03	R-Dodson

1C, Promotions, Laterals, Reclassifications

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the following promotions, laterals, and reclassifications:

NAME	TITLE	REASON
Marcia Barbour	N: Computer Lab Assistant O: Asst. Computer Lab Supervisor	Reclassification
Barbara Haroutunian	N: Asst. Dir., Human Resources O: Mgr., Benefits & Employee Relations	Reclassification
Tom Jones	N. Dir., Convergence Lab (Temporary) O: Professor	Reclassification
Dennis Keeton	N: Director of Math Lab O: Instructional Associate	Promotion/ Replacement—Porter
Patrick Langford	N: Computer Lab Assistant O: Clerk I, Testing Center	Replacement—Thomas

Veta Lotspeich	N: Human Resources Specialist O: Human Resources Asst. II	Reclassification
Eddie Martin	N: Computer Lab Assistant O: Assistant Computer Lab Super.	Reclassification
Keith Tolleson	N: Computer Lab Assistant O: ALC Lab Assistant	Promotion
Melanie Tracht	N: Manager of Benefits O: Human Resources Benefits Adv.	Reclassification
Meena Trivedi	N: LRC Specialist O: Circulation Assistant	Promotion/ Replacement-Snider

1D, Terminations, Resignations, Non-Renewals

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board approves the Termination/Resignation/Non-Renewal Report for June.

EMPLOYEE/TITLE	LAST DAY	SERVICE	DEPARTMENT
Nikki Pace/Outreach Planner	8/27/03	Probation	Global Edge
Mark Walker/Sec. I	8/28/03	1 year	Provost Office SCC
Ricky York	8/29/03	12 years	Natatorium Fac. Opr.
Carol White	8/29/03	2 years	Clerk Typist, CPC
Deborah Smith	8/29/03	4 years	Div. Secretary, SCC
Gabrielle Pruitt	8/29/03	3.5 years	Lab Assistant, SCC
Suzon Schroeder	9/2/03	8 years	Advisor
Rita Kopecki	9/4/03	3 years	Assistant Director Child.
Devel.Sherry Schumann	9/18/03	5 years	F/T Faculty, Athletics
Julia Copper	9/19/03	2 years	Reference Librarian
Brandy Ayers	9/19/03	Probation	Testing Center Clerk
Leticia Demmit	9/26/03	2 years	Testing Center Clerk
Nicole Aguilera	9/26/03	3 years	Accounts Payable

1E, President's Compensation Package & Contract Extension

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

WHEREAS, Chairman Roach reported that he had a very successful evaluation, now therefore,

BE IT RESOLVED, that the Board of the Collin County Community College District approves a 3.5 percent increase in President Israel's compensation, a merit-based payment, and an extension of his contract through August 31, 2006.

Chairman Roach said that he was pleased to acknowledge that the board had completed President Israel's evaluation. He continued that the board is very pleased with Dr. Israel's work—his leadership,

his accomplishments, his work ethic, and the long hours he gives to this District. He continued that the board is pleased to approve a 3.5% salary increase as well as a merit-based payment for President Israel. The board also voted to extend his contract through August 31, 2006.

President Israel thanked the board for their confidence.

2003-9-2, Future Sites for Collin County Community College District

BE IT REVOLVED, that the Board of Trustees of Collin County Community College District, consistent with the District Master Plan received on March 25, 2003 and with discussions at board planning retreats of 2002 and 2003, desire to establish sites for future campuses in the southeastern, northeastern, and northwestern areas of Collin County and to relocate the administrative offices and certain educational activities to a more central and accessible location in the District. Accordingly, the Board of Trustees directs the President, working together with local entities, to proceed to select sites and acquire land to be used for these future locations for the District.

A motion by Mr. Trujillo, seconded by Dr. Collins, to establish sites for future campuses in the southeastern, northeastern, and northwestern areas of Collin County and to relocate the administrative offices and certain educational activities to a more central and accessible location in the District, and directing the President, working together with local entities, to proceed to select sites and acquire land to be used for these future locations for the District was approved by all board members present.

Chairman Roach remarked that the above resolution is a formalization of what the District is already doing.

2003-9-3, Consent to Assignment & Amendment to Tax Abatement Agreement, Letchi, Ltd., Plano, Texas

WHEREAS, the Collin County Community College District Board of Trustees approved a Tax Abatement Agreement on August 10, 1999 for LETCHI, LTD, granting an abatement of ad valorem taxes for a period of ten years based upon amounts equal to 60% for four years, 40% for three years, and 20% for three years of the Business Personal Property and Real Property, and

WHEREAS, neither the assignment nor the Amendment extends the term of the Agreement, and City or Taxing Units shall not have a right to recover prior abatements granted before the assignment, and

WHEREAS, the parties desire to amend the Agreement to provide for a new date for hotel and motel tax and annual sales tax collection goals, and a new formula for remittance in the event of a shortfall in these taxes, now therefore,

BE IT REVOLVED, that the Board of Trustees of Collin County Community College District, approve the attached Consent to Assignment and Amendment to Tax Abatement Agreement entered into between Collin County Community College District and LETCHI, LTD., and now assigned to CNL PLANO HOTEL.

A motion by Mr. Justice, seconded by Mrs. Bauge, to approve the attached Consent to Assignment and Amendment to Tax Abatement Agreement entered into between Collin County Community College District and Letchi, Ltd., and now assigned to CNL Plano Hotel was approved by all members present.

President Israel said that this agreement assigns the tax abatement from the Doubletree Hotel to the Marriott Corporation.

2003-9-4, Interlocal Agreement with TASB Risk Management Fund's Unemployment Compensation Program

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approve the continuance of the Interlocal Agreement to participate in the Texas Association of School Board (TASB) Risk Management Fund's Unemployment Compensation Program.

A motion by Dr. Collins, seconded by Dr. Boon, to approve the continuance of the Interlocal Agreement to participate in the Texas Association of School Board (TASB) Risk Management Fund's Unemployment Compensation Program was approved by all members present.

In the past, this agreement did not require board approval because the cost was below \$25,000. The total contribution for our unemployment insurance during the period of October 1, 2003 through October 1, 2004 is \$36,408.04.

2003-9-5, Struck-off Property, Farmersville, Texas

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the sale of "Struck Off" property, located in Farmersville, for \$897.83.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the sale of "Struck Off" property, located in Farmersville, for \$897.83 was approved by all members present.

2003-9-6, Interlocal Agreement with Collin County related to District Fiber Optic WAN

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the attached Interlocal Agreement with Collin County related to the use of the District's Fiber Optic Wide Area Network.

A motion by Dr. Collins, seconded by Mrs. Goodell, to approve the attached Interlocal Agreement with Collin County related to the use of the District's Fiber Optic Wide Area Network was approved by all members present.

President Israel said that developing and completing a wide-area-network was part of the District's strategic planning process.

This Interlocal Agreement is mutually beneficial to both CCCCDC and Collin County. The District's fiber optic WAN can provide high-speed communications for the County while at the same time saving taxpayers money. The County will also be able to access educational tools offered by the District. In return for the use of the District's WAN, the County will compensate the District nearly \$500,000.

President Israel said that this is another example of how collaborating with other entities is beneficial to the citizens in Collin County.

In response to Dr. Boon's questions regarding Section 8: Termination, President Israel said that this is an escape clause—in case we need the space back. The agreement can be terminated by either party (at any time for any reason) with six months written notice to the other party.

2003-9-7, Assignment of Construction Manager at Risk

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve assignment of the Construction Manager-at-Risk Contract for the Preston Ridge Campus additions and improvements from Dalmac Construction Company to DalMac Construction II, a wholly owned subsidiary.

President Israel called forward Mr. Bob Roeder, the District's attorney, to make preliminary comments on this resolution. Mr. Roeder began his presentation by stating that all public construction projects require a Payment and Performance Bond that ensures completion of the project and payment of subcontractors and material costs.

This August the Construction Manager at Risk for the Preston Ridge Campus additions and renovations, DalMac Construction Company, notified the District that they had inadequate bonding capacity. To obtain the required bonding capacity, DalMac arranged with another construction company, FGI Group (Faulkner Construction), to provide them with the required bonding capacity. FGI Group entered into an agreement with DalMac Construction Company to assist them in providing payment and performance bonds on selected projects, including the CCCCDD Preston Ridge Campus additions and renovations. As part of this agreement, they jointly executed Indemnity Agreements to the Hartford Insurance Company. Those agreements provide that, in the event that DalMac should fail to perform their contract obligations to CCCCDD, the FGI Group would be fully responsible to assure completion of construction in accordance with the contract documents. Hartford Insurance Company required the formation of a wholly owned subsidiary, DalMac Construction II, L.L.C.

Mr. Roeder said that the District had two options: (1) stay with DalMac, making sure that payment and performance bonds are in place (allowing District to stay on the same timeline) or (2) refuse to continue with DalMac Construction II, L.L.C. and go back to the next best qualified Construction Manager at Risk (this could add 90-120 days to the project).

Mr. Roeder said that the bonds are now in place for the guaranteed maximum price. The assignment of the contract with CCCCDD and DalMac Construction Company for construction of a facility to DalMac Construction II, L.L.C. requires board approval.

Board members had several questions for Mr. Roeder. In response to Dr. Boon, Mr. Roeder gave a brief overview of Faulkner construction. Dr. Boon also questioned why someone did not check to see whether DalMac had bonding capacity before asking for Board approval. He continued that his recommendation would be that we turn down this resolution and go out to bid again. "We are at risk...we need to open the bid process."

Mr. Roeder responded to Dr. Boon's concerns. He said that when choosing a Construction Manager at Risk the District goes through the same process as when hiring a general contractor. When recommended as the Construction Manager at Risk, DalMac had all the necessary qualifications and their bonds were valid.

Dr. Boon reiterated that his recommendation would be for this board to go back to the open bid process. Mr. Hendricks said that even if we had gone through the open bid process, we could have ended up having the same problem.

President Israel asked Mr. Kirk Peterson, Vice President with DalMac, to come forward to answer concerns expressed about DalMac's bonding capacity. Mr. Peterson began by stating that DalMac turned in their qualification several months ago and at that time, they had the required bonding capacity. When they found out that they could not get bonding, DalMac came to the District and were given an opportunity to fix the situation. That was when the agreement was reached with Faulkner.

Concern was expressed as to whether DalMac II, L.L.C. could co-mingle our payments with other jobs of DalMac. Mr. Roeder said that the new subsidiary had the ability, but not the legal right. Dr. Collins asked Mr. Peterson if the CCCCDD PRC project was the only project that would be handled under this subsidiary. Mr. Peterson said that he understood that two other projects would also fall under DalMac II. One is the construction of a new elementary school in Richardson, Texas.

Mr. Peterson addressed the board's concerns about co-mingling of funds. He said that the accounting system for DalMac II would be unique thus preventing any co-mingling of funds. Mr. Peterson, responding to a question by President Israel, said that DalMac Construction Company has been in existence since 1958. Mr. Peterson said that he has been with the company since 1983 and would see this project through to completion.

In response to Dr. Collin's question regarding Mr. Roeder's assurance that this partnership between DalMac and Faulkner would work without ever seeing the agreement, Mr. Roeder said that he is relying on the bonds—the rest is not as critical as the bonds themselves.

Mr. Justice added that if DalMac cannot do the job, we would continue subcontracting with the primes and add a new Construction Manager at Risk. Mr. Roeder agreed stating that DalMac will have little effect on the subcontractors—the contracts with the subs are assigned to the District. Mr. Justice asked Mr. Roeder for his recommendation as to what to do. Mr. Roeder said that he would affirm that using a Construction Manager at Risk is the way to go. He continued that the same people that we chose during the evaluation process are the same ones that would be assigned to this project. He said he recommends we go forward with DalMac Construction II.

Mr. Hendricks said that this resolution is not about DalMac not being able to bring their fine abilities to the job. Being able to complete the job is the important thing. He continued that he is comfortable with moving forward. Mr. Hendricks added that we have a timeline, and it would cost more if we have to go back to bid.

Chairman Roach called the question.

A motion by Mr. Hendricks, seconded by Mrs. Goodell, to approve assignment of the Construction Manager-at-Risk Contract for the Preston Ridge Campus additions and improvements from DalMac Construction Company to DalMac Construction II, a wholly owned subsidiary, was approved by a vote

of seven for (Dr. Collins, Mr. Hendricks, Mrs. Goodell, Mr. Trujillo, Mr. Roach, Mrs. Bauge and Mr. Justice) and one against (Dr. Boon).

2003-9-8, Amendment No. 1 to CM AT RISK Contract for Preston Ridge Campus

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the proposed Amendment No. 1 to the Construction Manager-at-Risk Contract for the Preston Ridge Campus additions and improvements establishing a guaranteed maximum price of \$15,694,297.

A motion by Dr. Collins, seconded by Mr. Justice, to approve the proposed Amendment No. 1 to the Construction Manager-at-Risk Contract for the Preston Ridge Campus additions and improvements establishing a guaranteed maximum price of \$15,694,297 was approved by a vote of seven for (Dr. Collins, Mr. Hendricks, Mrs. Goodell, Mr. Trujillo, Mr. Roach, Mrs. Bauge and Mr. Justice) and one against (Dr. Boon).

2003-9-9, Approval of Bid Report for September

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

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the Bid Report for September was approved by all board members present.

BID/REF #	DESCRIPTION	AMOUNT
	SOLE SOURCE PURCHASE OF CENTURY BED KITS FOR HEALTH SCIENCE LABS (REFERENCE 2328) Hill-Rom Company Batesville, IN Sole source.	\$36,526.16
	EMERGENCY PURCHASE OF LABOR AND MATERIAL TO REPLACE FAILED COMPRESSOR ON THE E-WING CHILLER, CENTRAL PARK CAMPUS (REFERENCE 2329) Trane Service Company Carrollton, TX Pricing in accordance with Reference 1804 – Interlocal Agreement with TCPN Region IV Educational Service Center approved by the Board 11/28/2000.	\$29,544.00
	SOLE SOURCE PURCHASE OF WEBCT 3.7 CAMPUS EDITION SOFTWARE ANNUAL LICENSE AND SIS INTEGRATION TRAINING (REFERENCE 2330).	\$30,333.00

WebCT Educational Technologies
Vancouver, B.C.
Sole source provider of WebCT software license.

CONSTRUCTION MATERIALS TESTING SERVICES FOR CONFERENCE BUILDING ADDITION, PHASE "1" AT SPRING CREEK CAMPUS, PLANO, TX (Reference 2331) GME Consulting Services, Inc. Dallas, TX In accordance with RFQ 2223 - Geotechnical Services for Various Projects.	\$38,755.00
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PUBLIC COMMENTS. None

PRESIDENT'S REPORT

1. President Israel congratulated Paula Roman, Toni Jenkins, Global Edge, deans, vice presidents and faculty for their work in helping the District get close to one million dollars in grants.
2. President Israel said he was pleased to announce that we have been notified that our "Living Legends" logo has won an award from National Council for Marketing and Public Relations. He congratulated Lisa Vasquez and Marlene Miller and acknowledged Trustee Cindy Bauge for her part in the "Living Legends" luncheon.
3. Roberta Jackson and Janet Jaworski are to be congratulated for their work with Global Edge. At a conference in Nashville, October 8, they will be receiving the National Promotion of Tech Prep award.
4. President Israel also congratulated Liz Grimes who received the Glenn Schmitz Award for outstanding service to the board of the National Council for Staff, Program and Organizational Development.
5. Dr. Robert Gates, President of Texas A&M University and former Director of the CIA, was honored at a VIP luncheon, hosted by President Israel, prior to his address to faculty, students, district staff, and community members. President Israel thanked Dr. Mizell and the Honor's Council who arranged for Dr. Gates' visit.
6. President Israel again thanked the board members for their continued support.

ADJOURNMENT

Chairman Roach adjourned the September 23, 2003 Board meeting at 8:40 p.m.

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

Meeting Minutes

October 28, 2003

The Collin County Community College District conducted its regular monthly Board meeting on October 28, 2003 in Rooms B423-B425, Courtyard Center, with Vice Chairman J. Robert Collins presiding. Trustees present were Dr. Boon, Mr. Trujillo, Dr. Cargo, Mrs. Goodell, Mr. Hendricks, Mr. Justice, and Mrs. Bauge. Chairman Sam Roach was absent. Also, present were College President Cary A. Israel, members of the news media, and CCCCDCD faculty, students, and staff.

CALL TO ORDER

Dr. Collins called the October 28, 2003 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

Dr. Collins reconvened the meeting at 7:13 p.m. and welcomed students from the Student Leadership Academy. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE OCTOBER 28, 2003 MEETING OF THE CCCCDCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the October 28, 2003 CCCCDCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE SEPTEMBER 23, 2003 CCCCDCD BOARD OF TRUSTEES MEETING

Mr. Hendricks asked that the minutes be amended to better reflect the intention of the Board regarding Resolution 2003-9-2 (Future Sites for Collin County Community College District). He asked that that the last sentence in the second paragraph explaining the resolution be amended as follows: *Accordingly, the Board of Trustees directs the President, working together with local entities, to proceed to ~~select~~ identify sites ~~and acquire land~~ to be used for these future locations for the District.*

A motion by Mr. Hendricks, seconded by Mr. Justice, approving the September 23, 2003 Board meeting minutes, as presented and amended in open session, was unanimously approved.

PRESENTATIONS

1. Alternative Teacher Certification

President Israel called on Paul May. Mr. May co-authored an article that was published nationally in The Role of the Community College in Teacher Education with Dr. Stephen Katsinas and Dr. Lin Moore entitled *Alternative Teacher Certification Programs and Texas Community Colleges*. Collin County Community College District Alternative Teacher Certification Program was highlighted in the article. Dr. May presented copies of the book to the Board of Trustees. He thanked President Israel for his help and giving him access to CCCCD's documentation on creating the first Alternative Teacher Certification program in the state. He thanked Dr. Toni Jenkins who described fully the response to area ISDs. He also offered his appreciation to Brenda Kihl who he said he believes is the "greatest individual intellect in the state on the issue of teacher certification at the community college level."

2. Texas Instruments—Mr. Lewis McMahan, Vice President for Texas Instruments, gave a presentation about Texas Instrument's new wafer facility to be located in Richardson. He spoke about the selection of the Richardson location, what would be manufactured at the site, and the benefits to the community.

2003-10-1, Personnel Reports

BE IT RESOLVED, at the recommendation of the president, that the Collin County Community College District Board of Trustees approves the Personnel Reports for October.

Upon motion of Mr. Trujillo, seconded by Dr. Cargo, the Personnel Reports for October were unanimously approved as presented in public hearing.

2003-10-1A, 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	DATE	REASON
Asia Alizal	Advisor, SCC	10/06/03	R-Schroeder
Mary Baumgartner	Learning Resource Specialist, SCC	09/30/03	R-Goyal
Melissa Blackmore	Reference Librarian, SCC	09/22/03	R-Copper
Paul Burrow	Facilities Operations Assistant, PRC	10/13/03	R-Huerta
Jacqueline Casler	Clerk I, Testing Center, SCC	10/13/03	R-Ayers
Kerry Doke	Outreach Planner, Global Edge, CPC, Grant	10/06/03	R-Pace
Tarita Graham	Clerk I, Testing Center, SCC	10/14/03	R-Demmitt
Julie Mercier	Assistant Campus Director, Child Development, SCC	09/30/03	R-Kipecki
Barbara Millecker	Clerk I, Testing Center, PRC	10/06/03	R-Langford
Toby Robinson	Bookstore, Accounting Clerk I, CPC	09/30/03	R-Deptula
Lorena Rodriquez Fernandez	Research Associate, CYC	0/06/03	R-Gao

Torrey West

Fitness Center Assistant, PRC

09/30/30

R-Cater

2003-10-1B, Promotions/Reclassifications/Laterals

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

NAME	TITLE	DATE	REASON
Regina Hughes	N: Director of Civic Engagement & Scholarship O: Service Learning Coordinator	10/02/03	Reclassification
Veta Lotspeich	N: Division Secretary, Fine Arts O: Human Resources Specialist	10/20/03	R-Smith
Barbara Stroden	N: Administrative Assistant, SCC Communications & Humanities O: Division Secretary, Communications & Humanities	10/20/03	R-Forester

2003-10-1C, Resignations/Termination List

BE IT RESOLVED, at the recommendation of the president, that the Collin County Community College District Board of Trustees approves the resignation/termination list for October.

NAME	SERVICE	LAST DAY	TITLE/DEPARTMENT	REASON
Charles Crawford	18 mos.	10/15/03	Hardware/Software Tech I/ Academic Computing	Another Position
Heidi Forester	4 years	10/17/03	Administrative Assistant/ Communications & Humanities	Moving to new location
Aaran Lane	1 year	10/20/03	Career Advisor/ Placement	Another Position
Surasak Yamfang	-1 year	10/31/03	Safety & Security	Another Position

2003-10-2, Continuing Education Fees for New Courses

WHEREAS, it is a requirement of the Texas Higher Education Coordinating Board that Continuing Education fee changes and new courses require Board approval, now therefore,

BE IT RESOLVED, at the recommendation of the president, that the Collin County Community College District Board of Trustees approves fees for the new continuing education courses for spring 2004.

A motion by Mrs. Goodell, seconded by Mrs. Bauge, to approve the fees for the new continuing education courses was unanimously approved.

2003-10-3. Tax Abatement Agreement for Texas Instruments

WHEREAS, in early 2003 Texas Instruments, Inc. initiated a site review process for a new 300-millimeter wafer facility, and

WHEREAS, the state of Texas, Collin County, Texas, the City of Richardson, Texas, and the Collin County Community College District responded to the site review process with a comprehensive program of support, and

WHEREAS, because of this comprehensive program of support, Texas Instruments announced their selection intention for the 90-acre site in Richardson, Texas, and

WHEREAS, in cooperation with the Collin County and the Collin County Community College District, a unified tax abatement program with the City of Richardson was proposed for the development that would accommodate the multi-phase nature of the announced project, the known nature of initial equipment investments, and subsequent retooling for technology upgrades, and establishes for Texas Instruments and the taxing entities a known structure of obligations and benefits, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District approves the Tax Abatement Agreement entered into by and among the City of Richardson, Texas, Texas Instruments Incorporated, the County of Collin, Texas, and the Collin County Community College District.

Mr. Justice commented that he believed the Board needed more time to study the tax abatement agreement and Mrs. Bauge agreed and made the motion that this item be tabled for further study.

A motion by Mrs. Bauge, seconded by Dr. Cargo, to table item 2003-10-3, Tax Abatement Agreement with Texas Instruments, was unanimously approved.

This item will be placed on the November board agenda.

2003-10-4, Tax Abatement Amendments, McKinney, Texas

WHEREAS, the City of McKinney is requesting that the Collin County Community College District Board consider three amendments to tax abatements for three previously approved agreements, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the First Amended Tax Abatement Agreement with McKinney Redbud Partners (owner of Real Property for Orthofix Project), the Second Amended Tax Abatement Agreement with Orthofix, Inc. (owner of Business Personal Property for Orthofix Project), and the Third Amended Tax Abatement Agreement for TYG Leasing, LP.

A motion by Mr. Justice, seconded by Mr. Trujillo, to approve the First Amended Tax Abatement Agreement with McKinney Redbud Partners (owner of Real Property for Orthofix Project), the Second Amended Tax Abatement Agreement with Orthofix, Inc. (owner of Business Personal Property for Orthofix Project), and the Third Amended Tax Abatement Agreement for TYG Leasing, LP was unanimously approved.

2003-10-5, Tax Abatement Agreement for Harley-Davidson Financial Services, Inc.

WHEREAS, Harley-Davidson Financial Services, Inc. is establishing a commercial/industrial complex on 6.202 acres located at the Collin Creek Corporate Center II, 1801 Alma Drive in the city of Plano, and

WHEREAS, Harley-Davidson Financial Services, Inc. will provide employment, and

WHEREAS, the tax abatement will be based on the following values: the estimated amount of \$1,639,750 Real Property and \$1,050,000 Business Personal Property, the tax abatement will be for a period of ten years from January 1, 2004 and continue through December 31, 2013, and shall be 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 District Board approves the Tax Abatement Agreement for Harley-Davidson Financial Services, Inc.

A motion by Dr. Cargo, seconded by Mr. Hendricks, to approve the Tax Abatement Agreement for Harley-Davidson Financial Services, Inc. as presented in public hearing, was unanimously approved.

Plano Economic Development Board was represented by Mr. Randall Livingston.

2003-10-6, 2003 Appraisal Roll

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the 2003 Appraisal Roll for the Collin County Community College District as required by Section 26.09 of the Texas Property Tax Code. Total levy of \$45,218,389.97 will constitute the 2003 Tax Roll for the Collin County Community College District. President Israel said that the taxable value increased by 5.2%.

A motion by Mr. Justice, seconded by Mrs. Bauge, to approve the 2003 Appraisal Roll for the Collin County Community College District as presented in public hearing was unanimously approved.

2003-10-7, Special Warranty Deed for Struck Off Property, Farmersville, Texas

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 for “struck off” property located in Farmersville. The purchaser, Heather Bulba was approved by all entities on a private bid for the property.

Note: The sale of this “struck-off” property was approved at the August 26, 2003 Board of Trustees meeting, Agenda Item – 2003-8-3-8.

A motion by Mr. Justice, seconded by Mrs. Goodell, to approve the Special Warranty Deed for “struck off” property located in Farmersville was unanimously approved.

2003-10-8, Release of Tax Lien

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Release of Tax Lien for one-half acre parcel located at the northwest corner of Standifer and Railroad Streets in McKinney, which was donated to Habitat for Humanity. Upon approval, Habitat for Humanity will pay the delinquent taxes.

A motion by Dr. Cargo, seconded by Mr. Trujillo, to approve the Release of Tax Lien for one-half acre parcel located at the northwest corner of Standifer and Railroad Streets in McKinney, which was donated to Habitat for Humanity, was unanimously approved.

2003-10-9, 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 that grants Habitat for Humanity the property located at 803 Hight Street in exchange for the property located at 1108 Jefferson previously deeded to Habitat for Humanity.

A motion by Mr. Trujillo, seconded by Dr. Cargo, to approve the Special Warranty Deed that grants Habitat for Humanity the property located at 803 Hight Street in exchange for the property located at 1108 Jefferson previously deeded to Habitat for Humanity was unanimously approved.

2003-10-10, Ad Valorem Tax Exemption

WHEREAS, House Bill 1689 passed during the 77th 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, Lebanon Lodge No. 837 AF & AM was qualified for tax relief by the Texas Comptroller of Public Accounts, and

WHEREAS, Lebanon Lodge No. 837 AF & 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 Lebanon Lodge No. 837 AF & AM.

A motion by Mrs. Goodell, seconded by Dr. Cargo, to adopt the ad valorem tax exemption as authorized and stated in Section 11.184 of the Texas Tax Code for Lebanon Lodge No. 837 AF & AM was unanimously approved.

2003-10-11, Interagency Contract for Services, Texas A&M Corpus Christi

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the attached Interagency Contract for Services, with Texas A&M University – Corpus Christi, in the amount not to exceed \$247,973.44.

Note: This item was related to annual SCT Software Maintenance. Our previous Interagency Agreement has been with DIR. DIR has assigned the SCT Software Maintenance to Texas A&M University – Corpus Christi, although the Agreement is effective June 9, 2003, the Maintenance is for the period of September 1, 2003 through August 31, 2005.

A motion by Mr. Hendricks, seconded by Mrs. Bauge, to approve the Interagency Contract for Services, with Texas A&M University – Corpus Christi, in the amount not to exceed \$247,973.44 was unanimously approved.

2003-10-12, Interlocal Agreement re: Natatorium

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves an Addendum to the Interlocal Agreement between the City of Frisco and Collin County Community College District, which was executed on or about January 23, 1996, regarding the Natatorium.

A motion by Mr. Hendricks, seconded by Mr. Trujillo, to approve the Addendum to the Interlocal Agreement between the City of Frisco and Collin County Community College District (executed on or about January 23, 1996 regarding the Natatorium) was unanimously approved.

2003-10-13, Expenditure Reports for August 2003

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 August 2003.

President Israel said that August expenditures were typical for the startup of classes plus growth. A motion by Tino Trujillo, seconded by Mrs. Goodell, to approve the expenditure reports for August 2003 as presented in public hearing was unanimously approved.

Mr. Justice asked to be provided with the total cost of this year's legal fees as compared to last year's costs. He also asked for the same breakdown for consultants.

2003-10-14, Expenditure Reports for September 2003

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 September 2003.

A motion by Mrs. Goodell, seconded by Dr. Cargo, to approve the expenditure reports for September 2003 was unanimously approved.

2003-10-15, Bid Report for October

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the following bid report for October 28, 2003.

A motion by Mr. Justice, seconded by Mrs. Bauge, to approve the following bid report for October 2003 was unanimously approved.

BID #	DESCRIPTION	AMOUNT
1224	RENEWAL OF LIABILITY AND PROPERTY INSURANCE Gallagher Braniff, Inc. Houston, TX	\$279,967.00

2171	RENEWAL OF ANNUAL CONTRACT FOR CUSTODIAL SERVICES, SPRING CREEK CAMPUS NorthStar Services Richardson, TX	\$379,192.40
2199	RENEWAL OF ANNUAL PURCHASE OF FAXES, PRINTERS, AND SCANNERS FOR THE DISTRICT Micro Warehouse Norwalk, CT	\$125,000.00 (Estimated)
	CONSTRUCTION MATERIALS TESTING SERVICES FOR NEW LIBRARY BUILDING, PRESTON RIDGE CAMPUS (REFERENCE 2340) GME Consulting Services, Inc. Dallas, TX In accordance with RFQ 2223 – Geotechnical Services for Various Projects.	\$ 60,700.00
2310	ANNUAL CONTRACT FOR PROJECTION LAMPS AND BULBS Bulbman Dallas, TX Item: 5, 7, 8, 9, 13, 15, 17, 18, 20, 21, 22, 23, 25, 27	\$27,614.17
	CCS Dallas, TX Item: 10	\$ 6,080.00
	Boxlight Poulsbo, WA	\$ 2,319.73
	Item: 14 Quality Audio Visual Fort Worth, TX	\$ 4,411.74
	Item: 6, 12, 16, 26, 29	
	Bluebonnet Keller, TX Item: 3, 4, 30	\$ 989.72

Voss \$ 571.10
Dallas, TX
Item: 19, 24, 28

EVS \$ 76.90
Richardson, TX
Item: 2

Low bid with the following exception:

Item 11 – No bids received. Item will be purchased on the open market.

2335 NOVELL ACADEMIC LICENSE AGREEMENT \$ 59,275.00
AND SOFTWARE
Novell, Inc.
Buffalo Grove, IL
Academic License Agreement at District current level is fixed by manufacturer.

2342 ETRUST ANTIVIRUS SOFTWARE LICENSING \$ 25,235.56
ASAP Software
Buffalo Grove, IL
Best evaluated offer.
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.

INFORMATION REPORTS

1. Budget Status Report as of 8/31/03 and Budget Status Report as of 9/30/03. Mr. Ralph Hall reviewed the reports noting that revenues exceed expenditures and the budget is tracking, as it should.
2. Investment Schedule as of 8/31/03. Mr. Ralph Hall reported that the District's investment of \$90,409,111 is in TexPool (paying 1.04%) and TexStar (1.05%). He said that it is important to note that market value exceeds book value.
3. Quarterly Investment Report ending 8/31/03 and Annual Investment Report ending fiscal year 8/31/03. Mr. Ralph Hall reviewed these two reports. He noted that some agency funds are paying

more than TexStar and TexPool and that he is looking into investing with them. Mr. Justice suggested paying off bonds that we are paying 4+% interest.

4. Investment Schedule as of 9/30/03. Mr. Ralph Hall reported that the District's investment of \$105,976,572 is in TexPool (paying 1.03%) and TexStar (1.04%). He said that it is important to note that market value exceeds book value.

PUBLIC COMMENTS

None.

PRESIDENT'S REPORT

1. President Israel congratulated Public Relations for winning six awards at the National Council for Marketing and Public Relations conference. A Gold Medallion of Excellence was awarded in the category of "General News Story" for a story that appeared in *Plano Profile* titled "Class takes walk through 100 million years." A Gold Medallion of Excellence was also awarded in the category of "Brochures" for the CCCCD Foundation, Inc.'s brochure titled "*Creating Legacies*." An additional Gold Medallion of Excellence was awarded for the category of "College Catalog" for CCCCD's 2003/2004 catalog with the theme of "Smart Move."

Two Silver Medallions of Achievement—one in the category of "Promotional Campaign-Media Success Story" for the media plan covering the grand opening of the college's Convergence Lab and one in the category of "Brochures" for the North Texas Regional Technology Consortium brochure. A Bronze Medallion was awarded in the category of "Logos" for the CCCCD Foundation, Inc.'s "*Living Legends*" logo.

2. President Israel congratulated Keli Fink who received two first place awards for her t-shirt and poster design.
3. Holiday cards designed by CCCCD graphic arts students are being sold as a Rotary fundraiser with all proceeds going toward CCCCD scholarships.
4. Peter Jennings will be doing a Town Hall Meeting that will be telecast nationally from the Spring Creek Campus on November 20. This is a great opportunity for our students. Mrs. Bauge commented that President Israel played a large part in helping get Peter Jennings on campus.

ADJOURNMENT

There being no further business, upon motion of Mr. Justice, seconded by Mr. Trujillo, the October 28 board meeting was adjourned at 8:38 p.m.

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

Meeting Minutes
November 25, 2003

The Collin County Community College District conducted its regular monthly Board meeting on November 25, 2003 in Rooms B423-B425, Courtyard Center, with Chair Sam Roach presiding. Trustees in attendance were Dr. Boon, Dr. Collins, Mr. Trujillo, Dr. Cargo, Mr. Hendricks, Mr. Justice, and Mrs. Bauge. Trustee Goodell was absent. Also, present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students, and staff.

CALL TO ORDER

Chairman Roach called the November 25, 2003 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

Chairman Roach reconvened the meeting at 7:14 p.m. and welcomed students from the Student Leadership Academy. He called on Judy LaGrone to certify posting of the notice of the meeting.

**CERTIFICATION OF THE NOTICE OF THE NOVEMBER 25, 2003 MEETING OF THE
CCCCD BOARD OF TRUSTEES**

Ms. Judy LaGrone certified the notice of the November 25, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

**APPROVAL OF THE MINUTES OF THE OCTOBER 28, 2003 CCCCD BOARD OF
TRUSTEES MEETING**

A motion by Mr. Trujillo, seconded Mr. Hendricks, to approve the October 28, 2003 minutes was unanimously approved as presented in public hearing.

PRESENTATIONS

Peter Jennings Town Hall Meeting

President Israel asked Lisa Vasquez, Director of Public Relations, to introduce the short clip taken from the Peter Jennings Town Hall Meeting. Ms. Vasquez said that the College received the entire tape of the program and that it will be archived as well as available at each campus for viewing and use by the faculty. President Israel thanked the over 100 people that assisted in making sure this event happened.

He personally thanked Trustee Bauge and Lisa Vasquez for all their hard work. It was a quality program showcasing our students.

Chairman Roach commented that everything was done professionally. He conveyed his appreciation to Mrs. Bauge and everyone that worked to make this such an outstanding event for the College District. CCCCD students did a superb job.

Pharos System Update

Dr. Belinda Newman gave a brief update on the Pharos library management system that was approved by the Board in June 2003. Since its implementation, she reported that we are not seeing the abuse in extended computer time and printing as in the past. At the Spring Creek Campus alone, there has been a 32% decrease in printing.

Beginning last fall, community patrons were charged a printing fee of \$.10 per page and limited to one-hour computer access per visit. This allowed students more access to the computers.

The next phase of the Pharos implementation will be this spring and will include:

- CCCCD students charged a printing fee of \$.10 per page for pages exceeding a 300-page semester allocation.
- Assess an annual fee of \$25 for a (out of county) community patron card. The patron card allows users access to computer and on-line resources and circulation materials.

President Israel said that the Pharos System gives better hard data on computer usage, when to replace or add additional computers, and saves the District money on toner cartridges and paper costs. The system pays for itself.

President Israel thanked Dr. Newman for the update and asked that she continue to keep the Board informed about this process.

2003-11-1, Personnel Reports for November

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board of Trustees approves the November 2003 Personnel Reports.

A motion by Mrs. Bauge, seconded by Dr. Collins, to approve the November 2003 Personnel Reports as presented in public hearing was unanimously approved.

2003-11-1a , Promotions/Reclassification/Laterals

BE IT RESOLVED, at the recommendation of the President, that the CCCCD Board of Trustees approves the November 2003 promotions/reclassifications/laterals.

NAME	TITLE	DATE	REASON
Linda Kyprios	N: Director of Library Technical Serv.	11/03/03	P/R—Tan
Karen Landers	N: Division Secretary, Comm. & Hum.	11/24/03	L/R/Stroden
Kuei (Leon) Lee	N: Software/Hardware Technician I	11/10/03	R/P/Crawford

2003-11-1b, November Termination List

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board of Trustees approves the November 2003 Termination List.

NAME	LAST DAY	SERVICE	TITLE/DEPARTMENT	REASON
Marty Greenblatt	10/3/03	2 yrs. 10 mo.	Coordinator of Counseling, SBDC	Poor Health
April Huffman	10/28/03	2 years	Head Lifeguard	Poor Health
Veronica Chavez	10/28/03	8 yrs. 3 mo.	Professor, Economics	Death
Tammy Warren	10/31/03	3 years	Project Asst. /Global Edge	Personal
Amy Fortlage	11/05/03	-1 year	Secretary I, Assoc. Fac.	Another Position
Paul Phelan	11/10/03	1 yr. 6 mo.	Circulation Assistant	Another Position
Martin Cobern	11/14/03	3 years	Admissions/Records	Personal

President Israel said that Veronica Chavez's death was a great loss to her husband, Eric, son, Cameron, her family and friends and to Collin County Community College District. He continued that she was a tremendous professor of economics, served on numerous task forces, taught concurrent students—she was a positive force at CCCC and ready to help in any way she could. President Israel said that he could not think of one thing Veronica did not do for this institution, "She is a tremendous loss for this District."

2003-11-2, Resolution Establishing a Minimum Unrestricted Fund Balance

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District establish a Minimum Unrestricted Fund Balance equaling twenty-five percent (25%) of Total Current Funds Budgeted Expenditures minus amounts budgeted as Non-mandatory Transfers, Contracts and Grants, Current Year Reserves and Contingencies.

A motion by Mr. Trujillo, seconded by Dr. Cargo, to establish a Minimum Unrestricted Fund Balance equaling twenty-five percent (25%) of Total Current Funds Budgeted Expenditures minus amounts budgeted as Non-mandatory Transfers, Contracts and Grants, Current Year Reserves and Contingencies was unanimously approved as presented in public hearing.

2003-11-3, Consider and Take Action on an Order Calling for Redemption Certain Outstanding Bonds of the District and Authorizing Payment

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District Consider and Take Action on an Order Calling for Redemption Certain Outstanding Bonds of the District and Authorizing Payment Thereof.

Mr. David Medanich and Mr. Ben Brooks were present to answer questions from the Board. The Consolidated Fund Revenue Bonds, Series 1993 and 1994 are callable and carry large interest rates (as high as 7%). This action will create a substantial savings in interest. President Israel said that it makes sense to get this debt off our books.

A motion by Dr. Collins, seconded by Mrs. Bauge, to Consider and Take Action on an Order Calling for Redemption Certain Outstanding Bonds of the District and Authorizing Payment Thereof was unanimously approved as presented in public hearing.

In response to a question from Mr. Justice regarding whether the District could go into the market to buy bonds, Mr. Brooks said yes, "you have the legal right." He continued that whatever you buy you would have to pay premium. Mr. Justice asked Mr. Brooks to let the District know if he finds someone in the market who wants to sell.

2003-11-4, Resolution Approving Transfer of Funds from Current Unrestricted Fund Balance to Revenue Bond Debt Service Fund

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the transfer of \$5,073,087 from the Current Unrestricted Fund Balance for the redemption of the Consolidated Fund Revenue Bonds, Series 1993 and 1994.

A motion by Dr. Cargo, seconded by Mr. Hendricks, to approve the transfer of \$5,073,087 from the Current Unrestricted Fund Balance for the redemption of the Consolidated Fund Revenue Bonds, Series 1993 and 1994 was unanimously approved as presented in public hearing.

2003-11-5, Remove from Table and Consideration of TI Tax Abatement Agreement

WHEREAS, at the October 28 Collin County Community College District Board meeting, the Trustees voted to table Resolution 2003-10-3, Tax Abatement Agreement with Texas Instruments for more study, now therefore

BE IT RESOLVED, that the CCCC Board approves removing this item from the table.

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

WHEREAS, in early 2003 Texas Instruments, Inc. initiated a site review process for a new 300-millimeter wafer facility, and

WHEREAS, the State of Texas, Collin County, Texas, the City of Richardson, Texas, and the Collin County Community College District responded to the site review process with a comprehensive program of support, and

WHEREAS, because of this comprehensive program of support, Texas Instruments announced their selection intention for the 90-acre site in Richardson, Texas, and

WHEREAS, in cooperation with the Collin County and the Collin County Community College District, a unified tax abatement program with the City of Richardson was proposed for the development that would accommodate the multi-phase nature of the announced project, the known nature of initial equipment investments, and subsequent retooling for technology upgrades, and establishes for Texas Instruments and the taxing entities a known structure of obligations and benefits, now therefore,

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District approves the Tax Abatement Agreement entered into by and among the City of Richardson, Texas, Texas Instruments Incorporated, the County of Collin, Texas, and the Collin County Community College District.

President Israel introduced Mr. Phil Ritter and Mr. Lewis McMahan from Texas Instruments and Mr. Bill Keffler, City of Richardson.

A motion by Dr. Boon, seconded by Dr. Cargo, to approve the Tax Abatement Agreement entered into by and among the City of Richardson, Texas, Texas Instruments Incorporated, the County of Collin, Texas, and the Collin County Community College District was unanimously approved.

2003-11-6, Special Warranty Deed for “Struck Off” Property (Jeff & Courtney Twyford)

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Special Warranty Deed for “struck-off” property located in City of Farmersville and Farmersville ISD. The purchasers, Jeff and Courtney Twyford, was approved by all entities to purchase the property in the amount of \$897.93.

Note: The sale of this “struck-off” property was approved at the September 23, 2003 Board of Trustees meeting, Agenda Item – 2003-9-5.

A motion by Dr. Boon, seconded by Mr. Justice, to approve the Special Warranty Deed for “struck-off” property located in City of Farmersville and Farmersville ISD was unanimously passed.

2003-11-7, Special Warranty Deed for “Struck Off” Property (Wm. Scott Withrow)

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves the Special Warranty Deed for “struck-off” property located in City of Farmersville and Farmersville ISD. The purchaser, Wm. Scott Withrow, was approved by all entities to purchase the property in the amount of \$2,150.00.

Note: The sale of this “struck-off” property was approved at the August 26, 2003 Board of Trustees meeting, Agenda Item – 2003-8-3-8.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the Special Warranty Deed for “struck-off” property located in City of Farmersville and Farmersville ISD was unanimously passed.

2003-11-8, Approval of Decrease in Architectural Services Contract, Corgan

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves reducing the architectural services contract for Corgan Associates Architects by \$102,713 based upon the Guaranteed Maximum Price of \$7,909,091. The revised base contract amount is \$437,500, which is 5.5% of the Guaranteed Maximum Price.

A motion by Mr. Justice, seconded by Dr. Collins, to reduce the architectural services contract for Corgan Associates Architects by \$102,713 based upon the Guaranteed Maximum Price of \$7,909,091 was unanimously approved.

2003-11-9, Approval of Decrease in Architectural Services Contract, Hillier

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves reducing the architectural services contract for Hillier

Architectural Firm by \$45,814, based upon the Guaranteed Maximum Price of \$15,694,297. The revised base contract amount is \$863,186, which is 5.5% of the Guaranteed Maximum Price.

A motion by Mr. Trujillo, seconded by Dr. Cargo, to reduce the architectural services contract for Hillier Architectural Firm by \$45,814, based upon the Guaranteed Maximum Price of \$15,694,297 was unanimously approved.

2003-11-10, Approval of Transfer of \$15,000,000 from Unrestricted Current Fund to Building Fund

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the transfer of \$15,000,000 from the Unrestricted Current Fund to the Building Fund.

Note: This transfer will occur as a part of mid-year budget adjustments.

President Israel said that this motion is consistent with what Board members have been discussing in planning sessions. He continued that he believes it is important that we begin designating money for building projects and land acquisitions for the future expansion, i.e. we need to make the Central Park Campus a comprehensive campus.

A motion by Dr. Boon, seconded by Mr. Hendricks to transfer of \$15,000,000 from the Unrestricted Current Fund to the Building Fund was unanimously approved as presented in public hearing.

2003-11-11, Approval of Change Order #3, SCC, Module I

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves Change Order 3 – SCC Module I, in the amount of \$159,612 credit. This represents the remaining 50% reduction in the contingency allowance of \$56,170 plus \$103,442, which is an additional return, because the final cost of Module I is \$103,442 less than the Guaranteed Maximum Price.

A motion by Mr. Trujillo, seconded by Dr. Collins, to approve Change Order 3 – SCC Module I, in the amount of \$159,612 credit was unanimously approved as presented in public hearing.

2003-11-12, Approval of Amendment to Agreement with MedSolutions

WHEREAS, there is an increased demand for medical coding training/insurance claims classes,

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board of Trustees approves the agreement between MedSolutions, a business training program provider, and Collin County Community College District, executed on September 1, 2003 (estimate of \$30,000) be amended to reflect a revised estimate of \$90,000.

A motion by Dr. Boon, seconded by Dr. Cargo, to amend the agreement between MedSolutions and Collin County Community College District (executed September 1, 2003) to reflect a revised estimate of \$90,000 was unanimously approved as presented in public hearing.

2003-11-13, Expenditure Report for October 2003

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approve the expenditure reports for October 2003.

A motion by Dr. Boon, seconded by Mr. Trujillo, to approve the expenditure reports for October 2003 was unanimously approved as presented in public hearing.

President Israel reviewed several of the accounts and answered questions of the Board.

2003-11-14, Approval of Bid Report

BE IT RESOLVED, at the recommendation of the President, that the CCCC Board of Trustees approves the November 2003 Bid Report.

BID #	DESCRIPTION	AMOUNT
1880	RENEWAL OF ANNUAL CONTRACT FOR KRUEGER INTERNATIONAL (KI), QUAKER AND NEMSCHOFF FURNITURE. Workplace Solutions (Quaker) Dallas, TX Item: 4.2, 4.4, 4.5 Krueger International (KI) Dallas, TX Item: 4.1, 4.4, 4.5	\$60,408.88 (Estimated)
2032	RENEWAL OF AUTODESK COMPREHENSIVE EDUCATION SOLUTION Autodesk San Rafael, CA Sole provider for the education solution.	\$31,250.00
2188	RENEWAL OF MAINTENANCE ON NEC 2400 SWITCHING SYSTEM/VOICE MAIL NEC Business Network Solutions, Inc. Irving, TX Maintenance Parts Parts for Future Construction \$10,000.00 AimWorx and DRU (Three (3) months maintenance)	\$69,424.60 \$43,974.60 \$15,000.00 \$ 450.00
2333	HVAC MAINTENANCE, REPAIR, SERVICE FOR PRC 4L Engineering Company, Inc. Garland, TX Best evaluated offer	\$40,000.00 (Estimated)
2339	RENEWAL OF ANNUAL CONTRACT FOR	\$27,541.65

MINOLTA COPIER RENTAL FROM THE
STATE OF TEXAS CONTRACT #714-A6.
(REFERENCE # 2339)

Minolta Corporation
Carrollton, TX

2341	SCBA UNITS WITH CYLINDER AND CASE, AND SILICON MASKS FOR SCBA UNITS	\$38,796.75
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Scott Health & Safety Monroe, NC	\$36,622.50
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Item: 1 Dooley Tackaberry, Inc. Deer Park, TX	\$ 2,174.25
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Item: 2, 3, 4
Low bid.

A motion by Dr. Cargo, seconded by Mrs. Bauge, to approve the Bid Report for November was unanimously approved as presented in public hearing.

In response to questions from Trustees Collins and Justice, President Israel responded that if a bid that is an estimate goes over the estimated cost, it must come back before the board for approval.

INFORMATION REPORTS

1. Budget Status Report as of 10/30/03. Mr. Ralph Hall reported that during the month of October 2003 expenditures exceeded revenues, however, year-to-date, revenues exceed expenditures. Mr. Hall reported that the budget is tracking as it should for this time of the budget cycle.
2. Investment Schedule as of 10/30/03. Mr. Ralph Hall reported that the District has \$105,229,158 invested in either TexPool or TexStar earning 1.03%. He said that the November investment report would reflect the purchase of three Fannie Mae's (\$5,000,000). They should earn more than TexPool and TexStar.
3. Summary of Foundation Payments to the District 10/30/03. Mr. Hall reported that during October the District received \$7,252 in scholarship support from the Foundation.

PUBLIC COMMENTS: None

PRESIDENT'S REPORT

President Israel congratulated Dr. E. T. Boon. The Allen Independent School District Board voted to name an elementary school in his honor for his service to the AISD.

Other congratulations to:

- Culinary Arts – best vegetarian chili
- Learning Communities—cited in national monograph. Congratulations to our faculty that have embraced Learning Communities.
- Sandra Herron—our faculty are doing phenomenal things in and out of the classroom. Her work is cited in a national publication that usually only cites university professors.
- Business Solutions Group—on the front cover of *McKinney Living*. Congratulations to Dr. Jenkins and Anita Wormald for doing a superb job in this division.

President Israel thanked everyone again for his or her help with the Peter Jennings Town Hall Meeting. This was a milestone event for our College District. He wished everyone a Safe and Joyous Thanksgiving.

CLOSING COMMENTS/ADJOURNMENT

- Dr. Douglas Cargo expressed his amazement at the quality of this institution and the many accolades CCCCDCD receives.
- Mr. Mac Hendricks said it was a pleasure attending the Peter Jennings event on Thursday night. Our students were great and behind a great student body are a great faculty and we have one of the greatest faculties.

Chairman Roach wished everyone a Happy Thanksgiving and adjourned the November 2003 Board meeting at 8:40 p.m.

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Meeting Minutes

December 16, 2003

The Collin County Community College District conducted its regular monthly Board meeting on December 16, 2003 in Rooms B423-B425, Courtyard Center, with Chair Sam Roach presiding. Trustees in attendance were Dr. Boon, Dr. Collins, Mrs. Goodell, Mr. Trujillo, Dr. Cargo, Mr. Hendricks, Mr. Justice, and Mrs. Bauge. Also, present were College President Cary A. Israel, members of the news media, and CCCCD faculty, students, and staff.

CALL TO ORDER

Chairman Roach called the December 16, 2003 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

Chairman Roach reconvened the meeting at 7:07 p.m. and welcomed students from the Student Leadership Academy. He called on Judy LaGrone to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE DECEMBER 16, 2003 MEETING OF THE CCCCD BOARD OF TRUSTEES

Ms. Judy LaGrone certified the notice of the December 16, 2003 CCCCD Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE NOVEMBER 25, 2003 CCCCD BOARD OF TRUSTEES MEETING

A motion by Mr. Justice, seconded Mr. Trujillo, to approve the November 25, 2003 minutes was unanimously approved as presented in public hearing.

PRESENTATIONS

- Presentation of Certificate of Achievement for Excellence in Financial Reporting—CCCCD 2002 Comprehensive Annual Financial Report Awarded by the Government Finance Officers Association

Ms. Anna Mosqueda, representing the Government Finance Officers Association, presented the Business Office the 2002 Comprehensive Annual Financial Report awarded by the Government Finance Officers Association. This award, presented annually since 1945, recognizes excellence in financial reporting and is the highest form of recognition in the area of government reporting. This is

the sixth consecutive year that Collin County Community College has received this award—an indication of the high standards set forth in the business office.

Ralph Hall, Vice President of Administration and Chief Financial Officer, accepted the award on behalf of the business office. He said this award would not be possible without the work of many people. Mr. Hall asked the staff of the Business Office to stand, state their name, and how many years of service with the District: Linda Vaughn (2 years), Joe Madden (2 years), Donna Stoutley (17 years), Suzanne Armstrong (15 years), Donna Cartmill (15 years), Marylu Hagan (4 years), Deanna Brown (6 months), Margo Schmidt (12 years), Eva Jones (16 years), Mary Jordan (12 years), Debbie Cox (9 years), June Orth (4 months), Betty Wolfe (15 years), Paula Lodge (10 years), Jan Maughan (6 months), Ann Thompson (2 years), Chris Busenbark (9 years), Jan Crowe (10 years), Gail Meurer (3 years), Brenda Wyatt (2.5 years), Joy LaFon (14 years), Sepideh Kafadi (2 years), Stephanie Wilson (2.5 years), Cindy Smith (6 years), Cindy White (3.5 years), Debra Morris (1 year), Pat Barton (2 years) and Ron Jackson (16 years).

Chairman Sam Roach thanked the Business Office staff and offered the Board's appreciation for all the work they do on behalf of the District.

- **Presentation of Award from LERN**

Janet Sheppard, Director of Continuing Education, announced that on December 5, 2003 the LERN International Award for Best Management Practice was presented to Collin County Community College District Continuing Education. She explained that LERN is an international association of lifelong learning programming offering information and resources to member organizations. The organization is comprised of over 4,000 community colleges, universities, professional associations, and other continuing education entities in 16 different countries. CCCCD Continuing Education received this award for developing procedures utilizing the online commenting feature of Adobe Acrobat to perform collaborative editing of the CE Class Schedule. Natalie Greenwell was instrumental in the development of the new online procedures. This award was one of only three given in the country.

2003-12-1

PERSONNEL REPORTS FOR DECEMBER

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves the Personnel Reports for December.

Mr. Trujillo moved that the Personnel Reports for December be approved. The motion was seconded by Dr. Collins and unanimously approved as presented in public hearing.

1a, Staff Appointments

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

NAME	TITLE	DATE	REASON
Milburn Crow	Operator Maintenance Tech.,	12/05/03	R-C.Jones
Roderick Dickinson	Lab Assistant, Math Lab	01/05/03	R-C.Allison

Nancy Hatate	Circulation Assistant, LRC	12/01/03	R-P.Phelan
Carol Latham	Technology Mentor	11/21/03	New
	Grant Position		
Nancy Murray	Project Assistant, Global Edge	11/17/03	R-T.Warren
Shimal Tissera	Computer Lab Assistant	12/01/03	R-L.Lee

1b, Promotions, Reclassification, Lateral Moves

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

NAME	POSITION	DATE	REASON
LeAnne Eaton	N: Programmer/Analyst III O: Programmer/Analyst II	12/02/03	Reclassification
Karen Landers	N: Division Secretary, Communications & Humanities O: Division Secretary, Engineering Technology	11/24/03	Lateral

2003-12-1c, Termination Report

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

EMPLOYEE	LAST DAY	FULL-TIME SERVICE	TITLE	DEPARTMENT	REASON
Barbara Millecker	11/19/2003	Probation	Clerk I	Testing Center	Another Position
Dave Garman	12/1/2003	5	Operator/Maint.	Plant Operations Technician	Another Position
Robert Hawkey	12/11/2003	4	Sys. Adm. Op.	Academic Computing	Involuntary
Washington James	12/11/2003	14	Associate Dean, Evenings/Weekends	Provost Office, SCC	Death
Ginger Merritt	12/12/2003	1	Professor	Business & Computer Science	Personal
Linda Honey	12/19/2003	2	Admissions/Records	Registrar/Admissions Assistant II	Another Position

President Israel said that the death of Washington “Bo” James was a great loss for the District. Bo James taught for the District for 13 years and became the first Associate Dean of Evenings and Weekends. When Bo died, he was only six weeks from receiving his doctorate from Texas A&M Commerce.

2003-12-2, Appointment of Election and Deputy Election Secretaries

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District appoints Dr. Belinda Newman as the Election Secretary and Judy LaGrone as the Deputy Election Secretary for the purpose of conducting the May 15, 2004 election for Trustee Places 1, 2, 3, 5 and 6.

Mr. Hendricks moved that Dr. Belinda Newman be appointed Election Secretary and Judy LaGrone be appointed Deputy Election Secretary for the purpose of conducting the May 15, 2004 election for Trustees Places 1, 2, 3, 5, and 6. The motion was seconded by Mrs. Goodell and unanimously approved as presented in public hearing.

2003-12-3, Joint Election Agreements

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District authorizes the President to enter into agreements with the entities listed below to conduct a joint election on May 15, 2004.

Dr. Cargo moved that the Board authorize the President to enter into agreements with independent school districts and cities in Collin County for conducting a joint election. The motion was seconded by Mrs. Goodell and unanimously approved as presented in public hearing.

INDEPENDENT SCHOOL DISTRICTS

Allen
Anna
Blue Ridge
Celina
Community
Farmersville
Frisco
Lovejoy (Lucas)
McKinney
Melissa
Plano
Princeton
Prosper
Wylie

CITIES

Allen
Frisco
McKinney
Plano
Wylie
Murphy

2003-12-4, 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 Comprehensive Annual Financial Report (CAFR) and related report from independent auditors, KPMG, for the 2002 – 2003 Fiscal Year.

Mr. Ralph Hall introduced Mr. Bill Hanley, representing KPMG, who briefly reviewed the audit report. He said it was a clean audit with no material weaknesses identified. He complimented Ralph Hall and the entire Business Office for doing a good job.

Chairman Roach thanked the Board Audit Committee (Trustees Collins, Bauge, Boon and Trujillo) for meeting with the auditors to review in detail the Audit Report.

Mrs. Bauge moved that the Board approve the Comprehensive Annual Financial Report (CAFR) and related report from independent auditors, KPMG, for the 2002 – 2003 Fiscal Year. The motion was seconded by Dr. Collins and unanimously approved as presented in public hearing.

2003-12-5, Struck Off Property, Farmersville

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 in the City of Farmersville, Farmersville ISD, Collin County and Collin County Community College District.

A private offer of \$3,000.00 was made by Linda Capehart on the following property: 1.0 Acre, Block 5, Tract 14, W.B. Williams Survey, Abstract No. 952.

Mr. Trujillo moved that the Board approve the sale of "Struck Off" property, located in the City of Farmersville, Farmersville ISD, Collin County and Collin County Community College District. The motion was seconded by Mr. Hendricks and unanimously approved as presented in public hearing.

2003-12-6, Tax Abatement Samsung Telecommunication, Richardson, Texas

WHEREAS, Samsung, a corporate citizen of Richardson, announced plans for a near future expansion to Lookout Plaza I, a 154,000-square-foot facility and plans to lease 121,000 square feet on all three floors of this facility that is owned by TR Lookout Partners Ltd. for a minimum of ten years, and

WHEREAS, the abatement will be for Business Personal Property (BPP) only with an approximate value of \$6,964,790; the terms of the abatement will be fifty percent of the taxable value of the tangible personal property over a ten-year period; and shall begin on the date of its execution and shall continue until December 31 of the tenth (10th) consecutive year following the first year of abatement,

NOW THEREFORE, BE IT RESOLVED, at the recommendation of the President that the Tax Abatement Agreement entered into by and among the City of Richardson, Texas, the County of Collin, the Collin County Community College District and Samsung Telecommunications America, L.P. be approved.

Dr. Boon moved that the Board approve the Tax Abatement Agreement with Samsung Telecommunications America be approved. The motion was seconded by Mr. Justice and was unanimously passed as presented in public hearing.

Mr. Dan Johnson, Deputy City Manager for Richardson, Texas, was present to answer questions from the Board.

2003-12-7. Expenditure Reports for November 2003

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 November 2003.

Dr. Cargo moved that the Board approve the expenditure reports for November 2003. The motion was seconded by Mr. Trujillo and unanimously approved as presented in public hearing.

President Israel reviewed several of the expenditure accounts including the Teaching Learning Center. He complimented Dr. Kappus for making sure that this center is being utilized.

2003-12-8, Bid Report for December 2003

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

BID #	DESCRIPTION	AMOUNT
1992	RENEWAL OF SCALEABLE/TIERED DS3 INTERNET SERVICE Focal Communications Dallas, TX	\$127,200.00 (Estimated)
2030	RENEWAL OF MICROSOFT CAMPUS AGREEMENT Softmart Downington, PA	\$ 69,960.00
2351	ANNUAL CONTRACT FOR CUSTODIAL SERVICES, COURTYARD CAMPUS NorthStar Services Dallas, TX <ul style="list-style-type: none">▪ Annual daily cleaning: \$73,308.24, (\$.87 per sq. ft.)▪ Window cleaning 1 x per yr.: \$2,100.00▪ Estimated annual requested labor, (50 hrs. x \$8.95 per hr.: \$447.50	\$ 75,855.74
Low bid. (02-2003 Contract – NorthStar Services @\$87,419.32 (\$1.07 per sq. ft.)		

Mr. Hendricks moved that the Board approve the Bid Report for December 2003. The motion was seconded by Mrs. Goodell and unanimously approved as presented in public hearing.

INFORMATION REPORTS

1. Budget Status Report as of 11/30/03. Mr. Ralph Hall reported that with 25% of the fiscal year elapsed, revenues exceed expenditures and the budget is tracking as it should for this time of the budget cycle.
2. Investment Schedule as of 11/30/03. Mr. Ralph Hall reported that interest being paid by TexPool dropped below 1%. He also reported that mid-November \$15,000,000 was invested in Fannie Mae's.
3. Quarterly Investment Report ending 11/30/03. Mr. Ralph Hall briefly reviewed the Quarterly Investment Report as a requirement of the Public Funds Investment Act.

4. Summary of Foundation Payments to the District 11/30/03. Mr. Ralph Hall reported that during November the Foundation transferred \$6,530 to the District. Year-to-date transfers total \$26,837.

PUBLIC COMMENTS None.

PRESIDENT'S REPORT

1. President Israel reported that Wintermester enrollments are up 8% from last year and indications are that we will have a heavy spring enrollment.
2. *Community College Week*, a national publication, names CCCCDC as the 29th fastest growing community college in the U.S. President Israel said we have challenges ahead, but we have great people meeting these challenges. We have a tremendous need for new full-time faculty members and will need to find additional resources to hire these new faculty. Another problem will be where to office the new faculty until the Preston Ridge and Spring Creek campus construction is complete.
3. Kevin Sloan, the Architect of Record for the Preston Ridge Campus addition, is becoming nationally known for his work. He has also been selected as the Architect of Record for the George W. Bush library.
4. President Israel thanked everyone for his or her hard work during the past year—everyone did a tremendous job. He thanked the Board members for their vision for this college and wished everyone a great holiday.

ANNOUNCEMENTS AND ADJOURNMENT

Chairman Roach said that he received a suggestion from a Board member that it would be helpful to have a Real Estate Subcommittee since the District is in the process of looking for additional sites. Chairman Roach announced the formation of a Real Estate Subcommittee and appointed Mr. Hendricks, Dr. Cargo, and Mr. Justice to serve on this subcommittee.

Chairman Roach said he echoed President Israel's comments. This has been a great year because of everyone's hard work. He wished all a Happy and Safe Holiday. Mr. Hendricks commented that as a Board, it is great to have this type of organization behind us and to Mr. Hall he said, "Hats off to you." The rest of the Board wished everyone Happy Holidays and Feliz Navidad.

Chairman Roach adjourned the December 16, 2003 meeting at 7:55 p.m.