

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

Meeting Minutes

March 23, 2004

The Collin County Community College District conducted its regular monthly Board meeting on March 23, 2004 in Rooms A112 and the Spokes Student Lounge at the Preston Ridge Campus, 9700 Wade Boulevard, Frisco, Texas 75035 with Chair Sam Roach presiding. Trustees in attendance were Dr. Boon, Dr. Collins, Mrs. Goodell, Mr. Trujillo, Mr. Hendricks, Mr. Justice, and Mrs. Bauge. Trustee Cargo was absent. Also, present were College President Cary A. Israel, CCCCDC faculty, students, staff, community members and vendor representatives.

CALL TO ORDER

Chairman Roach called the March 23, 2004 meeting of the Board of Trustees of Collin County Community College District to order at 6:00 p.m. The Board met at the Preston Ridge Campus, 9700 Wade Boulevard, Frisco, Texas, 75035. The Board recessed to closed session in Room A112 as authorized by Article 551.001, Texas Government Code.

OPEN SESSION

Chairman Roach reconvened the meeting at 7:28 p.m. in the Spokes Lounge of the Preston Ridge Campus. He welcomed those in attendance saying that it is good to hold the meetings at the various campuses and see the progress of construction projects such as those currently underway at the Preston Ridge Campus. He called on Shirley Harmon to certify posting of the notice of the meeting.

CERTIFICATION OF THE NOTICE OF THE MARCH 23, 2004 MEETING OF THE CCCCDC BOARD OF TRUSTEES

Mrs. Shirley Harmon certified the notice of the March 23, 2004 CCCCDC Board of Trustees meeting was posted according to Article 551.001 of the Texas Government Code.

APPROVAL OF THE MINUTES OF THE FEBRUARY 24, 2004 CCCCDC BOARD OF TRUSTEES MEETING

A motion by Mr. Trujillo, seconded by Dr. Collins, to approve the February 24, 2004 minutes was unanimously approved as presented in public hearing.

PRESENTATIONS

Preston Ridge Campus Construction Update – DalMac Construction

Bob McMinn from DalMac Construction gave a brief pictorial update of construction at the Preston Ridge Campus. Concrete is set and the steel is up on the LRC facility and they are ready to pour slab on the Music Hall. In response to questions from Trustee Justice, Mr. McMinn reported that the project still has a targeted completion date of late November or early December and that no structural changes have been made to the original plan.

Presentation by Judge Ron Harris

Judge Ron Harris discussed Governor Perry's proposed cap on property tax appraisal increases and urged Trustees to oppose the proposal. He recently met with the five largest cities and school districts

in the area and said they are firmly united in opposition to the proposal. Judge Harris said that the Commissioner's Court views the proposal as a disaster to the county that could result in the loss of four to five million dollars a year. A press conference will be scheduled for late next week or early the following week to show a united front in opposition and Judge Harris asked for the college district's support in this effort. Chairman Roach and President Israel responded that the issue is not on the Board's agenda and could not be considered at this time. President Israel said that if the Board considers opposition to the proposal it would phrase its position as it pertains to the college district.

Public Service Announcement for Monopoly on Ice

Vernon Hadnot of CCCCD's Media Services presented a 30-second public service announcement for Monopoly on Ice. The announcement focuses on the success of the March 19 event that raised more than \$180,000 for student scholarships. President Israel said the college district plans to utilize this type of quick-paced, concise-format video for other public service announcements. Chairman Roach thanked Mr. Hadnot for a good job in developing the announcement.

2004-3-1 PERSONNEL REPORTS FOR MARCH

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves items 1a, 1b, and 1d of the Personnel Reports for March. The President further recommends that Item 1c be considered as a separate action following 1a, 1b and 1d.

Mrs. Bauge moved that the Personnel Reports for March be approved. The motion was seconded by Mr. Hendricks 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
Candice Dingman	Budget Analyst, Accounting & Budget, CYC	03/01/04	R-K. Sinclair
Patrick Ester	Clerk I, Testing Center, SCC	03/01/04	R-T. Graham
Crystal Ferguson	Assistant to the AVP Institutional Research, CYC	03/08/04	R-Wakefield
Don Sadler	Operator Maintenance Technician, SCC	03/08/04	R-Garman

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 staff promotions/reclassifications/lateral changes:

NAME	POSITION	DATE	REASON
Peggy Akers	N: Assistant to the Provost, CPC O: Division Secretary, Business & Computer Science	03/02/04	R-Harmon
Audrey Beaulieu	N: Division Secretary, Business & Computer Science O: Admissions/Records Asst. II	03/29/04	R-Akers
Sharon Burnett:	N: Assistant to the Dean II, Business & Computer Science O: Assistant to the Dean I	03/02/04	Reclassification
Penny Throop	N: Technical Services Assistant II LRC, SCC O: Secretary I, Student Employment	03/29/04	R-Tan
Trina Utt	N: Secretary I, Provost Office, SCC O: Information Center Assistant, SCC	03/29/04	R-Franus

1d. Termination Report

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

EMPLOYEE	LAST DAY	FULL-TIME SERVICE	TITLE	DEPARTMENT	REASON
Jim Minton	02/27/2004	1.5	Graphic Artist	Public Relations CYC	Expiration of Leave
Nancy Hatate	03/02/2004	1	Circulation Assistant	LRC SCC	Another Position
Peggy Franus	03/09/2004	3.5	Secretary I	Provost Office SCC	Another Position
Dana Pacetti	03/11/2004	Probation	Admissions/Records Assistant II	Admissions PRC	Probationary
Myron Meador	03/31/2004	11	Software/Hardware Technical	Academic Computing	Retirement
Walter Reeder	03/09/2004	2.5	Plant Operations Worker	Administrative Services	Involuntary Termination

1c. Faculty Multi-Year Contracts

BE IT RESOLVED, at the recommendation of the President, that the Collin County Community College District Board approves item 1c of the Personnel Reports for March.

President Israel commented on the quality and scope of the qualifications of faculty under review for multi-year contracts. Dr. Toni Jenkins, Executive Vice President, and Dr. Sheryl Kappus, Vice President Academic Affairs, presented faculty for the board's consideration. Dr. Jenkins said it was her pleasure to recommend four faculty members for multi-year contracts. She said the faculty are versatile in the field of Engineering Technology and can teach across the many areas of the discipline. They stay current to the changes in the discipline and are active in their communities. Dr. Kappus presented 34 faculty members for approval of multi-year contracts. She presented them as men and women who are scholars; experts in their disciplines; writers; poets; scientists; mathematicians; but mostly they are teachers and developers of students. Dr. Boon commented that he is impressed by the significant number of students and teachers we have among Who's Who in America.

Dr. Collins moved that the multi-year contracts for faculty be approved. The motion was seconded by Mr. Trujillo and unanimously approved as presented in public hearing.

Three-Year Contracts—Executive Vice President

Serena Johnson Butler	Computer Networking/CISCO	Engineering Technology
Copeland Crisson, Jr.	CISCO/Computer Networking	Engineering Technology
Michael Harsh	CISCO/Computer Networking	Engineering Technology

Three-Year Contracts—Vice President Academic Affairs

Raymond Deskins	Mathematics	Mathematics & Natural Sciences
Eugene Foley	Mathematics	Mathematics & Natural Sciences
Lisa Juliano	Mathematics	Mathematics & Natural Sciences
Bridgette Kirkpatrick	Biotechnology	Mathematics & Natural Sciences
Gordon McNorton	Computer Science	Business & Computer Science
Donald Morrow	Emergency Medical Services	Social Sci., Health, Public Services
Sherry Rhodes	Speech Communications	Communications & Humanities
Terry Wang	E-Commerce Media	Business & Computer Science

Four-Year Contracts—Executive Vice President

Tom Jones	Computer Networking Technology	Engineering Technology
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Four-Year Contracts—Vice President Academic Affairs

Tiffanee Arnold	Dance	Fine Arts
Barbara Beverage	English	Communications & Humanities
Karen Musa	Hotel/Restaurant Management	Business & Computer Science
Kelly Putnam	Physical Education	Physical Education & Athletics
Kim Washington	Nursing	Social Sci., Health, Public Services
Scott Yarbrough	English	Communications & Humanities

Five-Year Contracts—Vice President Academic Affairs

William Ardis	Mathematics	Mathematics & Natural Sciences
Robert Benavides	Computer Science	Business & Computer Science
Martin Berryman	Physical Education	Physical Education & Athletics
Gloria Cockerell	Marketing	Business & Computer Science
Ceilidh Charleson-Jennings	Speech Communications	Communications & Humanities
Cathy Donald-Whitney	Biology	Mathematics & Natural Sciences
Laura Foster-Eason	Developmental Writing	Developmental Education
Pamela Gaiter	Sociology	Social Sci., Health, Public Services
Nick Geller	Mathematics	Mathematics & Natural Sciences
Frozina Goussak	Spanish	Communications & Humanities
Chris Grooms	English	Communications & Humanities
Joan Jenkins	History	Social Sci., Health, Public Services
Frederick Jury	Chemistry	Mathematics & Natural Sciences
Joan Kennedy	English	Communications & Humanities
Ralph Long	Speech Communications	Communications & Humanities
Joyce Miller	English	Communications & Humanities

Carolyn Perry
Edelin Rubino
Mary Jane Tobaben
Mary Weis

Humanities
Developmental Reading
Office Systems Technology
Biology

Communications & Humanities
Developmental Education
Business & Computer Science
Mathematics & Natural Sciences

2004-3-2 Approval of New Courses/Revised Fees, Summer 2004 Continuing Education Courses

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the New Courses and Revised Fees for Summer 2004 Continuing Education Courses as presented on the corrected schedule distributed at the meeting.

Mr. Hendricks moved that the New Courses/Revised Fees, Summer 2004 Continuing Education Courses as presented on the corrected schedule be approved. The motion was seconded by Mrs. Goodell and unanimously approved as presented in public hearing.

2004-3-3 Historic Tax Abatements, City of Plano Heritage Commission

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 72 properties presented.

Number of Properties	72
Class A Structures, residential	100%
Class B Structures, commercial	50%
Class C Structures, residential contributing to a historic district	75%
Class D Structures, commercial contributing to a historic district	38%
 Taxes Abated	 \$5,209.29

Upon motion of Mr. Trujillo, seconded by Dr. Collins, the Historic Tax Abatements on 72 properties as requested by the City of Plano Heritage Commission for the purposes of preservation were unanimously approved as presented in public hearing.

2004-3-4 Historic Tax Abatement, Bain-Honaker House Museum, Farmersville, Texas

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of Collin County Community College District approves an abatement of 2004 taxes for the Bain-Honaker House, 100 College Street, Farmersville, Texas.

President Israel presented a request from the Farmersville Historical Society, a 501 (c) 3 organization, for a 2004 tax abatement on the Bain-Honaker House in Farmersville, Texas. The House will be used as a museum and meeting faculty.

On motion of Dr. Collins, seconded by Mrs. Goodell, the 2004 tax abatement for the Bain-Honaker House, 100 College Street, Farmersville, Texas, was unanimously approved as presented in public hearing.

2004-3-5 Approval of Board Policies

BE IT RESOLVED, at the recommendation of the President, the Collin County Community College District Board approves the policies presented for second reading.

The policies were presented for first reading at the February 24, 2004 board meeting. President Israel noted one change to the policies presented for approval. Section BD (Local), SPECIAL OR EMERGENCY MEETINGS, 3rd paragraph, should read, "The Chairman of the Board shall call an emergency meeting when the Chairman of the Board or two members of the Board determine that an emergency or urgent public necessity, as defined by law, warrants the meeting." This revision changes from four to two the number of board members required to make the determination to call an emergency meeting.

On motion of Mr. Justice, seconded by Mrs. Goodell, the Board of Trustees unanimously approved the board policies as presented in public hearing.

2004-3-6 First Reading Board Policies

Chairman Roach and President Israel discussed the first reading of board local policies proposed by the Texas Association of School Boards (TASB) Policy Service. Chairman Roach said time has not allowed a thorough review by the board, administration, and faculty of the many policies presented. President Israel recommended to the Board of Trustees that the policies be reviewed over time and in appropriate forums so that thorough input and consideration could be given to each policy. No board action was required or taken.

2004-3-7 Approval of Tax Abatement EDS Information Services & Collin County Regional Investments, McKinney, Texas

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Tax Abatement Agreements with EDS Information Services, L.L.C., and Collin County Regional Investments, L.P., Reinvestment Zone #14.

First Year Minimum Real & Personal Property	\$31,000,000
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Length of Abatement	10 years
Percent of Abatement	
Under \$31 million	25%
Increments over \$31 million	40%
Current Tax Rate	\$.091932/\$100

Taxes Abated First Year	\$ 7,124.73
Taxes Received First Year	\$21,374.19

Upon motion of Mr. Trujillo, seconded by Dr. Collins, the Board of Trustees unanimously approved the tax abatement with EDS Information Services, L.L.C., and Collin County Regional Investments, L.P., Reinvestment Zone #14 as presented in public hearing.

2004-3-8 Approval to Enter into Agreement for Joint Election

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 an agreement with the entities listed below to conduct a joint election on May 15, 2004.

INDEPENDENT SCHOOL DISTRICT

Wylie ISD

CITY

City of Wylie

SPECIAL DISTRICT

East Fork Water District

On motion by Dr. Boon, seconded by Mr. Justice, the Board of Trustees unanimously authorized the President to enter into an agreement with the Wylie Independent School District, City of Wylie, and East Fork Water District to conduct a joint election on May 15, 2004 as presented in public hearing.

President Israel said that joint elections significantly reduce the cost to the college district. An agreement was previously approved with the City of Wylie and Wylie ISD; however, the presented agreement includes the addition of the East Fork Water District.

2004-3-9 Approval of Sale of five (5) Struck-off Properties, 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 five (5) "Struck-off" properties in Farmersville Independent School District, Collin County and Collin County CCD to the following private individuals at below Judgment amounts:

1. A private offer of \$500.00 was made by Dana Carpenter on the following property: Lot 35 of Lavon Beach Estates, Collin County, Texas as described in the Warranty Deed, Volume 4, Page 1 of the Collin County Land Records. Account No. R0778-000-0350-1
2. A private offer of \$1,500.00 was made by Dana Carpenter on the following property: Lot 36 and 37 of Lavon Beach Estates, Collin County, Texas as described in the Warranty Deed, Volume 4, Page 1 of the Collin County Land Records. Account Number R0778-000-0360-1
3. A private offer of \$500.00 was made by Dana Carpenter on the following property: Lot 27 of Lavon Beach Estates, Collin County, Texas as described in the Warranty Deed, Volume 4, Page 1 of the Collin County Land Records. Account Number R0778-000-0270-1
4. A private offer of \$1,500.00 was made by Dana Carpenter on the following property: Lot 23, 24, 25 and 26 of Lavon Beach Estates, Collin County, Texas as described in the Warranty Deed, Volume 4, Page 1 of the Collin County Land Records. Account No. R0778-000-0230-1
5. A private offer of \$2,000.00 was made by Meribah Ann Carter on the following property: Lot 382 and 383, Block 5, of Lavon Beach Estates, Collin County, Texas as described in the Warranty Deed, Volume 4, Page 1 of the Collin County Land Records. Account No. R0778-000-3820-1

Upon motion by Mrs. Goodell, seconded by Mr. Trujillo, the approval of sale of the five (5) “Struck-off” properties located in Farmersville Independent School District, Collin County and Collin County CCD to the private individuals at below Judgment amounts was unanimously approved as presented in public hearing.

In response to a question from Mr. Justice regarding how the sale price is determined, President Israel replied that these properties are sold to the highest bidder at Sheriff’s Auction.

2004-3-10 Approval of Increases to Annual Agreements w/ Development Dimensions International (DDI), Education to Go, and Dental Careers Foundation

BE IT RESOLVED, at the recommendation of the President, the Board of Trustees of the Collin County Community College District approves the following requested increases to the annual agreements with Developmental Dimensions International (DDI), Education to Go, and Dental Careers Foundation—Wayne Goodowitz.

Developmental Dimensions International (DDI)

Increase the annual agreement with DDI to a revised estimate of \$55,000.

Education to Go

Increase the annual agreement with Education to Go to a revised estimate of \$46,500.

Dental Careers Education—Wayne Goodowitz

Agreement amended from \$140,000 to a revised estimate of \$215,200.

President Israel said DDI is a major international consulting firm providing work force development. CCCCD will be the first college in the United States to provide on-line courses with DDI. Education to Go is an on-line computer training partner. They have approximately 1,300 domestic and international partners and CCCCD is among their top 10. Dental Careers Foundation is a dental assisting training program provider. The requested increase is based on the increased demand for dental assisting training classes.

On motion of Dr. Boon, seconded by Dr. Collins, the Board of Trustees approved the requested increases to the annual agreements with Development Dimensions International (DDI), Education to Go, and Dental Careers Foundation—Wayne Goodowitz as presented in public hearing.

2004-3-11 Approval of Expenditure Reports

BE IT RESOLVED, at the recommendation of the President, that the Board of Trustees of the Collin County Community College District approves the Expenditure Reports for March 2004.

Upon motion of Mr. Justice, seconded by Mr. Hendricks, the Board of Trustees unanimously approved the Expenditure Reports for March 2004.

In response to a question from Mr. Justice, President Israel said that the majority of lawn maintenance costs were labor and show up under “contract services” in the expenditure report. However, not all of the expenses in this line item are for lawn maintenance, it also includes office or other support services. Mr. Justice said that in the past CCCCD had utilized some of Sheriff Box’s trustees for these services. Mr.

Hall said the trustees were utilized on a one-time basis to clean the creek area at the Central Park Campus. President Israel said that he would look into shared services with other entities in order to keep the college district's costs down.

2004-3-12 Approval of Bid Report

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 March 2004.

Dr. Boon moved that the Board approve the Bid Report for December 2003. The motion was seconded by Mr. Trujillo and unanimously approved as presented in public hearing.

BID #	DESCRIPTION	AMOUNT
2224	RENEWAL OF ANNUAL CONTRACT FOR GENERAL HARDWARE, TOOLS, APPLIANCES AND MISCELLANEOUS SUPPLIES Home Depot Multiple Locations Lowe's Multiple Locations Grainger Warehouse Distribution Plano, TX	\$50,000.00 (Estimated)
2383	ANNUAL CONTRACT FOR ELECTRICAL CONTRACTOR SERVICES Today's Electric Carrollton, TX Low bidder based on District usage for electrical services.	\$75,000.00 (Estimated)
2380	Sole source purchase for the Studio Production and Marketing of Nationwide Video Satellite Conference. LeCroy Center Dallas, TX Sole Source	\$30,000.00 (Not to Exceed)

In response to a question from Dr. Boon asking for an example of how the college district utilizes these contract vendors, President Israel said that purchases are made for such items as small maintenance supplies, oil for machinery or hand tools. The college district has very limited storage so some supplies are purchased as needed. Audits are completed on these accounts and the number of employees allowed to purchase is limited. If the total of all purchases against the contract purchase order exceeds \$25,000, additions to the amount must be board approved. Mr. Hall said that the theatre staff also purchases equipment and supplies to build sets through these contract vendors. Mr. Justice asked about the possibility of obtaining reports to show how the estimates on these purchases compare to actual expenditures.

INFORMATION REPORTS

1. Budget Status Report as of 02/29/04. Mr. Hall reported that 96.5% of tax revenue has been received. He stated that the college district would be collecting taxes in arrears. Expenditures exceeded revenues for the month of February; however, we are on target for this time of year. President Israel said that newspapers are reporting that foreclosures on commercial property in Collin County are at a higher rate than in the 1980s and commercial foreclosures can be a hard hit on the district's revenues. President Israel and Mr. Hall will meet in a month to review foreclosure activity as it affects the college district.
2. Investment Schedule as of 02/29/04. Mr. Hall reported that Texpool is currently paying 1.0281% and Texstar is paying 1.0363%. In order to get a good rate of 4.6%, investments would have to be tied up for 30 years.
3. Quarterly Investment Schedule ending 02/29/04. The Quarterly Investment Schedule was presented by Mr. Hall showing all investment activities taking place for the quarter ending 02/29/04. This report shows that the college district's investments are in compliance.
4. Summary of Foundation Payments to the District 02/29/04. Mr. Hall reported that funds in the amount of \$3,533 were received from the Foundation for the month of February 2004. Year-to-date receipts total \$70,583.

PUBLIC COMMENTS

None.

PRESIDENT'S REPORT

1. President Israel reported that Monopoly on Ice raised a gross total of \$190,000. He thanked Mac and Sherry Hendricks for their generous contribution. One-half million dollars have been raised with the Monopoly fundraisers through the efforts of the trustees, administrators, faculty, staff, students, and community support.
2. Kris Berg, Director of Jazz Studies for the college district, has been named Director of the 2004 International Association of Jazz Education's New York Community College All Star Big Band. Kris and several of the college's jazz students provided entertainment during Monopoly on Ice.
3. The Economic Summit will be held on Tuesday, March 30 at the Spring Creek Campus. Three hundred participants have registered to attend.

4. President Israel will participant in an in-service orientation for five new members of the Foundation board on Wednesday, March 24 at Courtyard Center. Robert Keahey will also attend.

ANNOUNCEMENTS AND ADJOURNMENT

Mrs. Bauge thanked Paula Roman, the staff of the Foundation, and everyone who participated in Monopoly on Ice. She said it was a fantastic fundraiser and she is excited about plans for a new scholarship fundraising program next year. Chairman Roach echoed Mrs. Bauge's comments and thanked her for her tireless efforts on behalf of students.

On motion of Mr. Justice, seconded by Dr. Collins, Chairman Roach adjourned the meeting at 8:50 p.m.