



NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold a Work Session and its Regularly Scheduled Meeting on Tuesday, October 27, 2020, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC").

Locations

Collin Higher Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Frisco Campus

McKinney Campus

Plano Campus

Public Safety Training Center
McKinney, Texas

Rockwall Center

Technical Campus
Allen, Texas

Wylie Campus

**WORK SESSION: 5:30 p.m., Board Conference Room 135, CHEC.
DISCUSSION ITEMS**

1. Multi-Hazard Emergency Operations Plan - Sherry Schumann, Ph.D., Executive Vice President
2. SACSCOC Fifth-Year Interim Review of Off-Campus Instructional Sites - Sherry Schumann, Ph.D., Executive Vice President

**CONVENE REGULAR MONTHLY MEETING: Board Room 139, CHEC.
ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION**

Adjournment to Board Conference Room 135, CHEC, for closed or executive session pursuant to the Texas Government Code Chapter 551.001 et seq., to wit:

Section 551.074 - Personnel Matters

a. Discuss employment, duties, evaluations, reassignment, and/or discipline of college personnel

Section 551.071 - Consultations with Attorney

a. Discuss and receive legal advice regarding pending or contemplated litigation

RECONVENE REGULAR MONTHLY MEETING: 7:00 p.m., Board Room 139, CHEC.

Reconvene into regular session and take any action necessary as a result of the closed or executive session.

1. Pledges of Allegiance

PUBLIC COMMENT

Public comment cards are available and accepted on-site for one hour prior to the start of the meeting. Comment cards are not transferable to other speakers. Citizens may address agenda or non-agenda items in their public comments. Comments addressing agenda items will be heard at the beginning of the meeting, in order of the corresponding agenda item, for the allotted thirty minutes or until all agenda-related comments have been heard. If time remains within the allotted thirty minutes, comments addressing non-agenda items will be heard. All comments related to non-agenda items that are not heard during the allotted thirty minutes will be heard at the end of the Board Meeting. Speakers who submit public comment cards may have up to three minutes to address the

Board. No presentation shall exceed three minutes, unless a translator is required, in which case up to six minutes can be used. The Board encourages but does not require delegations of more than five individuals to appoint one person to present the delegation's views before the Board.

CONSIDERATION OF CONSENT AGENDA

The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion, and for which

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Board of Trustees

J. Robert Collins, Ph.D.,
Chair

Andrew Hardin,
Vice Chair

Jim Orr,
Secretary

Raj Menon, Ph.D.,
Treasurer

Stacy Anne Arias
Stacey Donald, Ph.D.

Greg Gomel
Fred Moses

Jay Saad

District President

H. Neil Matkin, Ed.D.

3452 Spur 399

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McKinney, Texas
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there is unanimous approval. Trustees receive agenda materials four days in advance of the meeting to prepare for the business to be conducted.

Approval of October 27, 2020 Consent Agenda Items	4
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Approval of the Minutes of the September 22, 2020 Regular Meeting	
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CONSIDERATION OF ACTION ON AGENDA ITEMS	
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Report Out of the Campus Facilities and Construction Committee and Consideration of Approval Authorizing the District President to Contract with The Gordian Group to Provide a Customized Job Order Contract (JOC) Complete Solution for the District	
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Report Out of the Finance and Audit Committee and Approval of the Revised Audit Plan for FY 2021	
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Consideration of Approval for the Nomination of Trustee Dr. Raj Menon to Serve on an Association of Community College Trustees' (ACCT) Committee and to Approve Related Travel Expenses to Attend Two Committee Meetings Per Year	
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PUBLIC COMMENTS <i>(If required in accordance with HB 2840.)</i>	
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Exercise of Grant of Authority by the District President
Gifts-In-Kind Report as of August 31, 2020
Quarterly Foundation Report as of August 31, 2020
Statement of Net Position as of September 30, 2020
Summaries of Current Funds, Revenues, & Expenses as of September 30, 2020
Monthly Investment Report as of September 30, 2020
AECOM Monthly Report as of September 2020

PRESIDENT'S AND BOARD ANNOUNCEMENTS

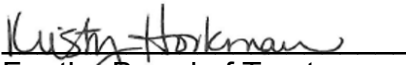
Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ANNOUNCEMENTS/ADJOURNMENT

*Dr. J. Robert Collins
Chairman, Board of Trustees*

AS REQUIRED BY STATE LAW, this meeting is open to the public, but please exercise public health precautions when considering whether to attend. The District may utilize social distancing efforts within the Board Room to reduce physical proximity of attendees. Therefore, members of the public who wish to watch the Board Meeting in real time via live stream may do so by clicking on the "Live Stream and Videos" tab at the following link: https://www.collin.edu/leadership/board_of_trustees.html.

The notice for this meeting and work session were posted in compliance with the Texas Open Meetings Act on October 22, 2020 at 3:00 p.m.


For the Board of Trustees

CONSENT AGENDA ITEMS TO BE CONSIDERED

2020-10-C1	Approval of the Minutes of the September 22, 2020 Regular Meeting	pg. 6
2020-10-C2	Presentation of the Personnel Report for October 2020	pg. 10
2020-10-C3	Approval to Not Participate in the State Employee Charitable Contribution Program	pg. 47

October 27, 2020

SUBJECT:

Approval of the Minutes of the September 22, 2020 Regular Meeting

RECOMMENDATION:

The District President recommends approval of the minutes of the September 22, 2020 Regular Meeting.

RESOURCE PERSONNEL:

Kristy Horkman, Executive Assistant to the District President/Secretary to the Board

ATTACHMENTS:

- A) September 22, 2020 Regular Meeting

Respectfully Submitted By:



Kristy Horkman, Executive Assistant to the District President/Secretary to the Board

**Minutes of Regular Meeting
September 22, 2020**

**Board of Trustees
Collin County Community College District**

Collin County Community College District conducted a Work Session and its Regular Monthly Board of Trustees meeting on Tuesday, September 22, 2020, at the Collin Higher Education Center, 3452 Spur 399, McKinney, TX 75069 ("CHEC"), with Chairman Dr. Robert Collins presiding. Trustees in attendance were Dr. Robert Collins, Mr. Andy Hardin, Mr. Jim Orr, Dr. Raj Menon, Dr. Stacey Donald, Mr. Greg Gomel, Mr. Fred Moses, and Mr. Jay Saad. Ms. Stacy Arias was absent.

WORK SESSION

With a quorum of the Board of Trustees present, Chairman Collins called the Work Session to order at 5:30 p.m. in Board Conference Room 135 at CHEC.

DISCUSSION ITEMS

1. Enrollment Report – Dr. Jay Corwin, Chief Student Success Officer
2. TACC Update – H. Neil Matkin, Ed.D., District President
3. Legislative Agenda Update – Steve Matthews, Vice President External Relations

CONVENE REGULAR MEETING: Board Room 139, CHEC.

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

Chairman Collins adjourned the regular meeting to Board Conference Room 135 for Closed or Executive Session pursuant to the Texas Government Code Section 551.001 at 6:42 p.m.

Section 551.074 - Personnel Matters

- a. Discuss employment compensation, duties, and/or evaluations of college personnel

Section 551.071 - Consultations with Attorney

- a. Discuss and receive legal advice regarding pending or contemplated litigation

Section 551.072 - Deliberation about Real Property

- a. Discuss on-going college campus projects

RECONVENE REGULAR MEETING: 7:48 p.m., Board Room 139, CHEC.

1. Pledges of Allegiance

PUBLIC COMMENT

There were no public comments.

Approval of the September 22, 2020 Consent Agenda

2020-09-C1 Approval of the Minutes of the August 18, 2020 Special Called Public Hearing and August 25, 2020 Regular Meeting

2020-09-C2 Approval of the Personnel Report for September 2020

2020-09-C3 Approval of the Interlocal Jail Services Agreement with Collin County

On motion of Trustee Menon, and second of Trustee Gomel, the September 22, 2020 Consent Agenda was unanimously approved.

CONSIDERATION OF ACTION ON AGENDA ITEMS

2020-09-1 Report Out of the Organization, Education, and Policy Committee and First Reading of Local Board Policies: *BD(Local) Board Meetings; CF(Local) Purchasing and Acquisition; CS(Local) Information Security; DHC(Local) Employee Standards of Conduct – Child Abuse and Neglect Reporting (ADD); GCB(Local) Public Information Program – Requests for Information*

Discussion: Trustee Orr, Chair of the Organization, Education, and Policy Committee, brought forth a first reading of local board policies.

No action was required.

2020-09-2 Report Out of the Campus Facilities and Construction Committee and Consideration of Approval to Proceed with Modifications to McKinney Campus Master Plan Phases 3 & 4

Discussion: Trustee Hardin, Chair of the Campus Facilities and Construction Committee, brought forth, in the form of a motion and second, the Committee's consideration of approval to proceed with modifications to McKinney Campus Master Plan Phases 3 & 4.

The motion was unanimously approved as presented.

2020-09-3 Report Out of the Finance and Audit Committee and Consideration of Approval of the Audit Plan for the Office of Internal Audit

Discussion: Trustee Moses, Chair of the Finance and Audit Committee, brought forth, in the form of a motion and second, the Committee's consideration of approval of the 2021 Audit Plan for the Office of Internal Audit.

The motion was unanimously approved as presented.

2020-09-4 Consideration of Approval of Facility Naming in Connection with Major Gifts

On motion of Trustee Moses, and second of Trustee Menon, this item was unanimously approved.

2020-09-5 Consideration of Approval for the Appointment of Trustees Dr. Raj Menon and Fred Moses to Serve as Collin College’s Two Voting Delegates Related to the Appointment of Key Assignments with the Association of Community College Trustees (ACCT) and to Approve Attendance at the Annual Conference

On motion of Trustee Orr, and second of Trustee Saad, this item was unanimously approved.

2020-09-6 Consideration of Approval of the Bid Report for September 22, 2020

Discussion: Melissa Irby, Chief Financial Officer, presented the Bid Report for September 22, 2020, which included one new solicitation and one contract revision.

I. NEW SOLICITATIONS

Purchase Request #1	
Printing of the Connection Newsletter	\$ <u>1,100,000</u>
TOTAL OF NEW SOLICITATIONS	\$ <u>1,100,000</u>

II. CONTRACT REVISIONS

Purchase Request #2	
Workday and Implementation Services	\$ <u>476,885</u>
TOTAL OF CONTRACT REVISIONS	\$ <u>476,885</u>
GRAND TOTAL	\$ <u><u>1,576,855</u></u>

Trustee Menon abstained from voting. On motion of Trustee Orr, and second of Trustee Gomel, this item was approved by a vote of 7-0.

INFORMATION REPORTS

Monthly Investment Report as of August 31, 2020
Grant Budget Amendment Report as of August 31, 2020
Quarterly Purchasing Report as of August 31, 2020
AECOM Monthly Report as of August 2020

PRESIDENT’S AND BOARD ANNOUNCEMENTS

Comments on: Workshops, Seminars, and Conferences taking place at the College; Awards Received; Accomplishments, Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; and Upcoming Events.

ADJOURNMENT

Chairman Collins adjourned the September 22, 2020 meeting of the Board of Trustees of Collin County Community College District at 8:33 p.m.

October 27, 2020

SUBJECT:

Approval of the Personnel Report for October 2020

RECOMMENDATION:

The District President has approved the following Personnel Actions for October 2020

- 1 Administrative Appointment
- 3 Faculty Appointments
- 19 Staff Appointments
- 8 Promotions/Lateral Changes
- 16 Resignations/Terminations

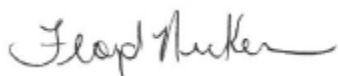
RESOURCE PERSONNEL:

Floyd Nickerson, Chief Human Resources Officer

ATTACHMENTS:

- A) Administrative Appointments
- B) Faculty Appointments
- C) Staff Appointments
- D) Promotions/Lateral Changes
- E) Resignations/Terminations

Respectfully Submitted By:



Floyd Nickerson
Chief Human Resources Officer

Collin County Community College District Board of Trustees

Personnel Report: Administrative Appointment

The following is an Administrative Appointment for October 2020.

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Craig Leverette	N: Campus Provost O: Dean, Academic Affairs	10/05/20	Academic Affairs	Promotion	N: \$154,805 O: \$117,326

BACK-UP INFORMATION

NAME: Craig Leverette
ADDRESS: McKinney, TX
POSITION: Campus Provost
DEPARTMENT: Academic Affairs, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	02/18 – 09/20	Dean, Academic Affairs
Collin College	07/16 – 01/18	Associate Dean, Academic Affairs
Collin College	08/97 – 05/16	Professor, Physical Education and Department Chair

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M University, Commerce	1994	M.S., Health and Physical Education
University of Houston	1991	B.S., Kinesiology and Sports Administration

Collin County Community College District Board of Trustees

Personnel Report: Faculty Appointments

The following are Faculty Appointments for October 2020.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Shamim Hunt	Professor, English (Temporary)	08/11/20	Academic Affairs	New position	\$59,900
Jerry Shelton	Professor, English (Temporary)	08/11/20	Academic Affairs	New position	\$51,000
Gregory Shows	Professor, English (Temporary)	08/11/20	Academic Affairs	New position	\$59,900

BACK-UP INFORMATION

NAME: Shamim Hunt
ADDRESS: Frisco, TX
POSITION: Professor, English (Temporary)
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
University of North Texas	08/18 – 08/20	Lecturer, Humanities
Collin College	01/18 – 08/20	Adjunct Professor, English
University of Texas at Dallas	01/16 – 08/20	Lecturer, Literature and Humanities
El Centro College	08/08 – 11/19	Adjunct Professor, Philosophy
El Centro College	01/15 – 05/15	Department Chair, Philosophy

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2018	Ph.D., Humanities
University of Texas at Dallas	2005	M.A., Humanities
Saint Edwards University	2002	B.A., Philosophy

BACK-UP INFORMATION

NAME: Jerry Shelton
ADDRESS: McKinney, TX
POSITION: Professor, English (Temporary)
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	01/16 – 08/20	Adjunct Professor, English, Academic Coach, and Student Mentor
Preston Trail Community Church	01/16 – 08/20	Instructor
ADVA Optical Networking	07/10 – 04/15	Vice President, Customer Service
Perimeter Church	01/13 – 01/15	Marriage Mentor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Stephen F. Austin State University	1978	M.A., English
Stephen F. Austin State University	1976	B.A., English

BACK-UP INFORMATION

NAME: Gregory Shows
ADDRESS: Plano, TX
POSITION: Professor, English (Temporary)
DEPARTMENT: Academic Affairs, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Brookhaven College	09/12 – 09/20	Adjunct Professor, Communications
University of Texas at Arlington	09/09 – 09/20	Adjunct Professor, English
Collin College	09/05 – 05/20	Adjunct Professor, English
Brookhaven College	09/04 – 05/11	Adjunct Professor, Communications

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2004	M.A., Aesthetic Studies
University of Texas at Dallas	1994	B.A., Aesthetic Studies

Collin County Community College District Board of Trustees

Personnel Report: Staff Appointments.

The following are Staff Appointments for October 2020.

NAME	TITLE	DATE	DEPARTMENT	REASON	SALARY
Yabsera Ayalew	Administrative Assistant	10/05/20	Continuing Education and Workforce Development	Replacement Alice Hoock	\$35,853
Rachel Estrada	Counselor	10/05/20	Counseling	New position	\$58,860
Eddie Gillens	Plant Operations Worker	09/28/20	Physical Plant Support Services	New position	\$30,103
Woody Harris	Operator/Maintenance HVAC Tech	10/05/20	Physical Plant Support Services	Replacement Heath Wolfe	\$41,441
Ariana Herrman	Advisor	09/28/20	Admissions and Advising	Replacement Candace Hamilton-Meserole	\$44,398
Joshua Jones	Veterans Services Specialist	09/28/20	Financial Aid	New position	\$39,641
Shamain Khan	Instructional Office Assistant	09/28/20	Provost Office	Replacement Paula Mills	\$34,147
Rosemarie Lauterback	Testing Center Assistant	09/28/20	Testing Center	New position	\$32,840
Richard Llanes	Plant Operations Worker	09/14/20	Physical Plant Support Services	New position	\$33,128
Cynthia Maese	Advisor, Disability Services	10/05/20	ACCESS	New position	\$43,110
Peter Maltezos	Technology Specialist	10/12/20	Campus Technology Services	New position	\$49,812
Nicholas Medina	Associate Registrar	10/01/20	Registration and Records	Replacement Samantha Dean	\$57,818
Wendy Ngo	Admissions and Records Assistant	10/05/20	Admissions and Advising	Replacement Tammy Brown	\$35,115
Alicia Schulze	College and Career Counselor	09/28/20	Dual Credit	Replacement Gregory Forge	\$53,509
Niraida Soto	Assistant to the Dean	09/28/20	Student and Enrollment Services	New position	\$44,332
Susan Street	Reference Librarian	09/14/20	Library	New position	\$58,339
Lori Stringfellow	Library Technology Services Assistant	10/05/20	Library	Replacement Penelope Throop	\$34,147
Bridget Vosloo	Instructional Designer	09/14/20	eLearning Center	New position	\$55,995
Justin Watson	Plant Operations Worker	10/05/20	Physical Plant Support Services	New position	\$32,119

BACK-UP INFORMATION

NAME: Yabsera Ayalew
ADDRESS: McKinney, TX
POSITION: Administrative Assistant
DEPARTMENT: Continuing Education and Workforce Development, Courtyard Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
CVS Pharmacy	01/18 – 09/20	Shift Manager
Collin College	08/17 – 09/20	Program Assistant, Part-time
Collin College	08/14 – 07/17	Student Assistant, International Office

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2017	A.S., General Studies

BACK-UP INFORMATION

NAME: Rachel Estrada
ADDRESS: Duncanville, TX
POSITION: Counselor
DEPARTMENT: Counseling, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	10/19 – 09/20	Counselor, Part-time
Motley Elementary	08/07 – 08/19	School Counselor
Zoom Counseling LPC	04/18 – 04/19	Licensed Professional Counselor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas A&M University, Commerce	2007	M.Ed., Counseling
Southern Methodist University	1997	B.B.A., Business Marketing
University of California, Los Angeles	2018	College Counseling Certification

BACK-UP INFORMATION

NAME: Eddie Gillens
ADDRESS: Allen, TX
POSITION: Plant Operations Worker
DEPARTMENT: Physical Plant Support Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Temps of McKinney	12/19 – 09/20	Maintenance Plant Worker
Temps of McKinney	02/18 – 11/19	Catering
People Ready	02/17 – 01/18	Apartment Maintenance
Brandon Industries	01/16 – 01/18	Driver and Street Sign Installer
Select Staffing Temporary Agency	10/15 – 12/16	Technician

BACK-UP INFORMATION

NAME: Woody Harris
ADDRESS: McKinney, TX
POSITION: Operator/Maintenance HVAC Tech
DEPARTMENT: Physical Plant Support Services, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Lawton Heating and Cooling	04/17 – 09/20	HVAC Service Technician
Advent Heating and Air	08/16 – 04/17	Head Installer
Ultimate Heat and Cooling	06/13 – 07/16	HVAC Installer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
College of Western Idaho	2017	HVAC Apprentice II
College of Western Idaho	2016	HVAC Apprentice I
Esco Institute	2014	EPA Universal Technician Certification

BACK-UP INFORMATION

NAME: Ariana Herrman
ADDRESS: McKinney, TX
POSITION: Advisor
DEPARTMENT: Admissions and Advising, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/19 – 09/20	Advisor, Part-time
USHealth Advisors	06/16 – 04/19	Benefits Consultant
Premier Designs Jewelry	08/09 – 12/18	Team Leader

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Oklahoma	1995	M.Ed., Education
University of Texas at Austin	1991	B.A., Psychology

BACK-UP INFORMATION

NAME: Joshua Jones
ADDRESS: Leander, TX
POSITION: Veterans Services Specialist
DEPARTMENT: Financial Aid, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Planet Fitness	07/19 – 08/20	Member Support Agent
Indiana University	06/17 – 06/19	Veteran Services Coordinator
William Paterson University	01/14 – 01/17	Veteran Services Assistant
Passaic County Prosecutors Office	09/15 – 11/15	Intern
United States Army	06/09 – 01/14	Infantry Team Leader

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
William Paterson University	2017	B.A., Criminology
United States Army	2011	Non-Commissioned Leadership Academy

BACK-UP INFORMATION

NAME: Shamain Khan
ADDRESS: Parker, TX
POSITION: Instructional Office Assistant
DEPARTMENT: Provost Office, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	12/18 – 09/20	Information Center Assistant, Part-time
Shamain K. Photography	01/14 – 09/20	Founder
AMSN Corp	01/14 – 09/20	Co-Founder
Nadir Law Firm	01/17 – 01/18	Legal Assistant, Part-time
Another Time and Place	01/13 – 01/14	Sales Representative, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2014	A.A., General Studies

BACK-UP INFORMATION

NAME: Rosemarie Lauterback
ADDRESS: Rowlett, TX
POSITION: Testing Center Assistant
DEPARTMENT: Testing Center, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Reading Area Community College	03/14 – 09/20	Enrollment Services Coordinator
Reading Area Community College	01/10 – 02/14	Proctor and Testing Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Bloomsburg University	1983	B.S., Early Childhood Development

BACK-UP INFORMATION

NAME: Richard Llanes
ADDRESS: Rockwall, TX
POSITION: Plant Operations Worker
DEPARTMENT: Physical Plant Support Services, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Llanes Handyman Services	01/08 – 08/20	Maintenance, Irrigation and Grounds Worker

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Woman's University	2013	B.S., Kinesiology
Richland College	2010	A.A.S., General Science

BACK-UP INFORMATION

NAME: Cynthia Maese
ADDRESS: Dallas, TX
POSITION: Advisor, Disability Services
DEPARTMENT: ACCESS, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Mednax Corporation	06/18 – 09/20	Patient Services Associate
El Paso Community College	02/15 – 03/18	Campus Coordinator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at El Paso	2014	M.Ed., Reading Education
University of Texas at El Paso	2011	B.S., Special Education

BACK-UP INFORMATION

NAME: Peter Maltezos
ADDRESS: Little Elm, TX
POSITION: Technology Specialist
DEPARTMENT: Campus Technology Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
McKinney ISD	02/16 – 09/20	District Technician
Apple Inc.	10/10 – 01/16	Mac Genius

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2016	B.A.A.S., Management
Suffolk County Community College	2007	A.A.S., Criminal Justice
Hendriks Institute of Technology	2002	A.A.S., Computer Information Technology

BACK-UP INFORMATION

NAME: Nicholas Medina
ADDRESS: Fort Worth, TX
POSITION: Associate Registrar
DEPARTMENT: Registration and Records, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Texas Christian University	12/18 – 09/20	Assistant Director, Records and Registration
St. Mary’s University	03/12 – 12/18	Assistant Registrar, Graduation Services
St. Mary’s University	08/09 – 02/12	Service Coordinator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at San Antonio	2015	M.Ed., Educational Leadership and Policy Studies
St. Mary’s University	2008	B.B.A., Human Resources Management

BACK-UP INFORMATION

NAME: Wendy Ngo
ADDRESS: Frisco, TX
POSITION: Admissions and Records Assistant
DEPARTMENT: Admissions and Advising, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	02/18 – 09/20	Admissions and Records Assistant, Part-time
Ericsson, Inc.	01/01 – 05/17	Business Analyst V/Project Manager

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Louisiana State University	1987	B.S., Electrical Engineering

BACK-UP INFORMATION

NAME: Alicia Schulze
ADDRESS: Plano, TX
POSITION: College and Career Counselor
DEPARTMENT: Dual Credit, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Aptitude Inventory Measurement Services	08/09 – 09/20	Testing Coordinator

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Webster University	2007	M.A., International Relations
Drury University	2005	B.A., French

BACK-UP INFORMATION

NAME: Niraida Soto
ADDRESS: McKinney, TX
POSITION: Assistant to the Dean
DEPARTMENT: Student and Enrollment Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Quinnipiac University	09/08 – 08/20	Administrative Assistant
Technical Institute	01/06 – 08/08	Administrative Assistant, LPN Program
Atlas Aero Corporation	10/01 – 12/05	Receiving and Stores Supervisor

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Quinnipiac University	2016	B.A., Liberal Arts
University of Puerto Rico	1991	A.A.S., Secretarial Sciences

BACK-UP INFORMATION

NAME: Susan Street
ADDRESS: Rockwall, TX
POSITION: Reference Librarian
DEPARTMENT: Library, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Dallas Nursing Institute	08/15 – 04/19	Librarian
Dallas Public Library	07/07 – 07/15	Librarian

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of North Texas	2005	M.S., Information Science
University of North Texas	1994	M.S., Health Education
University of North Texas	1993	M.Ed., Counseling and Student Services
University of North Texas	1988	B.A., Literature

BACK-UP INFORMATION

NAME: Lori Stringfellow
ADDRESS: Plano, TX
POSITION: Library Technology Services Assistant
DEPARTMENT: Library, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/13 – 09/20	Circulation Assistant, Part-time
HBI Management Services	02/11 – 06/12	Administrative Assistant
The Apartment Group	03/08 – 01/09	Administrative Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Oachita Baptist University	1997	B.A., Psychology

BACK-UP INFORMATION

NAME: Bridget Vosloo
ADDRESS: Plano, TX
POSITION: Instructional Designer
DEPARTMENT: eLearning Center, Wylie Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/20 – 09/20	Instructional Designer, Part-time
Collin College	05/20 – 07/20	Instructional Design Assistant, Part-time
Collin College	01/15 – 01/16	Testing Coordinator, Part-time
Collin College	01/05 – 01/15	Associate ESL Instructor, Part-time

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Purdue University	2020	M.S., Learning Design and Technology
University of Texas at Arlington	2003	M.A., Teacher of English to Speakers of Other Languages (TESOL)
Worcester State College	1996	B.A., Spanish

BACK-UP INFORMATION

NAME: Justin Watson
ADDRESS: Allen, TX
POSITION: Plant Operations Worker
DEPARTMENT: Physical Plant Support Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
CPM Small Equipment Repair	03/20 – 09/20	Mechanic
True Green	01/19 – 02/20	Mechanic
Brazos County	11/15 – 06/17	Maintenance Worker
Ikes Small Engine	01/10 – 01/15	Mechanic

Collin County Community College District Board of Trustees

Personnel Report: Promotions and Lateral Changes.

The following are Promotions and Lateral Changes for October 2020.

<u>NAME</u>	<u>TITLE</u>	<u>DATE</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>SALARY</u>
Traci DeRose	N: Interim Collin Police Lieutenant O: Collin Police Sergeant	10/01/20	N: Police O: Police	Replacement Scott Jenkins	N: \$83,774 O: \$79,047
Monica Jones	N: Program Career Coach Workforce (Grant-funded) O: Guided Pathway Architect (Grant-funded)	10/26/20	N: Workforce O: Workforce	New position	N: \$57,081 O: \$69,068
Rick Knight	N: Supervisor Facilities Maintenance O: Maintenance Painter/Carpenter	10/01/20	N: Physical Plant Support Services O: Physical Plant Support Services	New position	N: \$59,901 O: \$49,665
Calvin Maxwell	N: Supervisor Operator/Maintenance Technician O: Interim Supervisor Operator/Maintenance Technician	10/09/20	N: Physical Plant Support Services O: Physical Plant Support Services	Promotion	N: \$58,339 O: \$52,088
Donald Mewbourn	N: Interim Collin Police Lieutenant O: Collin Police Sergeant	10/01/20	N: Police O: Police	New position	N: \$84,047 O: \$79,593
Melissa Solomon	N: Advisor, ACCESS Dual Credit O: Advisor, Disability Services	10/01/20	N: ACCESS O: ACCESS	Replacement Megan Beasley	N: \$45,525 O: \$42,818
Ginny Song	N: Manager, Accounts Receivable O: Accounts Receivable Associate	10/01/20	N: Financial Services O: Financial Services	Replacement Sammi Woodyard	N: \$64,746 O: \$38,426
Aasha Tyagi	N: Student Enrollment Specialist O: Admissions and Records Assistant	09/01/20	N: Student and Enrollment Services O: Admissions and Advising	New position	N: \$37,401 O: \$35,378

BACK-UP INFORMATION

NAME: Traci DeRose
ADDRESS: Wylie, TX
POSITION: Interim Collin Police Lieutenant
DEPARTMENT: Police, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	07/19 – 10/20	Collin Police Sergeant
Collin College	07/17 – 07/19	Collin Police Officer
Redline Raceway	04/11 – 04/13	Emergency Medical Services Personnel
Caddo Mills Police Department	11/09 – 11/12	Reserve Police Officer
Princeton Police Department	06/11 – 12/11	Police Officer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Tech University	2019	B.A., Human Science

BACK-UP INFORMATION

NAME: Monica Jones
ADDRESS: Plano, TX
POSITION: Program Career Coach Workforce (Grant-funded)
DEPARTMENT: Workforce, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/19 – 09/20	Guided Pathways Architect (Grant-funded)
Alabama A&M University	03/18 – 10/18	Associate Athletic Director for Business
University of Arkansas, Pulaski Technical College	11/15 – 02/18	STEM Success Coach
University of Arkansas, Pulaski Technical College	01/15 – 11/15	Academic Advisor
University of Arkansas, Fayetteville	09/13 – 01/15	Associate Director, Admissions
Missouri State University	07/12 – 09/13	Assistant Director, Athletics
University of Arkansas, Fayetteville	12/08 – 06/12	Associate Director, Academics

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Arkansas, Fayetteville	1999	M.S., Counseling
University of Arkansas, Fayetteville	1995	B.A., Psychology

BACK-UP INFORMATION

NAME: Rick Knight
ADDRESS: Crossroads, TX
POSITION: Supervisor Facilities Maintenance
DEPARTMENT: Physical Plant Support Services, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	03/07 – 09/20	Maintenance Painter/Carpenter

BACK-UP INFORMATION

NAME: Calvin Maxwell
ADDRESS: McKinney, TX
POSITION: Supervisor Operator/Maintenance Technician
DEPARTMENT: Physical Plant Support Services, Frisco Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/20 – 10/20	Interim Supervisor Operator/Maintenance Technician
Collin College	01/09 – 05/20	Operator/Maintenance HVAC Technician

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Collin College	2017	Operations and Supply Chain Management Certificate
Texas Department of Licensing and Regulation	2008	Certified Air Conditioning and Refrigeration Technician
VGI Training	1993	Universal Technician

BACK-UP INFORMATION

NAME: Donald Mewbourn
ADDRESS: Providence Village, TX
POSITION: Interim Collin Police Lieutenant
DEPARTMENT: Police, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	11/17 – 09/20	Collin Police Sergeant
Collin College	05/07 – 11/17	Collin Police Officer

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Texas Commission on Law Enforcement	2009	Advanced Peace Officer
Texas Commission on Law Enforcement	2009	Intermediate Peace Officer
Texas Commission on Law Enforcement	2007	Advanced Telecommunicator
Texas Commission on Law Enforcement	2007	Intermediate Telecommunicator
Texas Commission on Law Enforcement	2007	Basic Telecommunicator
Texas Commission on Law Enforcement	1995	Basic Peace Officer
Texas Commission on Law Enforcement	1995	Peace Officer License

BACK-UP INFORMATION

NAME: Melissa Solomon
ADDRESS: McKinney, TX
POSITION: Advisor, ACCESS Dual Credit
DEPARTMENT: ACCESS, McKinney Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	06/18 – 09/20	Advisor, Disability Services
Occidental College	09/17 – 09/18	Academic Success Coach
University of Southern California	04/17 – 05/18	Graduate Advisor
University of Southern California	01/17 – 05/17	Graduate Intern, Career Center
University of Arizona	01/16 – 05/16	Teaching Assistant

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Southern California	2018	M.Ed., Educational Counseling
University of Arizona	2016	B.S., Family Studies and Human Development

BACK-UP INFORMATION

NAME: Ginny Song
ADDRESS: Frisco, TX
POSITION: Manager, Accounts Receivable
DEPARTMENT: Financial Services, Plano Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	09/19 – 10/20	Accounts Receivable Associate
CVE Technologies Group	08/18 – 04/19	Accounts Receivable, Data Analyst
Caribbean Baly	11/04 – 12/15	General Manager, Shareholder

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
Hankuk University of Foreign Studies	2002	B.A., Literature

BACK-UP INFORMATION

NAME: Aasha Tyagi
ADDRESS: Frisco, TX
POSITION: Student Enrollment Specialist
DEPARTMENT: Student and Enrollment Services, Technical Campus

SELECTED EXPERIENCE

<u>Employer</u>	<u>Date</u>	<u>Position</u>
Collin College	03/19 – 08/20	Admissions and Records Assistant
Dallas Area Non-Profit Organizations	12/11 – 08/20	Event Coordinator
Neem Technologies	11/03 – 02/19	Digital Marketing Specialist

EDUCATION

<u>School</u>	<u>Date</u>	<u>Course/Degree/Certification</u>
University of Texas at Dallas	2003	B.S., Management Information Systems

Collin County Community College District Board of Trustees

Personnel Report: Resignations and Terminations.

The following are Resignations and Terminations for October 2020.

EMPLOYEE	LAST DAY	SERVICE	TITLE	DEPARTMENT	REASON
Anna Bertinelli	09/30/20	<1	Workforce Recruiting Specialist	Workforce	Separation
Charles Bogan	08/20/20	5	Associate Registrar	Admissions and Records	Resignation
Debra Davis	09/30/20	<1	Senior Accountant	Financial Services	Resignation
Michael Evans	09/04/20	<1	Veterans Services Specialist	Financial Aid	Separation
Leah Flippin	08/24/20	<1	Accounts Receivable Associate	Financial Services	Resignation
Joseph George	09/15/20	3	Technology Specialist	Network Services	Separation
Mariann Lynn Grace	09/18/20	6	Financial Aid/VA Specialist	Financial Aid	Resignation
Tiffany Heitz	08/21/20	2	Clinical Coordinator Veterinary Technician	Academic Affairs/Workforce	Resignation
Alice Hoock	09/30/20	23	Administrative Assistant	Continuing Education and Workforce Development	Retirement
Eva Jones	09/30/20	32	Accountant	Finance and Budgeting	Retirement
William Mitchell	09/30/20	4	Director, Intramurals and Fitness	Student Services	Separation
Glenda Mae Morris	09/30/20	34	Executive Assistant	Student and Enrollment Services	Retirement
Yolanda Patton	10/09/20	2	Veterans Services Specialist	Financial Aid	Resignation
Amber Risteen	09/24/20	1	Accounts Payable Associate	Financial Services	Resignation
Sean William Sutherlin	09/07/20	3	Professor, English	Academic Affairs	Deceased
Leslie Taylor-Hooker	10/02/20	3	Buyer	Purchasing	Resignation

October 27, 2020

SUBJECT:

Approval to Not Participate in the State Employee Charitable Contribution Program

RECOMMENDATION

The District President recommends approval of the action to not participate in the State Employee Charitable Contribution Program in fiscal year 2021-2022.

RATIONALE

Under Sec. 659.1311 of the Texas Government Code, a public junior college may take affirmative action not to participate in the state employee charitable contribution program thereby allowing for employee salary deductions for charitable contributions made to the college. Approval of this item will allow Collin College employees to make salary deductions for scholarship contributions to the Collin College Foundation during fiscal year 2021-2022.

BUDGETARY CONSIDERATION

N/A

ATTACHMENTS

- A) Opting out of State Employee Charitable Campaign

Respectfully Submitted By:



Lisa Vasquez, Vice President of Advancement

Opting out of State Employee Charitable Campaign

Recommend continuing separately and not participating in SECC because:

1. **Operating independently of SECC, the College has had better flexibility, efficiency, and results.**
 - The last time Collin College participated in SECC (2011), there were nine donors giving \$10,732.
 - Through the 2019 LiftUp campaign, there were more than 1,000 employee gifts totaling more than \$150,000.
2. SECC charges an administrative cost of 10 percent.
3. SECC donors do not receive a tax receipt, so they have no official documentation for a tax deduction.
4. The state itself questioned the SECC campaign, and turned it over to the Sunset Commission for review. The Sunset Commission stated the following in its report:

“In the 18 years since SECC’s first campaign, the world of charitable giving outside the Campaign has changed significantly, but SECC has not. Today, state employees can research charities on the Internet and sometimes authorize charities to electronically debit donations straight from their checking accounts. However, SECC continues to operate as it always has, with a paper-based donation system and an unwieldy administrative structure that requires almost 10 percent of employees’ donations to fund campaign administration costs.”
5. Collin College employees can and do donate to the charities of their choice all year long on their own without the restrictions of SECC.
6. SECC donors’ ability to designate how the gift is administered by the organization is limited.

Collin County Community College District Board of Trustees

2020-10-1

October 27, 2020

Resource: Kim Davison
Chief of Staff

AGENDA ITEM: Report Out of the Organization, Education, and Policy Committee, First Reading of Local Board Policies

DISCUSSION: As a part of the College's comprehensive review of all policies and with input from the Texas Association of School Boards' Legal and Policy Service, the local policies outlined below are being presented for your review as a first reading.

- **CAIA(Local) Ad Valorem Taxes – Exemptions and Payments** – As part of a policy reorganization, the policy has been renamed. All previous content from this policy has been moved to CAIC.
- **CAIC(Local) Ad Valorem Taxes – Selection and Duties of Chief Tax Officials (ADD)** – All previous content from CAIA has been moved to this policy as part of a policy reorganization.
- **DHB(Local) Employee Standards of Conduct – Searches and Alcohol/Drug Testing** – Provisions addressing reasonable suspicion alcohol and drug testing are recommended for inclusion in the college district's policy manual. The new provisions also address consequences for an employee's refusal to comply with testing and for violation of the college district's drug and alcohol policy. Other revisions are to clarify provisions applying to employees who are covered by federal Department of Transportation (DOT) rules.
- **FI(Local) Solicitations** – Revisions to this policy are recommended for consistency with policy style. An additional revision was made at Permitted Solicitation to update a cross reference.
- **FKC(Local) Student Activities – Registered Student Organizations** – Recommended revisions to this local policy address the SB 18 requirement to not deny the registration of a student organization based on its viewpoints.

- **FLBE(Local) Student Conduct – Alcohol and Drug Use** – At Exceptions, HB 1325 authorizes the use, possession, and transport of hemp on college district property. HB 1518 prohibits a college district from adopting or enforcing an order, regulation, rule, ordinance, or policy governing the possession, distribution, and sale of Dextromethorphan, a cough suppressant. Additionally, the exceptions for medications prescribed for a student or the student’s child have been expanded.
- **FM(Local) Discipline and Penalties** – Recommended revisions to this local policy relate to the addition of the Educational Project Experience as one of penalties if a student commits an infraction or engages in misconduct.

SUGGESTED MOTION:

This being a first reading of local board policies, no action is required.

AD VALOREM TAXES

EXEMPTIONS AND PAYMENTS SELECTION AND DUTIES OF CHIEF TAX OFFICIALS

CAIA
(LOCAL)

No Discounts or Split Payments

Discount or split payment options will not be provided for the payment of property taxes in the College District. The College District shall have its taxes assessed by the Collin County Tax Appraisal District and collected by the Collin County Tax Assessor-Collector.

AD VALOREM TAXES
SELECTION AND DUTIES OF CHIEF TAX OFFICIALS

CAIC
(LOCAL)

NEW POLICY

The College District will have its taxes assessed by the Collin
County Tax Appraisal District and collected by the Collin County
Tax Assessor-Collector.

**Reasonable
Suspicion Searches**

The College District reserves the right to conduct searches when the College District has reasonable cause to believe that a search will uncover evidence of work-related misconduct. The College District may search the employee, the employee's personal items, work areas, lockers, and private vehicles parked on College District premises or worksites or used in College District business. Searches that reveal a violation of the College District's standards of conduct may result in disciplinary action. [See DH]

**Reasonable
Suspicion Alcohol
and Drug Testing**

The College District may remove an employee from duty and require testing if there is reasonable suspicion that the employee is under the influence of alcohol or drugs used in violation of College District policy. The determination of reasonable suspicion may be based on specific observations of the appearance, behavior, speech, or body odors of the employee whose motor ability, emotional equilibrium, or mental acuity seems to be impaired while on duty or other relevant information. Any employee who is asked to submit to drug or alcohol screening will be given the opportunity to provide relevant information about prescription or nonprescription medications that may affect the screening.

A College District employee who refuses to comply with a directive to submit to testing based upon reasonable suspicion will be subject to disciplinary action, up to and including termination.

A College District employee confirmed to have violated the College District's policy pertaining to alcohol or drugs may be subject to disciplinary action. [See DM series and DH]

**Department of
Transportation
Testing Program**

~~In compliance with the federal Department of Transportation's (DOT) Omnibus Transportation Employee Testing Act of 1991, the College District requires that all College District employees who drive a College District vehicle designed to transport the driver and 15 or more passengers and are required to have a commercial driver's license be tested for drug/alcohol use as follows:~~

- ~~1. Preemployment Testing. Prior to the first time a covered employee performs a safety-sensitive function for the College District, such as driving the College District bus, the employee shall be tested for alcohol and controlled substances.~~
- ~~2. Random Testing. The College District's drug/alcohol testing contractor is required to conduct random tests for alcohol and controlled substances. The selection of drivers for random alcohol and controlled substances testing shall be made by a scientifically valid method in which each covered employee has an equal chance of being tested each time selections are made.~~

EMPLOYEE STANDARDS OF CONDUCT
SEARCHES AND ALCOHOL/DRUG TESTING

DHB
(LOCAL)

~~3. Post-accident Testing. It is the responsibility of any employee, as soon as practicable, but in no case later than six hours following an accident involving a commercial vehicle, to be tested for alcohol and/or controlled substances, if:~~

~~a. He or she was performing a safety-sensitive function with respect to the vehicle and the accident involved the loss of human life; or~~

~~b. He or she received a citation under state or local law for a moving traffic violation arising from the accident.~~

~~All testing shall be performed by a laboratory certified by and accepted under DOT guidelines and regulations. Covered College District employees are provided with the name, telephone number, and address of the College District's approved drug/alcohol testing contractor.~~

~~4. Reasonable Suspicion Testing. The College District requires a covered employee to submit to an alcohol/controlled substance test when reasonable suspicion exists that the employee has violated the prohibitions of DOT rules concerning the use of alcohol or a controlled substance.~~

~~In the event that a violation of this policy or related College District procedures is confirmed, the employee shall not be permitted to perform any safety-sensitive duty until he or she is cleared and in compliance with program guidelines. Violation of this policy or related College District procedures shall also result in disciplinary action as outlined in College District policy, which may include termination of employment.~~

~~Reasonable
Suspicion Searches~~

~~In addition to employees covered by the DOT testing program, a College District employee whose job position has been designated as "safety sensitive" may be subject to mandatory pre-employment, reasonable suspicion, and random drug/alcohol testing.~~

~~Drug / Alcohol
Testing as Part of
Medical Examination~~

~~Employee drug/alcohol testing may also be required as part of a medical examination pursuant to Board policies CKE(LEGAL) and DBB(LOCAL).~~

Note: The following provisions apply to employees who are covered by the federal Department of Transportation (DOT) rules.

**Federally Required
DOT Testing
Program**

In accordance with DOT rules, the College District will establish an alcohol and controlled substances testing program to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by the drivers of commercial motor vehicles.

The primary purpose of the testing program is to prevent impaired employees from performing safety-sensitive functions.

The District President will designate a College District official who will be responsible for ensuring that information is disseminated to employees covered under this testing program regarding prohibited driver conduct, alcohol and controlled substances tests, and the consequences that follow positive test results.

Drug-related
Violations

The following constitute drug-related violations under the DOT rules:

Refusing to submit to a required test for alcohol or controlled substances.

1. Providing an adulterated, diluted, or substituted specimen on an alcohol or controlled substances test.
2. Testing positive for alcohol, at a concentration of 0.04 or above, in a post-accident test.
3. Testing positive for controlled substances in a post-accident test.
4. Testing positive for alcohol, at a concentration of 0.04 or above, in a random test.
5. Testing positive for controlled substances in a random test.
6. Testing positive for alcohol, at a concentration of 0.04 or above, in a reasonable suspicion test.
7. Testing positive for controlled substances in a reasonable suspicion test.

An employee who operates a commercial motor vehicle, including a bus, and commits a drug-related DOT violation as defined above may be reinstated as a driver if he or she successfully completes a return-to-duty test. The employee may also be subject to follow-up tests.

Alcohol Results
Between 0.02 and
0.04

In accordance with DOT rules, a driver tested under this policy and found to have an alcohol concentration of 0.02 or greater, but less than 0.04, will be suspended from driving duties for at least 24 hours.

[In the event of a subsequent positive test result for alcohol of 0.02 or greater but less than 0.04, see the disciplinary consequences at College District-Imposed Consequences, below.]

EMPLOYEE STANDARDS OF CONDUCT
SEARCHES AND ALCOHOL/DRUG TESTING

DHB
(LOCAL)

Reasonable
Suspicion DOT
Testing

Only supervisors specifically trained in accordance with federal regulations may, based upon reasonable suspicion, remove a driver from a safety-sensitive position and require testing for alcohol and/or controlled substances. The determination of reasonable suspicion will be based on specific observations of the appearance, behavior, speech, or body odors of the driver whose motor ability, emotional equilibrium, or mental acuity seems to be impaired. Such observations must take place just preceding, during, or just after the period of the workday that the driver is on duty.

The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the observed behavior, the supervisor will provide a signed, written record documenting the observations leading to a controlled substance reasonable suspicion test.

College District-
Imposed
Consequences

In addition to the consequences established by federal law, a College District employee confirmed to have violated the College District's policy pertaining to alcohol or controlled substances, including a second or subsequent positive test result for alcohol of 0.02 or greater but less than 0.04, will be subject to College District-imposed discipline, as determined by his or her supervisor(s) and the District President. Such discipline may include any appropriate action from suspension without pay during the period of removal from safety-sensitive functions, up to and including termination of employment will.

In cases where a driver is also employed in a non-driving capacity by the College District, disciplinary action imposed for violation of alcohol and controlled substances policies will apply to the employee's functions and duties that involve driving. Additionally, upon recommendation of the employee's supervisor, disciplinary measures up to and including termination of employment with the College District may be considered.

**“Student
Solicitation”**

~~“Student As used in this policy, “student solicitation” shall will~~ mean the sale or offer for sale of any property or service, whether for immediate or future delivery, and the receipt of or request for any gift or contribution by a student or registered student organization.

**Permitted Limitations
on Solicitation**

Student solicitation ~~shall will~~ be permitted in or on premises owned or controlled by the College District only if the solicitation does not violate a sole-source vendor contract clause and the solicitation is:

1. The sale or offer for sale of any newspaper, magazine, or other publication in an area designated in advance by the vice president for student development or designee for the conduct of such activity;
2. The sale or offer for sale of any merchandise, food, or non-alcoholic beverages~~drink item~~ in an area designated in advance by the vice president of for student and enrollment services development or designee ~~or a designated representative~~ for the conduct of such activity;
3. The collection of membership fees or dues by registered student organizations at the organizations’ meetings ~~of such organizations~~ scheduled in accordance with the College District policy and procedures~~District’s regulations~~ on use of facilities; [See FLAGF]
4. The collection of admission fees for the exhibition of movies, performances, or other programs that are sponsored by a student or registered student organization and ~~are~~ scheduled in accordance with College District policy and procedures on the use of facilities; [See FLA] regulations; or
5. The sale of raffle tickets by a registered student organization that can present to the vice president for student development or designee written evidence from the Internal Revenue Service that the organization has been granted an exemption from taxation under 26 U.S.C. 501(c)(3); ~~Internal Revenue Code.~~
6. The collection of donations by a registered student organization;
7. The sale of personal items by students; or
8. The sale of items by a registered student organization to its members.

Any solicitations by a registered student organization must be on behalf of or for the benefit of a registered student organization or

an organization granted an exemption from taxation under 26 U.S.C. 501(c)(3).

Student solicitation must comply with law and College District policies and procedures. No solicitation ~~shall~~will be conducted on the grounds, sidewalks, or streets of any property either owned or controlled by the College District, except as approved by the vice president ~~for of~~ student development and enrollment services or designee.

Time Limit No student or registered student No organization ~~shall~~will solicit under this policy for more than the time limit established by administrative regulations for a total of 14 days, whether continuous or intermittent, during each fiscal year.

Exception If approved by the vice president for student and enrollment services or designee, solicitations intended to raise funds to respond to a declared disaster or emergency are not subject to the established time limit.

Fundraising and Use of College District Name Only authorized students or registered student organizations ~~shall~~will be allowed to sponsor and engage in solicitation and/or fundraising~~fund-raising~~ activities under the name of the College District. All such activities ~~shall~~will be compatible with the mission and objectives of the College District and ~~shall~~will be approved by the vice president ~~for of~~ student development and enrollment services or designee in accordance with procedures developed for that purpose. [See GF(LOCAL)]

Conduct During Solicitation Solicitation made pursuant to the terms of this policy must be conducted according to the following:

1. The solicitation ~~shall~~will not disrupt or disturb ~~or interfere with~~ the regular academic or institutional programs being conducted in buildings or on property owned or controlled by the College District.
2. The solicitation ~~shall~~will not interfere with the free or unimpeded flow of pedestrian and vehicular traffic on sidewalks and streets and at places of ingress and egress to and from buildings owned or controlled by the College District.
3. The solicitation ~~shall~~will not harass, threaten~~embarrass~~, or intimidate the person or persons being solicited.

Sanctions If, after a reasonable investigation, the campus ~~vice president~~/provost, vice president ~~for of~~ student and enrollment services~~development~~, or designee determines that a solicitation is being conducted in a manner that violates this policy, the campus ~~vice presi-~~

~~dent~~/provost, vice president ~~offer~~ student and enrollment ser-
vices~~development~~, or designee may prohibit the offending student
or registered organization from soliciting on the campus for such
period or periods of time determined to be appropriate.

A student determined to be in violation of this policy ~~shall~~will be
subject to disciplinary measures as described in policies FM and
FMA. In the case of a registered student organization, the vice
president ~~for~~of student and enrollment services~~development~~ or
designee may revoke the registered status of the organization in
accordance with policy FKC.

Student Organizations

The College District ~~shall~~will provide means for students to organize and join associations to promote their common interests.

An organization whose membership is limited to College District students, staff, and faculty may become an approved student organization by complying with the registration procedures that are available from the College District's student ~~life~~engagement office.

Approved student organizations ~~shall~~will abide by College District rules, regulations, procedures, Board policies, the Student Code of Conduct, and applicable local, state, and federal laws, including but not limited to, those regarding discrimination and harassment.

Although student organizations may be approved by the College District, this ~~shall~~will not imply that the College District endorses student organization opinions and activities. Student organizations do not speak for the College District.

Student Organization Requirements

To achieve approved student organization status, each new and returning group ~~shall~~will meet the minimum guidelines, as established by the vice president of student ~~development and enrollment services~~development and enrollment services or designee and outlined in the Student Organization Procedures Manual (SOPM) including, but not limited to fiscal procedures and monthly reports.

Rights and Duties

Approved student organizations may require members to maintain a higher cumulative grade point average (GPA), maintain enrollment in a specified number of credit hours, complete specific courses, or enroll in a specific program of study, as defined in their governing documents.

Denial, Sanction, or Termination

Approved student organization status may be canceled, denied, sanctioned, or terminated because of one or more of the following:

1. Failure to complete organizational registration requirements by stated deadlines.
2. Failure to comply with College District policies, procedures, or guidelines.
3. Sanctions imposed by the College District's administration.
4. Receipt of a written request for termination by the local, state, or national chartering organization.

The ~~assistant~~assistant director of student ~~engagement life~~engagement life ~~shall~~will notify the approved student organization's primary student contact and the primary ~~advisor~~advisor in writing of such action. Any appeal by the student organization ~~shall~~will be submitted in writing to the dean of students' office. [See FLD(LOCAL) for appeal process]

Regardless of the above criteria, the College District will not deny approval based on a political, religious, philosophical, ideological, or academic viewpoint expressed by the organization or any expressive activities of the organization.

**Student Activity Fee
Advisory Committee**

The student activity fee advisory committee (SAFAC) ~~shall~~will be charged with hearing funding requests and making funding allocations to approved student organizations and College District departments for programs, activities, and events that directly involve and benefit students. The committee ~~shall~~will be composed of five members appointed by the student government association and four members appointed by the ~~College District~~ President.

Alcohol

The use of intoxicating beverages ~~shall~~will be prohibited in classroom buildings; laboratories; auditoriums; library buildings; faculty and administrative offices; intercollegiate and intramural athletic facilities; and all other public campus areas. The ~~College~~ District President is authorized by the Board to permit the serving and consumption of alcohol at special fundraising functions for the College District, at specially designated events in College District facilities, and as a part of specifically defined and approved academic curricular programs/classes (e.g., culinary arts). With the prior consent of the Board, the provisions herein may be waived with respect to any specific affair that is sponsored by the institution and/or the College District Foundation. State law ~~shall~~will be strictly enforced at all times on all property controlled by the College District in regard to the possession and consumption of alcoholic beverages.

Controlled Substances

When on College District property or while attending College District-sponsored activities on- or off-campus, a student ~~shall~~will not, or attempt to, possess, have under his or her control, manufacture, deliver, distribute, sell, purchase, use, or be under the influence of:

1. Alcohol~~;~~:-
2. Any controlled substance as defined by the Texas Controlled Substances Act~~;~~:-
3. Abusable volatile chemicals in violation of the manufacturer's directions~~;~~:-
4. A dangerous drug, as defined by state or federal law~~;~~:-
5. Steroids~~;~~:-
6. Substances referred to as designer drugs~~;~~ or ~~;~~:-
7. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drugs.

In addition, a student ~~shall~~will not inappropriately or illegally use over-the-counter medications, prescription medications, inhalants, herb-al/natural euphoriant, and/or look-alike products or anything represented to be one of these substances.

Paraphernalia

A student ~~shall~~will not possess any pipe, instrument of contrivance, hypodermic syringe, needle, or any instrument adapted for the use of smoking, injecting, or ingesting any narcotic or hallucinatory drug.

Definition of Possession

Possession means actual care, custody, control, or management and includes the act of taking control or occupancy of property without regard to the ownership of the property. Possession is a voluntary act if the possessor knowingly obtains or receives the

item possessed or is aware of his or her control over the item for a sufficient time to permit the student to terminate his or her control. In addition, items in a car under the care, custody, control, or management of the student will be in the student's possession.

Exceptions

A It will not be considered a violation of this policy if the student:

1. Uses or possesses a controlled substance or ~~who uses a~~ drug authorized by a licensed physician through a prescription specifically for that student's use;
2. Possesses a controlled substance or drug that a licensed physician has prescribed for the student's child or other individual for whom the student is a legal guardian;
3. Cultivates, possesses, transports, or sells hemp as authorized by law; or
4. Possesses, sells, or distributes Dextromethorphan ~~shall not be considered to have violated this rule.~~

Violation

Students who violate this policy ~~shall~~will be subject to appropriate disciplinary action as defined in the College District's Student Code of Conduct (Code).

Notice

Disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs or student assistance programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution. Each student taking one or more classes for any type of academic credit, except for continuing education units, ~~shall~~will be given a copy of the College District's policy prohibiting the unlawful possession, use, or distribution of illicit drugs and alcohol; a description of the applicable legal sanctions under local, state, or federal law; and a description of the health risks associated with the use of illicit drugs and the abuse of alcohol. [See FLBE(EXHIBIT)]

Tobacco

The College District is a smoke- and tobacco-free institution. The use of any tobacco product or other electronic smoking device (including, but not limited to, electronic cigarettes or personal vaporizers) ~~shall~~will be strictly prohibited anywhere on College District property or in College District facilities. A student who violates this policy may be issued a citation by the College District Police Department and may face legal fines. Violators of this policy are also subject to disciplinary action as defined in the Code.

[For more information and smoking cessation assistance, see the College District's Student Handbook or contact the College District's counseling services.]

Drug_-Testing

Student participation in certain academic and extracurricular programs may require drug_-testing. ~~A~~The student may be tested upon beginning participation in the identified programs and/or a random basis. The requirements are defined and available for review prior to a student enrolling in the College District or participating in the affected programs and activities.

Note: For procedures related to student discipline, see FMA.

Penalties for Student Misconduct

A student ~~shall~~will be subject to discipline for violations of College District policies and procedures, including the rules outlining expectations for student conduct [see FLB]. If a student commits an infraction or engages in misconduct, the College District may impose one or more of the following penalties:

1. Reprimand - A verbal or written warning to the student following a rule violation. Repetition of such misconduct may result in more severe disciplinary action.
2. Restitution - Reimbursement for damage to or misappropriation of property. Reimbursement may take the form of appropriate service to repair or otherwise compensate for damage.
3. Scholastic penalties - The assignment of a failing grade on an assignment or examination or in a course by an instructor based on scholastic dishonesty; including, but not limited to cheating, collusion, and plagiarism; committed by a student. The instructor ~~shall~~will submit a written report of the incident and of the planned action to the instructor's associate dean and/or dean.
4. Educational Project Experience (EPE) – An assignment or experience allowing the student to learn specific behaviors or lessons related to their conduct and the specifics of their disciplinary case. EPEs offered by the College District include, but are not limited to, awareness seminars, essay or written assignments, and online learning modules.
- 4.5. Conditional Probation - The placing of a student on notice that continued infraction of regulations may result in suspension or expulsion from the College District. Conditional probation may include restrictions on a student's rights and privileges or specified community service. The probation may be for a specified length of time or for an indefinite period according to the relative severity of the infraction or misconduct. Failure to fulfill the terms of the probation may lead to suspension or expulsion.
- 5.6. Suspension - Forced withdrawal from the College District for either a definite period of time or until stated conditions have been met. Normally, suspension ~~shall~~will extend through a minimum of one regular long semester (with summer sessions not counting in the one semester minimum time lapse). However, suspension may exceed the one semester minimum.

~~6-7.~~ Expulsion - Permanent forced withdrawal from the College District. A student receiving ~~disciplinary~~ expulsion shall will have the action noted in the student's permanent record.

Suspended or
Expelled Students

No former student who has been suspended or expelled from the College District for disciplinary reasons shall will be permitted on the campus or other facilities of the College District, initiated into an honorary or service organization, or permitted to receive credit for academic work done in residence or by correspondence or extension during the period of suspension or expulsion without the prior written approval of the appropriate administrator (~~i.e., dean of students~~) or the Board.

Disciplinary Record

The College District shall will maintain for every student alleged or determined to have committed misconduct at the College District, a disciplinary record that shall will reflect the charge, the disposition of the charge, the sanction assessed, if any, and any other pertinent information. The disciplinary record shall will be separate from the student's academic record and shall will be treated as confidential; the contents shall will not be revealed except on request of the student or in accordance with applicable state or federal laws.

The disciplinary record shall will be maintained permanently in the event that a student is expelled or subject to an extended suspension. In all other cases, the disciplinary record shall will be maintained in accordance with the College District's record retention schedule.

Publication

Information regarding student discipline described in College District policies and accompanying procedures shall will be published in the student handbook.

Collin County Community College District Board of Trustees

2020-10-2

October 27, 2020

Resource: Kim Davison
Chief of Staff

- AGENDA ITEM:** Report Out of the Organization, Education, and Policy Committee, Second Reading and Consideration of Approval of Local Board Policies
- **BD(Local)** Board Meetings
 - **CF(Local)** Purchasing and Acquisition
 - **CS(Local)** Information Security
 - **DHC(Local)** Employee Standards of Conduct – Child Abuse and Neglect Reporting (ADD)
 - **GCB(Local)** Public Information Program – Requests for Information
- DISCUSSION:** The Organization, Education, and Policy Committee reviewed all policies presented in this item. The Committee Chair will report out a recommendation at the October 27, 2020 regular meeting of the Board of Trustees.
- PROPOSED CHANGES:** As a part of the College’s comprehensive review of all policies and with input from the Texas Association of School Boards’ Legal and Policy Service, the local policies outlined below are being presented for your approval.
- **BD(Local) Board Meetings** – Recommended revisions to this local policy reflect a change to the deadline for a meeting called due to an emergency or urgent public necessity as a result of SB 494.
 - **CF(Local) Purchasing and Acquisition** – Recommended revisions to this local policy clarify the roles of the college president and the board in relation to purchasing procedures and methods under state and federal law.
 - **CS(Local) Information Security** – Recommended revisions to this local policy address the Texas Administrative Code requirements regarding information security now applicable to college districts as a result of SB 64.

- **DHC(Local) Employee Standards of Conduct – Child Abuse and Neglect Reporting (ADD)** – Based on HB 621, this policy is recommended to address the prohibition of adverse actions against employees who report child abuse or neglect.
- **GCB(Local) Public Information Program** – Requests for Information – Recommended revisions to this local policy relate to the method by which public information requests must be made and address the suspension of the Texas Public Information Act during a catastrophe as permitted by SB 494.

DISTRICT PRESIDENT’S RECOMMENDATION:

The District President recommends approval of the five (5) Local Board Policies as outlined above.

SUGGESTED MOTION:

This item may come as a motion and second out of committee. A suggested motion would be, “Mr. Chairman, I make the motion that the Board of Trustees of Collin County Community College District approves the Local Board Policies.”

BOARD MEETINGS

BD
(LOCAL)

Definition

The Board shall consist of nine members. In the event of the death or resignation of one or more members, the Board shall remain defined as a nine-member ~~Board~~ for the purposes of determining a majority. [See BBB]

Meeting Place and Time

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

Regular Meetings

Regular meetings of the Board shall typically be held on the fourth Tuesday of each month ~~as posted, at 7:00 p.m.~~ When determined necessary and for the convenience of Board members, the Board Chairperson may change the date, time, or location of a regular meeting with proper notice.

Special or
Emergency
Meetings

The Board Chairperson shall call a special meeting at the Board Chairperson's discretion or on request by two members of the Board.

The Board Chairperson shall call an emergency meeting when it is determined by the Board Chairperson or four members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

Agenda

Preparation
Deadline

The deadline for submitting items for inclusion on the agenda is the fifth business day before regular meetings and the fifth business day before special meetings, except in an emergency in accordance with the Texas Open Meetings Act.

Submission of
Topics

The District President shall compile for review by the Board Chairperson all topics timely submitted by Board members, topics requested by the Board, and topics suggested by the District President.

A Board Member
May Request a
Subject Be Included
on the Agenda

The Board Chairperson and the District President shall confer regarding the proposed topics, and the Board Chairperson shall determine the topics for the official meeting agenda. The Board Chairperson shall ensure that any topic the Board or two Board members have requested be addressed are either on the meeting agenda or scheduled for deliberation at an appropriate time in the near future. The Board Chairperson shall not refuse to assign a topic requested by two Board members to an agenda and, once assigned, shall not have the authority to remove the topic from the agenda without that Board member's specific authorization.

Consent Agenda

When the agenda is prepared, the Board Chairperson shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by

BOARD MEETINGS

BD
(LOCAL)

one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

Notice to Members

Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least ~~two hours~~ one hour prior to the time of an emergency meeting.

Closed Meeting

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, as provided by law. The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BDA]

Order of Business

The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members present.

Rules of Order

The Board shall observe the parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

Voting

Voting shall be by voice vote or show of hands, as directed by the Board Chairperson. Any member may abstain from voting, and a member's vote or failure to vote shall be recorded upon that member's request.

Minutes

Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board.

The official minutes of the Board shall be retained on file in the office of the District President and shall be available for examination during regular office hours.

Discussions and Limitation

Discussions shall be addressed to the Board Chairperson and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board Chairperson shall halt discussion that does not apply to the business before the Board.

The Board Chairperson shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board Chairperson shall not interfere with debate so long as members wish to address themselves to an item under consideration.

General Policy

The Board gives critical attention to the purchase of goods and services by the College District. In each case, the Board seeks to accept the lowest responsible bid that represents the best value for the College District after considering all legal permissible factors in awarding a contract. In determining the best value, the Board will act faithfully and exercise its best judgment to best serve the interests of the College District and will always exercise its honest discretion in seeking to accomplish the objective sought. The College District will strictly comply with all laws governing the purchase of goods and services. Bids determined to be unsatisfactory may be rejected by administrative or Board action as appropriate.

Purchasing Authority

The Board delegates to the District President or designee the authority to ~~determine the method of purchasing, in accordance with CF(LEGAL), and to make budgeted purchases for goods and services. Purchases that require an amendment to the budget will be taken to the Board for consideration in advance of the purchase, except those purchases as authorized by the Board's grant of emergency authority to the District President. except as authorized under emergency provisions.~~ All purchases valued at \$100,000 or more in the aggregate will be taken to the Board for approval. As a part of the annual fiscal audit, the audit firm will have a plan for reviewing purchases above \$50,000. In addition, a quarterly information report identifying purchases between \$50,000 and \$100,000 will be provided to the Board.

The Board grants the District President the authority to approve amendments to contracts and purchase requests up to ten percent of the approved amount, not to exceed \$50,000, and to accelerate the timing of spending within the contract when needed to conduct College District business and accomplish strategic priorities in a timely manner. Such amendments and rationale will be reported to the Board.

The Board delegates to the District President or designee the authority to contract without prior Board approval for the replacement, construction, or repair of College District equipment or facilities if emergency replacement, construction, or repair is necessary for the health and safety of College District students and staff in the event of a catastrophe, emergency, or natural disaster.

This policy applies to the purchase of tangible property and/or services.

Purchasing Procedures

The District President or designee will develop purchasing procedures to implement the requirements of state and federal law. [See CAAB and CH(Legal)].

Purchasing Methods The Board delegates to the District President or designee the authority to determine the method of purchasing in accordance with state and federal law.

Competitive Bidding If competitive bidding is chosen as the purchasing method, the District President or designee will prepare bid specifications for items/services to be purchased. Bids may be submitted electronically or in sealed envelopes prior to the close date and time as indicated in the invitation to bid. Bidders may view the bid tabulation electronically immediately after the invitation to bid is unsealed or may attend a public bid opening in the College District's purchasing office. Any bid may be withdrawn prior to the scheduled date and time for closing. Bids received after the specified time will not be considered. No material changes may be made to a bid once it is submitted.

The College District may reject any or all bids and waive technicalities or informalities in the solicitation process as deemed to be in the best interest of the College District.

Proposals If competitive sealed proposals are chosen as the purchasing method, the District President or designee will prepare the request for proposals and/or specifications for items/services to be purchased. Proposals may be submitted electronically or in sealed envelopes prior to the close date and time as indicated in the request for proposal. Proposals received after the specified time will not be considered. The name of all proposers submitting proposals will be available online at the time that the request for proposal is unsealed, or proposers may attend a public proposal opening to hear the name of those companies submitting proposals. Proposals may be withdrawn prior to the scheduled time for closing. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The College District may reject any or all proposals and waive technicalities or informalities in the solicitation process as deemed to be in the best interest of the College District.

Electronic Bids or Proposals Bids or proposals that the College District accepts through electronic transmission will be administered in accordance with Board-adopted rules. Such rules will safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

PURCHASING AND ACQUISITION

CF
(LOCAL)

Responsibility for Debts

The College District will be responsible for debts incurred in the name of the College District so long as those debts are for purchases made in accordance with adopted budget, state law, Board policy, and current College District administrative procedures. The College District will not be responsible for debts incurred by persons or organizations who are employees or duly authorized agents of the College District. Persons making unauthorized purchases will assume full responsibility for all such debts.

Purchase Commitments

All purchase commitments will be made by the District President or designee through purchase order, contract, procurement card, or check request, subject to budget availability and in accordance with administrative procedures.

Personal Purchases

College District employees will not be permitted to purchase supplies or equipment, or services for personal use through the College District's business office.

Equal Opportunity

The College District encourages participation in the proposal process by small, minority, and woman-owned businesses. The College District will not discriminate on the basis of race, color, religion, gender, national origin, age, disability, veteran status, or any other basis protected by law.

Delinquent Franchise Taxes

Each corporation contracting with the College District will certify that its franchise taxes are current. If the corporation is exempt from payment of franchise taxes or is an out-of-state corporation not subject to Texas franchise tax, it will certify a statement to that effect. Making a false statement as to corporate franchise tax status will be considered a material breach of the contract and will be grounds for cancellation of the contract.

The District President is responsible for the security of the College District's information resources. The District President or designee will develop procedures for ensuring the College District's compliance with applicable law.

Information Security Officer

The District President or designee will designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The District President or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.

Information Security Program

The District President or designee will annually review and approve an information security program designed in accordance with law by the ISO to address the security of the information and College District's information resources owned, leased, or under the custodianship of the College District against unauthorized or accidental modification, destruction, or disclosure. ~~The~~This program will include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.

The information security program must be submitted biennially for review by an individual designated by the District President and who is independent of the program to determine if the program complies with the mandatory security controls defined by DIR and any controls developed by the College District in accordance with law.

Website and Mobile Application Security

The District President or designee will adopt procedures addressing ~~the~~also address accessibility, privacy, and security of the College District's website and mobile applications and submit the procedures to DIR for review.

The procedures must require the developer of a website or application for the College District that processes confidential information to submit information regarding the preservation of the confidentiality of the information. The College District must subject the website or application to a vulnerability and penetration test before deployment.

Reports

Information Security Plan

The College District will submit a biennial information security plan to DIR in accordance with law.

Effectiveness of Policies and Procedures

The ISO will report annually to the District President on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.

Security Incidents

By the College
District

Generally

Security Breach
Notification

The College District will assess the significance of a security incident and report urgent incidents to DIR and law enforcement in accordance with law and, if applicable, DIR requirements.

Upon discovering or receiving notification of a breach of system security, the College District will disclose the breach to affected persons or entities in accordance with the time frames established by law.

The College District will give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's website.
4. Publication through broadcast media.

The College District may also work with the United States Computer Emergency Readiness Teams (US-CERT), Information Sharing and Analysis Center (ISAC) or other trusted third party broker to help research and resolve the issue.

By Vendors and
Third Parties

The College District will include in any vendor or third-party contract the requirement that the vendor or third party report information security incidents to the College District in accordance with law and administrative procedures.

Monthly
Reports

The College District must provide summary reports of security incidents monthly to DIR in accordance with the deadlines, form, and manner specified by law and DIR.

NEW POLICY

Adverse
Employment Action
Prohibited

The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.

PUBLIC INFORMATION PROGRAM
REQUESTS FOR INFORMATION

GCB
(LOCAL)

Requests for public information shall be made to the College District by one of the following methods:

1. Hand delivery;
2. U.S. mail to 3452 Spur 399, Suite 411, McKinney, TX 75069;
or
3. Email at publicinfo@collin.edu.

**Suspension of
Public Information
During Catastrophe**

In the event a catastrophe, as defined by law, impacts the College District, the Board shall suspend the applicability of the Texas Public Information Act to the College District for the time permitted by law and provide the required notices to the attorney general and the public. The Board shall extend an initial suspension period as necessary in accordance with law. [See GCB(LEGAL)]

**Charging for
Personnel Time**

In addition to other labor charges permitted by, and in accordance with law, the College District will charge a requestor for additional personnel time spent producing information for the requestor after College District personnel have collectively spent:

1. Thirty-six hours of time during the College District's fiscal year; or
2. Fifteen hours of time during a one-month period.

Collin County Community College District Board of Trustees

2020-10-3

October 27, 2020

Resource: Christopher G. Eyle
Vice President of Facilities & Construction

AGENDA ITEM: Report Out of the Campus Facilities and Construction Committee and Consideration of Approval Authorizing the District President to Contract with The Gordian Group to Provide a Customized Job Order Contract (JOC) Complete Solution for the District

DISCUSSION: The District currently utilizes Gordian's ezIQC JOC program, which is offered through the BuyBoard and Sourcewell Cooperative Purchasing Networks. Because we use Gordian's ezIQC JOC program through purchasing cooperatives, the District pays additional fees (ranging from 1.25% for BuyBoard or 2.25% for Sourcewell) above a project's cost.

A customized JOC for Collin College can realize numerous benefits. If a Gordian customized JOC Complete Solution is implemented, the District will save Co-op fees, have a more accurately priced construction catalog, potentially more loyal and responsive contractors, as well as have the option of utilizing Gordian Construction Management for each project.

There is no cost to establish a customized JOC for Collin College. Gordian's fees are added to a project's total and only paid when a work order is issued.

Gordian provides a single point of responsibility for all of the products and services necessary for a JOC program. Gordian's in-house staff will prepare, customize, support, input the contract documents, construction task catalogs, technical specifications, and the eGordian Information Management System.

With a Collin College customized JOC, Gordian will prepare a fully customized Gordian Construction Task Catalog, which is structured according to the College's needs. The College can include the goods and services relevant to it at labor rates that are unique to our market. There is a bottom-line benefit to that customization in our book that cannot be achieved by sharing a book with other cooperative purchasing clients.

When using a cooperative’s JOC program, the College uses the cooperative’s awarded contractors. With a Collin College specific JOC, the College would have its own customized program with a list of awarded contractors who are committed to Collin College and its needs. There is a bottom-line benefit in having contractors who do not share loyalty with the co-op or with other co-op clients. They are committed to Collin College and its goals, both short and long-term.

The table below outlines the differences between the existing ezIQC JOC and a customized JOC:

	ezIQC JOC	Customized Collin College JOC
Co-op Administrative Fees	1.25% (Buyboard), 2.25% (Sourcewell)	0%
Construction Catalog	Regional Pricing	Customized Local Pricing (more accurate)
Contractors Loyalty	Regional/Co-Op JOC clients	Collin College
Licensing, Software, Job Order Development Fees	5.25%	5.25%
Contractor Licensing Fee	1%	1%
Construction Management Option / Fee	N	Y / 6.01%

Gordian has been awarded a contract through Sourcewell’s Cooperative Purchasing Program, Contract No. 071415-GGI, which is available for use by the District and complies with the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted under Section 791.011 of the Texas Government Code.

A customized JOC provides the best value to the District for the projects that will be completed under this method and is an allowed project delivery method for construction-related goods and services under Government Code 2269.

**DISTRICT PRESIDENT'S
RECOMMENDATION:**

The District President recommends approval of authorization to contract with The Gordian Group to provide a customized Job Order Contract (JOC) Complete Solution for the District.

SUGGESTED MOTION:

This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the authorization of the District President to contract with The Gordian Group to provide a customized Job Order Contract (JOC) Complete Solution for the District."

Collin County Community College District Board of Trustees

2020-10-4

October 27, 2020

Resource: Christopher G. Eyle
Vice President of Facilities & Construction

AGENDA ITEM:

Report Out of the Campus Facilities and Construction Committee and Consideration of Approval Authorizing the Construction Manager-at-Risk Contract with Skanska Building USA, Inc. ("Skanska") for the Construction of the Alumni Hall Fire Lane at the Frisco Campus

DISCUSSION:

At the August 2020 Board meeting, the Board approved Skanska as the Construction Manager at Risk for the Phase 3 Renovations and Additions at the Frisco Campus and the Board authorized the District President to negotiate and enter into a Construction Manager-at-Risk contract with Skanska for this work at the Frisco Campus. A portion of this work is the renovation and addition of the kitchen and dining area at Alumni Hall. Before this work can begin, a new fire lane that allows fire truck access within a 150' distance from any portion of Alumni Hall must be installed per current City code.

Skanska has been providing pre-construction services for the Phase 3 work as defined by the executed contract. Part of these services include providing an estimate of the fire lane work. Upon request of Collin Facilities and AECOM, Skanska has provided a Guaranteed Maximum Price proposal that is within the established project budget for the fire lane work. Upon approval of the Guaranteed Maximum Price, the previously executed contract will be amended allowing for the issuance of a Notice to Proceed to commence the Construction Phase of the Contract.

The amount of the Guaranteed Maximum Price is \$1,258,671, which includes \$1,208,671 for Construction Costs and \$50,000 of Owner's Contingency. The planned completion date is March 25, 2021.

DISTRICT PRESIDENT'S RECOMMENDATION:

The District President recommends approval of the Guaranteed Maximum Price in the amount of \$1,258,671 for the construction of the new fire lane at the Frisco Campus.

SUGGESTED MOTION:

This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District authorizes the District President or designee to execute pre-approved contract forms and all other documents to approve Skanska Building USA, Inc.'s Guaranteed Maximum Price in the amount of \$1,258,671 for the construction of the new fire lane at the Frisco Campus."

Collin County Community College District Board of Trustees

2020-10-5

October 27, 2020

Resource: Ali Subhani
Director of Internal Audit

- AGENDA ITEM:** Report Out of the Finance and Audit Committee and Approval of the Revised Audit Plan for FY 2021
- DISCUSSION:** The Director of Internal Audit respectfully requests a correction to the approved audit plan for fiscal year 2021. The audit plan outlines the work planned for the upcoming fiscal year.
- DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends approval of the revised audit plan.
- SUGGESTED MOTION:** This item comes as a motion and second out of committee. A suggested motion would be, "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the revised audit plan for fiscal year 2021."



OFFICE OF

Internal Audit

Date: October 27 2020

To: Members of the Finance and Audit Committee
Dr. Neil Matkin, District President

From: Ali Subhani, CIA, CISA, GSNA
Director, Office of Internal Audit *Ali Subhani*

Subject: Revised Audit Plan 2021

The Internal Audit Charter requires that the Board of Trustees approve the annual audit plan.

Based on the risk assessment process, the following audits are recommended for approval:

- Return to Title IV
- Purchasing
- Payroll
- Vulnerability Management

The plan is based off of having one auditor in place until a Senior Auditor is hired.

Collin County Community College District Board of Trustees

2020-10-6

October 27, 2020

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Ad Valorem Property Tax Roll for the Tax Year 2020

DISCUSSION: Each tax year, subsequent to the adoption of the tax rate by the Board of Trustees, the Collin County Tax Office provides a Tax Roll Summary that details the total market value, agricultural deferrals, exemptions, taxable value, and estimated total tax levy based on the total rate adopted by the Board of Trustees.

For the 2020 Tax Year, the relevant data is:

Total Market Value	\$188,791,935,841
Ag Deferrals	(8,897,576,032)
Exemptions	<u>(20,327,874,670)</u>
Taxable Value	<u>\$ 159,566,485,139</u>

2020 Adopted Tax Rate	\$0.081222
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Gross Tax Levy	\$126,519,540
Less: Levy Lost to	<u>(3,083,539)</u>
Net Levy	<u>\$123,436,001</u>

FY 2021 Budgeted Tax Revenue (Current Year):

<u>Unrestricted Funds</u>	
Current Levy	\$129,657,990
Less: Transfer to Debt Service	<u>(26,157,990)</u>

Available for Current Operations	<u>\$103,500,000</u>
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<u>Debt Service Funds</u>	
Current Levy	\$3,478,309
Transfer from Unrestricted	26,157,990
Transfer from Startup/Stabilization	<u>9,960,545</u>

Total	<u>\$39,596,844</u>
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DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the Ad Valorem Property Tax Roll for the Tax Year 2020.

SUGGESTED MOTION:

“Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Ad Valorem Property Tax Roll for the Tax Year 2020.”

2020 TAX ROLL SUMMARY

146
60 - COLLIN COLLEGE

	Amount	Count
NUMBER OF ACCOUNTS		390,506
MARKET VALUES		
ROLLCODE: MINERAL		
Mineral	\$700	
ROLLCODE: MOBILE HOME		
Improvement	\$31,269,315	
Improvement Non-Home Site	\$3,103,455	
ROLLCODE: PERSONAL		
Personal	\$12,350,378,125	
ROLLCODE: REAL		
Agriculture	\$8,918,093,563	
Improvement	\$76,467,729,425	
Improvement Non-Home Site	\$45,747,833,339	
Land	\$26,465,135,318	
Land Ag Land	\$34,918,079	
Land Non-Home Site	\$18,773,474,522	
TOTAL MARKET VALUE	\$188,791,935,841	
DEFERRALS		
Ag	\$8,897,576,032	12,144
TOTAL DEFERRALS	\$8,897,576,032	
EXEMPTIONS		
Absolute Exemption	\$71,612,263	45
Absolute Exemption , XN , XN	\$1,107,893	55
Autos , XO , PPV , XO , PPV	\$1,022,541,800	949
Cap Adjustment , XT , XT	\$478,481,665	19,635
Contract Abatement	\$354,028,805	49
Disabled	\$72,035,613	3,889
Disabled Veteran	\$646,814,754	6,569
Economic Development , XL , XL	\$2,148,432	11
Energy , XR , XR	\$14,814,138	43
Freeport	\$872,535,672	155
Goods in Transit	\$142,077	2
Historic Site	\$8,807,946	227
Homestead	\$1,104,833,023	212,476
Low Income Housing , XD, XA , XD, XA	\$31,115,918	21
Miscellaneous , XV , XV	\$13,788,836,224	13,906
Nominal Value	\$223,541	1,431
Other, XF, XH, XU , XF, XH, XU,XF,XH,XU	\$1,764,293	15
Over 65	\$1,575,553,887	54,158
Pollution Control	\$53,161,120	147
Private Schools , XJ , XJ	\$203,758,020	60
Solar/Wind	\$6,475,427	72
Surviving Spouse	\$732,603	2
Surviving Spouse Disabled Person	\$0	40
Youth Developemnt , XI , XI	\$16,349,556	11
TOTAL EXEMPTIONS	\$20,327,874,670	

2020 TAX ROLL SUMMARY

GRAND TOTAL FOR DEFERRALS AND EXEMPTIONS		\$29,225,450,702	
TOTAL MARKET VALUE		\$188,791,935,841	
TAXABLE VALUE		\$159,566,485,139	
TAX RATE		0.081222	
ROLLCODE: MINERAL			
Levy	\$0.00		5
ROLLCODE: MOBILE HOME			
Levy	\$23,985.36		2,391
ROLLCODE: PERSONAL			
Levy	\$8,009,668.00		33,700
ROLLCODE: REAL			
Levy	\$118,485,886.96		354,410
	TOTAL LEVY	\$126,519,540.32	
LEVY LOST DUE TO FROZEN		\$3,083,536.17	
OTHER LOST LEVY		\$0.00	
TOTAL LOST LEVY		\$3,083,536.17	

Calculation Analysis

	Calc Levy	- Tax Amount	= Diff.	Market Value	Exemption	Taxable Value
Frozen	13,208,542.54	10,125,006.37	3,083,536.17	18,906,531,947	2,644,260,336	16,262,271,611
DV100 (Excl. Frozen)	5,209.34	5,209.34	0.00	334,666,288	325,024,865	9,641,423
Prorated (Excl. Frozen)	0.00	0.00	0.00	0	0	0
Other	116,389,324.61	116,389,324.61	0.00	169,550,737,606	26,256,165,501	143,294,572,105
Total	129,603,076.49	126,519,540.32	3,083,536.17	188,791,935,841	29,225,450,702	159,566,485,139
DV100 (Incl. Frozen)	1,207.32	876.69	330.63	267,671,720	258,625,243	9,046,477
Prorated (Incl. Frozen)	0.00	0.00	0.00	0	0	0

Collin County Community College District Board of Trustees

2020-10-7

October 27, 2020

Resource: Dr. J. Robert Collins
Board Chair

AGENDA ITEM: Consideration of Approval for the Nomination of Trustee Dr. Raj Menon to Serve on an Association of Community College Trustees' (ACCT) Committee and to Approve Related Travel Expenses to Attend Two Committee Meetings Per Year

DISCUSSION: Participation in professional associations can help the Collin College Board of Trustees stay informed regarding trends and key issues impacting the College.

Board Policy BBF(Local) Board Ethics provides an expectation that trustees will stay informed about current educational issues by individual study and through participation in programs providing information necessary in the performance of the Board member role, such as those sponsored by the Texas Association of Community Colleges, American Association of Community Colleges, Association of Governing Boards, and Association of Community College Trustees. Further, it requires authorization of the Board to seek and accept an appointment of leadership with such organizations in a representative capacity.

Appointments are currently available for five committees and Dr. Raj Menon has requested support for his nomination to serve on one of the committees that includes travel to two in-person committee meetings per year.

BOARD CHAIR'S RECOMMENDATION: The Board Chair recommends approval to support Trustee Dr. Raj Menon's nomination to one of the Association of Community College Trustees' committees and to approve related travel expenses for attendance at two in-person committee meetings during the year.

SUGGESTED MOTION: "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves Dr. Raj Menon's nomination to one of the Association of Community College Trustees' committees and to approve related travel expenses for attendance at two in-person committee meetings during the year."



Locations

Collin Higher
Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Frisco Campus

McKinney Campus

Plano Campus

Public Safety
Training Center
McKinney, Texas

Rockwall Center

Technical Campus
Allen, Texas

Wylie Campus

iCollin

www.collin.edu

Board of Trustees

J. Robert Collins, Ph.D., *Chair*
Andy Hardin, *Vice Chair*
Jim Orr, *Secretary*
Raj Menon, Ph.D., *Treasurer*
Stacy Anne Arias
Stacey Donald, Ph.D.
Greg Gomel
Fred Moses
Jay Saad

District President

H. Neil Matkin, Ed.D.
3452 Spur 399
P.O. Box 8021
McKinney, Texas 75070
P | 972.758.3800
F | 972.758.3807
nmatkin@collin.edu
www.collin.edu

October 27, 2020

Association of Community College Trustees
1101 17th St NW #300
Washington, DC 20036

Re: Committee Appointment – Dr. Raj Menon Collin College

As Chairman of the Collin College Board of Trustees, I am pleased to write this letter of support for Dr. Raj Menon to serve on an ACCT Committee for a one-year period.

Dr. Menon has served on the Collin College Board of Trustees since December 2016 and currently serves as an officer in the position of Treasurer. This letter confirms Collin College's financial support required for Dr. Menon's travel expenses to participate in both of the in-person committee meetings that are planned as a part of the ACCT Committee assignment.

Please contact me if you have questions or need further information.

Best regards,

J. Robert Collins, Ph.D.
Chairman
Collin College Board of Trustees

Collin County Community College District Board of Trustees

2020-10-8

October 27, 2020

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Consideration of Approval of the Bid Report for October 27, 2020

DISCUSSION: The Bid Report for October:

3 New Solicitations
1 Contract Renewal
3 Contract Revisions

DISTRICT PRESIDENT’S RECOMMENDATION: The District President recommends approval of the Bid Report for October 27, 2020 as presented.

SUGGESTED MOTION: “Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the Bid Report for October 27, 2020 as presented.”

I. NEW SOLICITATIONS

Purchase Request #1 – Pg. 92 Kitchen Electrical & Mechanical Upgrades	\$ 130,000
Purchase Request #2 – Pg. 93 Parking Lot Restriping	328,302
Purchase Request #3 – Pg. 94 Managed Security Services	<u>550,000</u>
TOTAL OF NEW SOLICITATIONS	\$ <u>1,008,302</u>

II. CONTRACT RENEWALS

Purchase Request #4 – Pg. 95 Property & Liability Insurance	\$ <u>938,676</u>
TOTAL OF CONTRACT RENEWALS	\$ <u>938,676</u>

III. CONTRACT REVISIONS

Purchase Request #5 – Pg. 97 Elevator Maintenance and Repair	\$ 175,000
Purchase Request #6 – Pg. 98 Furniture	2,150,000
Purchase Request #7 – Pg. 99 Library Services	<u>200,000</u>
TOTAL OF CONTRACT REVISIONS	\$ 2,525,000
GRAND TOTAL	\$ <u><u>4,471,978</u></u>

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a contract to purchase kitchen electrical and mechanical upgrades at the Plano Campus from Infinity Contractors International for the Plano Campus Facility Plant Operations Department.

BACKGROUND

The Plano Campus kitchen electrical equipment and mechanical systems have been in place for 35 years. The aging of the equipment has resulted in periodic equipment failures and variations in indoor air quality. Upgrades to the electrical equipment will resolve recurring outages and wiring deficiencies while proactively relieving the electrical panels' load for future expansions. Also, mechanical system repairs will regulate the HVAC, resulting in consistent humidity and kitchen space temperature.

Invitation to Bid (ITB) Number 4370 was issued to procure kitchen electrical and mechanical upgrades at the Plano Campus. Five (5) responses were received and evaluated by a team consisting of the Director of Facilities Operations, Plano Campus Plant Operations Manager, and the project engineer. Based upon evaluation scores, the bid submitted by Infinity Contractors International is recommended as the best value to the District.

IMPACT OF THIS ACTION

These electrical and mechanical system upgrades are essential to the continued, safe operation of the kitchen. These corrective actions will help minimize the frequency of outages in the space and bring all electrical equipment and mechanical systems to operating standards.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$130,000, which is budgeted in the Plano Campus Facility Plant Operations Department's FY21 renewal and replacement budget.

RESOURCE PERSONNEL

Christopher Eyle, Vice President of Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a contract to purchase parking lot restriping for all campus locations from aa Tiger Stripe, Inc. for the District Facility Plant Operations departments.

BACKGROUND

This contract will provide all labor, equipment, and materials necessary to restripe all existing parking spaces and fire lanes. Work also includes all crosswalks, curbing, and lane dividers.

Invitation to Bid (ITB) Number 4374 was issued to procure parking lot restriping. One (1) response was received and reviewed by a team consisting of each of the Campus Facility Plant Operations Managers. Based upon the evaluation, the bid submitted by aa Tiger Stripe, Inc. is recommended as the best value to the District. aa Tiger Stripe, Inc. has been providing these services to the District since 2017.

IMPACT OF THIS ACTION

These services will ensure the District maintains compliance with ADA guidelines, promotes safety for those on campus, and creates a positive impression for our students, visitors, staff, and community.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$328,302 for three (3) years, which is budgeted in the District Facility Plant Operations departments' FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be three (3) years beginning November 1, 2020 through October 31, 2023.

RESOURCE PERSONNEL

Christopher Eyle, Vice President of Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a contract to purchase a network security monitoring system from Secureworks through Carahsoft Technology Group (Carahsoft) for the Technology Services Department.

BACKGROUND

With the advancement of technology and the proliferation of computer systems and cyber networks, large breaches or exposure of confidential information and emerging cybersecurity threats are becoming more frequent. The District must be prepared to respond to such events to ensure that essential business processes are not slowed or stopped due to an incident and that student and employee data is not compromised. Adequate detection capabilities will improve the ability to quickly discover a breach and provide the information necessary to respond promptly and thoroughly.

Reference number (REF) 4392 was issued to track the volume of spend for the network security monitoring system.

Carahsoft has a contract through the DIR cooperative purchasing program to provide Education IT Products and Services, Contract Number DIR-CPO-4444, and follows the competitive procurement requirements outlined in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code.

IMPACT OF THIS ACTION

The Texas Cybersecurity Council was created by the Department of Information Resources (DIR) to ensure that critical infrastructure and sensitive information are protected. DIR established baseline security standards for Texas state agencies and institutions of higher education. SecureWorks's solution meets requirements for all security plans to include the DIR security plan required by Texas HB 3834. Secureworks will provide the initial tools the District needs to prevent, mitigate, and investigate cyber threats and attacks on the District's network.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$550,000, which is budgeted in the Technology Services FY21 operating budget and subsequent year's budget subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term will be three (3) years beginning November 1, 2020 through October 31, 2023.

RESOURCE PERSONNEL

Mike Dickson, Chief Innovation Officer
972-758-3832

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve a renewal of Property and Liability Insurance from Roach Howard Smith and Barton.

BACKGROUND

The District purchases insurance to meet legal requirements and ensure protection and preservation of the District's human, physical, and financial assets. The District purchases the following insurance coverage types through this contract: property, crime, cyber liability, international travel, general liability, law enforcement, educators legal, auto, and umbrella/excess. Roach Howard Smith and Barton have provided exceptional services to the District.

Request for proposal, RFP Number 4005, was awarded in September of 2016 to procure property and liability insurance for the District.

IMPACT OF THIS ACTION

Approval of the insurance renewal will continue the existing coverage for the District for the period November 1, 2020 through October 31, 2021. The FY21 premium of \$863,623 is a \$122,874 increase in premium from the FY20 premium of \$740,749.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This purchasing request is for spend authorization of \$938,676, which is budgeted in the District's FY21/22 operating budgets.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the final of four (4) one-year renewal options available. The contract term will be one (1) year beginning November 1, 2020 through October 31, 2021.

RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer
972-758-3831

Premium Summary

Line of Coverage	Carrier	Expiring Annualized Premium	Estimated Renewal Premium	Exposure/Rating Basis		
				Exposure Basis	Expiring	Renewal
Property*	Affiliated FM	\$ 472,916	\$ 605,889	Blanket Building, Business Personal Property & Business Interruption	\$ 834,921,730	\$ 891,014,241
Crime	Great American	5,498	5,938	Employee Dishonesty, Limit:	1,000,000	1,000,000
General Liability*	TPS	39,518	24,139	Limit Per Occurrence:	1,000,000	5,000,000
Law Enforcement Liability	TPS	Included	25,671	Limit Each Occurrence:	1,000,000	5,000,000
Auto	TPS	68,407	74,392	Liability Limit	1,000,000	1,000,000
Excess Liability	United Educators	36,539	n/a	Limit Each Occurrence:	4,000,000	n/a
Educator's Legal Liability	TPS	77,653	87,904	Limit Each Claim:	5,000,000	5,000,000
Cyber Liability	Coalition	38,968	39,690	Aggregate Limit:	3,000,000	3,000,000
International Travel/Foreign	ACE	1,250	n/a	Limits:	Various	n/a
	Total Account Premium	\$ 740,749	\$ 863,623			
	Difference		\$ 122,874	16.59%		

Estimated premiums:

Celina Campus (April - August 2021)	\$ 23,233
Farmersville Campus (December - August 2021)	\$ 41,820
Auto Liability for Purchases (November 2020 - October 2021)	\$ 10,000

Total Spend Authorization **\$ 938,676**

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the expenditure of additional funds to purchase Elevator Maintenance and Repair from ThyssenKrupp Elevator for the District Facility Plant Operations Department.

BACKGROUND

The contract for elevator maintenance and repair provides all labor, equipment, and supplies needed to perform preventative maintenance and repairs to all District elevators. Additional funds are needed for unexpected repairs to the elevators at McKinney, Frisco, and Plano campuses.

A request for proposals (RFP), Number 4135, was issued to procure Elevator Maintenance and Repair.

IMPACT OF THIS ACTION

Performing monthly preventative maintenance and repairs for all District elevators ensures that the elevators are safe, functioning correctly, and can save the District from costly repairs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$440,000. This purchasing request is for spend authorization for an additional \$175,000, which is budgeted in the District Facility Plant Operations Department's FY21 operating budget.

MONITORING AND REPORTING TIMELINE

The contract term is three (3) years beginning May 1, 2018 through April 30, 2021.

RESOURCE PERSONNEL

Christopher Eyle, Vice President Facilities & Construction
972-758-3891

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase and installation of furniture from Krueger International (KI) Furniture, for various types of classroom, lab, and soft-seating furniture required to complete interiors for the District.

BACKGROUND

For 20 years, the District has standardized on KI Furniture for our classroom furniture requirements. They have routinely provided the District with high-quality products and excellent customer service. Bid Number 3943 was issued to procure KI Furniture and installation for the District.

IMPACT OF THIS ACTION

The contract with KI offers the District a substantial discount of 53% off list price and includes installation. KI provides delivery and installation on all orders for renovations, replacement of aging or broken furniture, and new construction. The original approval for expenditure did not include funding for projects constructed as part of the 2017 CIP.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board approved the original contract in April 2016, before the bond program was approved, for a total amount of \$1,225,000 to be spent over five years. This purchasing request is for spend authorization for an additional \$2,150,000, which is budgeted in various Departments' FY21 operating budgets and the 2017 CIP construction budgets.

MONITORING AND REPORTING TIMELINE

The contract term is five (5) years beginning April 28, 2016 through April 27, 2021.

RESOURCE PERSONNEL

Melissa Irby, Chief Financial Officer
972-758-3831

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the expenditure of additional funds for the purchase of information services from EBSCO Information Services and GOBI Library Solutions for the District.

BACKGROUND

The contracts with EBSCO and GOBI provide information services at current and new libraries for the District. The estimated cost of additional services needed for new campus libraries' start-up will cause the contract expenditures to exceed the previously approved spend authorization.

EBSCO's contract, reference number 3576, provides research databases, e-journals, magazine subscriptions, and e-book services. GOBI's contract, reference number 3842-2021, provides printed books and e-books.

IMPACT OF THIS ACTION

These additional funds will provide information services at all District Libraries to help students complete classroom assignments, lab assignments, and various other projects.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$535,750. This purchasing request is for spend authorization for an additional \$200,000, which is budgeted in various Departments' FY21 operating budgets.

MONITORING AND REPORTING TIMELINE

The contract term is one (1) year beginning September 1, 2020 through August 31, 2021.

RESOURCE PERSONNEL

Toni P. Jenkins, Ed.D., Senior VP of Campus Operations
972-758-3804

INFORMATION REPORTS

EFCD Local – Special Programs: High School Equivalency Testing Centers

Exercise of Grant of Authority by the District President

Gifts-In-Kind Report as of August 31, 2020

Quarterly Foundation Report as of August 31, 2020

Statement of Net Position as of September 30, 2020

Summaries of Current Funds, Revenues, & Expenses as of September 30, 2020

Monthly Investment Report as of September 30, 2020

AECOM Monthly Report as of September 2020

Information Item

EFCD Local – Special Programs: High School Equivalency Testing Centers

The High School Equivalency Test (HiSET) exam is one of three tests U.S. states and territories use to measure high school equivalency skills. The General Educational Development (GED) and the Test Assessing Secondary Completion (TASC) are the other options. In Texas, the GED and HiSET are offered.

In April 2019, the Collin College Board of Trustees approved EFCD Local Policy titled, “Special Programs High School Equivalency Testing Centers.” This policy requires an annual update of the testing center facility as well as provision of data related to high school equivalency tests administered in the previous year.

Collin College is a test site for the HiSET exam. Last year, the location for Collin’s HiSET offerings was at the Courtyard Center (CYC) in Plano. With the opening of the Collin College Technical Campus this fall, HiSET exams were officially moved. On Tuesday, October 6, 2020, the Technical Campus was officially approved by ETS for administration. ETS is currently updating their schedule and testing will be set to resume shortly thereafter.

The first test was offered in September 2019. Since then, there have been 47 unduplicated test takers with the most active month being December 2019 when 13 unduplicated test takers took the exam.

Resource:

Sherry Schumann, Ph.D.
Executive Vice President
972.758.3880
sschumann@collin.edu

Follow-Up to July 23, 2020 Emergency Meeting

Exercise of Grant of Authority by the District President

Background:

On March 17, 2020, the Board of Trustees held an emergency board meeting pursuant to Texas Government Code §551.045. Upon motion and vote, the Board granted authority to the District President to implement measures as needed for the health, safety, and well-being of Collin College students and employees, secure the College's academic integrity, and support the ongoing operations and workforce of the College, in light of the COVID-19 pandemic.

On July 23, 2020, the Board of Trustees held another emergency board meeting pursuant to Texas Government Code §551.045. Upon motion and vote, the Board extended the grant of authority to the District President to once again implement measures as needed in light of the continuing COVID-19 pandemic. The grant of authority to the District President extends through **January 31, 2021**.

Authority Granted

To continue responding in a timely manner to meet the unexpected needs of the College during the COVID-19 pandemic and to prepare for any future state actions, the District President was granted authority to take actions within the existing Board-approved budget to address business and academic continuity priorities while responding to the pandemic emergency, including:

- In the event another shelter-in-place state order is issued, or similar government measures are implemented, examine and ensure continuity of pay on a temporary basis until the next regularly scheduled or emergency Board meeting for all College employees for regularly scheduled work hours at the normal rate of pay, when it is determined that employees should not be present on campus and when neither telecommuting nor working on campus are viable options, or similar personnel actions are warranted;
- Authorize the modification of class schedules, academic calendars, events such as graduations, pinnings, and other gatherings, and related matters as needed;
- Authorize the purchase of additional licenses, as required, for vendors such as Zoom, Proctor-U, Canvas, and other resources necessary;
- Authorize the implementation of other academic and administrative measures clearly related to continuing operations of the College and ensure that the College may expend necessary funds in connection with the implementation of those measures;
- Issue certain refunds of fees or other expenses, as deemed appropriate in response to emergency declarations within Collin County and the College's service area; and
- Authorize the purchase of additional Personal Protective Equipment and sanitization supplies, as needed to maintain the college facilities.

Question: How has the District President continued to exercise the grant of emergency authority?

Answer: The District President has exercised the grant of emergency authority through the development or implementation of the following **additional** actions (**noted in bold font**):

Area	Date(s)	Action
Academic	March 18, 2020	Transfer of a significant majority of courses to online/distance learning format. Submitted and received approval verification from SACSCOC on March 23, 2020.
Academic	March 19, 2020	Revised 2019-2020 Academic Calendar, with appropriate notification to SACSCOC.
Academic	March 18, 2020 and ongoing	Directed the creation of comprehensive plan to ensure that all students complete spring 2020 courses.
Academic	April 2, 2020	Extension of course withdrawal date (to April 17).
Academic	May 22, 2020	Postpone spring graduation ceremony and implement alternative plan to celebrate our graduates in June 2020.
Academic	April 2, 2020	Resisted external influences to change grading system. Collin College continues to use the normal grading system for all classes.
Academic	April 2, 2020	Directed process for moving Maymester and early Summer semester courses to an online format.
Academic	April 10, 2020 and ongoing	Collaborated to petition Congress to reauthorize and provide increased funding for the National Science Foundation’s (NSF’s) Advanced Technological Education (ATE) program in order to position the college to respond to the effects of the COVID 19 pandemic on the economy and workforce.
Academic	April 8, 2020 and May 2020	Implemented plan for completion of CTE/workforce courses/and certain healthcare programs in accordance with TACC guidance.
Academic	May 15, 2020	Implemented plan to have two summer sessions conducted in online/distance learning format. The second five-week summer session will be offered as a combination of both in-person and online classes, with continued safety conditions in place.

Academic	May 15, 2020	Developing plan to conduct a Fall semester under more “normal” operations with expanded online course offerings.
Financial	April 7, 2020	Bond sale of \$350 million cash at 2.657% for a debt of \$302.7 million over 20 years, with a premium of \$49.4 million.
Financial	March 18, 2020 and ongoing	Directed tracking of emergency expenditures and coordination for seeking stimulus funding under the Higher Education Emergency Relief Fund of the federal CARES Act. Estimated total funding for the College is anticipated to be \$10.7 million.
Financial	April 17, 2020 and May 5, 2020	Grant submission for Collin College for the Higher Education Emergency Relief Fund validated and retrieved by Grants.gov for Emergency Grant Assistance for Collin College students in the amount of \$5,395,456.00. Process developed to be administered through Financial Aid, Student and Enrollment Services, and the Business Office. Email notices with instructions for students to obtain relief grants sent to eligible students on May 5, 2020.
Financial	May 6, 2020	Grant submission for Collin College for the Higher Education Emergency Relief Fund validated and retrieved by Grants.gov for Emergency Grant Institutional Funding to defray costs associated with changes to the delivery of instruction due to COVID-19 pandemic and other expenses.
Personnel	March 18, 2020	Continuity of pay for all faculty, staff, and student employees.
Personnel	March 18, 2020	Granted supervisors authority to allow telecommuting/work-from-home, as appropriate.
Personnel	March 18, 2020	Suspension of staff travel and conference attendance.
Personnel	March 24-26, 2020	Provided designation letters to essential staff to allow them to work on campuses or work sites.

Personnel	March 27, 2020 and ongoing	Allowed supervisors to adopt modified work schedules for essential facilities, police, and other staff to work on-site, while observing social distancing.
Personnel	April 2, 2020	Extended campus closure through May 4, 2020, with continuity of pay.
Personnel	March 23, 2020 and ongoing	Continued search committees and hiring of essential administrators, staff, and faculty for new campuses, while delaying other college-wide hiring.
Personnel	May 15, 2020	Implemented phased Recovery Plan for Employee Operations with resources for a planned reopening of campus operations and the return of full-time staff to onsite work no later than June 1, 2020.
Personnel	June 1, 2020 and ongoing	Lifted temporary hiring freeze for positions already budgeted.
Personnel	September 1, 2020	2020-2021 Budget change for general pay adjustments for full-time staff and faculty, part-time staff, adjunct faculty, and student employees.
Operations / Administrative	March 18, 2020 and ongoing	Collaborated with AECOM and construction managers to continue essential infrastructure construction work during COVID-19 pandemic crisis on Phase 1 and 2 projects (currently on schedule), student housing remediation (to be completed by mid-July), and Phase 3 and 4 projects.
Operations / Administrative	March 18, 2020	Declared libraries, math, and computer labs to remain temporarily operational.
Operations / Administrative	March 19, 2020	Declared campuses closed effective March 19 at 3:00 p.m. through March 22, 2020; extended closure of the campuses through April 6, 2020 based on the Governor's executive order.
Operations / Administrative	March 19, 2020 and ongoing	Allowed students the option to remain in campus housing.
Operations / Administrative	March 19, 2020 and ongoing	Continued meals for students who remained in campus housing.

Operations / Administrative	March 23, 2020 and ongoing	Donation of PPE supplies to hospital clinical partners.
Operations / Administrative	March 23, 2020 and ongoing	Loaning ventilator equipment to hospital clinical partners under agreements.
Operations / Administrative	April 2, 2020 and ongoing	Implementation of mitigation plan to address COVID-19 reported cases.
Operations / Administrative	April 2, 2020	Extended work from home and campus closure through May 4, 2020.
Operations / Administrative	May 15, 2020	In conjunction with phased Recovery Plan for Employee Operations, travel restrictions to remain in place until September 1, 2020.
Operations / Administrative	May 15, 2020	Conference services and facilities rentals to remain closed until September 1, 2020.
Operations / Administrative	June 1, 2020	Student housing application process commenced with online submissions starting June 15, 2020.
Operations / Administrative	July 2020	Conference services and facilities rentals to remain closed until January 26, 2021, and employee travel restrictions to remain in place until January 2021.
Technology	March 18, 2020 and ongoing	Invested in new online resources, including procurement of VPNs, and T-Mobile hotspots (some of which were delivered to our dual credit high schools).
Technology	March 20, 2020 and ongoing	Set up hotline for students who needed help with technology needs and Internet access.
Technology	March 27, 2020	Established “Wi-Fi Drive-Ins” at Frisco and McKinney campuses.
Technology	March 30, 2020 and ongoing	Implementation of test proctoring system through Honorlock and other software.
Technology	September 2020	Approval of purchase of 50 laptops to be made available per semester for student use, through CARES Act funding.

Resource:

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COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
GIFTS IN-KIND
FOR THE MONTH OF AUGUST 2020

Donor	Description	Department	Value per Donor	Fair Market Value
Dept of Labor	50 Coursera Licenses	Grant/Jobs for the Future	\$ 12,500	\$ 12,500
Samantha Reynolds	Canon EOS6D camera body	Photography	\$ 600	\$ 600
Sue Mahon	Ricoh 35mm camera with telephoto lens, color lenses, flash attachment and carrying case	Photography	\$ 300	\$ 300
Terry Cockerham	Epson 4880 Large format photo printer	Photography	\$ 1,900	\$ 1,900
Richardson Fire Department	Two Lifepak 12 monitor/defibrillators with 2 battery chargers and 9 batteries	BioMed	\$ 9,110	\$ 9,110
Hilti, Inc.	Tools and Batteries for Construction Technology Program (various items)	Construction Technology	\$ 69,343	\$ 69,343
Bob Tomes Ford	New, damaged, unreturnable Ford parts with factory packaging.	Automotive and Collision Technology	\$ 3,000	\$ 3,000

COLLIN COUNTY COMMUNITY COLLEGE DISTRICT
SUMMARY OF FOUNDATION PAYMENTS TO DISTRICT
AS OF AUGUST 31, 2020

DESCRIPTION	AMOUNT	
	Quarter <u>Jun 2020 - Aug 2020</u>	Cumulative <u>Sept 2019 - Aug 2020</u>
SCHOLARSHIPS:	\$14,412	\$803,061
PROGRAM SUPPORT:	<u>\$40,156</u>	<u>\$105,148</u>
TOTAL	<u><u>\$54,568</u></u>	<u><u>\$908,209</u></u>

Collin College
Statement of Net Position
September 30

	2021	2020
Assets		
Current assets		
Cash and cash equivalents	\$ 468,064,227	\$ 313,269,369
Short term investments	57,144,132	68,824,274
Accounts receivable (net of allowance for bad debt)	13,148,168	12,180,013
Tax receivable (net of allowance for bad debt)	627,699	558,524
Inventories	15,423	19,786
Prepaid expenses	1,144,906	25,322
Total current assets	<u>540,144,554</u>	<u>394,877,287</u>
Noncurrent assets		
Long term investments	24,017,135	10,000,000
Capital assets, net		
Not subject to depreciation	129,679,137	226,381,390
Subject to depreciation	589,608,268	275,134,192
Total noncurrent assets	<u>743,304,540</u>	<u>511,515,582</u>
Total assets	<u>\$ 1,283,449,094</u>	<u>\$ 906,392,869</u>
Deferred outflows related to pensions	<u>\$ 22,543,879</u>	<u>\$ 19,213,350</u>
Deferred outflows related to OPEB	<u>\$ 41,589,606</u>	<u>\$ 44,356,897</u>
Liabilities		
Current liabilities		
Accounts payable	\$ 20,279,172	\$ 9,225,010
Accrued liabilities	6,694,845	1,250,341
Funds held for others	68,130	54,221
Unearned revenue	1,834,125	1,582,747
Accrued compensable absences payable	102,025	127,152
Bonds payable - current portion	10,120,000	10,520,000
OPEB liability - current portion	2,612,800	963,647
Total current liabilities	<u>41,711,097</u>	<u>23,723,118</u>
Noncurrent liabilities		
Accrued compensable absences payable	1,658,761	1,157,375
Pension liability	36,646,040	35,204,032
OPEB liability	79,824,497	64,546,843
Bonds payable	579,254,820	245,967,832
Total noncurrent liabilities	<u>697,384,118</u>	<u>346,876,083</u>
Total liabilities	<u>\$ 739,095,215</u>	<u>\$ 370,599,201</u>
Deferred inflows related to pensions	<u>\$ 10,647,490</u>	<u>\$ 5,165,285</u>
Deferred inflows related to OPEB	<u>\$ 15,184,510</u>	<u>\$ 25,356,761</u>
Net position		
Net investment in capital assets	\$ 277,246,105	\$ 263,264,300
Restricted for:		
Expendable		
Student aid/non-governmental grants and contracts	1,470,049	1,952,910
Reserve debt service	(3,321,329)	8,513,137
Reserve for capital projects	6,100,000	
Unrestricted	301,160,539	295,111,522
Total net position	<u>\$ 582,655,364</u>	<u>\$ 568,841,869</u>

Collin County Community College District
All Funds
Revenues and Expenses
For the Period Ending
September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Unrestricted						
State Appropriations-General Revenue	\$ 39,834,020	\$ 4,781,217	12.0 %	\$ 39,834,020	\$ 4,781,450	12.0 %
Tuition and Fees	53,658,563	21,181,487	39.5 %	48,788,991	21,288,778	43.6 %
Scholarship allowances	(8,000,000)	(666,667)	8.3 %	(7,700,000)	(641,667)	8.3 %
Taxes for Current Operations	130,982,990	(87,015)	(0.1)%	118,601,066	-	0.0 %
Investment Income-Unrestricted Fund	2,350,000	77,067	3.3 %	4,070,000	350,343	8.6 %
Investment Income-Stabilization Fund	655,000	9,064	1.4 %	1,200,000	82,341	6.9 %
Investment Income-Building Fund	1,200,000	14,083	1.2 %	2,300,000	212,867	9.3 %
Miscellaneous - Unrestricted Fund	2,239,075	78,354	3.5 %	2,214,142	91,004	4.1 %
Auxiliary Fund	4,418,483	789,237	17.9 %	2,298,455	426,299	18.5 %
Total Unrestricted	227,338,131	26,176,827	11.5 %	211,606,674	26,591,416	12.6 %
Restricted						
Grants and Contracts	39,149,530	11,345,328	29.0 %	47,957,608	12,053,743	25.1 %
State Allocation-On-Behalf Benefits	8,984,595	750,242	8.4 %	8,641,239	725,563	8.4 %
Debt Service- General Obligation Bonds	4,788,309	23,733	0.5 %	4,896,142	97,600	2.0 %
Total Restricted	52,922,434	12,119,303	22.9 %	61,494,989	12,876,906	20.9 %
Transfers						
Transfer in - Unrestricted to Stabilization and Startup Fd	25,000,000	-	0.0 %	30,300,000	2,525,000	8.3 %
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	7,386	3.4 %
Transfer in - Unrestricted to Grant Fund - Matching	118,706	1,810	1.5 %	158,971	3,194	2.0 %
Transfer in - Unrestricted to Debt Service Fund	25,907,990	-	0.0 %	15,803,626	1,314,672	8.3 %
Transfer in - Stabilization and Startup to Debt Srvc Fd	9,960,545	-	0.0 %	1,600,523	133,377	8.3 %
Transfer in - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	-	0.0 %
Total Transfers	61,237,241	1,810	0.0 %	281,147,765	3,983,629	1.4 %
Total Revenues and Transfers	\$ 341,497,806	\$ 38,297,940	11.2 %	\$ 554,249,428	\$ 43,451,951	7.8 %
Expenses						
Unrestricted						
Instruction	\$ 96,148,598	\$ 7,478,180	7.8 %	\$ 85,369,141	\$ 6,817,100	8.0 %
Public Service	58,859	2,644	4.5 %	56,413	3,166	5.6 %
Academic Support	24,414,454	1,447,223	5.9 %	23,481,350	1,476,002	6.3 %
Student Services	23,829,978	1,252,773	5.3 %	19,410,242	1,300,910	6.7 %
Institutional Support	55,846,621	3,336,536	6.0 %	51,287,687	2,977,962	5.8 %
Operation and Maintenance of Plant	26,774,869	636,866	2.4 %	18,316,970	497,638	2.7 %
Scholarship allowances	(8,000,000)	(666,667)	8.3 %	(7,700,000)	(641,667)	8.3 %
Auxiliary Enterprises	4,342,971	396,709	9.1 %	3,887,432	362,686	9.3 %
Reserve for Supplemental Requests - Unrestricted Fd	-	-	-	312,500	-	0.0 %
Reserve for Supplemental Requests - Aux Fd	-	-	-	61,664	-	0.0 %
Building Fund	-	-	-	3,500,000	5,205	0.1 %
Total Unrestricted Expenses	223,416,350	13,884,265	6.2 %	197,983,399	12,799,002	6.5 %
Restricted						
Grants and Contracts-Scholarships	42,763,750	11,307,843	26.4 %	50,529,853	11,757,431	23.3 %
Debt Service - General Obligation	35,165,533	8,886,377	25.3 %	23,522,732	833,561	3.5 %
State Allocation-On-Behalf Benefits	8,984,595	750,242	8.4 %	8,641,239	725,563	8.4 %
Limited Tax Series Bonds	133,128,987	484,565	0.4 %	23,304,606	29,053	0.1 %
Total Restricted Expenses	220,042,865	21,429,026	9.7 %	105,998,430	13,345,608	12.6 %
Transfers						
Transfer out - Unrestricted to Stabilization and Startup Fd	25,000,000	-	0.0 %	30,300,000	2,525,000	8.3 %
Transfer out - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	116,749,081	7,386	0.0 %
Transfer out - Unrestricted to Grant Fund - Matching	118,706	1,810	1.5 %	158,971	3,194	2.0 %
Transfer out - Unrestricted to Debt Service Fund	25,907,990	-	0.0 %	15,803,626	1,314,672	8.3 %
Transfer out - Stabilization and Startup to Debt Service Fd	9,960,545	-	0.0 %	1,600,523	133,377	8.3 %
Transfer out - Bdg Fd to 2020 Limited Tax Series Bonds	-	-	-	233,064,645	-	0.0 %
Total Transfers	61,237,241	1,810	0.0 %	397,676,846	3,983,629	1.0 %
Other Adjustments						
Depreciation	16,630,452	1,515,920	9.1 %	12,354,681	1,025,545	8.3 %
Bond Principal-General Obligation Bonds	(23,681,777)	(7,000,000)	29.6 %	(10,520,000)	-	0.0 %
Capitalized Expenses-Operating/Aux/Restricted	(7,686,866)	(73,957)	1.0 %	(9,725,563)	(4,406)	0.0 %
Capitalized Expenses-Building Fund	-	-	-	(4,450,794)	-	0.0 %
Capitalized Expenses-Limited Tax Bond Series	(133,011,365)	(484,565)	0.4 %	(222,130,361)	489	(0.0)%
Total Other Expenses	(147,749,556)	(6,042,602)	4.1 %	(234,472,037)	1,021,628	(0.4)%
Total Expenses, Transfers and Adjustments	356,946,900	29,272,498	8.2 %	467,186,639	31,149,867	6.7 %
Excess (Deficit) of Revenues Over Expenses	(15,449,094)	9,025,441	(58.4)%	87,062,790	12,302,084	14.1 %
Total Expenses and Change to Net Position	\$ 341,497,806	\$ 38,297,940	11.2 %	\$ 554,249,428	\$ 43,451,951	7.8 %

Collin County Community College District
Current Unrestricted Funds
Revenues and Expenses
For the Period Ending
September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers In						
State Appropriations	\$ 39,834,020	\$ 4,781,217	12.0 %	\$ 39,834,020	\$ 4,781,450	12.0 %
Tuition and Fees (net of discounts)	53,658,563	21,181,487	39.5 %	48,788,991	21,288,778	43.6 %
Scholarship Allowances	(8,000,000)	(666,667)	8.3 %	(7,700,000)	(641,667)	8.3 %
Taxes for Current Operations	130,982,990	(87,015)	(0.1)%	118,601,066	-	0.0 %
Investment Income	2,350,000	77,067	3.3 %	4,070,000	350,343	8.6 %
Miscellaneous	2,239,075	78,354	3.5 %	2,214,142	91,004	4.1 %
Total Revenues	<u>\$ 221,064,648</u>	<u>\$ 25,364,443</u>	11.5 %	<u>\$ 205,808,219</u>	<u>\$ 25,869,909</u>	12.6 %
Expenses						
Instruction	\$ 94,946,538	\$ 7,472,708	7.9 %	\$ 83,586,283	\$ 6,803,671	8.1 %
Public Service	58,859	2,644	4.5 %	56,413	3,166	5.6 %
Academic Support	22,595,542	1,425,440	6.3 %	16,726,486	1,357,159	8.1 %
Student Services	22,815,018	1,252,773	5.5 %	18,826,788	1,300,910	6.9 %
Institutional Support	55,206,131	3,334,740	6.0 %	50,277,099	2,964,800	5.9 %
Plant Operations & Maintenance	25,220,761	636,866	2.5 %	17,322,455	497,638	2.9 %
Scholarship Allowances	(8,000,000)	(666,667)	8.3 %	(7,700,000)	(641,667)	8.3 %
Total Unrestricted Expenses	<u>212,842,849</u>	<u>13,458,504</u>	6.3 %	<u>179,095,524</u>	<u>12,285,678</u>	6.9 %
Transfers						
Non-Mandatory:						
Unrestricted to Stabilization and Startup	25,000,000	-	0.0 %	30,300,000	2,525,000	8.3 %
Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	116,749,081	7,386	0.0 %
Mandatory:						
Unrestricted to Grant Fund (Matching)	118,706	1,810	1.5 %	158,971	3,194	2.0 %
Unrestricted to Debt Service	25,907,990	-	0.0 %	15,803,626	1,314,672	8.3 %
Total Transfers	<u>51,276,696</u>	<u>1,810</u>	0.0 %	<u>163,011,678</u>	<u>3,850,252</u>	2.4 %
Reserves						
Reserves for Supplemental	-	-	-	312,500	-	0.0 %
Total Reserves	<u>-</u>	<u>-</u>	-	<u>312,500</u>	<u>-</u>	0.0 %
Other Expenses and adjustments						
Depreciation	16,630,452	1,515,920	9.1 %	12,354,681	1,025,545	8.3 %
Capitalized Expenses	(7,043,254)	(50,369)	0.7 %	(9,161,401)	(4,406)	0.0 %
Total Other Expenses	<u>9,587,198</u>	<u>1,465,550</u>	15.3 %	<u>3,193,281</u>	<u>1,021,139</u>	32.0 %
Total Expenses, Transfers, and Reserves	<u>273,706,743</u>	<u>14,925,864</u>	5.5 %	<u>345,612,983</u>	<u>17,157,069</u>	5.0 %
Excess (Deficit) of Revenues Over Expenses	<u>(52,642,095)</u>	<u>10,438,579</u>	(19.8)%	<u>(139,804,764)</u>	<u>8,712,840</u>	(6.2)%
Total Expenses and Change to Net Position	<u>\$ 221,064,648</u>	<u>\$ 25,364,443</u>	11.5 %	<u>\$ 205,808,219</u>	<u>\$ 25,869,909</u>	12.6 %

Collin County Community College District
 Stabilization and Startup Fund
 Revenues and Expenses
 For the Period Ending
 September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers						
Investment Income	\$ 655,000	\$ 9,064	1.4 %	\$ 1,200,000	\$ 82,341	6.9 %
Transfer In - from Unrestricted	25,000,000	-	0.0 %	30,300,000	2,525,000	8.3 %
Total Revenues and Transfers	\$ 25,655,000	\$ 9,064	0.0 %	\$ 31,500,000	\$ 2,607,341	8.3 %
Expenses and Transfers						
Instruction	\$ 1,202,060	\$ 5,472	0.5 %	\$ 1,782,858	\$ 13,429	0.8 %
Academic Support	1,818,912	-	0.0 %	6,754,864	118,843	1.8 %
Student Services	1,014,960	-	0.0 %	583,454	-	0.0 %
Institutional Support	640,490	-	0.0 %	1,010,588	13,162	1.3 %
Plant Operations & Maintenance	1,554,108	-	0.0 %	994,515	-	0.0 %
Transfer out - to Debt Service	9,960,545	-	0.0 %	1,600,523	133,377	8.3 %
Total Expenses and Transfers	16,191,075	5,472	0.0 %	12,726,802	278,810	2.2 %
Excess (Deficit) Revenues over Expenses	9,463,925	3,591	0.0 %	18,773,198	2,328,531	12.4 %
Total Expenses and Change to Net Position	\$ 25,655,000	\$ 9,064	0.0 %	\$ 31,500,000	\$ 2,607,341	8.3 %

Collin County Community College District
 Auxiliary Funds
 Revenues and Expenses
 For the Period Ending
 September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Bookstore	\$ 850,000	\$ 255,658	30.1 %	\$ 925,000	\$ 197,693	21.4 %
Food Services/Vending	1,276,590	64,283	5.0 %	627,000	87,091	13.9 %
Catering Services	250,000	2,129	0.9 %	310,000	20,027	6.5 %
Facilities Rental	188,000	(2,160)	(1.1)%	186,000	12,571	6.8 %
Print Shop	123,000	5,582	4.5 %	124,500	10,768	8.6 %
Miscellaneous	10,000	1,275	12.8 %	10,000	1,325	13.3 %
Athletics	4,000	-	0.0 %	4,000	-	0.0 %
Student Housing	1,604,938	449,320	28.0 %	-	87,495	-
Cell Tower	111,955	13,150	11.7 %	111,955	9,330	8.3 %
Total	4,418,483	789,237	17.9 %	2,298,455	426,299	18.5 %
Transfers						
Transfer in - Unrestricted (SAFAC) to Athletics	250,000	-	0.0 %	220,000	7,386	3.4 %
Total Revenues and Transfers	\$ 4,668,483	\$ 789,237	16.9 %	\$ 2,518,455	\$ 433,685	17.2 %
Expenses						
Auxiliary Services Administration	\$ 486,232	\$ 16,175	3.3 %	\$ 186,386	\$ 17,006	9.1 %
Food Services/Vending	1,399,226	109,845	7.9 %	1,028,861	75,590	7.3 %
Catering Services	213,515	5,007	2.3 %	282,618	17,148	6.1 %
Facilities Rental	228,381	12,272	5.4 %	160,703	12,654	7.9 %
Print Shop	123,040	5,427	4.4 %	131,782	9,726	7.4 %
Athletics	854,674	153,764	18.0 %	854,674	164,648	19.3 %
Student Housing	866,403	39,402	4.5 %	1,015,070	(3,063)	(0.3)%
Scholarships	132,500	54,169	40.9 %	132,500	68,977	52.1 %
Refund Petition	39,000	648	1.7 %	27,000	-	0.0 %
Reserve for Supplemental - Auxliary Fund	-	-	-	61,664	-	0.0 %
Total Expenses	4,342,971	396,709	9.1 %	3,881,258	362,686	9.3 %
Other Adjustments						
Capitalized expenses	(1,000)	-	0.0 %	(54,100)	-	0.0 %
Total Expenses and Adjustments	4,341,971	396,709	9.1 %	3,827,158	362,686	9.5 %
Excess (Deficit) of Revenues Over Expenses	326,512	392,528	120.2 %	(1,308,703)	70,998	(5.4)%
Total Expenses and Change in Net Position	\$ 4,668,483	\$ 789,237	16.9 %	\$ 2,518,455	\$ 433,685	17.2 %

Collin County Community College District
 Building Fund
 Revenues and Expenses
 For the Period Ending
 September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues and Transfers						
Investment Income	\$ 1,200,000	\$ 14,083	1.2 %	\$ 2,300,000	\$ 212,867	9.3 %
Transfer in - Limited Tax Series Bonds	-	-	-	60,000,000	-	0.0 %
Total Revenues and Transfers	<u>\$ 1,200,000</u>	<u>\$ 14,083</u>	1.2 %	<u>\$ 62,300,000</u>	<u>\$ 212,867</u>	0.3 %
Expenses and Transfers						
Student Housing Expenses	\$ -	\$ -	-	\$ -	\$ 5,205	-
Transfer out - Limited Tax Series Bonds	-	-	-	-	-	-
Total Expenses and Transfers	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>5,205</u>	-
Other Adjustments						
Student Housing Expenses to be capitalized	-	-	-	-	-	-
Total Expenses, Transfers and Adjustments	<u>-</u>	<u>-</u>	-	<u>-</u>	<u>5,205</u>	-
Excess (Deficit) Revenues over Expenses	<u>1,200,000</u>	<u>14,083</u>	1.2 %	<u>62,300,000</u>	<u>207,662</u>	0.3 %
Total Expenses and Change to Net Position	<u>\$ 1,200,000</u>	<u>\$ 14,083</u>	1.2 %	<u>\$ 62,300,000</u>	<u>\$ 212,867</u>	0.3 %

Collin County Community College District
 Restricted Fund
 Revenues and Expenses
 For the Period Ending
 September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Federal	\$ 33,393,594	\$ 9,914,770	29.7 %	\$ 41,171,116	\$ 10,567,719	25.7 %
State	12,303,088	1,297,337	10.5 %	12,843,131	1,292,901	10.1 %
Local/Private	2,342,923	883,463	37.7 %	2,714,513	918,687	33.8 %
Total Restricted Revenues	48,039,605	12,095,570	25.2 %	56,728,760	12,779,306	22.5 %
Matching	118,706	1,810	1.5 %	158,971	3,194	2.0 %
Total Revenues and Matching	\$ 48,158,311	\$ 12,097,380	25.1 %	\$ 56,887,731	\$ 12,782,500	22.5 %
Expenses						
Instruction	\$ 4,878,833	\$ 360,217	7.4 %	\$ 6,220,616	\$ 349,769	5.6 %
Public Service	753,042	41,359	5.5 %	844,582	63,435	7.5 %
Academic Support	5,549,942	134,112	2.4 %	3,819,245	141,462	3.7 %
Student Services	2,729,409	125,517	4.6 %	2,106,668	116,731	5.5 %
Institutional Support	2,785,499	360,759	13.0 %	4,069,065	208,206	5.1 %
Scholarships and Fellowships	28,538,115	11,036,121	38.7 %	33,966,699	11,603,391	34.2 %
Total Restricted Expenses	45,234,840	12,058,085	26.7 %	51,026,875	12,482,994	24.5 %
Other Expenses and Adjustments						
Capitalized expenses	(642,612)	-	0.0 %	(510,062)	-	0.0 %
Excess Revenue (Deficit) over Expenses	3,566,083	39,295	1.1 %	6,370,918	299,506	4.7 %
Total Expenses and Change to Net Position	\$ 48,800,923	\$ 12,097,380	24.8 %	\$ 57,397,793	\$ 12,782,500	22.3 %

Collin County Community College District
Debt Service
Revenues and Expenses
For the Period Ending
September 30

	2021 (8% Elapsed)			2020 (8% Elapsed)		
	FY 2021 Budget	YTD Actuals	Percent Budget	FY 2020 Budget	YTD Actuals	Percent Budget
Revenues						
Ad Valorem Taxes	\$ 3,528,309	\$ -	0.0 %	\$ 3,196,142	\$ -	0.0 %
Investment Income	1,260,000	23,733	1.9 %	1,700,000	97,600	5.7 %
Transfer In - Unrestricted to DS* Fund	25,907,990	-	0.0 %	15,803,626	1,314,672	8.3 %
Transfer In - Stabilization & Start Up to DS*	9,960,545	-	0.0 %	1,600,523	133,377	8.3 %
Total Revenue	<u>40,656,844</u>	<u>23,733</u>	0.1 %	<u>22,300,291</u>	<u>1,545,649</u>	6.9 %
Expenses						
Bond Principal-Series 2010	\$ 2,760,000	\$ 7,000,000	253.6 %	\$ 2,635,000	\$ -	0.0 %
Bond Interest-Series 2010	323,100	8,078	2.5 %	441,675	36,806	8.3 %
Bond Principal-Series 2018	8,205,000	-	0.0 %	7,885,000	-	0.0 %
Bond Interest-Series 2018	9,245,656	770,471	8.3 %	9,561,057	796,755	8.3 %
Bond Principal-Series 2020	1,915,000	-	0.0 %	-	-	-
Bond Interest-Series 2020	12,716,777	1,107,828	8.7 %	3,000,000	-	0.0 %
Total Expenses	<u>20,533,756</u>	<u>8,886,377</u>	43.3 %	<u>20,522,732</u>	<u>833,561</u>	4.1 %
Add back: Principal payment	(10,965,000)	(7,000,000)	63.8 %	(10,520,000)	-	0.0 %
Excess (Deficit) Revenues over Expenses	<u>31,088,088</u>	<u>(1,862,644)</u>	(6.0)%	<u>12,297,559</u>	<u>712,088</u>	5.8 %
Total Expenses and Change to Net Position	<u>\$ 40,656,844</u>	<u>\$ 23,733</u>	0.1 %	<u>\$ 22,300,291</u>	<u>\$ 1,545,649</u>	6.9 %

*DS=Debt Service



Monthly Investment Report
September 30, 2020

PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

The Stakes are High

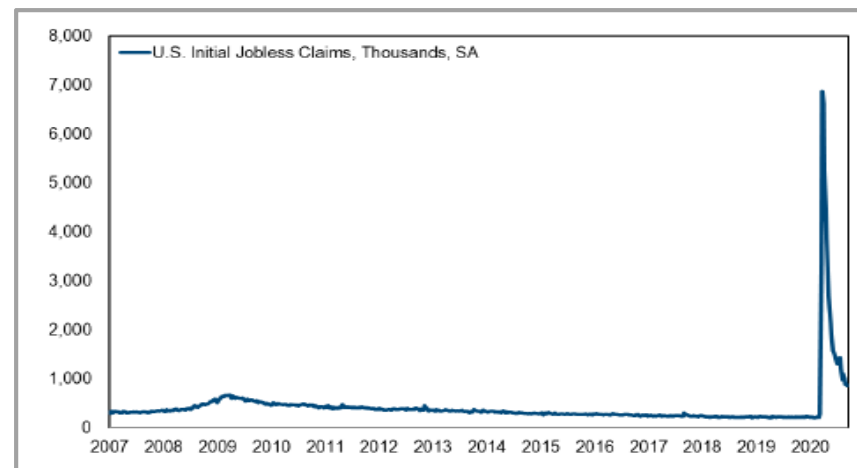
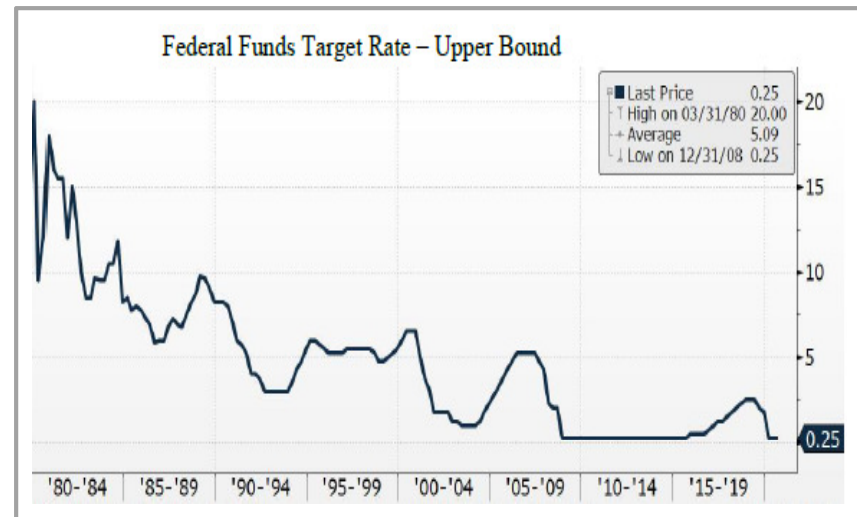
It is safe to say at this point that the virus and the upcoming election are the biggest factors affecting the markets and will continue to be into 4th quarter. It can also be anticipated that

- true to history, rates generally tend to trade in a range from September through election day
- Risk appetites will be low going into the election and if polls suggest a close race, there will be a flight to quality Treasuries
- History shows that divided governments support lower yields

Surprising no one, the FOMC signaled it will hold rates steady through 2023 stating that *“It will be appropriate to maintain this target range until labor market conditions have reached levels consistent with the Committee’s assessments of maximum employment and inflation has risen to 2 percent and is on track to moderately exceed 2 percent for some time.”*

Fed Chair Powell and Treasury Sec’y Mnuchin, in the three-day testimony before Congress, both championed the economic progress and improvement already achieved but both were clear the lending programs run by the Fed and Treasury could only go so far and cannot replace targeted aid from Congress. Powell said *“The recovery will go faster if we have both tools [from the Fed and Congress] continuing to work together.”* But can they?

The Fed appears optimistic regarding the state of the U.S. economy and the potential recovery. It has recommitted to maintaining the numerous liquidity and lending programs put in place at the onset of the pandemic and the current pace of \$120 billion per month in asset purchases. The Fed and other central banks are bringing out flexible inflation targeting [discussed last month], but it is not a panacea and could create problems if higher inflation is tolerated without a timely reaction. It remains to be seen.



Monetary and Fiscal Efforts and The Pace of Recovery

It seems clear that additional fiscal efforts are needed, but any though expected at some point – before the election – will make the economic contraction shallower but the pure volume of support may the recovery slower.

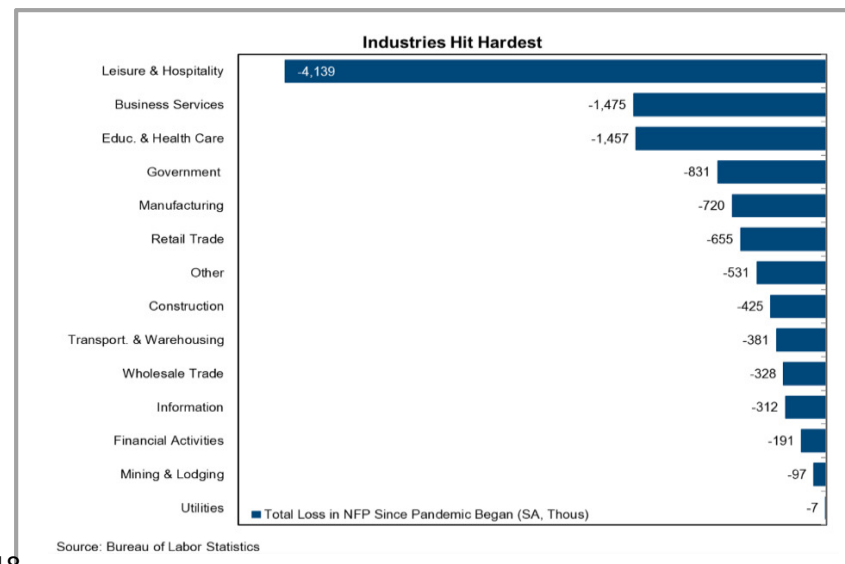
Going forward, the Fed has been clear it remains committed to continuing to provide support to the economy, essentially standing ready to deploy any further amount of money or credit necessary to keep markets functioning smoothly along with their projected low rates. The existing liquidity facilities put in place earlier in 2020 will remain.

Strong underlying momentum in housing and manufacturing can perhaps carry the economy for a bit longer, but ultimately the recovery will be slow and debt will continue to grow. Some economists feel failure to act, both monetarily and fiscally, could push the timing of the economy's return to pre-Covid levels back to 4Q 2021.

Meanwhile, the timeline for a vaccine remains increasingly uncertain. COVID-19 cases are reportedly increasing here in the U.S. and according to *Bloomberg*, the U.S. is now averaging roughly 43,000 new cases per day.

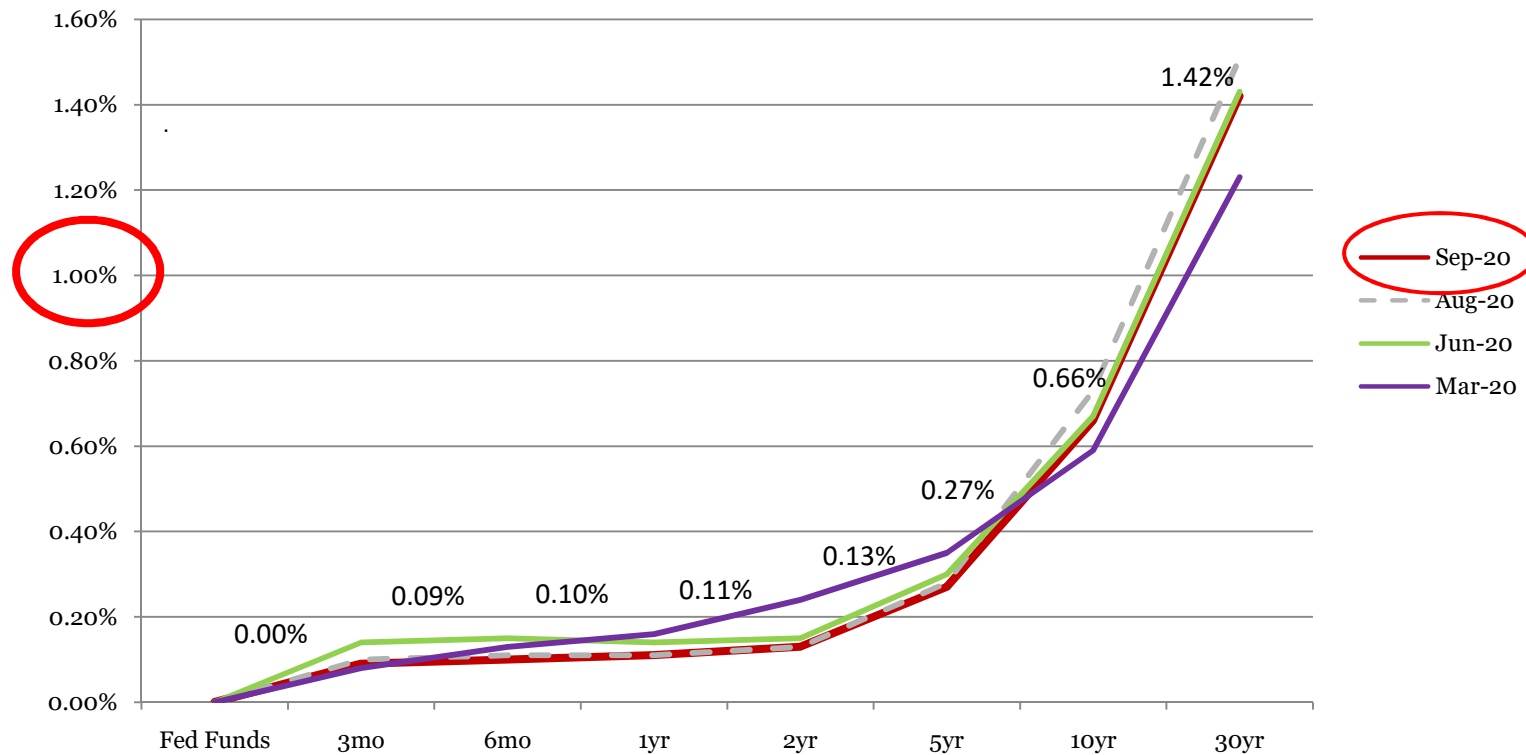
The low rates have bond issuers running to market. State and local governments haven't sold this many taxable bonds in a decade. The sellers have issued \$92 billion in debt subject to federal income taxes so far this year, according to data collected by Bloomberg. That's almost a third of all the long-term municipal bonds sold in 2020 and is the most since 2010, with the Build America Bonds.

Sales of taxable municipal bonds were on the rise in late 2019, a byproduct of falling interest rates and President Trump's 2017 tax-cut law that took away the power of states and cities to sell tax-exempt bonds for the key refinancing technique known as advance refunding. But the pace surged this year after borrowing costs fell to record lows.



Range Bound

- The curve continues to fight the virus and now the upcoming election has driven investors to safety. It has barely moved – and it moved lower.
- Changes in short rates are measured in half basis points and refuse to leave their ranges.
- Market fears and volatility have caused Treasury and agency rates to remain at the lower (dismal) levels seen for the last six months.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2022.
- The 2 year, the 5-year and the 10-year notes in real terms (against inflation) are negative in yield.
- The new stimulus package will come, but its size and timing remain a political mystery.
- The Fed has reiterated its intention to keep rates low across the curve.



Collin County Community College District
 Monthly Investment Report
 September 1, 2020 – September 30, 2020

Portfolio Summary Management Report

<u>Portfolio as of 08/31/20:</u>		<u>Portfolio as of 09/30/20:</u>	
Beginning Book Value	\$ 597,804,909	Ending Book Value	\$ 558,396,168
Beginning Market Value	\$ 597,957,199	Ending Market Value	\$ 558,559,552
		Unrealized Gain/Loss	\$ 163,384
WAM at Beginning Period Date ¹	37 days	WAM at Ending Period Date ¹	64 days
<i>(Decrease in market value is due to seasonal cash outflows)</i>		Change in Market Value ²	\$ (39,397,647)
Average Yield to Maturity for period		0.215%	
Average Yield 3 Month Treasury Bill for period		0.110%	



Julie Bradley, Associate V.P. - Controller
 Collin County Community College District



Barbara Johnston, Associate V.P.
 Collin County Community College District

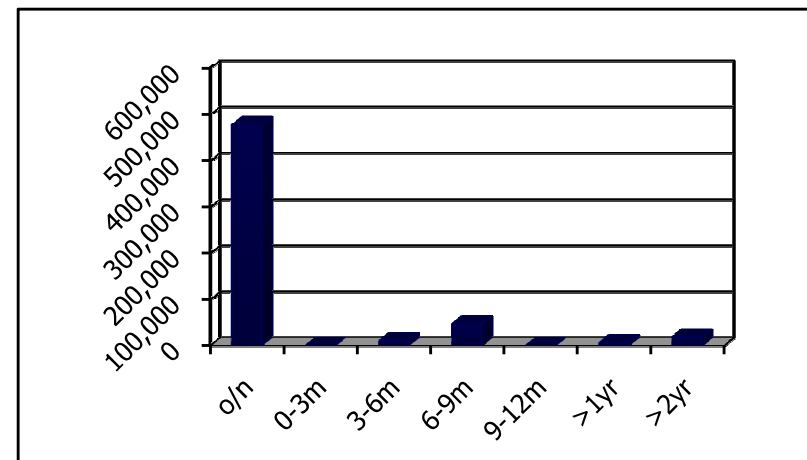
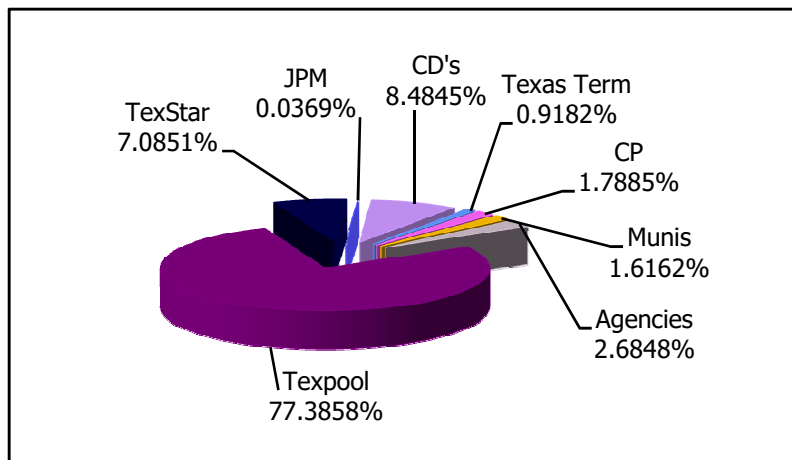
¹ WAM – weighted average maturity

² “Change in Market Value” is required data, but will primarily reflect the receipt and expenditure of the District’s funds from month to month. *Patterson & Associates* has assisted in the preparation of this consolidated investment report, with additional input provided by CCCCDCD.

Your Portfolio

As of September 30, 2020

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them for any value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity will not be attractive but as the curve flattens it also is sometimes the only sector available as year end expenditures loom. Our expectation is of continuing low rates but we will attempt to find value in all authorized sectors to capture yield available.
- Hopefully Fed actions will return us to some normalcy and a vaccine will be found This is what we are watching for and acting on.
- The non-cash portion of your portfolio is yielding 0.62%.





**Collin Co Comm College Dist.
Portfolio Management
Portfolio Summary
September 30, 2020**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Commercial Paper Disc. -Amortizing	10,000,000.00	9,987,255.55	9,987,255.55	1.79	179	148	0.315
Federal Agency Coupon Securities	15,000,000.00	14,988,866.35	14,992,177.34	2.68	1,087	1,072	0.314
Municipal Bonds	8,865,000.00	9,191,652.30	9,024,957.29	1.62	900	736	1.474
TexStar	39,563,471.67	39,563,471.67	39,563,471.67	7.09	1	1	0.134
Texpool	432,118,752.03	432,118,752.03	432,118,752.03	77.39	1	1	0.147
JPMorgan Chase	205,683.47	205,683.47	205,683.47	0.04	1	1	0.000
CD's - Interest Monthly/Quarterly	47,377,191.66	47,377,191.66	47,377,191.66	8.48	365	231	0.620
Texas Term	5,126,678.63	5,126,678.63	5,126,678.63	0.92	1	1	0.140
Investments	558,256,777.46	558,559,551.66	558,396,167.64	100.00%	79	64	0.215
Cash and Accrued Interest							
Accrued Interest at Purchase		1,041.67	1,041.67				
Subtotal		1,041.67	1,041.67				
Total Cash and Investments	558,256,777.46	558,560,593.33	558,397,209.31		79	64	0.215

Total Earnings	September 30 Month Ending	Fiscal Year To Date
Current Year	138,514.97	138,514.97

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**Collin Co Comm College Dist.
Summary by Type
September 30, 2020
Grouped by Fund**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Building						
Texpool	1	90,611,519.17	90,611,519.17	16.23	0.147	1
TexStar	1	28,249,600.26	28,249,600.26	5.06	0.134	1
Subtotal	2	118,861,119.43	118,861,119.43	21.29	0.144	1
Fund: 2018 Bond Series						
Texpool	1	0.00	0.00	0.00	0.000	0
Subtotal	1	0.00	0.00	0.00	0.000	0
Fund: 2020 Bond Series						
Texpool	1	193,388,111.92	193,388,111.92	34.63	0.147	1
Subtotal	1	193,388,111.92	193,388,111.92	34.63	0.147	1
Fund: Debt Service						
Texas Term	1	20.50	20.50	0.00	0.000	1
Texpool	1	7,378,942.80	7,378,942.80	1.32	0.147	1
Subtotal	2	7,378,963.30	7,378,963.30	1.32	0.147	1
Fund: Operating						
Commercial Paper Disc. -Amortizing	1	10,000,000.00	9,987,255.55	1.79	0.315	148
Municipal Bonds	2	8,865,000.00	9,024,957.29	1.62	1.474	736
CD's - Interest Monthly/Quarterly	1	47,377,191.66	47,377,191.66	8.48	0.620	231
Federal Agency Coupon Securities	3	15,000,000.00	14,992,177.34	2.68	0.314	1,072
JPMorgan Chase	1	205,683.47	205,683.47	0.04	0.000	1
Texas Term	1	5,126,658.13	5,126,658.13	0.92	0.140	1
Texpool	1	65,898,266.82	65,898,266.82	11.80	0.147	1
TexStar	1	11,313,871.41	11,313,871.41	2.03	0.134	1
Subtotal	11	163,786,671.49	163,926,061.67	29.36	0.381	215
Fund: Stabilization						
Texpool	1	74,841,911.32	74,841,911.32	13.40	0.147	1
Subtotal	1	74,841,911.32	74,841,911.32	13.40	0.147	1

Total and Average	18	558,256,777.46	558,396,167.64	100.00	0.215	64
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**Collin Co Comm College Dist.
Fund BLDG - Building
Investments by Fund
September 30, 2020**

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
TexStar										
2450	10007	TexStar	02/01/2016	28,249,600.26	28,249,600.26	28,249,600.26	0.134	0.132	0.133	1
Subtotal and Average				28,249,600.26	28,249,600.26	28,249,600.26		0.132	0.134	1
Texpool										
700001	10009	Texpool	02/01/2016	90,611,519.17	90,611,519.17	90,611,519.17	0.147	0.145	0.147	1
Subtotal and Average				90,611,519.17	90,611,519.17	90,611,519.17		0.145	0.147	1
Total Investments and Average				118,861,119.43	118,861,119.43	118,861,119.43		0.142	0.144	1

**Fund BOND18 - 2018 Bond Series
Investments by Fund
September 30, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700006	10067	Texpool	04/12/2018	0.00	0.00	0.00				1
Subtotal and Average				0.00	0.00	0.00		0.000	0.000	0
Total Investments and Average				0.00	0.00	0.00		0.000	0.000	0

**Fund BOND20 - 2020 Bond Series
Investments by Fund
September 30, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700006A	10164	Texpool	04/29/2020	193,388,111.92	193,388,111.92	193,388,111.92	0.147	0.145	0.147	1
Subtotal and Average				193,388,111.92	193,388,111.92	193,388,111.92		0.145	0.147	1
Total Investments and Average				193,388,111.92	193,388,111.92	193,388,111.92		0.145	0.147	1

**Fund DS - Debt Service
Investments by Fund
September 30, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700004	10010	Texpool	02/01/2016	7,378,942.80	7,378,942.80	7,378,942.80	0.147	0.145	0.147	1
Subtotal and Average				7,378,942.80	7,378,942.80	7,378,942.80		0.145	0.147	1
Texas Term										
1291-01	10141	TexasDAILY	02/04/2019	20.50	20.50	20.50				1
Subtotal and Average				20.50	20.50	20.50		0.000	0.000	1
Total Investments and Average				7,378,963.30	7,378,963.30	7,378,963.30		0.145	0.147	1

**Fund OPER - Operating
Investments by Fund
September 30, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Commercial Paper Disc. -Amortizing											
06742VVE8	10166	Barclays Bank CP	08/31/2020	9,987,255.55	10,000,000.00	9,987,255.55		0.310	0.314	02/26/2021	148
Subtotal and Average				9,987,255.55	10,000,000.00	9,987,255.55		0.310	0.315		148
Federal Agency Coupon Securities											
3133EL5J9	10167	FFCB Call Note	09/16/2020	4,998,565.22	5,000,000.00	4,996,842.75	0.300	0.305	0.310	09/01/2023	1,065
3133EL6U3	10169	FFCB Call Note	09/16/2020	4,995,209.50	5,000,000.00	4,995,891.90	0.280	0.309	0.313	09/14/2023	1,078
3134GWK47	10168	FHLMC Call Note	09/16/2020	4,998,402.62	5,000,000.00	4,996,131.70	0.305	0.312	0.316	09/08/2023	1,072
Subtotal and Average				14,992,177.34	15,000,000.00	14,988,866.35		0.309	0.314		1,071
Municipal Bonds											
20772J3G5	10162	State of Connecticut	04/20/2020	5,925,123.63	5,865,000.00	6,035,202.30	2.020	1.440	1.460	08/15/2022	683
20772KAE9	10163	State of Connecticut	04/20/2020	3,099,833.66	3,000,000.00	3,156,450.00	2.990	1.479	1.500	01/15/2023	836
Subtotal and Average				9,024,957.29	8,865,000.00	9,191,652.30		1.454	1.474		735
TexStar											
5450	10008	TexStar	02/01/2016	11,313,871.41	11,313,871.41	11,313,871.41	0.134	0.132	0.133		1
Subtotal and Average				11,313,871.41	11,313,871.41	11,313,871.41		0.132	0.134		1
Texpool											
700003	10011	Texpool	02/01/2016	65,898,266.82	65,898,266.82	65,898,266.82	0.147	0.145	0.147		1
Subtotal and Average				65,898,266.82	65,898,266.82	65,898,266.82		0.145	0.147		1
JPMorgan Chase											
7828	10012	JPMorgan Chase Commercial Chkg	02/01/2016	205,683.47	205,683.47	205,683.47					1
Subtotal and Average				205,683.47	205,683.47	205,683.47		0.000	0.000		1
CD's - Interest Monthly/Quarterly											
172128542A	10165	East West Bank	05/20/2020	47,377,191.66	47,377,191.66	47,377,191.66	0.620	0.611	0.620	05/20/2021	231
Subtotal and Average				47,377,191.66	47,377,191.66	47,377,191.66		0.612	0.620		231
Texas Term											
1291-00	10142	TexasDAILY	02/06/2019	5,126,658.13	5,126,658.13	5,126,658.13	0.140	0.138	0.140		1
Subtotal and Average				5,126,658.13	5,126,658.13	5,126,658.13		0.138	0.140		1
Total Investments and Average				163,926,061.67	163,786,671.49	164,089,445.69		0.376	0.381		214

**Fund STABL - Stabilization
Investments by Fund
September 30, 2020**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool										
700005	10050	Texpool	01/24/2018	74,841,911.32	74,841,911.32	74,841,911.32	0.147	0.145	0.147	1
Subtotal and Average				74,841,911.32	74,841,911.32	74,841,911.32		0.145	0.147	1
Total Investments and Average				74,841,911.32	74,841,911.32	74,841,911.32		0.145	0.147	1



Collin Co Comm College Dist.
Cash Reconciliation Report
For the Period September 1, 2020 - September 30, 2020
Grouped by Fund

Patterson & Associates
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 Austin, TX 78746
 -

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Operating											
09/16/2020	10167	OPER	Purchase	3133EL5J9	5,000,000.00	FFCBC 5.0M 0.30% Mat. 09/01/2023	09/01/2023	-4,998,500.00	-625.00	0.00	-4,999,125.00
09/16/2020	10168	OPER	Purchase	3134GWK47	5,000,000.00	FHLMCC 5.0M 0.31% Mat.	09/08/2023	-4,998,250.00	-338.89	0.00	-4,998,588.89
09/16/2020	10169	OPER	Purchase	3133EL6U3	5,000,000.00	FFCBC 5.0M 0.28% Mat. 09/14/2023	09/14/2023	-4,995,000.00	-77.78	0.00	-4,995,077.78
09/18/2020	10158	OPER	Maturity	19121AJJ1	10,000,000.00	COCA 10.0M 0.00% Mat. 09/18/2020	09/18/2020	0.00	0.00	10,000,000.00	10,000,000.00
09/22/2020	10160	OPER	Maturity	71344TJN3	10,000,000.00	PEPSI 10.0M 0.00% Mat. 09/22/2020	09/22/2020	0.00	0.00	10,000,000.00	10,000,000.00
09/29/2020	10161	OPER	Maturity	16677JJV9	10,000,000.00	CHEVCP 10.0M 0.00% Mat.	09/29/2020	0.00	0.00	10,000,000.00	10,000,000.00
09/30/2020	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	0.00	24,136.54	0.00	24,136.54
09/30/2020	10165	OPER	Interest	172128542A	47,269,476.94	EWB 47.3M 0.62% Mat. 05/20/2021	05/20/2021	-24,136.54	0.00	0.00	-24,136.54
Subtotal								-15,015,886.54	23,094.87	30,000,000.00	15,007,208.33
Total								-15,015,886.54	23,094.87	30,000,000.00	15,007,208.33



**Collin Co Comm College Dist.
Purchases Report
Sorted by Fund - Fund
September 1, 2020 - September 30, 2020**

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CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Interest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
Operating													
3133EL5J9	10167	OPER	FAC	FFCBC	5,000,000.00	09/16/2020	03/01 - 09/01	4,998,500.00	625.00	0.300	09/01/2023	0.310	4,998,565.22
3133EL6U3	10169	OPER	FAC	FFCBC	5,000,000.00	09/16/2020	03/14 - 09/14	4,995,000.00	77.78	0.280	09/14/2023	0.314	4,995,209.50
3134GWK47	10168	OPER	FAC	FHLMCC	5,000,000.00	09/16/2020	03/08 - 09/08	4,998,250.00	338.89	0.305	09/08/2023	0.317	4,998,402.62
				Subtotal	15,000,000.00			14,991,750.00	1,041.67				14,992,177.34
				Total Purchases	15,000,000.00			14,991,750.00	1,041.67				14,992,177.34



Collin Co Comm College Dist.
Maturity Report
Sorted by Maturity Date
Receipts during September 1, 2020 - September 30, 2020

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CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
19121AJJ1	10158	OPER	ACP	COCA	10,000,000.00	09/18/2020	03/24/2020		10,000,000.00	0.00	10,000,000.00	0.00
71344TJN3	10160	OPER	ACP	PEPSI	10,000,000.00	09/22/2020	03/26/2020		10,000,000.00	0.00	10,000,000.00	0.00
16677JJV9	10161	OPER	ACP	CHEVCP	10,000,000.00	09/29/2020	04/02/2020		10,000,000.00	0.00	10,000,000.00	0.00
Total Maturities					30,000,000.00				30,000,000.00	0.00	30,000,000.00	0.00



Collin Co Comm College Dist.
Interest Earnings
Sorted by Fund - Fund
September 1, 2020 - September 30, 2020
Yield on Average Book Value

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CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Building												
2450	10007	BLDG	RRP	28,249,600.26	28,246,490.54	28,246,594.20		0.134	0.134	3,109.72	0.00	3,109.72
700001	10009	BLDG	RR2	90,611,519.17	90,600,545.84	90,600,911.62		0.147	0.147	10,973.33	0.00	10,973.33
			Subtotal	118,861,119.43	118,847,036.38	118,847,505.82			0.144	14,083.05	0.00	14,083.05
Fund: 2020 Bond Series												
700006A	10164	BOND20	RR2	193,388,111.92	193,364,691.98	193,365,472.64		0.147	0.147	23,419.94	0.00	23,419.94
			Subtotal	193,388,111.92	193,364,691.98	193,365,472.64			0.147	23,419.94	0.00	23,419.94
Fund: Debt Service												
700004	10010	DS	RR2	7,378,942.80	7,378,629.77	2,463,562.20		0.147	0.155	313.03	0.00	313.03
1291-01	10141	DS	RR5	20.50	20.50	20.50				0.00	0.00	0.00
			Subtotal	7,378,963.30	7,378,650.27	2,463,582.70			0.155	313.03	0.00	313.03
Fund: Operating												
5450	10008	OPER	RRP	11,313,871.41	11,312,625.96	11,312,667.48		0.134	0.134	1,245.45	0.00	1,245.45
700003	10011	OPER	RR2	65,898,266.82	90,904,839.24	80,869,859.46		0.147	0.147	9,769.03	0.00	9,769.03
7828	10012	OPER	RR3	205,683.47	-290,843.46	-274,292.56				0.00	0.00	0.00
3134GWK47	10168	OPER	FAC	5,000,000.00	0.00	2,499,165.70	09/08/2023	0.305	0.384	635.42	152.62	788.04
172128542A	10165	OPER	RR4	47,377,191.66	47,353,055.12	47,353,859.67	05/20/2021	0.620	0.620	24,136.54	0.00	24,136.54
3133EL6U3	10169	OPER	FAC	5,000,000.00	0.00	2,497,555.87	09/14/2023	0.280	0.386	583.33	209.50	792.83
3133EL5J9	10167	OPER	FAC	5,000,000.00	0.00	2,499,267.39	09/01/2023	0.300	0.336	625.00	65.22	690.22
1291-00	10142	OPER	RR5	5,126,658.13	5,126,079.03	5,126,098.33		0.140	0.137	579.10	0.00	579.10
06742VVE8	10166	OPER	ACP	10,000,000.00	9,984,672.22	9,986,006.94	02/26/2021		0.315	0.00	2,583.33	2,583.33
19121AJJ1	10158	OPER	ACP	0.00	9,990,319.44	5,664,085.19	09/18/2020		2.079	0.00	9,680.56	9,680.56
71344TJN3	10160	OPER	ACP	0.00	9,987,166.67	6,995,722.22	09/22/2020		2.232	0.00	12,833.33	12,833.33
16677JJV9	10161	OPER	ACP	0.00	9,982,500.00	9,325,458.33	09/29/2020		2.283	0.00	17,500.00	17,500.00
20772J3G5	10162	OPER	MC1	5,865,000.00	5,927,799.75	5,926,417.09	08/15/2022	2.020	1.477	9,872.75	-2,676.12	7,196.63
20772KAE9	10163	OPER	MC1	3,000,000.00	3,103,468.39	3,101,590.45	01/15/2023	2.990	1.506	7,475.00	-3,634.73	3,840.27
			Subtotal	163,786,671.49	203,381,682.36	192,883,461.55			0.578	54,921.62	36,713.71	91,635.33

Collin Co Comm College Dist.
Interest Earnings
September 1, 2020 - September 30, 2020

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Adjusted Interest Earnings			
									Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Stabilization												
700005	10050	STABL	RR2	74,841,911.32	74,832,847.70	74,833,149.82		0.147	0.147	9,063.62	0.00	9,063.62
			Subtotal	74,841,911.32	74,832,847.70	74,833,149.82			0.147	9,063.62	0.00	9,063.62
			Total	558,256,777.46	597,804,908.69	582,393,172.54			0.289	101,801.26	36,713.71	138,514.97



**Collin Co Comm College Dist.
Amortization Schedule
September 1, 2020 - September 30, 2020
Sorted By Fund - Fund**

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Investment #	Maturity Date	Beginning Par Value				Amounts Amortized				
Issuer	Fund	Amort. Date	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	And Unamortized As of 09/01/2020	Amount Amortized This Period	Amt Amortized Through 09/30/2020	Amount Unamortized Through 09/30/2020
Operating										
10166 Barclays Bank CP	OPER	02/26/2021	10,000,000.00	9,984,586.11	-15,413.89	9,987,255.55	86.11 -15,327.78	2,583.33	2,669.44	-12,744.45
10161 Chevron Corp CP	OPER	09/29/2020	10,000,000.00	9,887,500.00	-112,500.00	0.00	95,000.00 -17,500.00	17,500.00	112,500.00	0.00
10158 Coca Cola CP	OPER	09/18/2020	10,000,000.00	9,898,638.89	-101,361.11	0.00	91,680.55 -9,680.56	9,680.56	101,361.11	0.00
10162 State of Connecticut	OPER	08/15/2022	5,865,000.00 2.020	5,939,485.50	74,485.50	5,925,123.63	-11,685.75 62,799.75	-2,676.12	-14,361.87	60,123.63
10163 State of Connecticut	OPER	01/15/2023	3,000,000.00 2.990	3,119,340.00	119,340.00	3,099,833.66	-15,871.61 103,468.39	-3,634.73	-19,506.34	99,833.66
10167 FFCB Call Note	OPER	09/01/2023 09/01/2021	5,000,000.00 0.300	4,998,500.00	-1,500.00	4,998,565.22	0.00 -1,500.00	65.22	65.22	-1,434.78
10169 FFCB Call Note	OPER	09/14/2023 09/14/2021	5,000,000.00 0.280	4,995,000.00	-5,000.00	4,995,209.50	0.00 -5,000.00	209.50	209.50	-4,790.50
10168 FHLMC Call Note	OPER	09/08/2023 03/08/2021	5,000,000.00 0.305	4,998,250.00	-1,750.00	4,998,402.62	0.00 -1,750.00	152.62	152.62	-1,597.38
10160 Pepsico CP	OPER	09/22/2020	10,000,000.00	9,890,000.00	-110,000.00	0.00	97,166.67 -12,833.33	12,833.33	110,000.00	0.00
Subtotal				63,711,300.50	-153,699.50	34,004,390.18	256,375.97 102,676.47	36,713.71	293,089.68	139,390.18
Total				63,711,300.50	-153,699.50	34,004,390.18	256,375.97 102,676.47	36,713.71	293,089.68	139,390.18



**Collin Co Comm College Dist.
Projected Cashflow Report
Sorted by Monthly
For the Period October 1, 2020 - April 30, 2021**

Patterson & Associates
901 S. MoPac
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Austin, TX 78746
-

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
January 2021										
01/15/2021	10163	OPER	20772KAE9	Interest	State of Connecticut	0.00	0.00	0.00	44,850.00	44,850.00
Total for January 2021						0.00	0.00	0.00	44,850.00	44,850.00
February 2021										
02/15/2021	10162	OPER	20772J3G5	Interest	State of Connecticut	0.00	0.00	0.00	59,236.50	59,236.50
02/26/2021	10166	OPER	06742VVE8	Maturity	Barclays Bank CP	10,000,000.00	9,984,586.11	10,000,000.00	0.00	10,000,000.00
Total for February 2021						10,000,000.00	9,984,586.11	10,000,000.00	59,236.50	10,059,236.50
March 2021										
03/01/2021	10167	OPER	3133EL5J9	Interest	FFCB Call Note	0.00	0.00	0.00	7,500.00	7,500.00
03/08/2021	10168	OPER	3134GWK47	Interest	FHLMC Call Note	0.00	0.00	0.00	7,625.00	7,625.00
03/08/2021	10168	OPER	3134GWK47	Call	FHLMC Call Note	5,000,000.00	4,998,250.00	5,000,000.00	0.00	5,000,000.00
03/14/2021	10169	OPER	3133EL6U3	Interest	FFCB Call Note	0.00	0.00	0.00	7,000.00	7,000.00
Total for March 2021						5,000,000.00	4,998,250.00	5,000,000.00	22,125.00	5,022,125.00
GRAND TOTALS:						15,000,000.00	14,982,836.11	15,000,000.00	126,211.50	15,126,211.50



Collin College

2017 Capital Improvement Program
Monthly Report
September 2020

Collin County Community College District

Project Reference: 60541060
Project Number: 60541060

October 07, 2020

Quality information

Prepared by

N. Cortes

Nuria Cortes
Program Controls Manager

Checked by

[Signature]

Deputy Program Director

Approved By

[Signature]

Adrian Grimes
Program Director

Revision History

Revision	Revision date	Details	Authorized	Name	Position
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1. Introduction

On May 6, 2017, voters approved Collin College's \$600 million bond proposal to facilitate a long-range plan to accommodate the projected population growth in Collin County over the next two decades. The program consists of 4 new campuses and 2 new facilities.

On May 16, 2017, in a special session, the Board of Trustees granted the District President authority to enter and negotiate into contract with AECOM Technical Services, Inc. (AECOM) to provide Program Management Services to the Collin College 2017 Capital Improvement Program. On May 25, 2017, Collin College issued a Notice to Proceed to AECOM. As part of these services, AECOM will deliver a monthly report to provide status and progress of key aspects of the Program.

2. Executive Summary

The Program is progressing as planned with no major issues to report at this time.

Completed and Pending Items

- Technical Campus – Punchlist is 95% complete. Test & Balance and Commissioning services is nearing completion. McCarthy is finishing up O&M's and Warranties, in preparation of turnover to the College.
- Wylie Campus – Final punch list items are completed at the Library. At the Campus Commons, waiting on the delivery of the auto-operator stand. At the Student Center, waiting of the delivery of 2 auto-operator stands. Kitchen exhaust fan will be replaced and ductwork will be re-routed.
- Page Southerland Page, Inc. was issued a PO for Design Services for the Frisco Campus Additions and Renovations on September 30th

Items of close attention

- Punch list items at the Technical and Wylie Campus

Budget Summary

- \$505,766,016 of the \$600,000,000 has been committed to-date in the form of contracts with various vendors. This represents 84.29% of the overall program budget committed.
- \$442,494,114 of the \$505,766,016 committed amount has been expended to-date. This represents 87.49% of the commitments to date and 73.75% of the program budget.

3. Scope

3.1 Phase 1

- Wylie Campus
 - Construction of a campus on a new approximately 97-acre site
 - The campus includes:
 - Campus Commons
 - Library
 - Student Center/Conference Center
 - Central Utility Plant
- Technical Campus
 - Construction of a Technical Campus on a new 32-acre site in Allen, Texas
 - The campus includes:
 - 450 space underground parking garage
 - Academic Building (includes space for dual credit students)
 - 3 Trade Bar Buildings to support CTE programs
 - Programs planned for inclusion include:
 - Advanced Manufacturing, Automotive, Construction, and Health Science

3.2 Phase 2

- Celina Campus
 - Construction of a campus on a new approximately 75-acre site
 - The campus includes:
 - Student Union / Workforce / Instructional Building
- Farmersville Campus
 - Construction of a campus on a new approximately 76-acre site
 - The campus includes:
 - Student Union / Workforce / Instructional Building
- Frisco Campus
 - Construction of a new IT Center building on the existing campus

3.3 Phase 3

- Additions and Renovations at Frisco Campus
 - Alumni Hall Renovations and Additions
 - Lawler Hall Renovations
 - Heritage Hall Upgrades
 - Founders Hall Renovations
 - Wayfinding
- Additional Frisco Campus Projects
 - Construction of a new fire lane, parking lot, and loop road on the existing campus
 - Trane Upgrades
- Additions and Renovations at McKinney Campus
 - Construction of a new Welcome Center on the existing campus
 - New Entry Drive and Parking
 - Pistol Range Demo
 - Classroom Building and Dining Renovations
 - Dental Hygiene Renovations
 - Wayfinding
- Additional McKinney Campus Projects
 - Trane Upgrades
- Additional Plano Campus Projects
 - Trane Upgrades
 - Wayfinding
- Additional Courtyard Center Projects
 - Trane Upgrades
- Additional CHEC Projects
 - Trane Upgrades

4. Community

4.1 Project Teams

4.1.1 Phase 1

- Wylie Campus
 - Program Manager: AECOM Technical Services, Inc. (under contract)
 - A/E: Page Southerland Page, Inc. (under contract)
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: Pacheco Koch Consulting Engineers, Inc.

- Cost Consulting: Vermeulens
- Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Commissioning Agent: Bath Group, Inc. (under contract)
- Technical Campus
 - Program Manager: AECOM Technical Services, Inc. (under contract)
 - A/E: Perkins+Will, Inc. (under contract)
 - Associate Architect: Hoefer Wysocki Architecture
 - MEP: Purdy McGuire
 - Civil Engineer: Pacheco Koch Consulting Engineers, Inc.
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - Cost Consulting: Vermeulens
 - Construction Manager-at-Risk: McCarthy Building Companies, Inc. (under contract)
 - Commissioning Agent: Farnsworth (under contract)

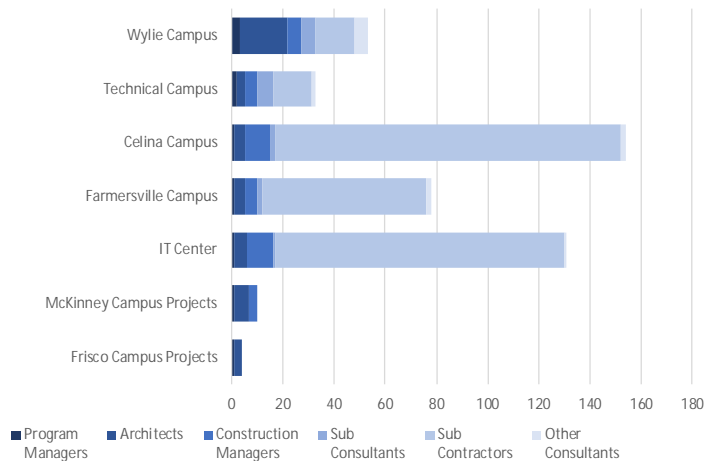
4.1.2 Phase 2

- Celina Campus
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JT Vaughn Construction (under contract)
- Farmersville Campus
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: Reed, Wells, Benson & Co.
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JT Vaughn Construction (under contract)
- IT Center
 - Program Manager: AECOM (under contract)
 - A/E: Beck Architecture, LLC (under contract)
 - Structural Engineer: L.A. Fuess Partners, Inc.
 - MEP: ME Engineers
 - Civil Engineer: RLK Engineering
 - Construction Manager-at-Risk: JE Dunn Construction (under contract)

4.1.3 Phase 3

- Welcome Center at the McKinney Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: PBK (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Fire Lane and Loop Road/Parking at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - Civil Engineer: RLK Engineering (under contract)
 - Construction Manager-at-Risk: JE Dunn Construction (under contract)
- Additional Projects at Frisco Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: Page Southerland Page, Inc. (contract pending)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (contract pending)
- Additional Projects at McKinney Campus
 - Program Manager: AECOM Technical Service, Inc. (under contract)
 - A/E: PBK (under contract)
 - Construction Manager-at-Risk: Skanska USA Building, Inc. (under contract)
- Trane Upgrades at 5 Existing Campuses
 - Program Manager: AECOM Technical Service, Inc (under contract)
 - Design – Builder: Trane Companies, Inc. (under contract)

4.2 Current Personnel Estimate



It is estimated that the Program Managers, Architects, Construction Managers, Sub-Consultants, and Sub-Contractors, under contract with Collin College for the 2017 Capital Improvement Program, have 463 employees contributing to the program's progress.

5.2 Phase 1

Wylie Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	May 16, 2017	May 16, 2017	👍	May 16, 2017	✔️
BOT Approval of A/E Procurement Method	May 23, 2017	May 23, 2017	👍	May 23, 2017	✔️
BOT Approval of Construction Delivery Method	May 23, 2017	May 23, 2017	👍	May 23, 2017	✔️
BOT Approval of Recommended Firms	August 22, 2017	August 22, 2017	👍	August 22, 2017	✔️
Architect Mobilized	September 12, 2017	September 29, 2017	👎	September 28, 2017	✔️
GMP Construction Documents Submittal	June 26, 2018	June 26, 2018	👍	June 26, 2018	✔️
BOT Approval of GMP	August 28, 2018	August 28, 2018	👍	August 28, 2018	✔️
Contractor Mobilized	September 10, 2018	September 12, 2018	👎	September 12, 2018	✔️
Foundations Complete	May 18, 2019	April 30, 2019	👍	April 23, 2019	✔️
Structures Complete	June 28, 2019	June 28, 2019	👍	May 23, 2019	✔️
Dry-In of Buildings Complete	October 26, 2019	October 26, 2019	👍	October 29, 2019	✔️
Permanent Power Complete	September 17, 2019	September 17, 2019	👍	September 21, 2019	✔️
Interior Finish-Out Complete	May 1, 2020	June 10, 2020	👎	July 1, 2020	✔️
Substantial Completion	June 25, 2020	June 25, 2020	👍	June 30, 2020	✔️
Final Completion	August 23, 2020	November 15, 2020	👎	-	
Student Occupancy	August 2020	August 2020	👍	August 1, 2020	✔️

Technical Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	May 16, 2017	May 16, 2017	👍	May 16, 2017	✔️
BOT Approval of A/E Procurement Method	May 23, 2017	May 23, 2017	👍	May 23, 2017	✔️
BOT Approval of Construction Delivery Method	May 23, 2017	May 23, 2017	👍	May 23, 2017	✔️
BOT Approval of Recommended Firms	August 22, 2017	August 22, 2017	👍	August 22, 2017	✔️
Architect Mobilized	September 12, 2017	September 29, 2017	👎	September 28, 2017	✔️
GMP Construction Documents Submittal	April 16, 2018	April 16, 2018	👍	April 19, 2018	✔️
BOT Approval of GMP	June 26, 2018	June 26, 2018	👍	June 26, 2018	✔️
Contractor Mobilized	July 6, 2018	July 20, 2018	👎	July 26, 2018	✔️
Foundations Complete	September 23, 2019	September 23, 2019	👍	July 29, 2019	✔️
Structures Complete	November 18, 2019	November 18, 2019	👍	November 13, 2019	✔️
Roofing of Buildings Complete	December 20, 2019	December 20, 2019	👍	December 20, 2019	✔️
Permanent Power Complete	December 15, 2019	January 10, 2020	👎	January 15, 2020	✔️
Building A Punchlist Generated	June 5, 2020	June 12, 2020	👎	June 12, 2020	✔️
Building B Punchlist Generated	June 12, 2020	June 19, 2020	👎	June 19, 2020	✔️
Building C Punchlist Generated	June 30, 2020	July 6, 2020	👎	July 9, 2020	✔️
Building D Punchlist Generated	July 6, 2020	July 20, 2020	👎	July 15, 2020	✔️
Substantial Completion	July 6, 2020	August 10, 2020	👎	August 10, 2020	✔️
Final Completion	September 4, 2020	November 15, 2020	👎	-	
Student Occupancy	August 2020	August 2020	👍	August 8, 2020	✔️

5.3 Phase 2

Celina Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	↑	February 14, 2018	✓
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
BOT Approval of Recommended CM Firm	August 2018	August 2018	↑	August 28, 2018	✓
Architect Mobilized	July 24, 2018	July 24, 2018	↑	July 31, 2018	✓
Schematic Design Submittal	January 8, 2019	January 15, 2019	↔	January 16, 2019	✓
Design Development Submittal	April 30, 2019	April 30, 2019	↑	April 26, 2019	✓
Construction Document Submittal	September 20, 2019	September 20, 2019	↑	September 3, 2019	✓
Contractor Mobilized	December 2019	December 2019	↑	November 25, 2019	✓
Foundations Complete	April 9, 2020	April 14, 2020	↔	April 21, 2020	✓
Structures Complete	July 7, 2020	July 7, 2020	↑	June 9, 2020	✓
Roofing of Buildings Complete	December 2, 2020	December 2, 2020	↑	-	
Permanent Power Complete	October 7, 2020	October 7, 2020	↑	May 28, 2020	✓
Interior Finish-Out Complete	May 18, 2021	May 18, 2021	↑	-	
Substantial Completion	July 15, 2021	June 30, 2021	↑	-	
Final Completion	August 12, 2021	August 30, 2021	↓	-	
Student Occupancy	August 2021	August 2021	↑	-	

Farmersville Campus

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	↑	February 14, 2018	✓
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
BOT Approval of Recommended CM Firm	August 2018	August 2018	↑	August 28, 2018	✓
Architect Mobilized	July 24, 2018	July 24, 2018	↑	July 31, 2018	✓
Schematic Design Submittal	December 20, 2018	December 18, 2018	↑	December 18, 2018	✓
Design Development Submittal	April 2, 2019	April 19, 2019	↓	April 26, 2019	✓
Construction Document Submittal	July 25, 2019	August 9, 2019	↓	August 9, 2019	✓
Contractor Mobilized	November 2019	November 2019	↑	October 21, 2019	✓
Foundations Complete	March 5, 2020	March 13, 2020	↔	April 2, 2020	✓
Structures Complete	April 13, 2020	April 13, 2020	↑	April 30, 2020	✓
Roofing of Buildings Complete	June 29, 2020	June 29, 2020	↑	June 30, 2020	✓
Permanent Power Complete	June 30, 2020	July 7, 2020	↔	May 4, 2020	✓
Interior Finish-Out Complete	November 30, 2020	November 30, 2020	↑	-	
Substantial Completion	January 5, 2021	January 5, 2021	↑	-	
Final Completion	February 2, 2021	February 2, 2021	↑	-	
Student Occupancy	August 2021	August 2021	↑	-	

IT Center

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	September 25, 2018	February 14, 2018	↑	February 14, 2018	✓
BOT Approval of A/E Procurement Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Construction Delivery Method	September 25, 2018	March 27, 2018	↑	March 27, 2018	✓
BOT Approval of Recommended A/E Firm	June 26, 2018	June 26, 2018	↑	June 26, 2018	✓
BOT Approval of Recommended CM Firm	August 2018	August 2018	↑	August 28, 2018	✓
Architect Mobilized	July 24, 2018	July 24, 2018	↑	July 31, 2018	✓
Schematic Design Submittal	May 24, 2019	May 24, 2019	↑	May 24, 2019	✓
Design Development Submittal	August 23, 2019	August 23, 2019	↑	August 23, 2019	✓
Construction Document Submittal	December 9, 2019	December 9, 2019	↑	December 9, 2019	✓
Contractor Mobilized	December 2019	January 6, 2020	↓	January 20, 2020	✓
Construction Start for Loop Road/Parking	June 1, 2020	July 13, 2020	↓	July 27, 2020	✓
Foundations Complete	June 22, 2020	June 22, 2020	↑	May 2, 2020	✓
Structures Complete	August 14, 2020	August 14, 2020	↑	July 14, 2020	✓
Phase 1 Construction Complete for Loop Road/Parking	August 15, 2020	August 15, 2020	↑	August 22, 2020	✓
Phase 2 Construction Complete for Loop Road/Parking	October 31, 2020	October 31, 2020	↑		
Roofing of Buildings Complete	November 3, 2020	November 3, 2020	↑	-	
Permanent Power Complete	January 4, 2021	January 4, 2021	↑	-	
Interior Finish-Out Complete	May 13, 2021	May 13, 2021	↑	-	
Substantial Completion	June 30, 2021	July 7, 2021	↔	-	
Final Completion	August 26, 2021	August 26, 2021	↑	-	
Student Occupancy	August 2021	August 2021	↑	-	

* Phase 3 (Loop Road, Fire Lane, and Parking Lot) at Frisco Campus is included in this schedule

5.4 Phase 3

McKinney Campus (Welcome Center and Renovations)

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	August 27, 2019	August 27, 2019	↑	August 27, 2019	✓
BOT Approval of A/E Procurement Method	October 22, 2019	October 22, 2019	↑	October 22, 2019	✓
BOT Approval of Construction Delivery Method	February 2020	February 2020	↑	October 22, 2019	✓
BOT Approval of Recommended A/E Firm	March 24, 2020	March 24, 2020	↑	April 28, 2020	✓
BOT Approval of Recommended CM Firm	March 24, 2020	March 24, 2020	↑	April 28, 2020	✓
Architect NTP	April 14, 2020	April 14, 2020	↑	April 8, 2020	✓
Schematic Design Submittal	August 1, 2020	August 1, 2020	↑	August 1, 2020	✓
50% Construction Document Submittal	September 5, 2020	September 25, 2020	↓	September 25, 2020	✓
Student Occupancy	January 2022	January 2022	↑	-	

Frisco Campus (Addition and Renovations)

Activity	Baseline Finish	Planned Finish		Actual Finish	
BOT Approval of Program Manager	August 27, 2019	August 27, 2019	↑	August 27, 2019	✓
BOT Approval of Recommended AE Firm	June 23, 2020	June 23, 2020	↑	June 23, 2020	✓
BOT Approval of Recommended CM Firm	August 25, 2020	August 25, 2020	↑	August 25, 2020	✓

6. Budget

6.1 Program Summary

Program Wide Budget Summary

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$47,226,570	\$43,090,280	\$41,841,207	\$36,196,681	97%	87%
Investigation, Testing & Verification	\$8,185,410	\$6,922,870	\$5,329,184	\$3,604,637	77%	68%
Construction, Equipment & Furnishings	\$486,561,069	\$501,672,320	\$458,465,002	\$402,572,128	91%	88%
Misc.	\$394,411	\$388,256	\$130,623	\$120,667	34%	92%
Contingency	\$61,621,273	\$22,168,937	\$0	\$0	0%	0%
Total Program Budget	\$600,000,000	\$600,000,000	\$505,766,016	\$442,494,114		
% of Total Program Budget Committed	84.29%					
% of Total Commitments Expended	87.49%					
% of Total Program Budget Expended	73.75%					

6.2 Phase 1

Wylie Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$15,051,440	\$13,514,928	\$13,511,929	\$13,151,014	100%	97%
Investigation, Testing & Verification	\$2,679,247	\$2,084,678	\$1,780,126	\$1,539,947	85%	87%
Construction, Equipment & Furnishings	\$133,174,284	\$150,296,082	\$150,290,694	\$146,667,219	100%	98%
Misc.	\$126,082	\$175,999	\$60,878	\$60,878	35%	100%
Contingency	\$6,571,649	\$13,102	\$0	\$0	0%	0%
Total Project Budget	\$157,602,702	\$166,084,789	\$165,643,627	\$161,419,058		
% of Total Project Budget Committed	99.73%					
% of Total Commitments Expended	97.45%					
% of Total Project Budget Expended	97.19%					

Technical Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$14,713,206	\$13,792,895	\$13,740,617	\$13,360,533	100%	97%
Investigation, Testing & Verification	\$2,619,039	\$1,694,355	\$1,633,265	\$1,154,405	96%	71%
* Construction, Equipment & Furnishings	\$130,181,602	\$161,425,103	\$160,972,168	\$152,686,796	100%	95%
Misc.	\$123,249	\$38,857	\$38,163	\$28,207	98%	74%
Contingency	\$6,423,972	\$171,597	\$0	\$0	0%	0%
Allen ISD Reimbursement	-	(\$12,000,000)	(\$12,000,000)	-	-	-
Allen EDC Grant	-	(\$400,000)	(\$400,000)	-	-	-
Total Project Budget	\$154,061,068	\$164,722,807	\$163,984,213	\$167,229,941		
% of Total Project Budget Committed	99.55%					
% of Total Commitments Expended	101.98%					
% of Total Project Budget Expended	101.52%					

* Actual Budget from bond funds is \$149,025,103 (\$161,425,103 less \$12,000,000 Allen ISD Reimbursement and \$400,000 Allen EDC Grant)

6.3 Phase 2

Celina Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,078,807	\$3,993,544	\$3,961,185	\$2,993,464	99%	76%
Investigation, Testing & Verification	\$936,908	\$936,908	\$585,520	\$260,582	62%	45%
Construction, Equipment & Furnishings	\$46,569,862	\$48,572,753	\$43,546,617	\$25,815,414	90%	59%
Misc.	\$44,090	\$62,092	\$19,124	\$19,124	31%	100%
Contingency	\$2,482,596	\$1,546,966	\$0	\$0	0%	0%
Total Project Budget	\$55,112,263	\$55,112,263	\$48,112,446	\$29,088,583		
% of Total Project Budget Committed	87.30%					
% of Total Commitments Expended	60.46%					
% of Total Project Budget Expended	52.78%					

Farmersville Campus

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$2,539,404	\$2,185,319	\$2,171,319	\$1,754,455	99%	81%
Investigation, Testing & Verification	\$468,453	\$540,867	\$444,545	\$199,067	82%	45%
Construction, Equipment & Furnishings	\$23,284,932	\$25,219,613	\$23,312,679	\$14,257,127	92%	61%
Misc.	\$22,045	\$26,716	\$5,911	\$5,911	22%	100%
Contingency	\$1,241,298	\$533,618	\$0	\$0	0%	0%
Total Project Budget	\$27,556,132	\$28,506,132	\$25,934,454	\$16,216,560		
% of Total Project Budget Committed	90.98%					
% of Total Commitments Expended	62.53%					
% of Total Project Budget Expended	56.89%					

IT Center

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$5,472,853	\$4,858,074	\$4,823,265	\$3,334,457	99%	69%
Investigation, Testing & Verification	\$1,009,600	\$1,193,900	\$856,813	\$450,636	72%	53%
Construction, Equipment & Furnishings	\$50,183,042	\$45,473,400	\$39,837,291	\$13,804,622	88%	35%
Misc.	\$47,510	\$53,157	\$5,647	\$5,647	11%	100%
Contingency	\$2,675,210	\$7,411,603	\$0	\$0	0%	0%
Total Project Budget	\$59,388,215	\$58,990,133	\$45,523,016	\$17,595,362		
% of Total Project Budget Committed	77.17%					
% of Total Commitments Expended	38.65%					
% of Total Project Budget Expended	29.83%					

* Project Budget contains funds for Phase 3 (Loop Road and Parking Lot) at Frisco Campus

6.4 Phase 3

McKinney Campus (Welcome Center and Renovations)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$4,370,860	\$4,375,520	\$3,262,892	\$1,251,260	75%	38%
Investigation, Testing & Verification	\$472,163	\$472,163	\$28,915	\$0	6%	0%
Construction, Equipment & Furnishings	\$30,179,816	\$30,179,816	\$0	\$0	0%	0%
Misc.	\$31,435	\$31,435	\$901	\$901	3%	100%
Contingency	\$2,833,454	\$11,470,661	\$0	\$0	0%	0%
Total Project Budget	\$37,887,728	\$46,529,595	\$3,292,708	\$1,252,161		
% of Total Project Budget Committed	7.08%					
% of Total Commitments Expended	38.03%					
% of Total Project Budget Expended	2.69%					

Frisco Campus (Addition and Renovations)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Management, Design, & Pre-Construction	\$2,883,468	\$2,883,468	\$1,746,468	\$60,000	61%	3%
Investigation, Testing & Verification	\$347,015	\$347,015	\$0	\$0	0%	0%
Construction, Equipment & Furnishings	\$16,724,000	\$16,724,000	\$0	\$0	0%	0%
Misc.	\$70,820	\$70,820	\$0	\$0	0%	0%
Contingency	\$1,094,995	\$1,094,995	\$0	\$0	0%	0%
Total Project Budget	\$21,120,298	\$21,120,298	\$1,746,468	\$60,000		
% of Total Project Budget Committed	8.27%					
% of Total Commitments Expended	3.44%					
% of Total Project Budget Expended	0.28%					

Plano Campus (Additional Projects)

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Total Project Budget	\$0	\$2,177,541	\$0	\$0		
% of Total Project Budget Committed	0.00%					
% of Total Commitments Expended	0.00%					
% of Total Project Budget Expended	0.00%					

6.5 Phase A

Public Safety Training Center

Budget Group	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Construction Costs	\$31,068,022	\$31,068,022	\$31,068,022	100%	100%
Total Project Budget	\$31,068,022	\$31,068,022	\$31,068,022		

* This project was not managed by AECOM. However, it is included in the report to make a complete report of Bond costs.

Trane Energy PACT

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Frisco Campus	\$9,725,336	\$9,725,336	\$9,725,336	\$7,777,253	100%	80%
Plano Campus	\$6,797,834	\$6,797,834	\$6,797,834	\$5,560,157	100%	82%
McKinney Campus	\$4,044,983	\$4,044,983	\$4,044,983	\$3,705,430	100%	92%
Courtyard Center	\$548,720	\$548,720	\$548,720	\$536,634	100%	98%
Collin Higher Education Center	\$720,659	\$720,659	\$720,659	\$693,453	100%	96%
Total Program Budget	\$21,837,531	\$21,837,531	\$21,837,531	\$18,272,927		
% of Total Project Budget Committed	100.00%					
% of Total Commitments Expended	83.68%					
% of Total Project Budget Expended	83.68%					

6.6 Additional Program Budgets

Program Level

Budget Group	Original Budget	Current Budget	Commitments	Expenditures	% of Budget Committed	% of Commitment Expended
Building Fund Reimbursement	\$51,150,000	\$0	\$0	\$0	0%	0%
Program Wide Traffic Study	\$0	\$370,000	\$370,000	\$351,500	100%	95%
Program Contingency	\$39,393,094	\$1,021,390	\$0	\$0	0%	0%
Trane PACT Program Management		\$99,500	\$99,500	\$60,000	100%	60%
District Wide Air Cleaning		\$2,259,999	\$2,259,999	\$3,150	100%	0%
District Wide Commissioning		\$100,000	\$19,850	\$17,500	20%	88%
Total Project Budget	\$90,543,094	\$3,850,889	\$370,000	\$351,500		

* Building Fund Reimbursements for Wylie Campus land, Technical Campus land, and Public Safety Training Center construction costs were completed in August '18. Budgets, Commitments and Expenditures for these costs are reflected in each project.

** Program Contingency Original Budget is the result of the balance from the original Phase 3 & 4 projects less the funding for the Frisco Campus Parking Garage, McKinney Campus Welcome Center & Trane Energy PACT projects.

* Additional Phase 3 projects to be funded from Program Contingency

7. Completed Items

7.1 General Program

- [AECOM issued the Monthly Program Report for August '20 to Collin College on September 8th](#)
- [AECOM conducted coordination meetings with the Executive Committee on September 14th and 21st](#)
- [Ribbon Cutting Ceremony was held on September 11th and Open House was held on September 12th for the Technical Campus](#)
- [Ribbon Cutting Ceremony was held on September 25th and Open House was held on September 26th for the Wylie Campus](#)

7.2 Procurement

- [Page Southerland Page, Inc. was issued a PO for Design Services for the Frisco Campus Additions and Renovations on September 30th](#)

7.3 Design

- [AECOM, PBK, and Skanska USA Building, Inc. met for design review meetings for the McKinney Campus Welcome Center on September 2nd, 9th, 16th, 23rd, and 30th](#)
- [Collin College, AECOM, Page Southerland Page, Inc., and Skanska USA Building, Inc. met to discuss Scope of Work for the Frisco Campus Additions and Renovations on September 16th](#)
- [PBK submitted 50% Construction Documents on September 25th for the McKinney Campus Welcome Center.](#)

7.4 Pre-Construction

- No Pre-Construction Items have been completed at this time

7.5 Construction

- Collin College, AECOM, Beck Architecture, LLC, and JT Vaughn Construction conducted Weekly OAC meetings on September 2nd, 9th, 16th, 23rd, and 30th for the Celina Campus
- Collin College, AECOM, Beck Architecture, LLC, and JT Vaughn Construction conducted Weekly OAC meetings on September 3rd, 10th, 17th, and 24th for the Farmersville Campus
- Collin College, AECOM, Beck Architecture, LLC, and JE Dunn Construction conducted an OAC meeting on September 1st, 8th, 15th, 22nd, and 29th for the IT Center at the Frisco Campus

See Appendix A for Construction Progress Photos

7.6 Acceptance and Close-Out

- No Acceptance and Close-Out Phase Items have been completed at this time

8. Pending Items

8.1 General Program

- No General Program items are pending at this time

8.2 Procurement

- Contract pending for Skanska USA Building, Inc. for the Frisco Campus Additions and Renovations, including fire lane

8.3 Design

- Changes as requested by the College SME's have been approved and PBK is working on the Construction Documents for McKinney Campus Welcome Center
- GMP #1 documents, which will include Civil/Site, Dental and Kitchen reno, are scheduled to be issued late October for the McKinney Campus Renovations

8.4 Pre-Construction

- Coordination with the City of Frisco on the permitting/zoning requirements for the work on the Frisco Campus

8.5 Construction

- Final FF&E deliveries, IT installations, and punch list at the Technical Campus
- Final FF&E deliveries, IT installations, and punch list at the Wylie Campus

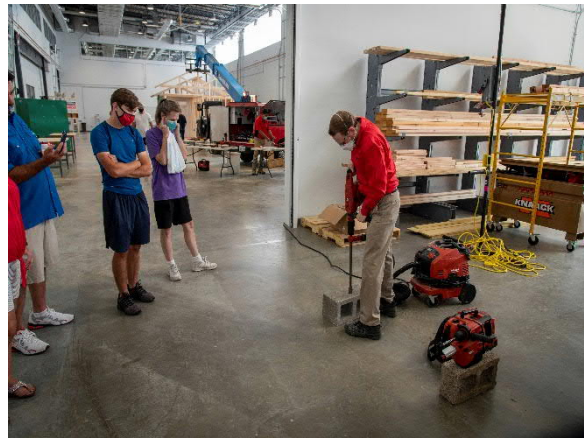
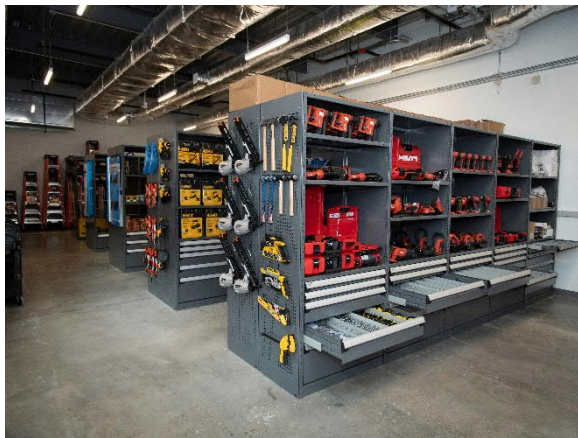
See Appendix A for Construction Progress Photos

8.6 Acceptance and Close-Out

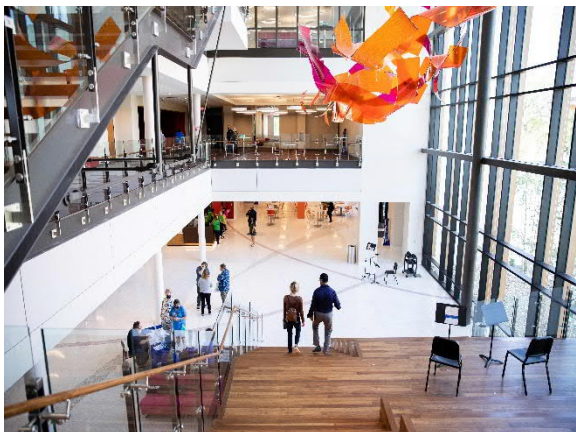
- Wylie and Technical Campuses achieved Substantial Completion and were accepted by the College in order to start final installation of FF&E and IT equipment in preparation for the Fall 2020 semester. Project close-out activities have begun and are on-going on both projects.

Appendix A – Construction Progress Photos

Technical Campus – Ribbon Cutting Ceremony and Open House



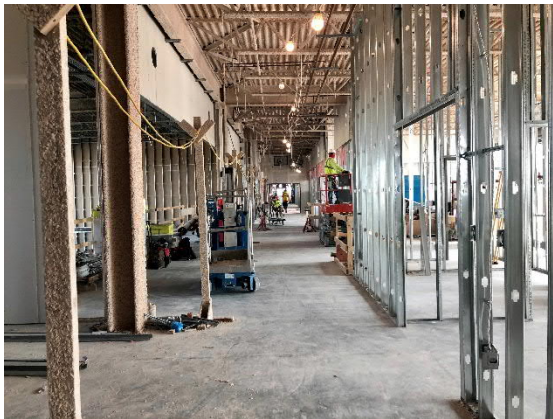
Wylie Campus – Ribbon Cutting Ceremony and Open House



Celina Campus



September '20 Aerial



Classroom Space on Level 2 of North Building



NW View of Campus

Farmersville Campus



September '20 Aerial



Commons Area at Main Entry

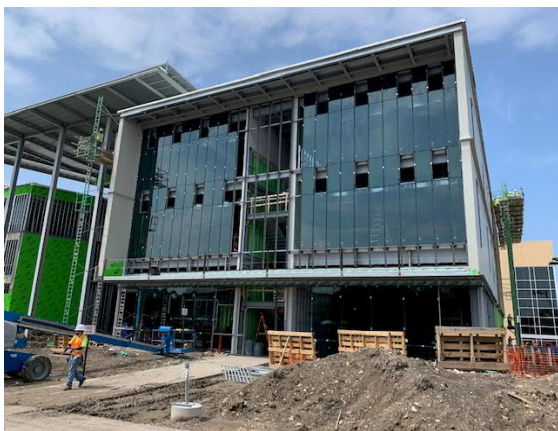


A&P Lab Space

IT Center at Frisco Campus



September '20 Aerial



Curtain Wall Install Progress on South Side of Building



Installation of Atrium Finishes