



Locations

Celina Campus

Collin Higher
Education Center
McKinney, Texas

Courtyard Center
Plano, Texas

Farmersville Campus

Frisco Campus

McKinney Campus

Plano Campus

Public Safety
Training Center
McKinney, Texas

Technical Campus
Allen, Texas

Wylie Campus

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District President

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NOTICE is hereby given that the Collin County Community College District Board of Trustees will hold a meeting of the Finance and Audit Committee (Weaver, Callison, Kuykendall) at 6:00 p.m. on Tuesday, September 15, 2026, in Conference Room 400C at the Collin Higher Education Center, 3452 Spur 399, McKinney, Texas 75069.

PUBLIC COMMENT

REVIEW AND DISCUSSION ITEMS

ADJOURNMENT TO CLOSED OR EXECUTIVE SESSION

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

Sections 551.076 and 551.089 - Deliberations Regarding Security Devices or Security Audits

a. Discuss deployment or specific occasions for implementation of security devices and/or security assessments relating to information resources technology or network security

1. Consideration of Approval of the Annual Audit Report for Fiscal Year 2026

RECONVENE MEETING

2. Consideration of Approval of the Revised Audit Plan for Fiscal Year 2026 and the Proposed Audit Plan for Fiscal Year 2027

3. Consideration of Approval of a Budget Amendment of the Architectural Design Contract Issued to PBK Architects, Inc. to Provide Design Services for the New Health Sciences Center at the Frisco Campus

4. Consideration of Approval of a Budget Amendment to the Guaranteed Maximum Price Contract Issued to McCarthy Building Companies, Inc. for the Construction of the New Health Sciences Center at the Frisco Campus

Jay Saad
Chair, Board of Trustees

Collin County Community College District Board of Trustees

1. Finance and Audit Committee

September 15, 2026

Resource: Melissa Irby
Chief Financial Officer

DISCUSSION ITEM: Consideration of Approval of the Annual Audit Report for Fiscal Year 2026

DISCUSSION: Weaver and Tidwell, LLP, independent auditors and Melissa Irby, Chief Financial Officer, will discuss the results for the Internal Audit Report:

- Internal Audit Follow-up Procedures Report over Prior Years' Audit Reports
- Workday Production Environment

Collin County Community College District Board of Trustees

2. Finance and Audit Committee

September 15, 2026

Resource: Melissa Irby
Chief Financial Officer

DISCUSSION ITEM: Consideration of Approval of the Revised Audit Plan for Fiscal Year 2026 and the Proposed Audit Plan for Fiscal Year 2027

DISCUSSION: Melissa Irby, Chief Financial Officer, will discuss target deadlines for the Internal Audit Report for the results for follow-up procedures over open findings.



**COLLIN
COLLEGE**

INTERNAL AUDIT

REVISED FY 2026 AND FY 2027 PROPOSED
AUDIT PLAN

OFFICE OF INTERNAL AUDIT

REVISED FY 2026 AUDIT PLAN

The FY 2026 audit plan was prepared using risk assessment techniques that identify the individual audits to be conducted during the year. The risk factors utilized by the department during the risk assessment process include:

- Criticality of the Unit
- Financial Impact
- Regulatory Compliance
- Public Sensitivity
- Control Environment
- Changes in the Unit
- Complexity of Monitoring Activities
- Audit History

The Board of Trustees approved the FY 2026 Audit Plan at the October 2025 Board meeting. Some of the audit areas approved will need to be conducted in FY 2027 due to organizational changes with the Information Technology department and the resignation of the district's internal auditor. The district is engaging Weaver and Tidwell, L.L.P to complete the audit areas. The original FY 2026 Audit Plan was as follows:

Audit Area	Risk Rating	Estimated Hours
Workday Production Environment	High	315
Emergency Management	High	240
Workforce Economic Development	High	240
Data Privacy and HIPPA	High	315
Police Department	High	220
Procurement	High	240

The revised FY 2026 Audit Plan will be as follows:

Audit Area	Risk Rating	Estimated Hours
Workday Production Environment	High	315

Date: August 4, 2026

To: H. Neil Matkin, Ed.D., District President
Members of the Finance and Audit Committee

From: Melissa Irby, CPA
Chief Financial Officer

Subject: Fiscal Year 2027 – Proposed Audit Plan Approval

The Internal Audit Charter requires that the Board of Trustees approve the annual Audit Plan. Based on the methodology detailed previously, the following projects are recommended for approval in FY 2027:

Audit Area	Risk Rating	Estimated Hours
Emergency Management	High	240
Workforce Economic Development	High	240
Data Privacy and HIPPA	High	315
Police Department	High	220
Procurement	High	240

The revised plan will be based on the utilization of Weaver and Tidwell, L.L.P and the Chief Financial Officer.

Collin County Community College District Board of Trustees

2026-09-X

September 22, 2026

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM: Report Out of the Finance and Audit Committee and Consideration of Approval of the Revised Audit Plan for Fiscal Year 2026 and the Proposed Audit Plan for Fiscal Year 2027

DISCUSSION: The following list outlines the original projects approved by the Finance and Audit Committee and the revised projects that were approved by the Finance and Audit Committee for inclusion in the Audit Plan for fiscal year 2026:

Original Audits Approved for FY 2026

- Workday Production Environment
- Emergency Management
- Workforce Economic Development
- Data Privacy and HIPPA
- Police Department
- Procurement

Revised Audits for FY 2026

- Workday Production Environment

The following list outlines the projects that were approved by the Finance and Audit Committee for inclusion in the Audit Plan for fiscal year 2027:

Proposed Audits for FY 2027

- Emergency Management
- Workforce Economic Development
- Data Privacy and HIPPA
- Police Department
- Procurement

DISTRICT PRESIDENT'S RECOMMENDATION: The District President recommends approval of the revised Audit Plan for fiscal year 2026 and the proposed Audit Plan for fiscal year 2027.

SUGGESTED MOTION: This item may come 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 2026 and the proposed Audit Plan for fiscal year 2027."

Collin County Community College District Board of Trustees

3. Finance and Audit Committee

September 15, 2026

Resource: Melissa Irby
Chief Financial Officer

DISCUSSION ITEM: Consideration of Approval of a Budget Amendment of the Architectural Design Contract Issued to PBK Architects, Inc. to Provide Design Services for the New Health Sciences Center at the Frisco Campus

DISCUSSION: The District is constructing a new, three-story Health Sciences Center on the Frisco Campus, designed to include classrooms, clinical laboratories, faculty offices, conference rooms, and collaboration areas for students.

In the Spring of 2024, District staff engaged in a two-step procurement process to select an architectural firm to provide design services for the construction of a new Health Sciences Center at the Frisco Campus. Upon completion of the procurement process, the Board of Trustees authorized the District President to negotiate and enter into an architectural design contract with PBK Architects, Inc. at the regularly scheduled meeting on March 26, 2024.

Upon completion of the construction documents by PBK Architects, Inc. in 2025, the design called for a three-story building with the first and second floors to be fully finished out, and the third floor consisting of an exterior shell with the interior finish-out to be completed at a future date.

Construction of the new facility has been proceeding ahead of the original schedule, and current market conditions for material and labor are stable, presenting a good opportunity to finish-out the third floor in the next year.

The finish-out of the third floor shell space would add approximately 34,000 square feet of labs, classrooms, and support spaces that would support various disciplines and programs.

The amount of the requested budget amendment is \$997,200, increasing PBK Architects, Inc.'s design contract amount from \$3,767,040 to \$4,764,240.

Collin County Community College District Board of Trustees

2026-09-X

September 22, 2026

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM:

Report Out of the Finance and Audit Committee and Consideration of Approval of a Budget Amendment to the Architectural Design Contract Issued to PBK Architects, Inc. to Provide Design Services for the New Health Sciences Center at the Frisco Campus

DISCUSSION:

The District is constructing a new, three-story Health Sciences Center on the Frisco Campus, designed to include classrooms, clinical laboratories, faculty offices, conference rooms, and collaboration areas for students.

In the Spring of 2024, District staff engaged in a two-step procurement process to select an architectural firm to provide design services for the construction of a new Health Sciences Center at the Frisco Campus. Upon completion of the procurement process, the Board of Trustees authorized the District President to negotiate and enter into an architectural design contract with PBK Architects, Inc. at the regularly scheduled meeting on March 26, 2024.

Upon completion of the construction documents by PBK Architects, Inc. in 2025, the design called for a three-story building with the first and second floors to be fully finished out, and the third floor consisting of an exterior shell with the interior finish-out to be completed at a future date.

Construction of the new facility has been proceeding ahead of the original schedule, and current market conditions for material and labor are stable, presenting a good opportunity to finish-out the third floor in the next year.

The finish-out of the third floor shell space would add approximately 34,000 square feet of labs, classrooms, and support spaces that would support various disciplines and programs.

The amount of the requested budget amendment is \$997,200, increasing PBK Architects, Inc.'s design contract amount from \$3,767,040 to \$4,764,240.

**DISTRICT PRESIDENT'S
RECOMMENDATION:**

The District President recommends approval of a budget amendment to the architectural design services contract issued to PBK Architects, Inc. in the amount of \$997,200 for additional design services for the third floor finish-out of the new Health Sciences Center at the Frisco Campus.

SUGGESTED MOTION:

This item may come 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 a budget amendment to the architectural design services contract issued to PBK Architects, Inc. in the amount of \$997,200 for additional design services for the third floor finish-out of the new Health Sciences Center at the Frisco Campus."

Collin County Community College District Board of Trustees

4. Finance and Audit Committee

September 15, 2026

Resource: Melissa Irby
Chief Financial Officer

DISCUSSION ITEM: Consideration of Approval of a Budget Amendment to the Guaranteed Maximum Price Contract Issued to McCarthy Building Companies Inc. for the Construction of the New Health Sciences Center at the Frisco Campus

DISCUSSION: The District is constructing a new, three-story Health Sciences Center on the Frisco Campus designed to include classrooms, clinical laboratories, faculty offices, conference rooms, and collaboration areas for students.

The Construction Manager at Risk (CMAR) delivery method was selected as the delivery method for this project at the regularly scheduled Board meeting on January 24, 2024. Upon completion of a solicitation process, the Board of Trustees authorized the District President to negotiate and enter into a CMAR contract with McCarthy Building Companies, Inc.

At the regularly scheduled meeting on May 27, 2025, the Board of Trustees approved Guaranteed Maximum Price 2 (GMP 2) in the amount of \$55,051,829, including \$53,551,829 for construction costs and \$1,500,000 of owner's contingency. The GMP 2 included all remaining scope of work for the full buildout.

Upon completion of the construction documents in 2025, the design called for a three-story building with the first and second floors to be fully finished out, and the third floor consisting of an exterior shell with the interior finish-out to be completed at a future date. Construction of the new facility has been proceeding ahead of the original schedule and current market conditions for material and labor are stable, presenting a good opportunity to finish-out the third floor in the next year to be ready for students by Spring 2028.

In order to make the Spring 2028 date, certain long-lead equipment items would need to be ordered now as the lead time for several key mechanical, electrical, and plumbing (MEP) items, such as air handlers, exhaust fans, fume hoods, electrical panels, and switchgear is six to nine months before delivery to the project site.

Preliminary estimates indicate the cost to purchase the long-lead items is \$2,250,000. Using these estimates, the amount of the requested budget amendment is not to exceed \$2,250,000, increasing McCarthy Building Companies, Inc.'s current GMP 2 contract amount from \$55,051,829 to \$57,301,829.

Collin County Community College District Board of Trustees

2026-09-X

September 22, 2026

Resource: Melissa Irby
Chief Financial Officer

AGENDA ITEM:

Report Out of the Finance and Audit Committee and Consideration of Approval of a Budget Amendment to the Guaranteed Maximum Price Contract Issued to McCarthy Building Companies, Inc. for the Construction of the new Health Sciences Center at the Frisco Campus

DISCUSSION:

The District is constructing a new, three-story Health Sciences Center on the Frisco Campus designed to include classrooms, clinical laboratories, faculty offices, conference rooms, and collaboration areas for students.

The Construction Manager at Risk (CMAR) delivery method was selected as the delivery method for this project at the regularly scheduled Board meeting on January 24, 2024. Upon completion of a solicitation process, the Board of Trustees authorized the District President to negotiate and enter into a CMAR contract with McCarthy Building Companies, Inc.

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Upon completion of the construction documents in 2025, the design called for a three story building with the first and second floors to be fully finished out and the third floor consisting of an exterior shell with the interior finish-out to be completed at a future date. Construction of the new facility has been proceeding ahead of the original schedule and current market conditions for material and labor are stable, presenting a good opportunity to finish-out the third floor in the next year to be ready for students by Spring 2028.

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plumbing (MEP) items, such as air handlers, exhaust fans, fume hoods, electrical panels, and switchgear is six to nine months before delivery to the project site.

Preliminary estimates indicate the cost to purchase the long-lead items is \$2,250,000. Using these estimates, the amount of the requested budget amendment is not to exceed \$2,250,000, increasing McCarthy Building Companies, Inc.'s current GMP 2 contract amount from \$55,051,829 to \$57,301,829.

**DISTRICT PRESIDENT'S
RECOMMENDATION:**

The District President recommends approval of a budget amendment to the Guaranteed Maximum Price 2 contract issued to McCarthy Building Companies, Inc. in an amount not to exceed \$2,250,000 for purchase of long-lead equipment for the third floor finish-out of the new Health Sciences Center at the Frisco Campus.

SUGGESTED MOTION:

This item may come 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 a budget amendment to the Guaranteed Maximum Price 2 contract issued to McCarthy Building Companies, Inc. in an amount not to exceed \$2,250,000 for purchase of long-lead equipment for the third floor finish-out of the new Health Sciences Center at the Frisco Campus."