



This Open Meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, §§ 551.001 through 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of Board Relations. Per Texas Government Code § 551.1282.

NOTICE OF FINANCE COMMITTEE MEETING BY VIDEOCONFERENCE OR TELEPHONE CALL OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL

Tuesday, April 6, 2021

12:30 PM

Online: www.dcccd.edu/boardmeetingslive

DUE TO HEALTH AND SAFETY CONCERNS RELATED TO THE COVID-19 CORONAVIRUS, THIS MEETING WILL BE CONDUCTED BY VIDEOCONFERENCE OR TELEPHONE CALL. AT LEAST A QUORUM OF THIS BOARD COMMITTEE WILL BE PARTICIPATING BY VIDEOCONFERENCE OR TELEPHONE CALL IN ACCORDANCE WITH THE PROVISIONS OF SECTIONS 551.125 OR 551.127 OF THE TEXAS GOVERNMENT CODE THAT HAVE NOT BEEN TEMPORARILY SUSPENDED BY ORDER OF GOVERNOR ABBOTT ON MARCH 16, 2020.

- 1. Roll Call - Announcement of a Quorum**
- 2. Certification of Notice Posted for the Meeting**
- 3. Citizens Desiring to Address the Board**
- 4. Committee Presentations**
 - 4.1. Human Resources Update and Strategic Plan
Presenters: Sherri Enright, Justin Lonon
 - 4.2. FY2020-2021 Spring Budget Update
Presenters: John Robertson, Tiska Thomas
 - 4.3. Facility Improvement Plan

5. Overview of Regular Agenda Items

5.1. Approval of Electrical Easement to ONCOR Delivery Company LLC at the Construction Science Building at North Lake campus

5.2. Approval for Selection of Management Firm for Interim Chief Technology Officer

6. Items for Review

6.1. Committee Notes

6.1.a. Finance Committee Notes for March 2, 2021

7. Executive Session (if required)

7.1. Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071

7.2. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074

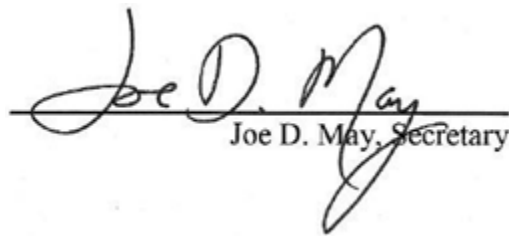
7.3. Deliberate Regarding Real Property Since Open Deliberation would have a Detrimental Effect Upon Negotiations with a Third Person - Section 551.072

7.4. Deliberate Regarding Security Devices or Security Audits - Sections 551.076 and 551.089

8. Adjournment

CERTIFICATION OF NOTICE POSTED FOR THE APRIL 6, 2021 FINANCE COMMITTEE MEETING OF DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF TRUSTEES

I, Joe D. May, Secretary of the Board of Trustees of Dallas College, do certify that a copy of this notice was posted on the Dallas College website on the 2nd day of April 2021 in accordance with those provisions of section 551.043 (a)-(b)(1) of the Texas Government Code, and those other provisions of the Texas Government Code that have not been temporarily suspended by order of Governor Abbott on March 16, 2020.



Joe D. May, Secretary

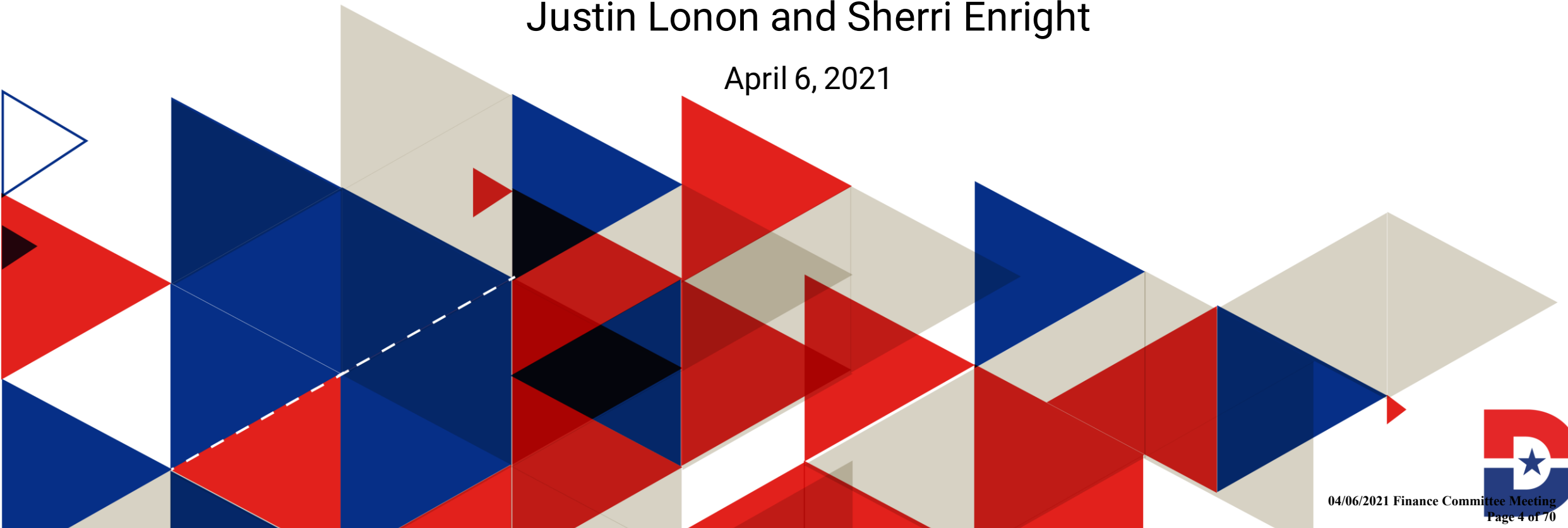
Human Resources Update & Strategic Plan

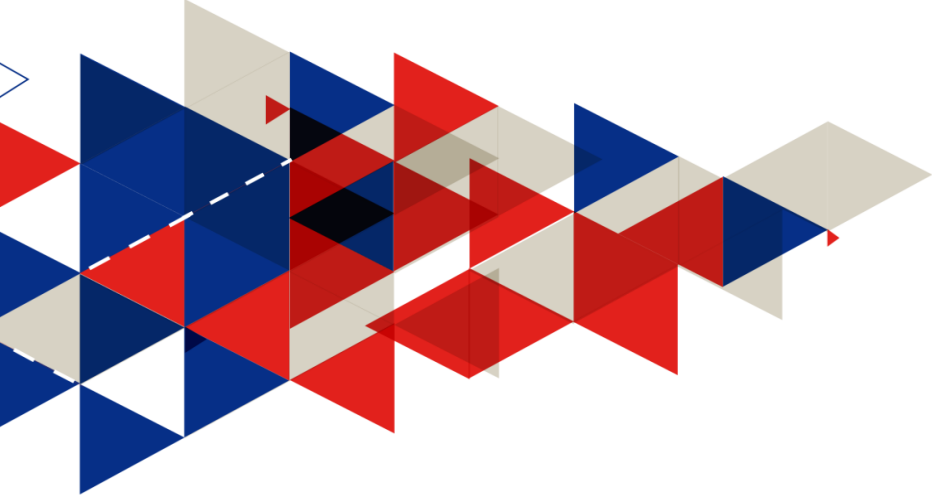
Finance Committee

Presenters:

Justin Lonon and Sherri Enright

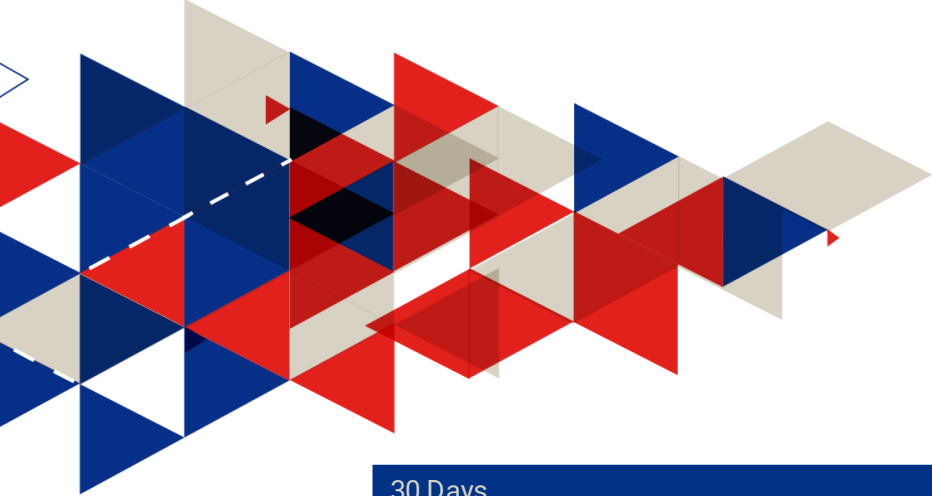
April 6, 2021





Topics for Today's Discussion

- Where We Started
 - CHRO Plan
 - Year in Review
 - Challenges & Accomplishments
 - A closer look: New Talent Approach Brings Significant Focus on Diversity, Equity & Inclusion
- Moving Forward
 - HR Vision, Mission & Guiding Principles
 - HR as a Strategic Partner
 - Strategic Focus Areas



CHRO 90-day Plan

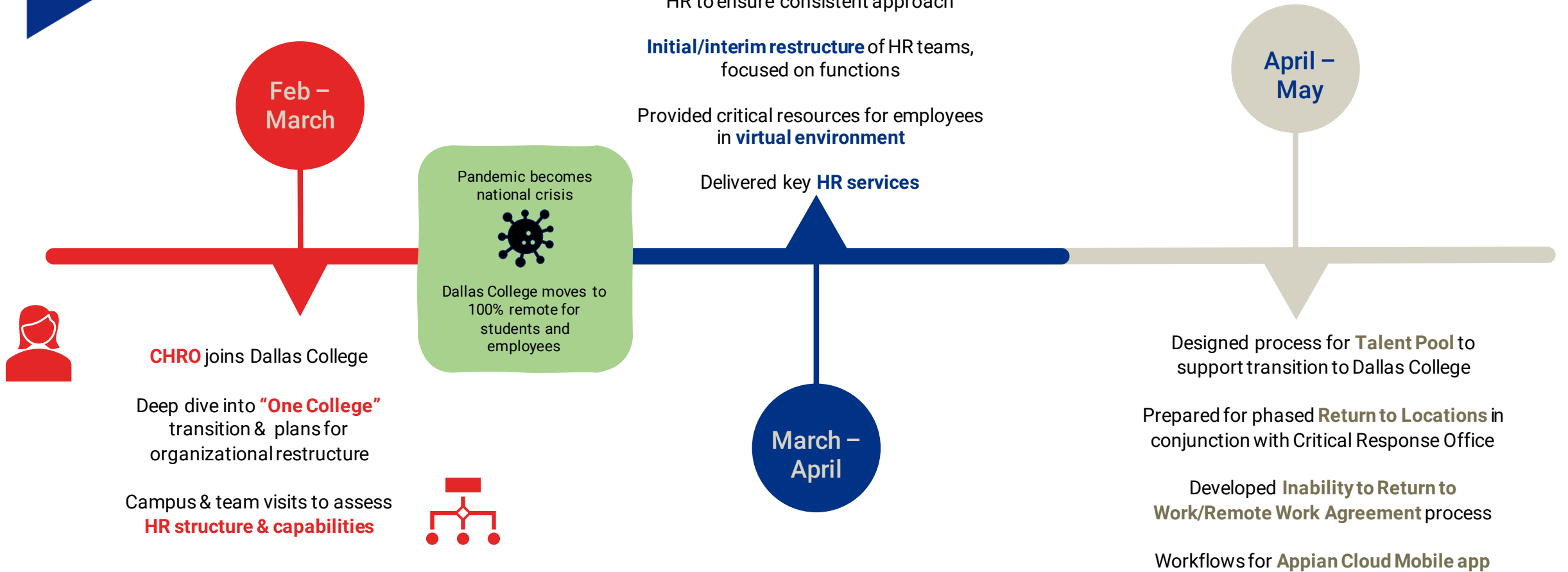
30 Days	60 Days	90 Days
Learn	Assess	Align
<input type="checkbox"/> Priorities	<input type="checkbox"/> Priorities	<input type="checkbox"/> Priorities
✓ Review Business & Objectives, including One College	✓ Integration into District	✓ Succession Planning/Organizational Structure
✓ Meet Teams	✓ Strategic Planning, including One College	✓ Board of Trustees
✓ College Visits	✓ College Visits, cont.	✓ College Visits, cont.
✓ Gather Data	✓ Consolidation Strategies & impact	✓ Human Resources programs and support services
		✓ Relevant "industry" knowledge
<input type="checkbox"/> Outcomes	<input type="checkbox"/> Outcomes	<input type="checkbox"/> Outcomes
• Leadership Perspective – CEO, Leadership Team, College Presidents	• Understand District objectives	• Thorough understanding of organization, including culture & politics
• Human Resources Organizational Structure/Capacity	• Initialize plans to operationalize strategic initiatives	• Structural needs and top priorities
	• Strategy for Consolidation support	• Expectations & measures for success
		• Roadmap of Human Resources projects

COMPLETE

IMPACTED DUE TO PANDEMIC

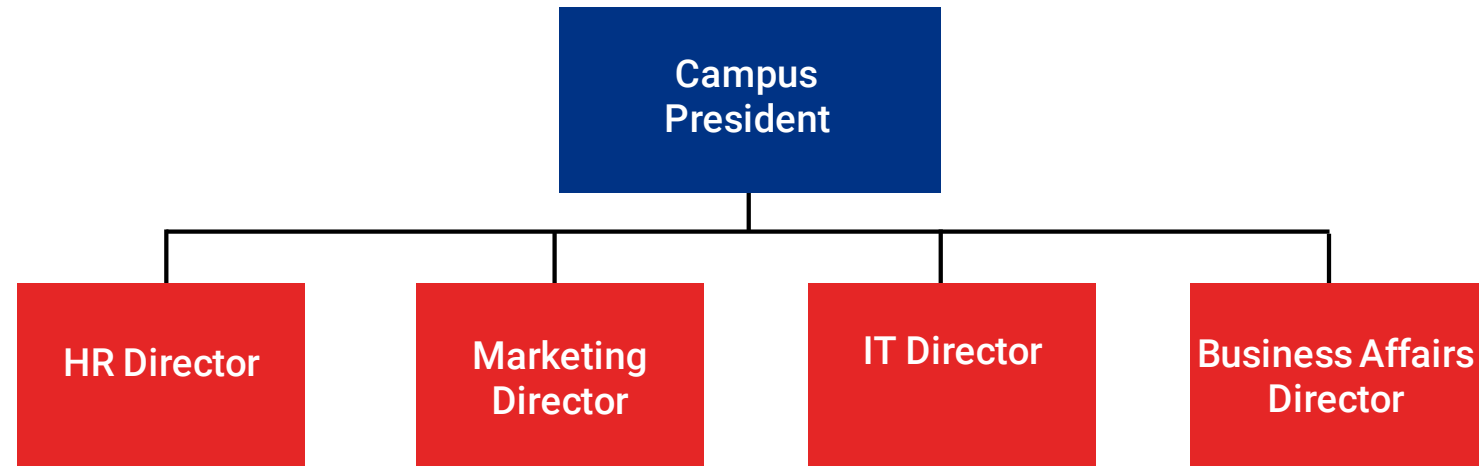


CHRO's First 90 Days



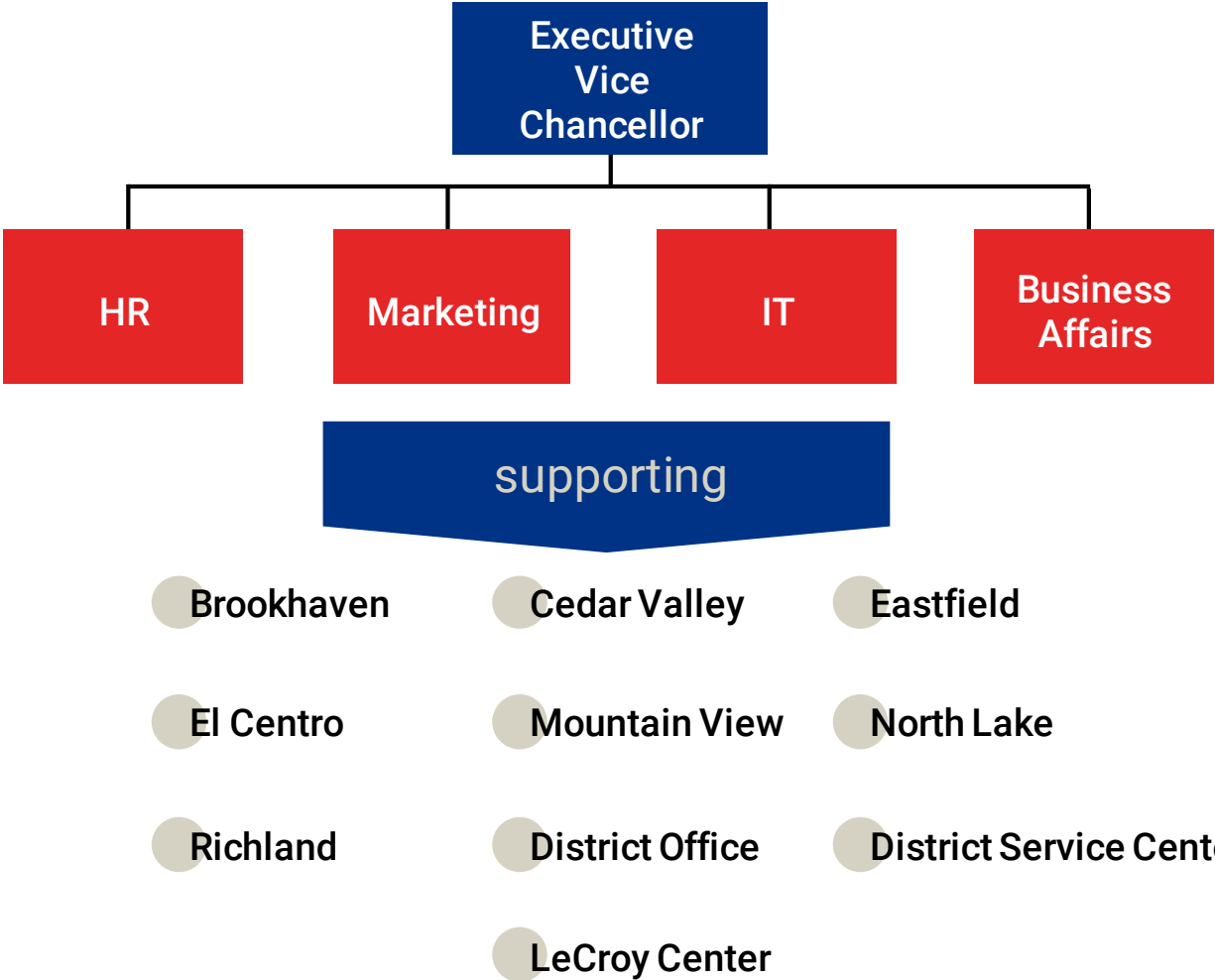
Operations x 7+

- Brookhaven
- Cedar Valley
- Eastfield
- El Centro
- Mountain View
- North Lake
- Richland
- District Office
- District Service Center
- LeCroy Center



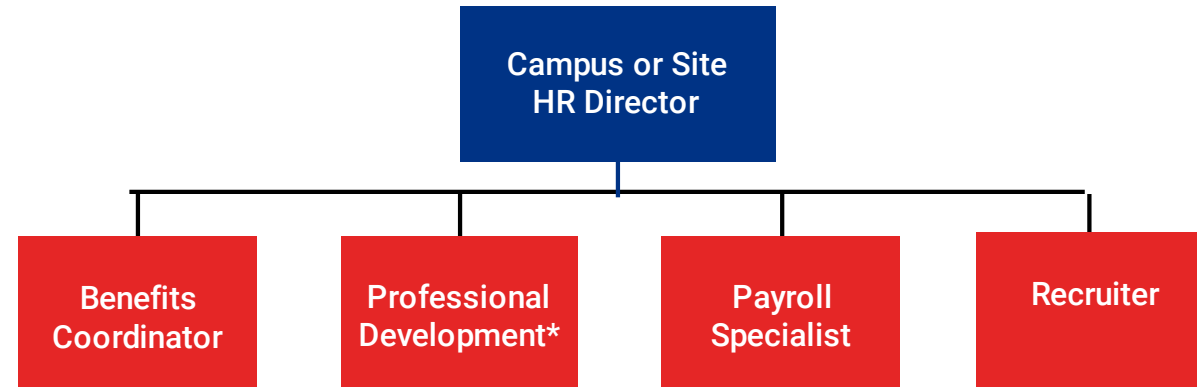


Unified Operations

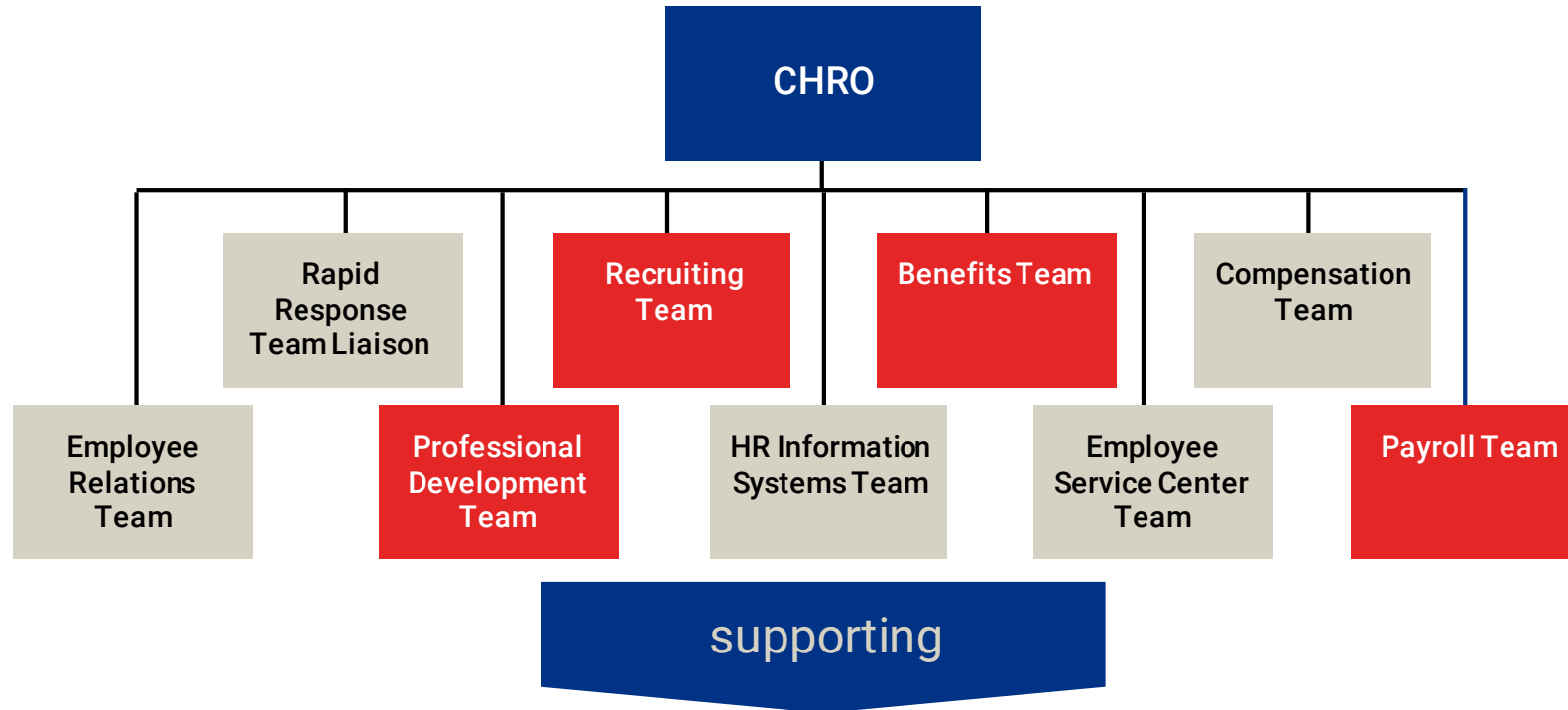


HR x 7+

- Brookhaven
- Cedar Valley
- Eastfield
- El Centro
- Mountain View
- North Lake
- Richland
- District Office
- District Service Center
- LeCroy Center



Unified HR



Brookhaven Cedar Valley Eastfield El Centro Mountain View North Lake

Richland District Office District Service Center LeCroy Center



Provided Critical Resources for Employees in Virtual Environment

Employee Care Task Force addressed guidelines for working remotely, resources for successful remote work, virtual delivery of key employee services (recruiting, benefits, payroll, etc.) and tools to maintain employee wellness during the pandemic



Created **Employee Tool Kit for Remote Working**, with guidelines, tools and resources for effective remote work



Established **automated process for essential employee access** requests for location access



Developed and promoted **wellness resources** for coping during the pandemic

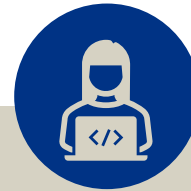
Delivered Critical Services to Organization in Virtual Environment



Established **AskHR email and call center** to provide virtual assistance to employees



Implemented process for **virtual recruiting/hiring and virtual onboarding** (e.g., I-9s)



Created **HR Information (HRIS) team** to address employee data needs to better manage in pandemic



Established **strategy and procedures for payment of part-time employees**



Created virtual process for **2020 Performance Evaluations**



Introduced **virtual Emerging Leaders program**, focused on skills and development for leadership roles



Developed online method to **distribute and execute 2021/2022 faculty contracts**



In conjunction with Marketing, **developed content and managed workflows for virtual Conference Day**

All while the momentum to transition to Dallas College continued



Transition to Dallas College begins, introducing concept of **Talent Pools**



Designed process for **Talent Pools**, including candidate assessment tool, revised job descriptions, 9-box screening tool, compensation analysis and interview guide



Engaged diverse outside consultants to assure **objectivity and transparency** in process



March 31, 2020, Talent Pool for **key leadership positions (12)** kicks-off



Established fully **online/virtual workflows** for submissions and interviews

Talent Pool Process

Minimum Qualifications

Candidates screened for:

- Education
- Experience
- Certifications

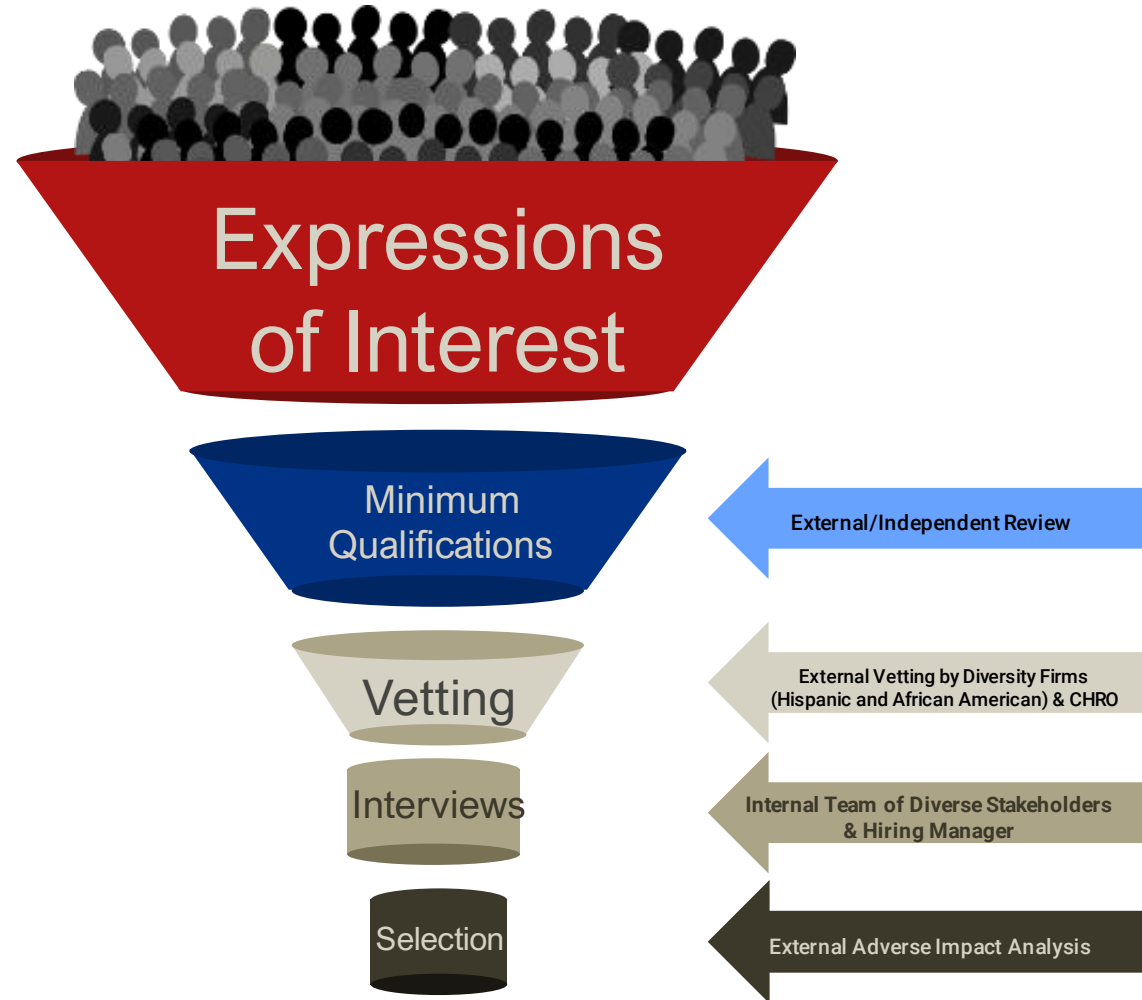
Vetting for Interview Phase

Candidates reviewed for:

- Performance
- Potential
- Position Fit

Candidates Interviewed:

- Review Committee
- Hiring Manager



Year in Review



Dallas College announces new leaders for **Dallas College and Schools of**

Collaboration with new leadership to assist in **establishing underlying structures**



Continued rollout of **Talent Pools** for multiple roles in **Student Services, Workforce & Advancement** and new **Office of Social Responsibility and Inclusion**



August



June



Employees **return to locations** in phased and rotating approach

Begin work on **organizational design** for consolidated areas

Processes and protocols finalized for ongoing **Talent Pools**



July



Established Consolidation Plan to provide severance and benefits to impacted employees; approved by Board of Trustees in Sept.

Developed strategy and online method to deliver and execute FY 20/21 Administrator contracts



Year in Review

Dallas College Restructure to Date:

Through March 2021, ~900 positions posted through talent pools; ~1253 remaining positions

Through March 2021, ~365 positions filled; of these, nearly 50% were promotional opportunity for the employee

To date ~190 employees impacted with several rehired; 80 employees have utilized Outplacement benefit; 18 impacted employees have submitted plan for Educational Enhancement benefit

Sept - Oct

Consolidated operations areas begin Talent Pools

Announced streamlined and redesigned HR structure

"Mini" Talent Pool process developed

Workflows developed and notifications begin for impacted employees

New HR Leadership selected & HR "Mini" Talent Pool opened

Notifications continue to impacted employees

Implemented new streamlined Constructive Action Process to ensure accountability and simplify approach

Nov - Dec

Pandemic spikes, employees return to 100% virtual environment

Jan - Feb '21

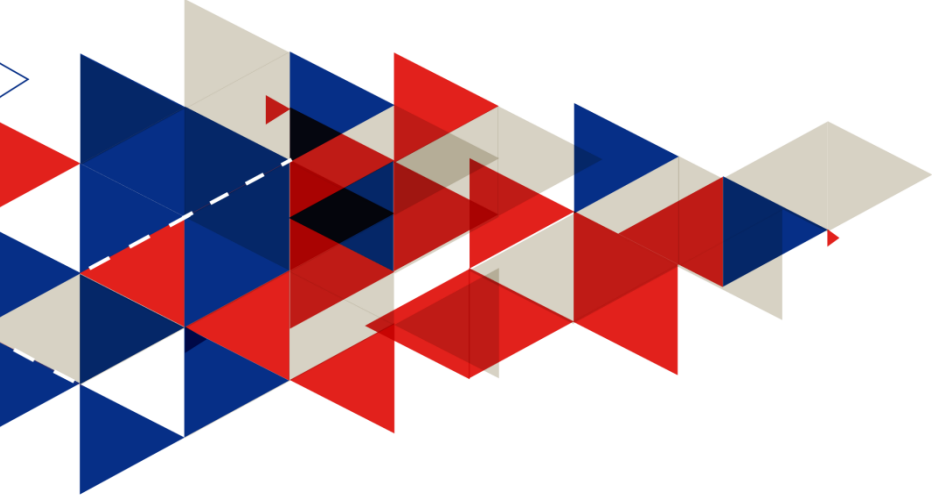
Revised approach for Inability to Return to Work/Remote Work Agreements

Impact notifications and Talent Pools continue

HR Staffing finalized

SACSCOC review successful

March '21



Significant HR Challenges and Accomplishments

Decentralized structure of campus & location-based HR Departments

Consolidated HR under CHRO in an interim structure

Limited tools and resources to support supervisors and employees

Developed and executed new tools, resources and trainings, including revamped Constructive Action Process

Reactive approach to recruiting, resulted in inefficient practices and varied outcomes

Designed talent pool process for new roles in Dallas College

Inconsistent interpretation and application of policies, procedures & operating guidelines

Implemented process and procedures to ensure consistency in application of policies and procedures

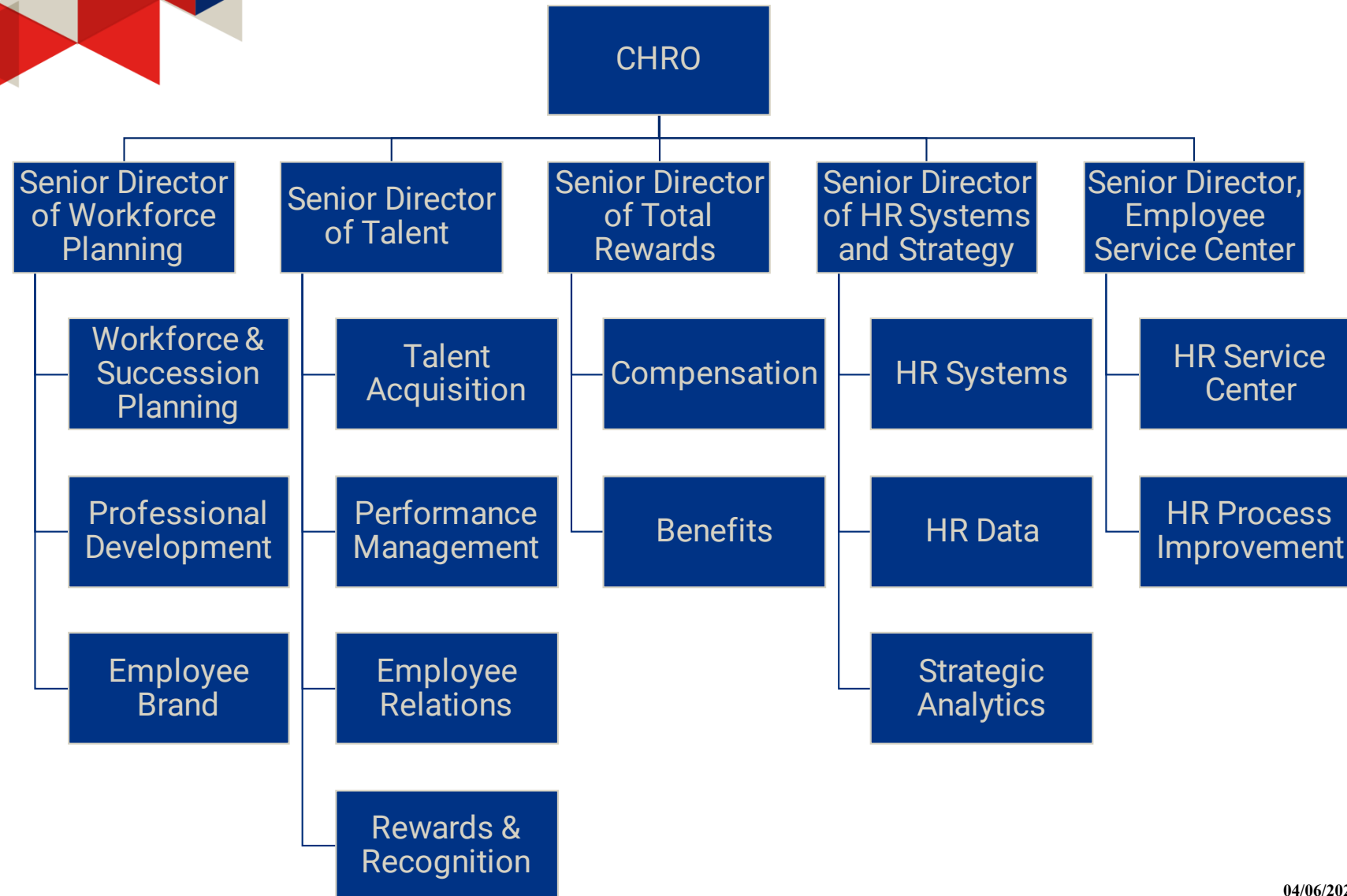
Lack of robust focus on HR data and automated workflows

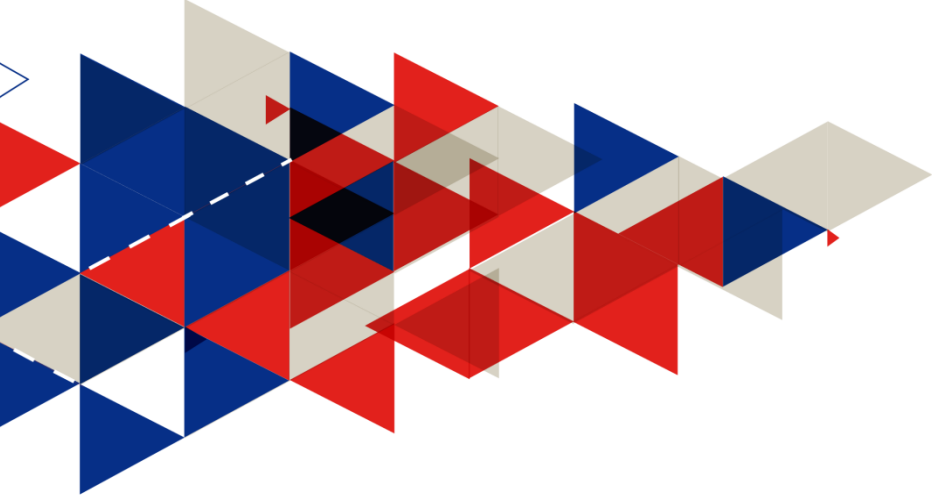
Created team specifically to focus on systems, data and data analytics strategy

Silo'd HR service delivery methods, resulted in underdeveloped HR staff capabilities

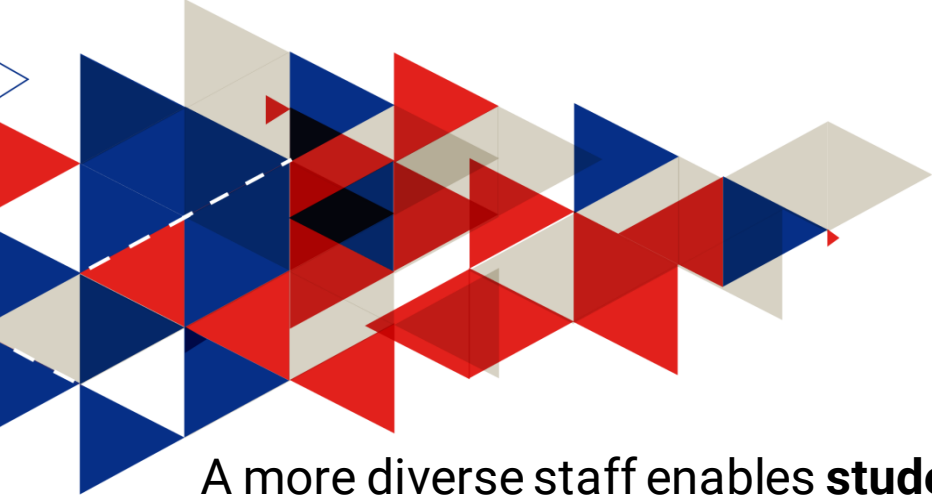
Implemented new HR service delivery model, which aligned and streamlined structure

One College/One HR





A Closer Look: New Talent Approach Brings Significant Focus on Diversity, Equity & Inclusion



Investing in Diversity Benefits Dallas College Students and Creates a Stronger Organization

A more diverse staff enables **students** to:



Receive services and support that meet their needs as staff leverage their lived experience



See themselves reflected in Dallas College's makeup



Feel more comfortable and open and when sharing their concerns and needs

Studies show major **diversity benefits**:

19%

Higher innovation at companies with above-average diversity in their leadership teams¹

8x

Increased likelihood to achieve better outcomes against goals for diverse teams²

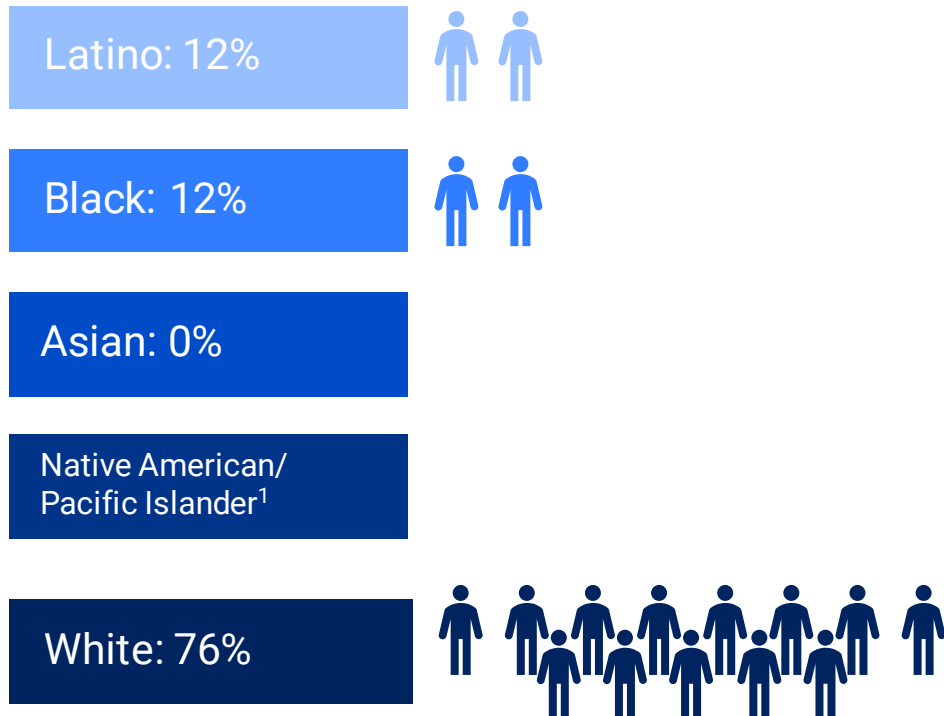
20%

Improvement in making high quality decisions with inclusive leadership³

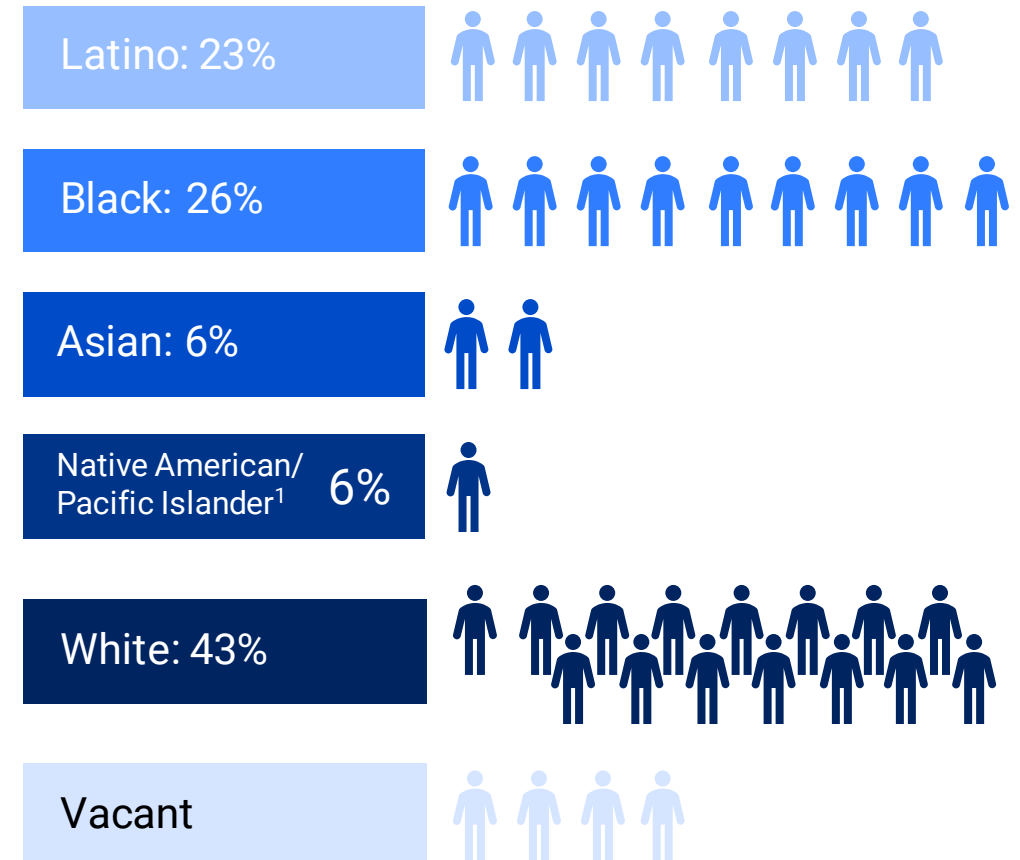
1. Embrace the Business Imperative of Diversity (Boston Consulting Group, 2020)
2. Juliet Bourke, Which Two Heads Are Better Than One? How Diverse Teams Create Breakthrough Ideas and Make Better Decisions (Australian Institute of Company Directors, 2016)
3. Juliet Bourke and Andrea Titus Why Inclusive Leaders Are Good for Organizations, and How to Become One (Harvard Business Review, 2019)

Talent Pool has Increased Leadership Diversity

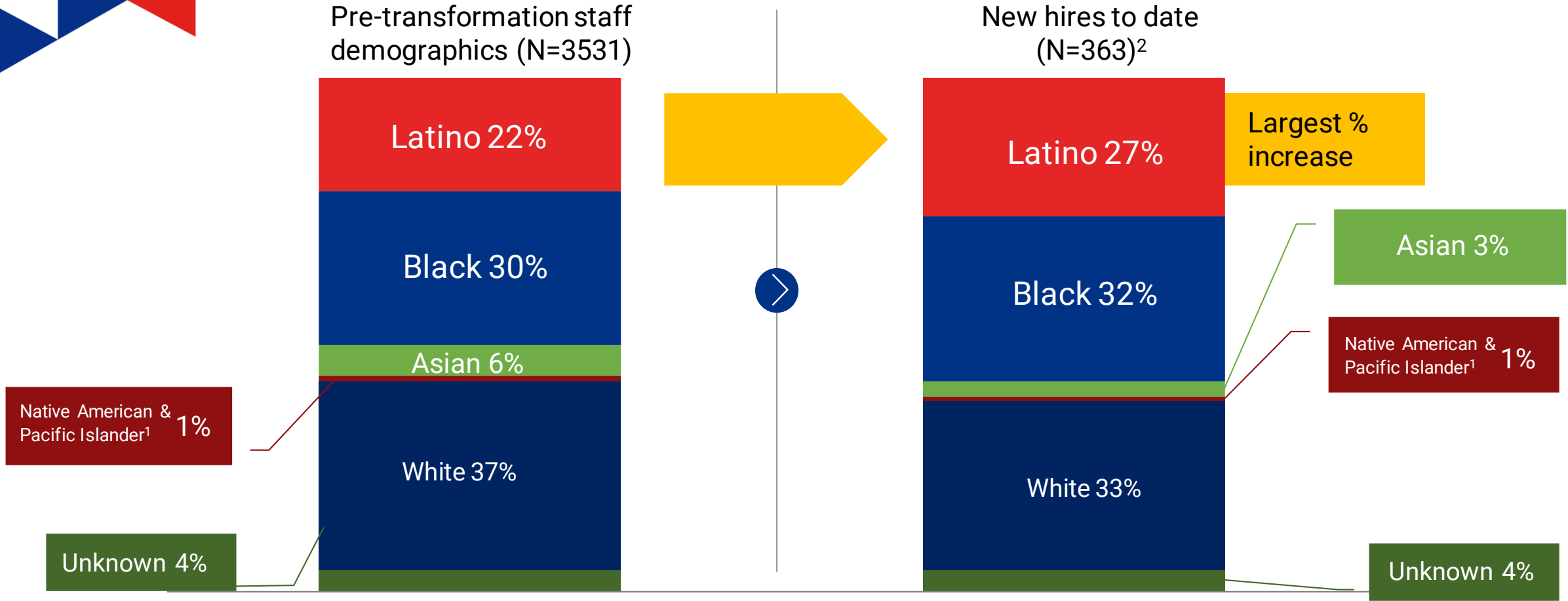
Former Leadership Team (18 employees)



Current Leadership Table (39 employees)²



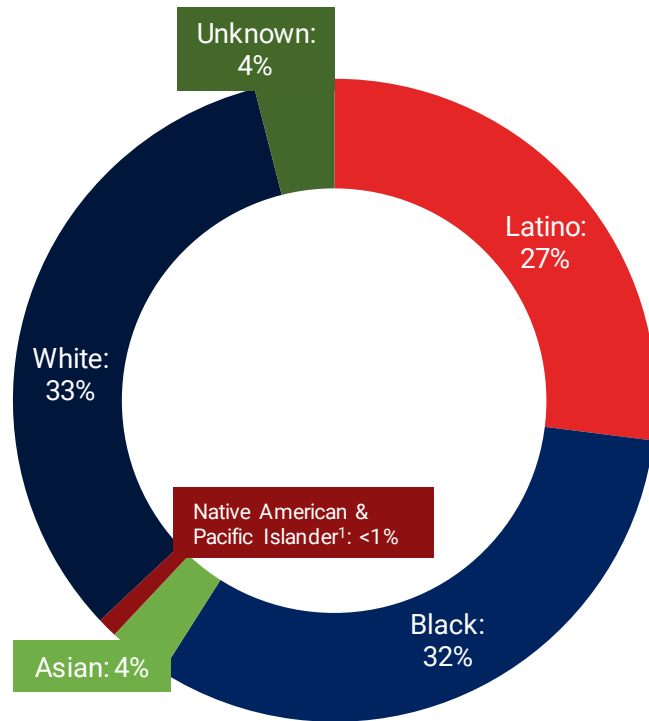
Talent Pool has Increased Staff Diversity



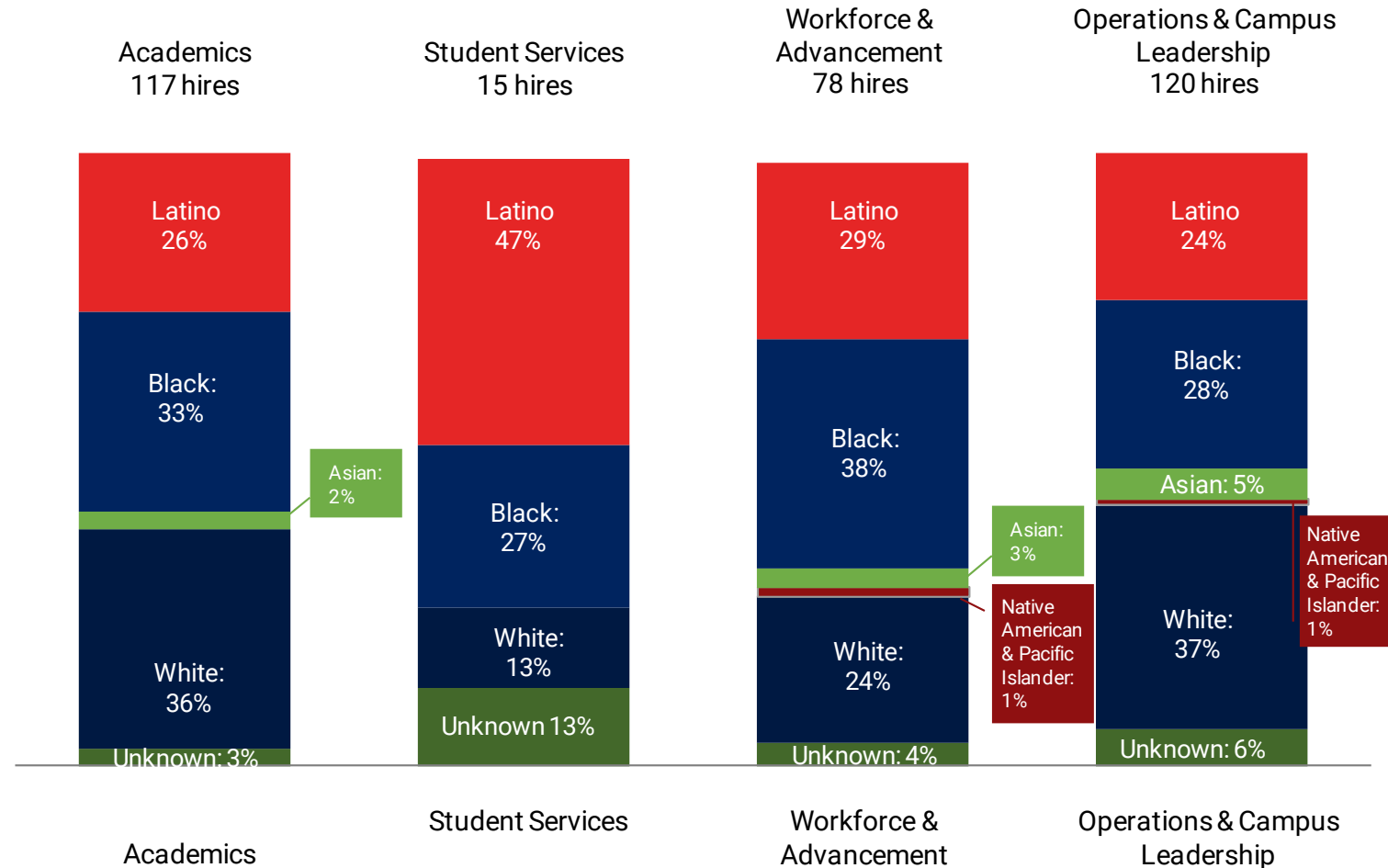
1. Includes American Indian, Alaskan Native, Native Hawaiian or Other Pacific Islander
2. Total N as of 3/25/2021 Source: HR Data for staff excluding faculty

On Pace to Outperform Baseline in Hiring Diverse Staff

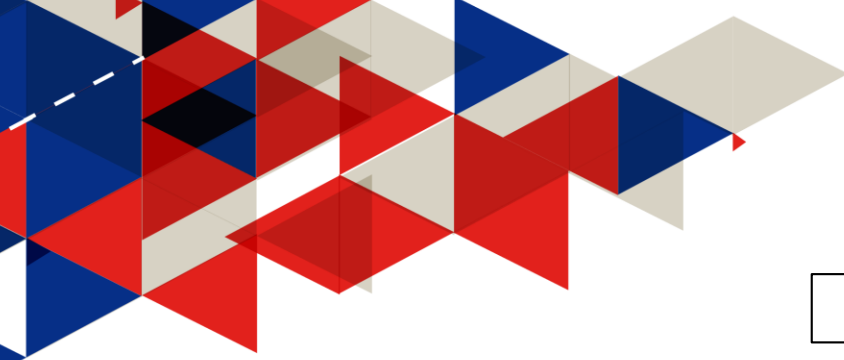
363 new hires to date across entire organization



Diversity of hires by department



1. Includes American Indian, Alaskan Native, Native Hawaiian or Other Pacific Islander
 2. Total N as of 03/25/21 Source: HR Data for staff excluding faculty



Diversity is Driven by Employee Age and Years of Service

Legend

Latino

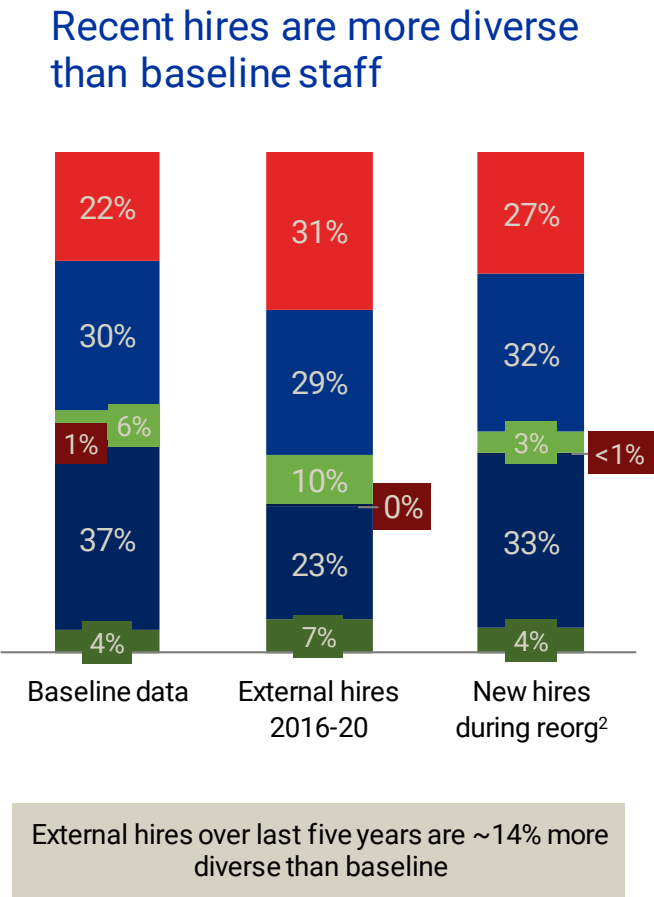
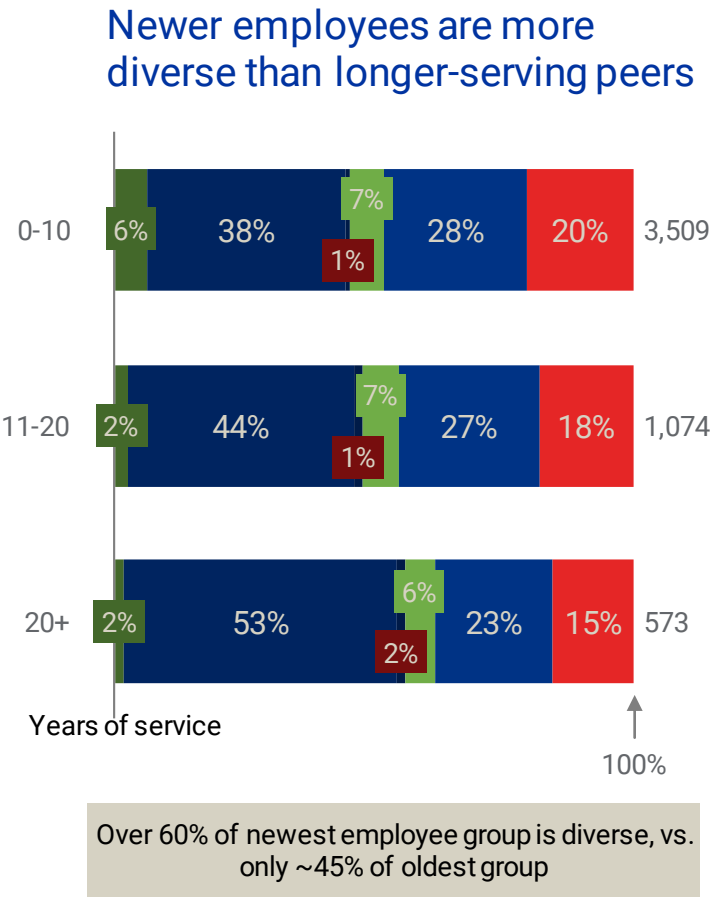
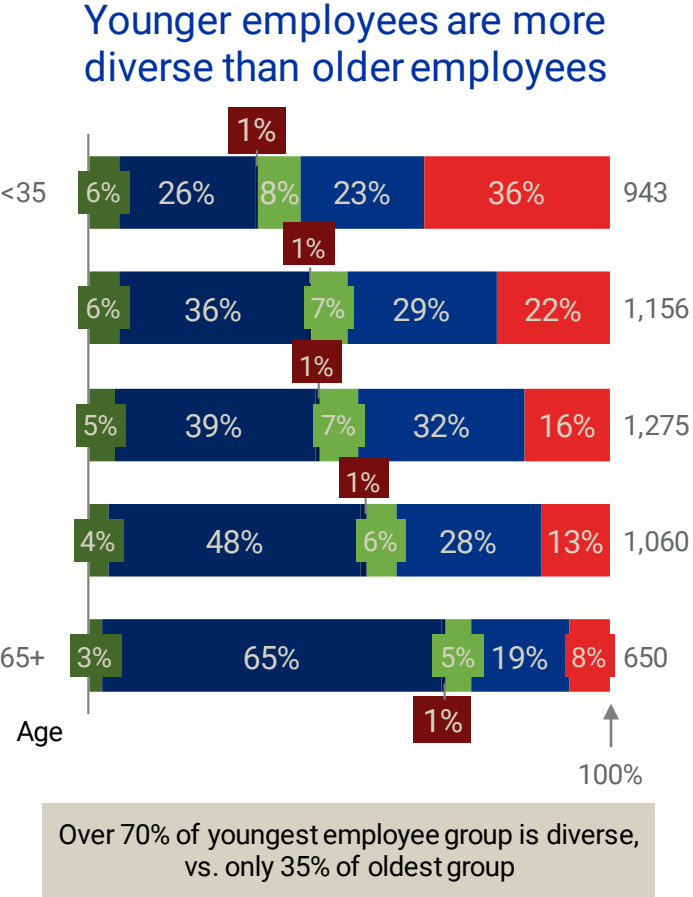
Black

Asian

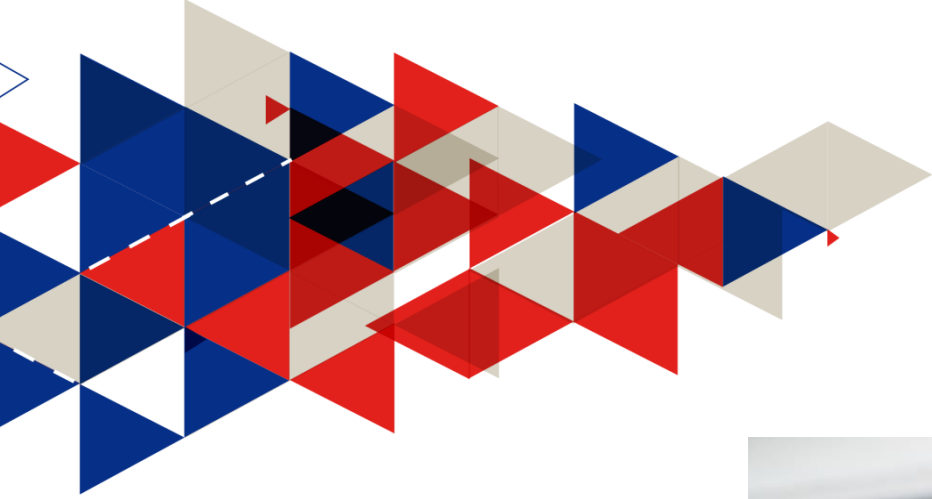
Native American & Pacific Islander¹

White

Unknown

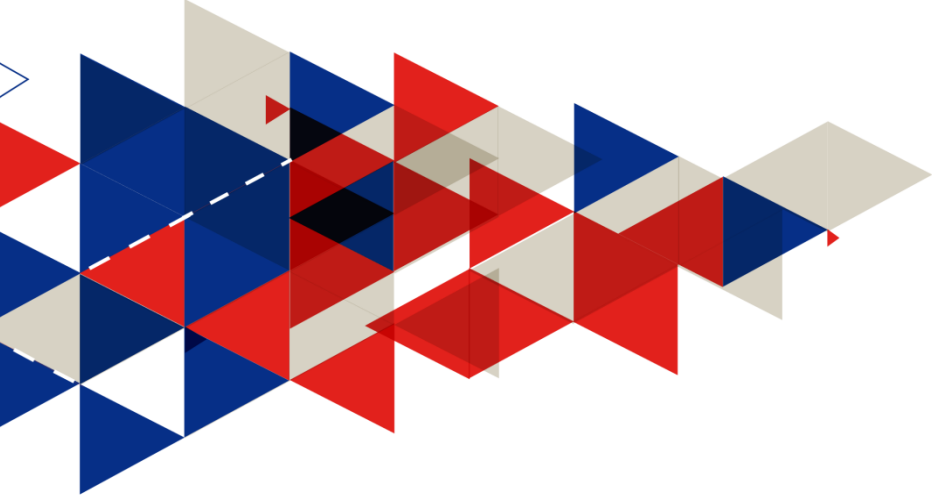


1. Includes American Indian, Alaskan Native, Native Hawaiian or Other Pacific Islander 2. As of 03/25/21
Note: Part-time and adjunct faculty counted as 0.5 for age and years of service analysis, but counted as 1 in recruiting because it is not segmented
Source: HR Data for staff, including faculty for age and years of service; excludes faculty for recent hire comparison



Moving Forward





One College. One HR.

HR Vision

Deliver best in class service with innovative HR solutions and programs designed to develop a diverse and engaged workforce equipped to lead Dallas College in its transformation and beyond

HR Mission

Service: Create strategic partnerships & collaborate with our customers to provide efficient and solution-focused results for employees and students

Solutions: Provide proactive, innovative approach to attracting, developing, rewarding and retaining a high-performing, inclusive and diverse workforce

Support: Support the College's mission of providing a teaching and learning environment that meets the needs of our students and the community



HR Guiding Principles



Diversity

We encourage a workforce that leverages differences in a continuous, fully engaged quest for improvement and innovation



Innovation

We demonstrate proactive adaptability by delivering effective and efficient programs and services to meet the dynamic needs of Dallas College



Integrity

We conduct ourselves in a dependable, respectful and trustworthy manner with an unwavering commitment to fairness and equity



Teamwork

We utilize critical thinking to identify potential solutions to be of assistance and collaborate and communicate clearly

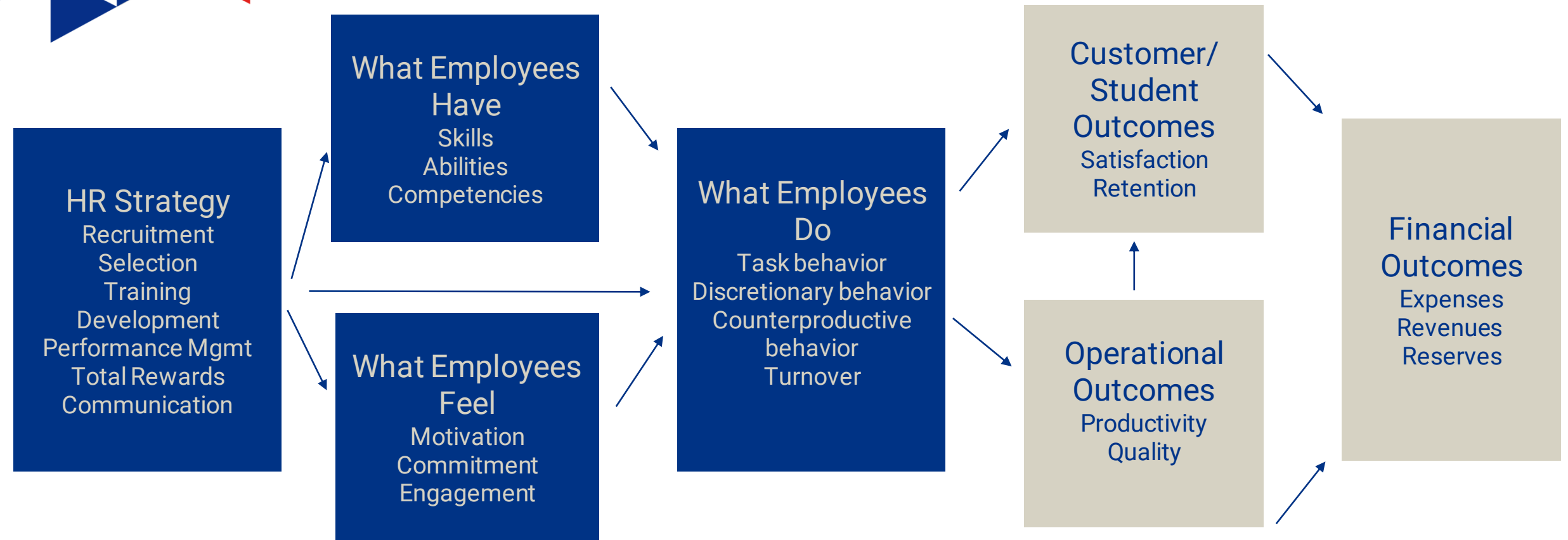


Accountability

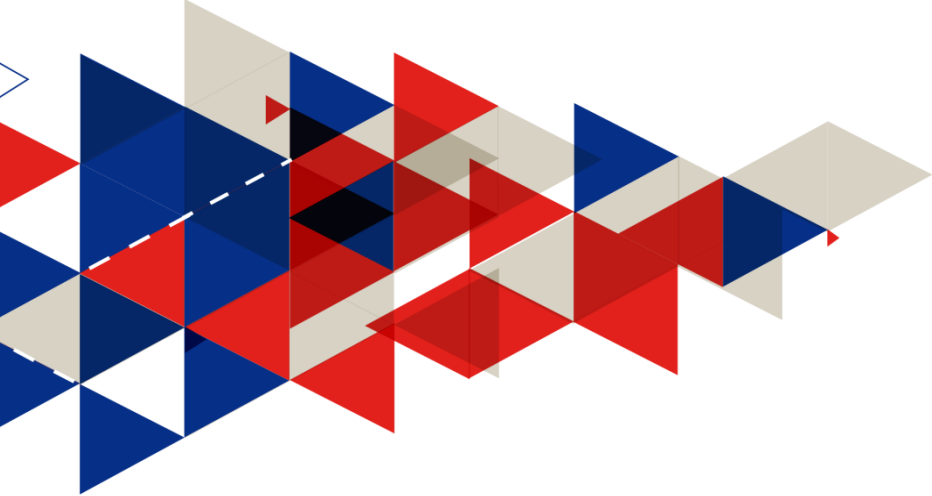
We take accountability for outcomes and provide data, metrics and resources to facilitate transparency



HR Strategy is a System of HR Practices Contributing to Organizational Outcomes¹



¹Source: HR Strategy: Adapting to the Age of Globalization, SHRM Foundation Effective Practice Series, Patrick M. Wright, Ph.D.



The Continuum of Strategic Human Resources

A strategic approach to HR is imperative to building skills, motivation and behavior to support a successful organizational strategy¹

	Strategic HRM	HR Strategy	HR Best Practices
Focus	Human Capital	Human resources practices & systems	Single HR Practice
Impact	Organization Level	Department or Job Level	Job Level
Responsibility	Designed jointly between organization and HR	Designed mostly by HR	Designed solely by HR
Goal/Objective	Right people in the right place at the right time to maximize organizational performance and success	Motivate employees to have skills, attitudes and behaviors that lead to job and business success	Enable employees to develop skills, attitudes and behaviors that lead to job success

¹Source: HR Strategy: Adapting to the Age of Globalization, SHRM Foundation Effective Practice Series, Patrick M. Wright, Ph.D.

The interim HR restructure allowed focus on practices

	HR Best Practices
Focus	Single HR Practice
Impact	Job Level
Responsibility	Designed solely by HR
Goal/Objective	Enable employees to develop skills, attitudes and behaviors that lead to job success

Our new structure allows us to begin viewing HR more strategically

	HR Strategy
Focus	Human resources practices & systems
Impact	Department or Job Level
Responsibility	Designed mostly by HR
Goal/Objective	Motivate employees to have skills, attitudes and behaviors that lead to job and business success

This strategic approach will ultimately provide an organizational human capital plan

	Strategic HRM
Focus	Human Capital
Impact	Organization or Business level
Responsibility	Designed jointly between organization and HR
Goal/Objective	Right people in the right place at the right time to maximize organizational performance and success



Strategic Focus Areas



**Driving HR
Excellence
and
Innovation**



**Deploying
Recruitment
and
Retention
Strategies**



**Investing in
our
Employees
Development**



**Enhancing
the
Employee
Experience**

HR Excellence: Goals & Strategies



Serve as a strategic thought partner and advisor in all areas of HR



Comprehensive evaluation of HR services, policies and workflows



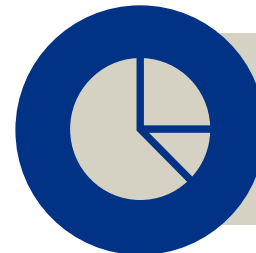
Streamline and revise policies to ensure consistent experience for employees



Update policies and benefits consistent with Dallas College transition and HR best practices



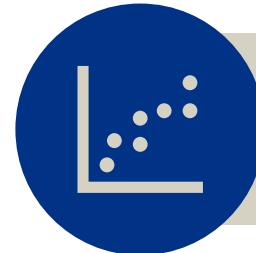
Leverage technology to inform decisions about workforce



Create culture of data-driven decision making and use data systems to drive efficiency & accuracy



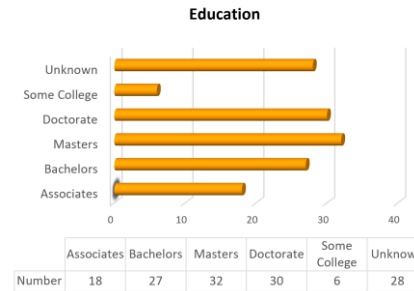
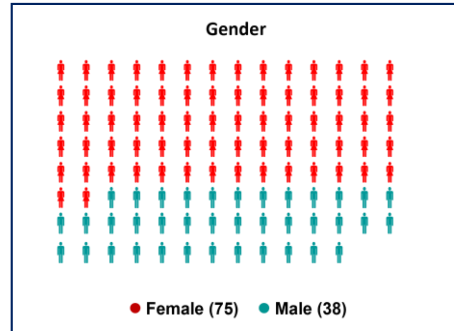
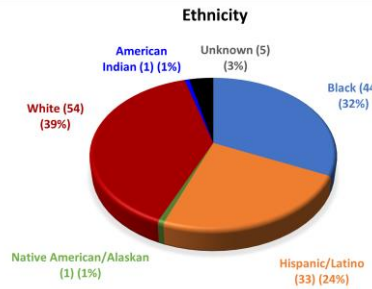
Create performance management dashboards



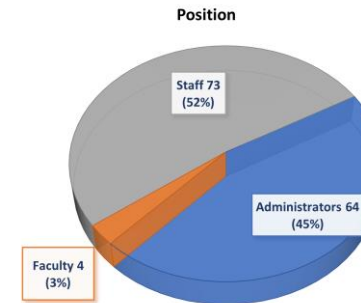
Establish and report relevant metrics to monitor and measure key HR analytics

Prototype Board Metrics Report

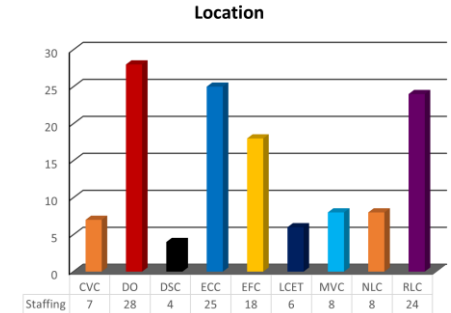
Diversity Profile



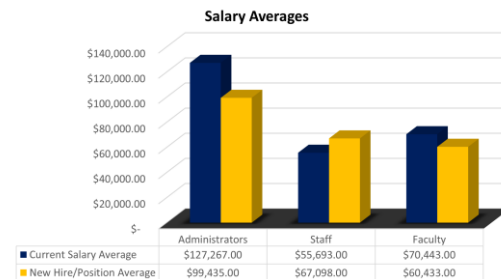
Position Breakdown



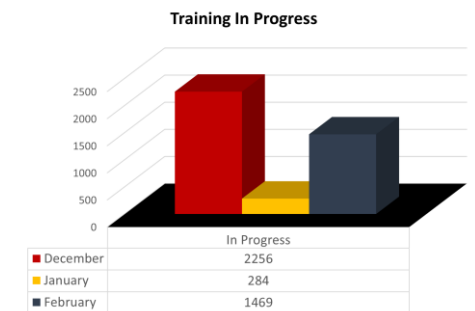
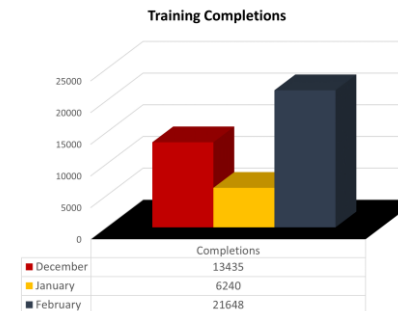
Location Profile



Compensation Profile



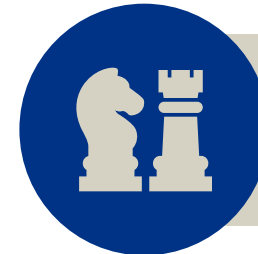
Employee Training Profile



Recruiting & Retention: Goals & Strategies



**Proactively source
from diverse sources and
platforms**



**Implement framework to ensure
employee hiring is consistent
with the populations we serve**



**Position Dallas College as an
employer of choice**



**Develop Employer Brand to market
ourselves to desired candidates,
showcasing mission, vision and values**



**Provide seamless, consistent
onboarding experience for all
new employees**



**Redesign workflows to ensure
consistency and develop toolkits for
managers to support new employees**



**Establish a foundation to
attract, motivate and retain
exceptional employees**



**Revise Total Rewards programs to ensure
relevant, current compensation and
benefits programs to attract and retain
qualified programs**

Employee Development: Goals & Strategies



Promote and foster a culture that values development, diversity and growth opportunities



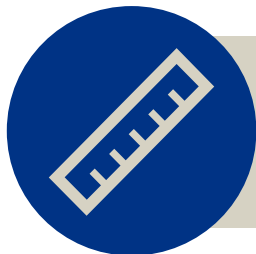
Develop workforce planning model, including succession planning, to ensure we are building knowledge, skills and abilities of our workforce



Expand development programs to develop and retain our workforce



Revise learning and development offerings to ensure relevant courses are delivered in appropriate manner



Improve performance management process



Redesign annual performance evaluation tools and explore merit-based salary increases tied to performance



Equip leadership with required needed development, skills and resources



Create tools for leaders and supervisors: build upon leadership development programs, offer diverse training delivery models and expand assessment capability

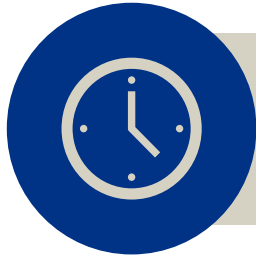
Employee Experience: Goals & Strategies



Reinforce College's culture and values to improve engagement and build a sense of community



Create and promote a culture of diversity and inclusion and seek feedback for continuous improvement



Provide accurate and timely workforce communication



Advance capabilities of AskHR and call center through technology, including redesign of HR webpages and SharePoint portal to ensure up-to-date resources are available to employees



Explore hybrid workplace models



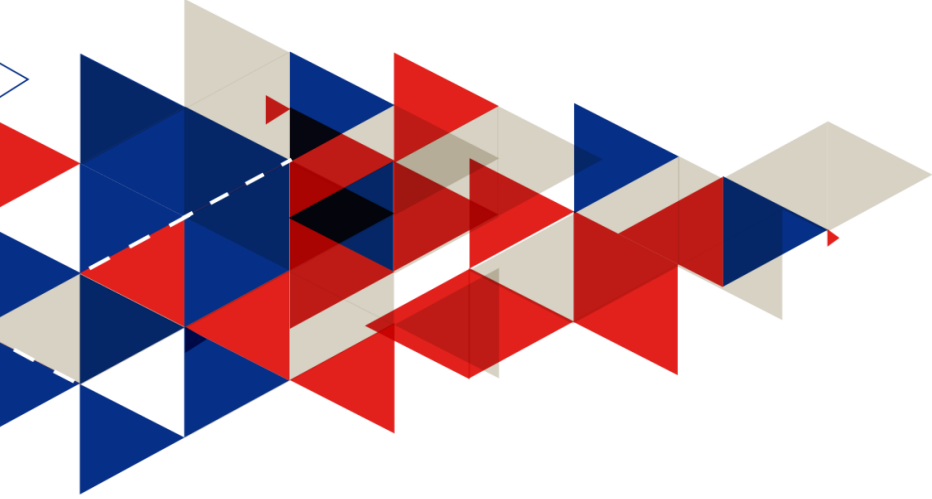
Evaluate job roles that may be appropriate for partial or full-time remote work arrangements



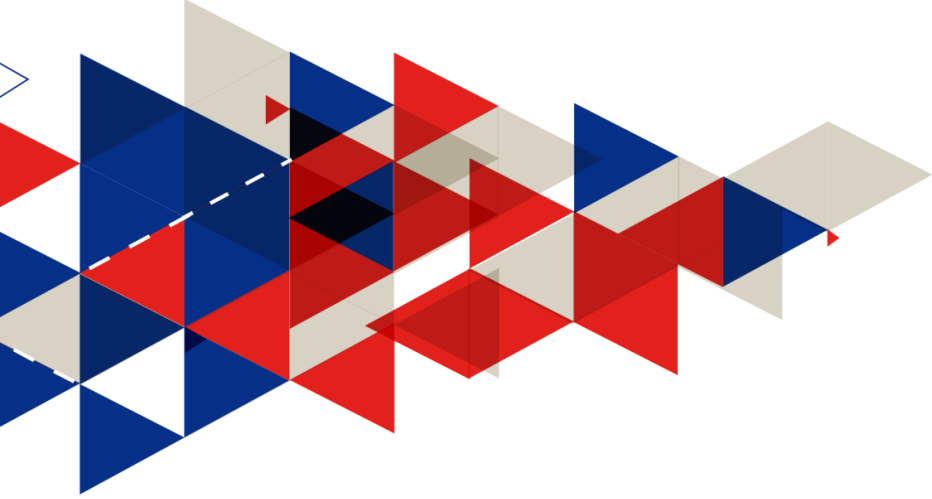
Develop and deliver more robust wellness program offerings



Reimagine the employee wellness experience by promoting a culture of care through relevant policy updates and expanded opportunities



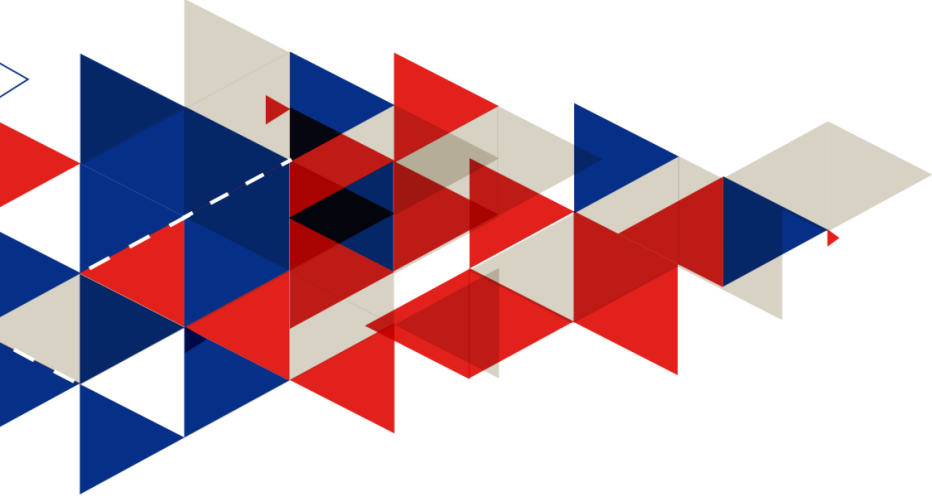
Optimal Organizational Performance



Timeline for Strategic Focus Areas

Driving HR Excellence and Innovation

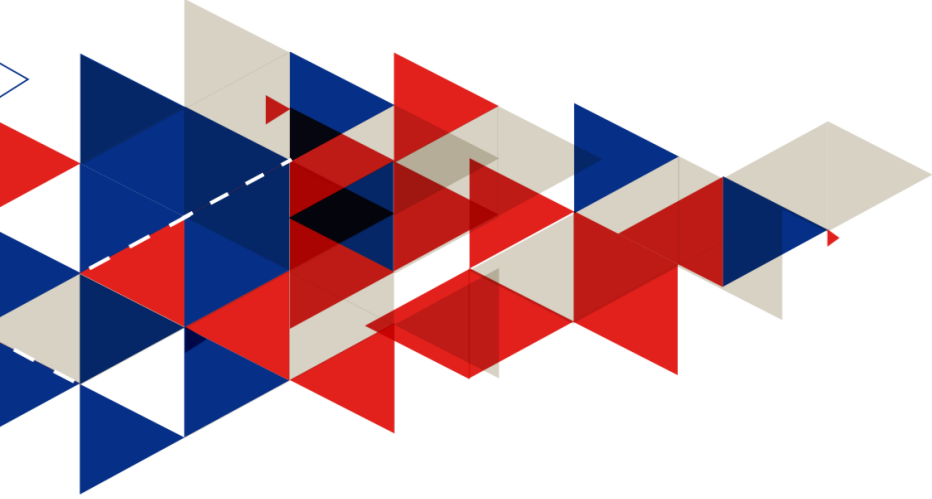
					Budget Impact?	
	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Yes	No
Conduct a comprehensive evaluation of HR policies and workflows to ensure meeting customer needs	✓					✓
Update policies and programs consistent with Dallas College transition and best-in-class practices	✓	✓			✓	
Data-driven decision making through timely and accurate HR technology	✓	✓	✓	✓	✓	
Establish and report relevant metrics to monitor and measure key HR analytics	✓	✓	✓	✓		✓



Timeline for Strategic Focus Areas

Driving HR Excellence and Innovation

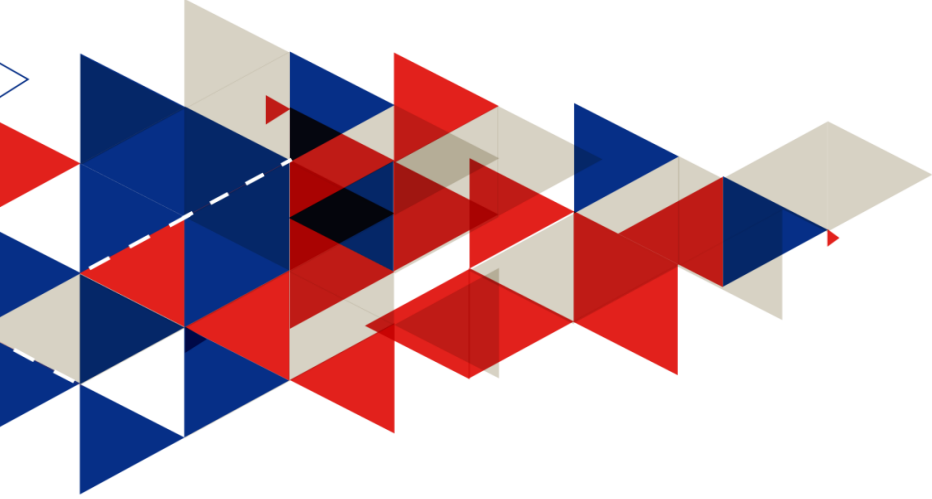
					Budget Impact?	
	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Yes	No
Conduct a comprehensive evaluation of HR policies and workflows to ensure meeting customer needs	✓					✓
Update policies and programs consistent with Dallas College transition and best-in-class practices	✓	✓			✓	
Data-driven decision making through timely and accurate HR technology	✓	✓	✓	✓	✓	
Establish and report relevant metrics to monitor and measure key HR analytics	✓	✓	✓	✓		✓



Timeline for Strategic Focus Areas

Recruiting and Retention Strategies

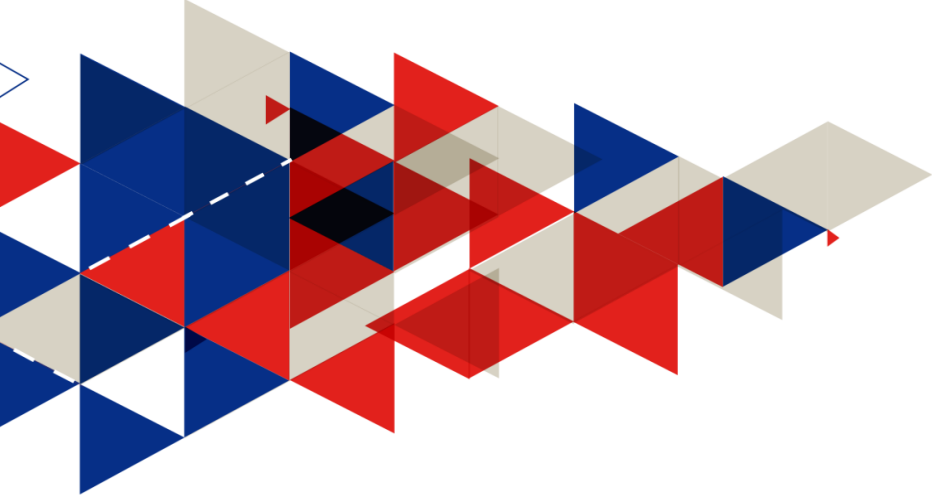
					Budget Impact?	
	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Yes	No
Develop strategy for proactive recruiting through relevant channels to reach diverse candidates	✓					✓
Dallas College Employer Brand	✓	✓				✓
Redesign recruiting workflows to ensure consistency, streamline process for onboarding and offer more robust support to identify key metrics	✓	✓	✓	✓	✓	
Offer rewards and recognition programs that embody institutional values and reward performance related to College's mission	✓	✓	✓	✓	✓	
Review and build upon Total Rewards programs to ensure relevant, current compensation and benefits programs to attract and retain qualified employees	✓	✓	✓	✓	✓	



Timeline for Strategic Focus Areas

Employee Development

					Budget Impact?	
	FY 20/21	FY 21/22	FY 22/23	FY 23/24	Yes	No
Develop workforce planning model, including succession planning to ensure we are building knowledge, skills and abilities of workforce	✓	✓	✓	✓		✓
Review learning and development offerings to ensure relevant courses delivered in appropriate manner	✓	✓	✓			✓
Redesign staff annual performance review tool and faculty performance review tool	✓	✓	✓	✓	✓	
Provide tools for leaders and supervisors, including new training delivery models and expanded assessment capability	✓	✓	✓		✓	



Timeline for Strategic Focus Areas

Employee Development

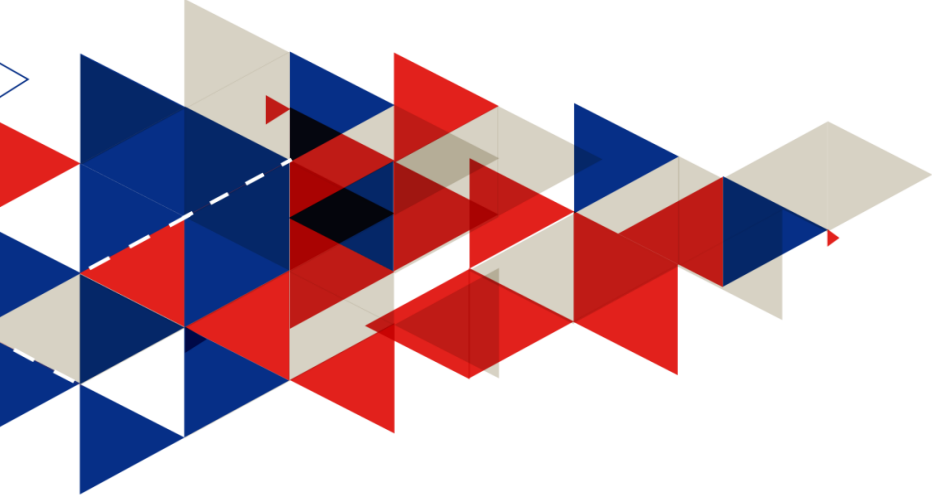
Diversity and Inclusion: promote culture of diversity and inclusion, recognition strategy and employee engagement surveys

Increase communication opportunities throughout campuses and communities

Evaluate job roles and functions for remote or flexible work arrangements

Evaluate wellness offerings and create opportunities for College-wide wellness events

					Budget Impact?	
FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 21/22	Yes	No
✓	✓	✓	✓	✓	✓	
✓	✓	✓		✓		✓
✓		✓	✓	✓		✓
✓	✓		✓	✓	✓	



Thank you!

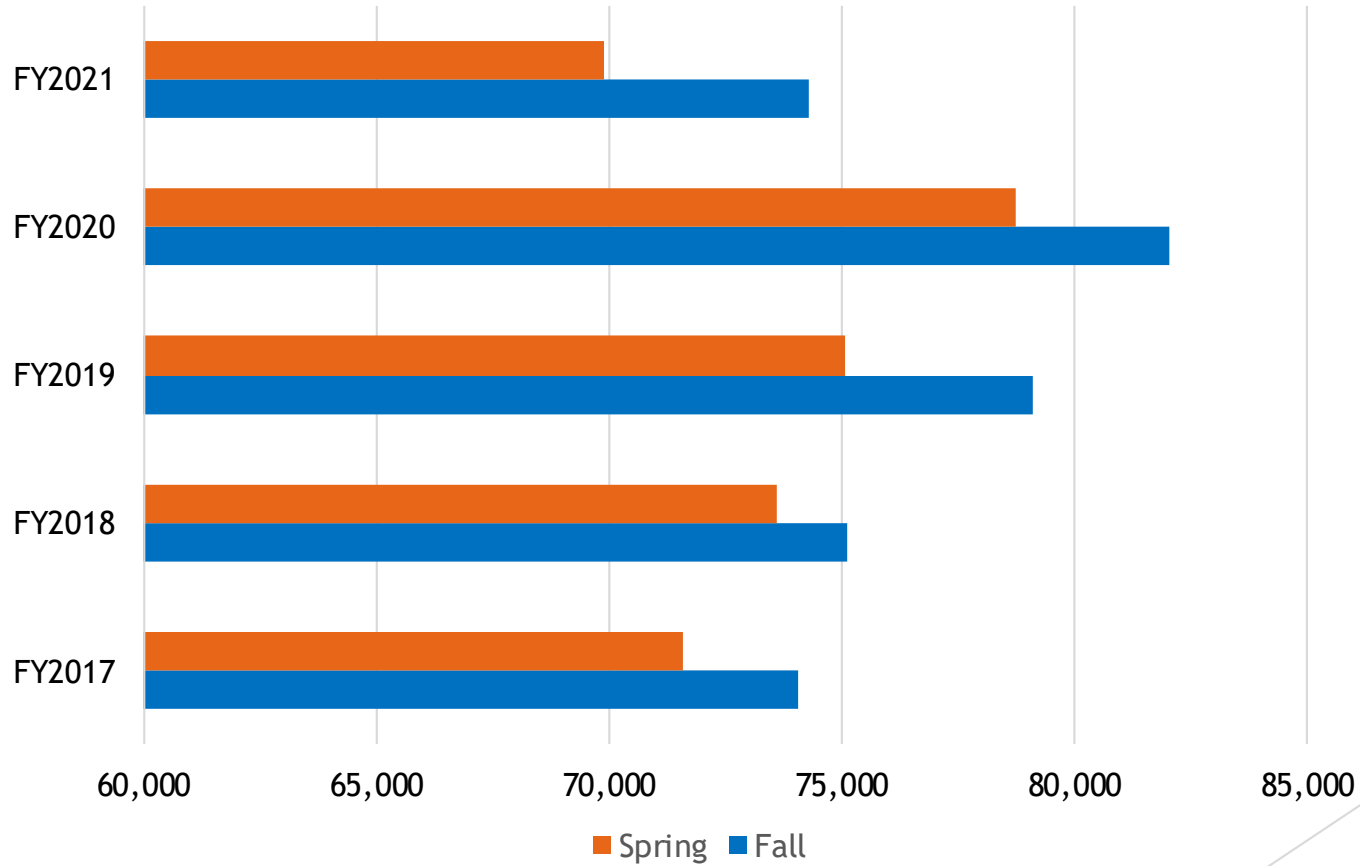
Questions?

FY2020-2021 SPRING BUDGET UPDATE

Presented to
Finance Committee
of the Board of Trustees
April 6, 2021

Presenters: John Robertson, Tiska Thomas

ENROLLMENT TREND



FY2020-2021 BUDGET UPDATE

► Revenue

- State Appropriations, Unchanged
- Net Tuition, Reflect Enrollment Decrease
- Taxes, Positive Position Over Original Estimate

► Expenses

- Operating Budget Reflect Net Zero Change
- Adjustments Net Against Available Budgets

Revenue Review - State

Where we started...

- ▶ State Appropriations
 - ▶ 2nd Year of Biennium
 - ▶ \$89.8 Million
 - ▶ Estimated 5% Decrease, \$4.7M

Where we are...

- ▶ State Appropriations
 - ▶ No Legislative Decrease
 - ▶ \$94.5 Million
 - ▶ Impact to Budget: +\$4.7M

Revenue Review - Taxes

Where we started...

► Taxes

- TAV Remains Relatively Steady
- Collection Decrease to 90%
- \$276 Million
- Estimated 1% Decrease, \$2.9 Million

Where we are...

► Taxes

- TAV Reflects Moderate Increase of Approximately 1.5%
- Collection, 98%
- \$290 Million
- Impact to Budget: +\$14 Million

Revenue Review - Tuition

Where we started...

- ▶ Net Tuition
 - ▶ Fall Enrollment Decrease, 5%
 - ▶ Increase in Scholarships, TPEG
 - ▶ eLearning Materials
 - ▶ \$98 Million

Where we are...

- ▶ Net Tuition
 - ▶ Overall Enrollment Decrease, 11%
 - ▶ < Scholarships
 - ▶ eLearning Materials, \$20 Million
 - ▶ Impact to Budget: Decrease ~ \$10 Million

Revenue Review - Other

Where we started...

- ▶ Other Revenue
 - ▶ \$4.8 Million
 - ▶ Market Decline

Where we are...

- ▶ Other Revenue
 - ▶ Market Fluctuations
 - ▶ Investment Income
 - ▶ COVID impacts
 - ▶ Lease/Rental
 - ▶ Work Study
 - ▶ Vending Commissions
 - ▶ Impact to Budget:
Decrease \$2.5 Million

Revenue Review - Totals

Where we started...

- ▶ Total Revenue, \$469M
- ▶ Estimated Decrease Over Prior Year, \$18.2M

Where we are...

- ▶ Total Revenue, \$474M
- ▶ Impact to Budget: +\$5.8M

EXPENSES

- ▶ 53% Expenditure to Budget
 - ▶ eLearning Materials
 - ▶ One College Transition
 - ▶ Impact Packages (severance, vacation payout)
 - ▶ Acceleration in Purchased Services
 - ▶ FIP Timing, Progress to Completion YAY!
- ▶ COVID Impact
 - ▶ Utilities (SIP, winter storm)
 - ▶ Travel
 - ▶ General Office Supplies
 - ▶ Technology
 - ▶ Professional Development

FY2022 Preview

- ▶ State Appropriations
- ▶ TAV
- ▶ Estimated Revenue Impact
- ▶ Capital Budget

Discussion



Facility Improvement Plan

Board of Trustees
Finance Committee
April 6, 2021

Presenters:
John Robertson, Scott Wright



- **BH - \$3,000,000**
 - Replace roofs on F, H, J, M, Q: **COMPLETE**
 - Replace Federal Pacific Panels: **Engineering Complete**
- **CV - \$3,500,000**
 - Replace/Install Fire Sprinklers (Phase 1): **95% Design Complete**



- **EF - \$2,600,000**
 - Replace Fire Alarm (Design): 50% Complete
 - Replace Steam Boilers: 100% Design Complete
- **MV - \$6,300,000**
 - Replace VAV Boxes: 5% Complete
 - Replace Ceilings/upgrade to LED: 30% Complete
 - Replace Roofs on S, B, W: 80% COMPLETE
- **EC - \$35,000**
 - Replace Federal Pacific Panels: 5% Construction Complete



- **NL - \$2,400,000**
 - Upgrade obsolete fire alarm: 10% Complete
 - Replace F Building Hydraulic Pumps: 25% Complete
 - West Campus Restoration: In Design
 - R Building Switchgear Replacement: Design Complete
 - A-200 Waterproofing: Testing Complete
 - Central Plant Switchgear: Design Complete
 - Reseal roadways: 25% Complete
 - Replace North Loop Road: 25% Design Complete
 - Central Plant Water Manifold: 75% Complete
 - Athletic Upgrades/Repairs: Planning
 - HHW Piping Insulation: 25% Design Complete
 - Replace AC Units in Workforce and Cafeteria: 50% Complete
 - Tridium Software Upgrade: On hold due to IDF project



- **RLC - \$3,000,000**
 - Replace Roofs at Fannin, Alamito: **COMPLETE**
 - Replace LeCroy Chillers: **5% Complete**
 - Replace Fume Hoods: **95% Design Complete**
 - Lab Renovations: **Planning**
- **College - \$720,000**
 - Facilities Condition Assessment: **On Going**
 - TMA: **Implementation**
 - Rebranding: **On Going**
- **Contingency - \$500,000 – Intact**

OVERVIEW OF REGULAR AGENDA ITEMS NO. 5.1.

Approval of Electrical Easement to ONCOR Delivery Company LLC at the Construction Science Building at North Lake Campus

The Chancellor recommends that authorization be given to approve an agreement with ONCOR Delivery Company LLC to grant a new electrical easement and right-of-way agreement to construct and maintain a new underground primary electrical service for the Construction Science Building at North Lake Campus.

Background

This proposed easement site will initiate the approval of a new electrical easement and right-of-way agreement with ONCOR Electric Delivery Company, LLC, for Dallas College. The easement agreement will bind ONCOR Electric Delivery Company, LLC, to preserve and protect the College property upon installation of the new underground primary electrical service. The College will have the right to review, approve design and construction of this work.

Funding Source

Operating Funds

Reviewed By

Chief Financial Officer, John Robertson

Resource Contact

Chief Financial Officer, John Robertson

OVERVIEW OF REGULAR AGENDA ITEMS NO. 5.2.

Approval for Selection of Management Firm for Interim Chief Technology Officer

The Chancellor recommends that CampusWorks be selected as the management firm for an Interim Chief Technology Officer (CTO). The term of the contract is intended to be for 18 months with an option to extend as needed.

Background

Given the direction of the Dallas College, this position is critical for the oversight of technology staff and initiatives, including the pending ERP implementation.

Through this Request for Qualifications (RFQL), Dallas College sought to procure the best services based on demonstrated competence and qualifications and to give ALL qualified diverse suppliers an opportunity.

The request was sent to 28 firms and the following four responses were received:

- CampusWorks, Inc.
- CAG
- Octagon Consulting, LLC
- MoreTalent Corporation

CampusWorks will source candidates, check background and recommend candidates for review by Dallas College. Upon selection by Dallas College, CampusWorks will manage the payroll and processing for the selected Interim CTO.

Based on an Interim CTO salary of \$250,000, Dallas College would be responsible for a total estimated budget of \$556,500 over 18 months including salary, benefits and CampusWorks one-time fees.

Funding Source

Operating Fund

Reviewed By

John Robertson, Chief Financial Officer

Resource Contact

John Robertson, Chief Financial Officer

Justin Lonon, Executive Vice Chancellor

ITEMS FOR REVIEW NO. 6.1.a.

Finance Committee Notes for March 2, 2021

A virtual Finance Committee meeting of the Board of Trustees of the Dallas College was held Tuesday, March 2, 2021, beginning at 12:31 p.m. on the Cisco Webex platform and was broadcast via the streaming link:

<http://www.dcccd.edu/boardmeetingslive>. This meeting was convened by Committee Chair Cliff Boyd.

Board Members and Officers Present

- * Mr. Cliff Boyd (committee chair)
Ms. Monica Lira Bravo
- * Ms. Charletta Rogers Compton
Ms. Diana Flores
Dr. Joe May (secretary and chancellor)
- * Mr. Phil Ritter
JL Sonny Williams
Ms. Dorothy Zimmermann

Board Members Absent

None.

- * *Denotes a committee member*

1. **Roll Call - Announcement of a Quorum** confirmed by Perla Molina.
2. **Certification of Notice Posted** for the meeting confirmed by Chancellor Joe May.
3. **Citizens Desiring to Address the Board**
None.

4. Committee Presentations

A. Land Use Policy Update

Presenters: John Robertson, Rob Wendland

John Robertson and Rob Wendland provided an update on the Land Use Policy. Land use planning ensures that land resources are efficiently

utilized, while looking at immediate growth and long-term needs for growth. We can encourage student completion and retention by developing campuses where people want to spend extended time. The overall benefits of creating a Land Use Policy include developing a blueprint for the future and providing community and continuity.

Dallas College had over 1,500 acres in Dallas County. A Land Use Policy would allow the board to make wise and consistent decisions. The policy would align with municipal zoning requirements and take into consideration sustainability, safety and security, and business development strategy. The policy would also impact and work in conjunction with existing plans, such as the education plan, space utilization, and facilities master plans. Dallas College's land use has had a positive impact on neighboring properties and the greater community by leveraging resources and adding value to the community.

Rob Wendland recommended further discussion about changing current special use permits to planned development, which represented a more flexible zoning designation that was better suited for large tracts of land with a mix of uses.

Next steps included an analysis of neighboring properties, engagement with neighboring communities to set goals for property use, and multiple meetings with the board to build the framework and draft policy.

Trustee Zimmermann asked about having community input first. Rob Wendland suggested developing a framework prior to community engagement.

Committee Chair Boyd spoke about the need for a defined strategic plan and creating a strategic committee to define land use. Trustee Ritter spoke about the need for board discussions about sustainability, housing, public private partnerships, transit connections, and parking.

Trustee Compton asked for clarification on zoning and ownership of SUP/PDs. Rob Wendland responded that Dallas College was the property owner and had permission to use the land as a college. Trustee

Compton also recommended reviewing the policy on a scheduled basis, such as every 5 years.

Chair Bravo recommended further discussion in a future work session.

B. Supplier Diversity Update

Presenters: Marisol Romany, John Robertson, The Burrell Group: Martin Burrell, Don O'Bannon

Marisol Romany presented an update on supplier diversity, which was part of the social responsibility and inclusion office. The focus for the supplier diversity program was to provide equal access to business opportunities at Dallas College.

Through an RFP, The Burrell Group was selected to make recommendations for updates to the current MWBE policy. The team, led by Martin Burrell and Don O'Bannon, reviewed the current program manual and processes. The Burrell Group recommended updating the MWBE program manual with the following:

- Update definitions of MWBE program
- Create contract specific goals
- Create a minority owned business advisory committee
- Expand program compliance standards

The team's general recommendations for the MWBE program included providing the tools for MWBE to navigate the procurement process, develop an aggressive compliance program, and commission an updated availability and disparity study. This study was last adopted by Dallas College in 2006 and was required for the use of race in public contracts. The availability and disparity study would provide benchmarks of the collegewide utilization of MWBE firms.

The social responsibility and inclusion office would continue to work on the Supplier Diversity Program Plan by building a team, updating manuals, creating a supplier diversity committee, and working on an RFP for the availability and disparity study.

Trustee Compton asked for clarification on the severability provision. Don O'Bannon explained that if there was a problem with a provision, the provision in violation of federal standards could be closed without affecting the entire program.

Trustee Flores asked for more information on cooperatives and the two-fold approach that Don O'Bannon spoke about.

Trustee Compton voiced concerns about the competitive process used for selection of minority subcontractors. Martin Burrell recommended having mandatory pre-bid meetings that included the terms of involvement with minority subcontractors.

Trustee Ritter asked about obtaining an updated availability and disparity study. The Burrell Group recommended partnering with other entities through the North Texas Council of Governments to reduce the cost and simplify the process. Each entity would receive their own reports.

Trustee Ritter also asked about bonding and suggested further discussion.

5. Overview of Regular Agenda Items

A. Approval to Execute Agreements between Dallas College, Workday, Deloitte and Precision Task Group to Support Enterprise Resource Planning System

Trustee Flores asked for clarification on the ten-year licenses. John Robertson responded that the budget structure for this agreement was for a fixed fee for a ten-year contract for software licenses.

6. Items for Review

A. Committee Notes

- 1) Finance Committee Notes for February 2, 2021
Notes were reviewed and no edits were made.

7. Executive Session

None.

8. Adjournment was at 2:37 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dcccd.edu/boardmeetingslive, under the Archived Videos section.