



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

Regular Meeting Agenda

Tuesday, May 4, 2021

4:00 p.m.

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 THE BOARD OF TRUSTEES 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. Chancellor and Board Announcements**

(Comments on Accomplishments; Awards Received; Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; District/College Reports/Metrics, and Upcoming Events; Workshops, Seminars, and Conferences taking place at the District or any of its Colleges)

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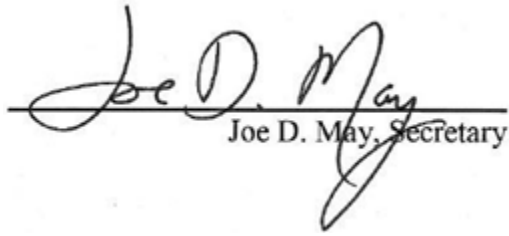
9. Executive Session

- 9.1. Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071
- 9.2. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074
- 9.3. Deliberate Regarding Real Property Since Open Deliberation would have a Detrimental Effect Upon Negotiations with a Third Person - Section 551.072
- 9.4. Deliberate Regarding Security Devices or Security Audits- Sections 551.076 and 551.089

10. Adjournment

CERTIFICATION OF NOTICE POSTED FOR THE MAY 4, 2021 REGULAR 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 30th 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

**5. OPPORTUNITY FOR MEMBERS OF THE BOARD AND CHANCELLOR TO
DECLARE CONFLICTS OF INTEREST SPECIFIC TO THIS AGENDA**

Texas Local Government Code, Chapter 176, provides that local government officers shall file disclosure statements about potential conflict(s) of interest in certain defined circumstances. “Local government officers” are the chancellor and trustees. The penalty for violating Chapter 176 accrues to the chancellor or trustee, not to Dallas College.

Names of providers considered and/or recommended for awards in this agenda appear following this paragraph. If uncertain about whether a conflict of interest exists, the Chancellor or Trustee may consult with Dallas College General Counsel Robert Wendland.

City of Dallas
Gexa Energy, LP
Rolltechs Specialty Vehicles, LLC

CONSENT AGENDA NO. 6.1.a.

Approval of the April 6, 2021 Regular Meeting Minutes

It is recommended that the Board approve the minutes of the April 6, 2021 Regular Board meeting.

A virtual Regular meeting of the Board of Trustees of Dallas College was held Tuesday, April 6, 2021, beginning at 4:15 p.m. on the Cisco WebEx platform and was broadcast via the streaming link: <http://www.dcccd.edu/boardmeetingslive>. The meeting was convened by Chair Monica Lira Bravo.

Board Members and Officers Present

Ms. Monica Lira Bravo (Chair)

Mr. Phil Ritter (Vice Chair)

Mr. Clifton Boyd

Ms. Diana Flores

Ms. Dorothy Zimmermann

Ms. Charletta Rogers Compton

Dr. Joe May (Secretary and Chancellor)

Members Absent

Mr. JL Sonny Williams

- 1. Roll Call - Announcement of a Quorum** was confirmed by Perla Molina.
- 2. Certification of Notice Posted** for the meeting confirmed by Chancellor May.

3. Citizens Desiring to Address the Board

None.

4. Chancellor and Board Announcements

(Comments on Accomplishments; Awards Received; Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; District/College Reports/Metrics, and Upcoming Events; Workshops, Seminars, and Conferences taking place at the District or any of its Colleges)

A. Announcements from the Chancellor

- Chancellor May started with an update about COVID-19 vaccinations. He stated that we have been working with state and local officials to provide vaccinations. Our ISD partners have been most helpful and willing to have our faculty and employees join them in providing vaccinations. Duncanville, Cedar Hill, Lancaster and DeSoto ISDs have included our staff and families in their vaccination distribution, along with the Methodist Hospital system. This week, Judge Clay Jenkins announced that our students are now able to get registered for vaccinations as well.
- Dr. May stated that, although Governor Abbott has stated that vaccines will not be mandatory, Dallas College leadership is encouraging everyone who is part of Dallas College to get vaccinated since we are now moving to back to campus and in person services. A full range of student services will be available during the summer session, no later than June 3. We are also offering extended hours for certain services.
- Dr. May announced that our first graduation as Dallas College will be held in mid to late June. He stated we will have a partially in person event and separate ceremonies, with a virtual keynote speaker addressing the entire crowd. The event will also be live streamed. Details will be finalized and provided soon.
- Dr. May also announced that our foundation had been in the news that week regarding its selection by PepsiCo to provide our students with two scholarships – the Uplift Scholarship and the SMILE scholarship.
- Finally, during the February board meeting, he had stated that we discussed enhancing outreach efforts. He announced that we will launch a new community newsletter featuring the board and invite community members to subscribe to the newsletter to keep them engaged.

B. Announcements from the Board Chair and/or Trustees

- Trustee Flores stated that she is looking forward to hearing more about the PepsiCo scholarships.
- Chair Bravo thanked PepsiCo.
- She also thanked Chancellor May, our Leadership team for their efforts to help our students during this time and our faculty for the alternative methods to learning they have provided for this past year.
- Chair Bravo reminded trustees to do their compliance training.
- Finally, she thanked staff who were retiring:
 - Cynthia Rogers
 - DeWayne Wright
 - Brenda Epperson

- Patty Slaughter
- Joan Washington
- Barbara Murray

5. Opportunity for Members of the Board and Chancellor to Declare Conflicts of Interest Specific to this Agenda

None.

6. Consent Agenda

Trustee Boyd moved and Vice Chair Ritter seconded the motion to approve consent agenda containing items under 6, the consent agenda items 1A through 3B.

A roll call vote was taken as follows:

Chair Bravo – aye

Vice Chair Ritter – aye

Trustee Williams – not present

Trustee Zimmermann – aye

Trustee Compton – aye

Trustee Flores – aye

Trustee Boyd – aye

The motion was approved and passed by a unanimous vote.

1. Minutes

- a. Approval of the March 2, 2021 Regular Meeting Minutes

2. Finance Items

- a. Approval of Revised Budget for Richland Collegiate High School (RCHS) for 2020-2021
- b. Approval of electrical easement to ONCOR Delivery Company LLC at the Construction Sciences Building at Coppell Center
- c. Approval of selection of management firm for interim chief technology officer

3. Richland Collegiate High School Items

- a. Approval of Texas Education Agency Waivers for Richland Collegiate High School missed school days and remote learning due to inclement weather
- b. Approval of 2021-2022 Academic Calendar for Richland Collegiate High School

7. Informative Reports

Trustee Flores was unable to access the reports and will communicate with Perla Molina to view them.

Chancellor May asked to be advised what happened with that so that it won't happen in the future.

Trustee Zimmermann clarified what happened and how to access.

1. Committee Reports

a. Education Workforce Committee Notes for March 2, 2021

b. Finance Committee Notes for March 2, 2021

2. 2nd Quarter Investment Transactions

3. 2nd Quarter Budget Book Vendor Summary

4. 2nd Quarter Facilities Improvement Plan

5. Current Funds Operating Budget Report (February 2021)

6. Notice of Grant Awards (April 2021)

7. Monthly Award and Change Order Summary (February 2021)

8. Dallas College Foundation Report (April 2021)

9. Workforce & Advancement - Ascend Institute Report (February 2021)

10. Human Resources Update

8. Executive Session

9. Adjournment was at 4:58 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.

FINANCIAL ITEM NO. 6.2.a.

Approval of Retail Electricity Supply Services Agreement with Gexa Energy, LP to provide Electricity Supply to Dallas College and Support Sustainability and Energy Management Goals

The Chancellor recommends that authorization be given to approve an agreement with Gexa Energy, LP, for retail electricity supply services for the period June 1, 2021 through May 31, 2026. Dallas College will pay Gexa Energy, LP, approximately \$6,200,000 annually for an amount not to exceed (NTE) \$36,000,000 (including an estimate for planned buildings.) This agreement will provide services for all Dallas College locations and service addresses through delivery of fixed price electricity supply required to support all College operations.

Purpose

Provide Retail Electricity Supply to all Dallas College locations and support Dallas College Sustainability and Energy Management goals and initiatives while reducing costs.

This agreement will cover expenses for comprehensive electricity services, including commodity, transmission, distribution, and any regulatory pass-through charges required for the delivery of electricity service.

Background

As an essential requirement to business operations, continuity of electricity supply is mandatory. Approval to execute this agreement ensures a seamless delivery of electricity services to all College locations in support of all operations. The current agreement with Texas GLO expires June 1, 2021 and is no longer renewable.

The ERCOT grid and Texas retail energy market can be volatile. For that reason, fixed commodity pricing for electricity service is preferable over real-time, market driven pricing. Fixed-priced electricity allows for more accurate budget planning and certainty, and limits cost exposures during periods of high demand and price escalation.

In support of Dallas College Sustainability goals, this contract will feature 100% renewable electricity from resources within the ERCOT grid.

Participating in the market in this way helps to encourage diversity of generation resources across the state to help ensure grid reliability in a variety of conditions. Demand for renewable electricity continues to grow as entities of all sizes align their energy purchases with broader organizational sustainability and social responsibility goals. The vast majority of new and upcoming generation resources within the ERCOT grid are renewable sources – both wind and solar. Dallas College purchase of renewable energy also reduces greenhouse gas (GHG) emissions directly attributed to the consumption of these electricity resources.

Due to current market conditions and the ability of Dallas College to attract competitive energy pricing through the RFP process, indicators point to anticipated savings of greater than 20% as compared to the expiring supply contract. **This amounts to approximately \$750,000 in annual savings as compared to the current, non-renewable agreement.**

Responsive proposals were received from Engie, Gexa, NRG, and TXU. The proposals were assessed by the Evaluation Committee and Dallas College Purchasing. Gexa Energy, LP was found to have the highest composite score of the technical and pricing components and was determined to provide the best overall value to the College.

Funding Source

Operating Budget

Reviewed By

John Robertson, Chief Financial Officer

Resource Contacts

John Robertson, Chief Financial Officer

Charles Fennell, Associate Chief of Purchasing

Scott Wright, Deputy Chief of Facilities Management

Georgeann Moss, Executive Administrator of Sustainability Outreach & Initiatives

Garrett Rosser, Energy Manager

FINANCIAL ITEM NO. 6.2.b.

Approval of Wastewater Easement to City of Dallas at the Richland Campus to Service the New Early College High School/Workforce Building

The Chancellor recommends that authorization be given to approve an agreement with City of Dallas to request three (3) new water easements and one wastewater easement to install and maintain new underground utilities to service the new Early College High School/Workforce Building at the Richland campus.

Background

These proposed easement sites will initiate the approval of three new Water and one Wastewater easement agreement with City of Dallas, for Dallas College at the Richland campus. The easement agreement will bind the City of Dallas, to preserve and protect the College property upon installation of the new utilities service. The College will have the right to review, approve design and construction of any work.

Funding Source

Operating Budget

Reviewed By

John Robertson, Chief Financial Officer

Resource Contact

John Robertson, Chief Financial Officer

FINANCIAL ITEM NO. 6.2.c.

Approval of Agreement with Rolltechs Specialty Vehicles, LLC to Purchase a Mobile Training Unit that Is Accessible to the Community

The Chancellor recommends that authorization be given to approve an agreement with Rolltechs Specialty Vehicles, LLC in an amount not to exceed \$214,804 for the purchase of a Mobile Training Unit at Cedar Valley (CV) to support the programs in the School of Manufacturing & Industrial Technology.

Purpose

Provide high-demand skills to meet employer needs through a portable classroom accessible to the community.

Background

Through community partnerships and dialogues Cedar Valley has a strong understanding of workforce needs in local service areas. Those needs include training in various industry areas through efficient and flexible instructional delivery.

The Mobile Training Unit (MTU) is a response to the community to provide skills required to support employer demand-driven training. The MTU is a portable classroom, in a customized trailer, designed to offer valuable skills direct to students or employees by increasing access to training beyond the campus location. The trailer is 53 feet long and accommodates seating for 10 students and workstations for two instructors and includes a skills lab for hands-on instruction. The vehicle will be stored and maintained at Cedar Valley campus.

The MTU will also be used to support community recruiting events such as Dallas Promise events, career fairs, new student orientations, etc. This initiative supports the Board of Trustees' strategic priorities by removing barriers and providing a new avenue of educational access to our students.

Industry program offerings that can be delivered in the Mobile Training Unit

1. Industrial Maintenance Technician
2. Electrical Technician
3. Mechatronic Technician
4. Logistics

Opportunity to market additional high demand industry programs in the MTU

1. Commercial HVAC Technician
2. Automotive Technology
3. Auto/Diesel Technology

The total cost of the Mobile Training Unit is \$214,804 and is funded as follows:

- Foundation Funds = \$39,063
- Grant Funds = \$149,310
- Dallas College Operating Funds = \$26,431

Funding Source(s)

Listed above.

Reviewed By

Joe Seabrooks, President, Cedar Valley Campus
John Robertson, Chief Financial Officer

Resource Contacts

Joe Seabrooks, President, Cedar Valley Campus
John Robertson, Chief Financial Officer

POLICY ITEM – FIRST READING NO. 7.1.a.

TASB Update, Part I (non-substantive) – Local Policies CAI, CAIA, CAIC, CHE, CKF

The Chancellor recommends that the Board of Trustees take the following actions regarding Board Policy changes proposed in the Texas Association of School Boards' (TASB*) Updates 34-38. **Part I of the TASB Cumulative Update** makes non-substantive, technical and/or organizational changes to local policies in Chapter C of the College Board Policy Manual.

*TASB deletions are shown in **red** and additions are in **blue** font. Revisions by the General Counsel appear as strikethroughs in **green** font and additions are underscored in **green**. Corresponding page numbers also appear in **green** herein.

Effective Date: Upon Board Approval

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>	<u>PAGE</u>
CAI –Appropriations /Ad Valorem Taxes	CAI (LOCAL), addressing Ad Valorem Taxes, is no longer an active policy code. The proposed revisions would delete the contents of CAI and relocate them to CAIA (LOCAL) as part of a policy reorganization.	1
CAIA – Ad Valorem Taxes /Selection and Duties of Chief Tax Officials	As part of a policy reorganization, the proposed revisions would add contents of CAI (LOCAL), addressing Ad Valorem Taxes, to CAIA(LOCAL) – Exemptions and Payments, as revised.	4
NEW - CAIC	As part of a policy reorganization, the proposed revisions would add CAIC (LOCAL) to the Board policy manual and move content previously included in CAIA (LOCAL) to this new policy code, CAIC(LOCAL) – Ad Valorem Taxes / Selection and Duties of Chief Tax Officials.	7
CHE – Site Management/Mail and Delivery	Revisions to local policy are recommended for consistency with TASB policy style.	8
CKF – Insurance and Annuities Mgmt. /Unemployment Insurance	Revisions to local policy are recommended for clarification and consistency with TASB policy style.	9

■ Existing Policy

■ Deleted Policy

■ New Policy

■ GC Edits

APPROPRIATIONS AND REVENUE SOURCES
AD-VALOREM TAXES

GAI
(LOCAL)

**No Discounts or
Split Payments**

~~Discount or split payment options shall not be provided for the payment of property taxes in the College District. [See GAI(LEGAL)]~~

**Consideration of TIF
College Districts**

~~The Board shall consider Tax Increment Financing (TIF) College District proposals according to criteria in this policy to ensure all requests to participate in TIF College Districts are reviewed under the same criteria and to ensure only the most effective and appropriate TIF College Districts are selected for participation by the College District.~~

~~The Board shall consider participation in a TIF College District to encourage economic development in a specific area only if the following criteria are met. Meeting this criteria does not guarantee participation by the Board.~~

Criteria

~~Criteria are as follows:~~

- ~~1. The TIF College District will generate an increase in the College District's property tax base within three years after approval of the TIF College District project and financing plan.~~
- ~~2. Within a reasonable time, a TIF College District will generate tax revenues (based upon present value analysis) that will at least equal the tax revenues the College District will forego by participating in the TIF.~~
- ~~3. The TIF College District or developer, or both, will enter into a formal agreement with the College District to directly and significantly benefit the educational purposes of the College District.~~
- ~~4. If a TIF College District anticipates issuing debt, the TIF College District's annual revenues will be at least 125 percent of its average annual debt service and its debt service reserve fund will at least equal its average annual debt service requirement.~~
- ~~5. A developer associated with a TIF College District may be required to execute a written agreement with participating taxing entities and provide these entities with acceptable financial security to ensure that private development is completed.~~
- ~~6. A developer associated with the TIF College District must certify that its business is an equal opportunity employer.~~
- ~~7. Duration of the TIF College District may not exceed 15 years.~~

**Presentation by
Interested Parties**

~~A municipality creating a TIF College District must submit a written request to the Board for participation in the TIF College District and~~

APPROPRIATIONS AND REVENUE SOURCES
AD-VALOREM TAXES

CAI
(LOCAL)

~~agree to make a presentation to the Board. This request shall contain the relevant following information:~~

- ~~1. An explanation of why the TIF College District is needed.~~
- ~~2. A proposal that will directly and significantly benefit the educational purposes of the College District.~~
- ~~3. The estimated life of the TIF College District and a description of its proposed private sector development, related investment estimates, and implementation schedules.~~
- ~~4. A description of what public improvements will be funded and how these improvements will overcome the area's barriers to growth.~~
- ~~5. A description of the participation level and duration of tax increment financing that is being requested of each taxing entity.~~
- ~~6. A detailed description of anticipated annual TIF College District revenues, costs, increments, and debt service requirements.~~
- ~~7. An explanation of the project's financial and economic growth assumptions.~~
- ~~8. A description of the project's impact on the local economy and the College District's property tax base and, if applicable, a description of the number and types of new permanent jobs to be created and projected payroll.~~
- ~~9. An explanation, if applicable, of how the project will revitalize economically distressed areas or provide employment for the chronically unemployed, or both.~~
- ~~10. A detailed present value analysis that depicts the year in which the projected additional tax revenue benefits to the College District will equal or exceed the incremental revenues that the College District will forego.~~
- ~~11. A detailed present value analysis of projected assessed valuation inside the TIF College District compared to the assessed valuation outside the TIF College District and corresponding tax revenue projections for the College District extending at least ten years beyond the life of the TIF College District.~~
- ~~12. A copy of a map that clearly depicts the location and boundaries of the TIF College District.~~

APPROPRIATIONS AND REVENUE SOURCES
AD VALOREM TAXES

CAI
(LOCAL)

- ~~13. The acreage and the current total assessed valuation contained inside the TIF College District.~~
- ~~14. A copy of any existing marketing or feasibility study.~~
- ~~15. A description of the developer's background, its record at undertaking similar projects, the background of its major principals, its relocation and expansion history over the past ten years, its financial condition over the past five years, and its source of financing for this project.~~
- ~~16. A copy of the proposed TIF College District agreement between the developer and the participating taxing entities.~~
- ~~17. The name, address, and telephone number of the appropriate contacts at the sponsoring municipality.~~
- ~~18. Other information as requested by the Board.~~

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 shall not be provided for the
payment of property taxes in the College District.

Consideration of TIF
College Districts

The Board shall consider Tax Increment Financing (TIF) College
District proposals according to criteria in this policy to ensure all
requests to participate in TIF College Districts are reviewed under
the same criteria and to ensure only the most effective and appro-
priate TIF College Districts are selected for participation by the Col-
lege District.

The Board shall consider participation in a TIF College District to
encourage economic development in a specific area only if the fol-
lowing criteria are met. Meeting these criteria does not guarantee
participation by the Board.

Criteria

Criteria are as follows:

1. The TIF College District will generate an increase in the Col-
lege District's property tax base within three years after ap-
proval of the TIF College District project and financing plan.
2. Within a reasonable time, a TIF College District will generate
tax revenues (based upon present value analysis) that will at
least equal the tax revenues the College District will forego by
participating in the TIF.
3. The TIF College District or developer, or both, will enter into a
formal agreement with the College District to directly and sig-
nificantly benefit the educational purposes of the College Dis-
trict.
4. If a TIF College District anticipates issuing debt, the TIF Col-
lege District's annual revenues will be at least 125 percent of
its average annual debt service, and its debt service reserve
fund will at least equal its average annual debt service re-
quirement.
5. A developer associated with a TIF College District may be re-
quired to execute a written agreement with participating taxing
entities and provide these entities with acceptable financial
security to ensure that private development is completed.
6. A developer associated with the TIF College District must cer-
tify that its business is an equal opportunity employer.
7. Duration of the TIF College District may not exceed 15 years.

Presentation by
Interested Parties

A municipality creating a TIF College District must submit a written
request to the Board for participation in the TIF College District and
agree to make a presentation to the Board. This request shall con-
tain the relevant following information:

DATE ISSUED: 5/~~27/2020~~24/2012
UPDATE ~~38~~27
CAIA(LOCAL)-~~X~~AJG

ADOPTED:

1 of 3

AD VALOREM TAXES

~~EXEMPTIONS AND PAYMENTS~~
~~OFFICIALS~~

CAIA
(LOCAL)

1. An explanation of why the TIF College District is needed.
2. A proposal that will directly and significantly benefit the educational purposes of the College District.
3. The estimated life of the TIF College District and a description of its proposed private sector development, related investment estimates, and implementation schedules.
4. A description of what public improvements will be funded and how these improvements will overcome the area's barriers to growth.
5. A description of the participation level and duration of tax increment financing that is being requested of each taxing entity.
6. A detailed description of anticipated annual TIF College District revenues, costs, increments, and debt service requirements.
7. An explanation of the project's financial and economic growth assumptions.
8. A description of the project's impact on the local economy and the College District's property tax base and, if applicable, a description of the number and types of new permanent jobs to be created and projected payroll.
9. An explanation, if applicable, of how the project will revitalize economically distressed areas or provide employment for the chronically unemployed, or both.
10. A detailed present value analysis that depicts the year in which the projected additional tax revenue benefits to the College District will equal or exceed the incremental revenues that the College District will forego.
11. A detailed present value analysis of projected assessed valuation inside the TIF College District compared to the assessed valuation outside the TIF College District and corresponding tax revenue projections for the College District extending at least ten years beyond the life of the TIF College District.
12. A copy of a map that clearly depicts the location and boundaries of the TIF College District.
13. The acreage and the current total assessed valuation contained inside the TIF College District.
14. A copy of any existing marketing or feasibility study.

DATE ISSUED: 5/~~27/2020~~24/2012
UPDATE ~~38~~27
CAIA(LOCAL)-~~X~~AJG

ADOPTED:

2 of 3

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AD VALOREM TAXES

EXEMPTIONS AND PAYMENTS~~SELECTION AND DUTIES OF CHIEF TAX~~
~~OFFICIALS~~

CAIA
(LOCAL)

15. A description of the developer's background, its record at undertaking similar projects, the background of its major principals, its relocation and expansion history over the past ten years, its financial condition over the past five years, and its source of financing for this project.
16. A copy of the proposed TIF College District agreement between the developer and the participating taxing entities.
- ~~4-17. The name, address, and telephone number of the appropriate contacts at the sponsoring municipality.~~
- ~~2-18. Other information as requested by the Board. The College District shall have its taxes assessed by the Dallas Central Appraisal District and collected by the Dallas County Tax Assessor-Collector.~~

AD VALOREM TAXES
SELECTION AND DUTIES OF CHIEF TAX OFFICIALS

CAIC
(LOCAL)

The College District shall have its taxes assessed by the Dallas
Central Appraisal District and collected by the Dallas County Tax
Assessor-Collector.

SITE MANAGEMENT
MAIL AND DELIVERY

CHE
(LOCAL)

**Use of Internal Mail
System**

The College District mail system for delivering items between College District buildings shall not be available for use other than for official College District~~school~~ business. With the permission of the Chancellor~~Chancellor~~ or designee, internal mailboxes at an individual campus may be used by campus employees and College District~~school~~-sponsored or College District~~school~~-support groups affiliated with the College District~~that campus~~. [See also GD]

DATE ISSUED: 12/3/2018~~4/22/2003~~
UPDATE 35~~17~~
CHE(LOCAL)-AJC

ADOPTED:

1 of 1
Page 8 of 9

INSURANCE AND ANNUITIES MANAGEMENT
UNEMPLOYMENT INSURANCE

CKF
(LOCAL)

**Letters of
Reasonable
Assurance**

The College District shall issue letters of reasonable assurance, as appropriate, to employees in positions requiring less than 12 months of service whose services are anticipated to be needed at the beginning of the following ~~academic~~~~school~~ year.

DATE ISSUED: ~~12/3/2018~~~~2/21/2005~~
UPDATE ~~35~~~~19~~
CKF(LOCAL)-AJC

ADOPTED:

1 of 1
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POLICY ITEM – FIRST READING NO. 7.1.b.

TASB Update, Part II (substantive) – Local Policies CDE, CHF, CIA, CIB, CS

The Chancellor recommends that the Board of Trustees take the following actions regarding Board Policy changes proposed in the Texas Association of School Boards' (TASB*) Updates 34-38. **Part II of the TASB Cumulative Update** makes more substantive changes to local policies in Chapter C of the College Board Policy Manual.

*TASB deletions are shown in **red** and additions are in **blue** font. Revisions by the General Counsel appear as strikethroughs in **green** font and additions are underscored in **green**. Corresponding page numbers also appear in **green** herein.

Effective Date: Upon Board Approval

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>	<u>PAGE</u>
CDE – Accounting /Financial Ethics	Would revise local policy to clarify that reports of suspected impropriety may be made to a person who has authority to investigate the alleged activity, including the other individuals listed in the policy. Revisions at “Note” would be made to add clarity. The General Counsel has made minor modifications as denoted in green.	1
CHF – Site Management/ Weapons	Revisions to CHF, addressing weapons on College property, would add to local policy a prohibition on the use, possession, or display of knuckles.	5
CIA – Equipment and Supplies Management/Records Management	Would revise local policy to reflect a change in terminology addressing legal compliance of records control schedules from “declaration” to “certification.”	6
CIB – Equipment and Supplies Management/Disposal of Property	Revisions to local policy, addressing the disposal of property, would clarify the methods by which the College may dispose of unnecessary College property that has value. The General Counsel has made minor modifications as denoted in green.	7
CS – Information Security	Revisions to local policy would address Administrative Code requirements regarding information security. The General Counsel has made modifications as denoted in green.	9

■ Existing Policy

■ Deleted Policy

■ New Policy

■ GC Edits

All Board members, employees, vendors, contractors, agents, consultants, volunteers, and any other parties who are involved in the College District's financial transactions shall act with integrity and diligence in duties involving the College District's fiscal resources.

Note: See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:

- Code of ethics:
 - for Board members—BBF
 - for employees—DH
- Financial conflicts of interest:
 - for public officials—BBFA
 - for all employees—DBD
 - for vendors—CFE
- Compliance with state and federal grant and award requirements: CAA, CAAB
- Financial conflicts and gifts and gratuities regarding federal funds: CAA, CAAB
- Systems for monitoring the College District's investment program: CAK
- Budget planning and evaluation: CC
- Compliance with accounting regulations: CDC
- Criminal history record information for employees: DC
- Disciplinary action for fraud by employees: DCC and DM series

~~**Note:** See the following policies and/or administrative regulations regarding conflicts of interest, ethics, and financial oversight:~~

- ~~• Code of ethics~~
 - ~~for Board members—BBF~~
 - ~~for employees—DH~~
- ~~• Financial conflicts of interest:~~

ACCOUNTING
FINANCIAL ETHICS

CDE
(LOCAL)

~~for public officials—BBFA~~
~~for all employees—DBD~~
~~for vendors—CFE~~

- ~~• Compliance with state and federal grant and award requirements: CAA, CAAB~~
- ~~• Financial conflicts and gifts and gratuities regarding federal funds: CAA, CAAB~~
- ~~• Systems for monitoring the College District's investment program: CAK~~
- ~~• Budget planning and evaluation: CG~~
- ~~• Compliance with accounting regulations: CDG~~
- ~~• Criminal history record information for employees: DG~~
- ~~• Disciplinary action for fraud by employees: DCG and DM series~~

Fraud and Financial Impropriety

The College District prohibits fraud and financial impropriety, as defined below, in the actions of its Board members, employees, vendors, contractors, agents, consultants, volunteers, and others seeking or maintaining a business relationship with the College District.

Financial Controls and Oversight

Each employee who supervises or prepares College District financial reports or transactions shall set an example of honest and ethical behavior and shall actively monitor his or her area of responsibility for fraud and financial impropriety.

Fraud Prevention

The ~~Chancellor~~~~Chancellor~~ or designee shall maintain a system of internal controls to deter and monitor for fraud or financial impropriety in the College District.

Reports

Any person who suspects fraud or financial impropriety in the College District shall report the suspicions immediately to a person with authority to investigate them, including any supervisor, the ~~Chancellor~~~~Chancellor~~ or designee, the Board ~~President~~~~Chair~~, or local law enforcement.

Reports of suspected fraud or financial impropriety shall be treated as confidential to the extent permitted by law. Limited disclosure may be necessary to complete a full investigation or to comply with

ACCOUNTING
FINANCIAL ETHICS

CDE
(LOCAL)

	law. All employees involved in an investigation shall be advised to keep information about the investigation confidential.
<i>Protection from Retaliation</i>	Neither the Board nor any College District employee shall unlawfully retaliate against a person who in good faith reports perceived fraud or financial impropriety. [See DG]
Fraud Investigations	In coordination with legal counsel and other internal or external departments or agencies, as appropriate, the Chancellor Chancellor, Board Chair, or a designee shall promptly investigate reports of potential fraud or financial impropriety.
Response	<p>If an investigation substantiates a report of fraud or financial impropriety, the ChancellorChancellor or designee shall promptly inform the Board of the report, the investigation, and any responsive action taken or recommended by the administration.</p> <p>If an employee is found to have committed fraud or financial impropriety, the ChancellorChancellor or designee shall take or recommend appropriate disciplinary action, which may include termination of employment. If a contractor or vendor is found to have committed fraud or financial impropriety, the College District shall take appropriate action, which may include cancellation of the College District's relationship with the contractor or vendor.</p> <p>When circumstances warrant, the Board, ChancellorChancellor, or designee may refer matters to appropriate law enforcement or regulatory authorities. In cases involving monetary loss to the College District, the College District may seek to recover lost or misappropriated funds.</p> <p>The final disposition of the matter and any decision to file a criminal complaint or to refer the matter to the appropriate law enforcement or regulatory agency for independent investigation shall be made in consultation with legal counsel.</p>
Federal Awards Disclosure	<p>The College District shall disclose, in a timely manner in writing to the federal awarding agency or pass-through entity, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting a federal grant award. [See CAAB]</p> <p>Contemporaneous with such disclosure, the Board shall be notified in writing of any such violations.</p>
Analysis of Fraud	After any investigation substantiates a report of fraud or financial impropriety, the Chancellor Chancellor or designee shall analyze conditions or factors that may have contributed to the fraudulent or improper activity. The Chancellor The Chancellor or designee shall ensure that appropriate administrative procedures are developed

ACCOUNTING
FINANCIAL ETHICS

CDE
(LOCAL)

and implemented to prevent future misconduct. These measures shall be presented to the Board for review.

SITE MANAGEMENT
WEAPONS

CHF
(LOCAL)

Scope

The College District is committed to protecting the health and safety of the College District community, while respecting the rights of its individual members. At all times, it is the intent of the Board to comply with the law without compromising the mission, purpose, or environment of the College District.

**Other Weapons
Prohibited**

The College District prohibits the use, possession, or display of any location-restricted knife, club, knuckles, or prohibited weapon, as defined by law, on College District property or at a College District-sponsored or -related activity, unless written authorization is granted in advance by the Chancellor or designee.

Additionally, the following weapons are prohibited on College District property or at any College District-sponsored or -related activity:

1. Fireworks of any kind;
2. Incendiary devices;
3. Instruments designed to expel a projectile with the use of pressurized air, like~~such as~~ a BB gun;
4. Razors;
5. Chains; or
6. Martial arts throwing stars.

The possession or use of articles not generally considered to be weapons may be prohibited when the Chancellor~~Chancellor~~ or designee determines that a danger exists for any student, College District employee, or College District property by virtue of possession or use.

Violations

Individuals found to be in violation of this policy or applicable law may be subject to disciplinary action up to and including expulsion, termination of employment, severance of a business relationship, and/or criminal prosecution.

EQUIPMENT AND SUPPLIES MANAGEMENT
RECORDS MANAGEMENT

CIA
(LOCAL)

The Chancellor~~The Chancellor~~ or designee shall oversee the performance of records management functions prescribed by state and federal law:

- Records Administrator, as prescribed by Local Government Code 176.001 and 176.007 [See BBFA and CFE]
- Officer for Public Information, as prescribed by Government Code 552.201–.205 [See GCB]
- Public Information Coordinator, as prescribed by Government Code 552.012 [See BBD]

**Local Government
Records Act**

The Records Management Officer shall oversee the management of local government records of the College District.

~~“Local Government
Record”~~

The term “local government record” shall pertain to all items identified as such by the Local Government Records Act.

Records
Management
Officer

The Manager of Records and Retention~~Manager of Records and Retention~~ shall serve as and perform the duties of the College District’s records management officer, as prescribed by Local Government Code 203.023, and shall administer the College District’s records management program pertaining to local government records in compliance with the Local Government Records Act.

Notification

The records management officer shall file his or her name with the Texas State Library and Archives Commission (TSLAC) within 30 days of assuming the position.

Records Control
Schedules

The records management officer shall file with the TSLAC a written certification~~declaration~~ that the College District has adopted records control schedules that comply with records retention schedules issued by the TSLAC as provided by law.

EQUIPMENT AND SUPPLIES MANAGEMENT
DISPOSAL OF PROPERTY

CIB
(LOCAL)

**Disposal of ~~Dallas~~
College ~~District~~
Property**

The ~~Chancellor~~~~Chancellor~~ or designee is authorized to declare College District personal property, including materials, equipment, vehicles, and supplies, to be unnecessary.

~~If the~~~~and shall dispose of~~ unnecessary property has value, the Chancellor or designee shall:

1. Dispose of the unnecessary property~~materials, equipment, and supplies~~ for fair market value;
2. Dispose of the unnecessary property through a method expressly authorized by law; or
3. Recommend to the Board for approval an alternative method of disposal for less than fair market value. Before approving the disposal of the unnecessary property for less than fair market value, the Board shall determine that the conveyance is not a gift of public funds by making the following findings:
 - a. The predominant purpose of the alternative method of disposal is to accomplish a public purpose, not to benefit private parties;
 - b. The Board shall retain sufficient control over the disposed items to ensure the public purpose is accomplished and to protect the public's investment; and
 - c. The College District shall receive a return benefit.

~~If~~ the unnecessary property has no value, the ~~Chancellor~~~~Chancellor~~ or designee may dispose of such property according to administrative discretion.

Items obtained with federal funds or as federal surplus shall be managed according to federal regulations.

**Disposal of
Abandoned or
Unclaimed Personal
Property**

The Chief of Police, Public Safety, and Security or a designee~~director of campus security~~ is authorized to dispose of a third parties' abandoned and unclaimed personal property in accordance with College District regulations. These regulations shall address, but not be limited to, the following topics:

1. Notices of lost and found locations posted at appropriate places or described in College District publications and that include procedures for reclaiming lost articles and time frames for the College District to dispose of unclaimed property.
2. A range of options for locating owners of abandoned property that is not turned in to a lost and found location. These options may address such items as abandoned cars or other large items.

EQUIPMENT AND SUPPLIES MANAGEMENT
DISPOSAL OF PROPERTY

CIB
(LOCAL)

3. Disposal procedures including donations to charity or student organizations, sales, and auctions.

Any monies realized from disposal of unclaimed or abandoned personal property shall be deposited in the College District's general fund.

[For the applicability of the abandoned property procedures under Property Code Chapter 76, see CD]

INFORMATION SECURITY

CS
(LOCAL)

	<p><u>The Chancellor is responsible for the security of the College District's information resources. The Chancellor or designee shall develop procedures for ensuring the College District's compliance with applicable law.</u></p>
<p><u>Information Security Officer</u></p>	<p><u>The Chancellor or designee shall designate an information security officer (ISO) who is authorized to administer the information security requirements under law. The Chancellor or designee must notify the Department of Information Resources (DIR) of the individual designated to serve as the ISO.</u></p>
<p>Information Security Program</p>	<p>The Chancellor or designeeChancellor shall <u>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. TheThis program shall include procedures for risk assessment and for information security awareness education for employees when hired and an ongoing program for all users.</u></p> <p><u>The information security program must be submitted biennially for review by an individual designated by the Chancellor 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.</u></p>
<p><u>Website and Mobile Application Security</u></p>	<p><u>The Chancellor or designee shall adopt procedures addressing thealso address accessibility, privacy, and security of the College District's website and mobile applications and submit the procedures to DIR for review.</u></p> <p><u>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.</u></p>
<p><u>Reports</u></p>	<p><u>The College District shall submit a biennial information security plan to DIR in accordance with law.</u></p>
<p><u>Information Security Plan</u></p>	
<p><u>Effectiveness of Policies and Procedures</u></p>	<p><u>The ISO shall report annually to the Chancellor on the effectiveness of the College District's information security policies, procedures, and practices in accordance with law and administrative procedures.</u></p>

INFORMATION SECURITY

CS
(LOCAL)

<u>Cyber Security Training</u>	<u>The College District shall submit an annual cybersecurity training certification to DIR in accordance with the law.</u>
<u>Security Incidents</u> <u>By the College District</u> <u>Generally</u>	<u>The College District shall 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.</u>
Security Breach Notification	<p>Upon discovering or receiving notification of a breach of system security, the College District shall disclose the breach to affected persons or entities in accordance with the time frames established by law.</p> <p>The College District shall give notice by using one or more of the following methods:</p> <ol style="list-style-type: none">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.
<u>Monthly Reports</u>	<u>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.</u>
<u>By Vendors and Third Parties</u>	<u>The College District shall 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.</u>
Identity Theft Program	<p>Since the College District provides short-term student loans, an installment tuition plan for students, and similar activities, the College District, in its capacity as a creditor, desires to protect existing consumers, reduce risk from identity fraud, and minimize potential damage from fraudulent new and existing accounts with the least possible impact on business operations by initiating and maintaining an identity theft program as required by the Fair and Accurate Credit Transactions Act of 2003 (FACTA).</p>
Identity Theft Strategies	<p>Program activities intended to detect, prevent, and mitigate identity theft include:</p> <ol style="list-style-type: none">1. Identifying relevant patterns, practices, and specific forms of activity that are "red flags" signaling possible identity theft and incorporating those red flags into the program;

INFORMATION SECURITY

CS
(LOCAL)

2. Detecting red flags that have been incorporated into the program;
3. Responding appropriately to any red flags that are detected to prevent and mitigate identity theft; and
4. Updating the program periodically to reflect changes in risks from identity theft.

Delegation of
Authority

The Chancellor shall be authorized to promulgate regulations to implement this program.

DATE ISSUED: 12/17/2019 ~~12/2017~~ ADOPTED: ~~ADOPTED:~~
UPDATE 37~~33~~
CS(LOCAL)-X

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Page 11 of 11

POLICY ITEM – FIRST READING NO. 7.1.c.

CM (LOCAL)

The Chancellor recommends that Board Policy CM (LOCAL) be amended to clarify the delegation of authority in the construction of College facilities.

Effective Date: Upon Board Approval

LOCAL POLICY

CM – Facilities
Construction

EXPLANATORY NOTES

Revisions to local policy would relocate the provision “Project Administration” and add language to clarify the delegation of authority in construction projects. Additional revisions at “Construction Contracts” would further clarify that construction contracts are to be approved in accordance with Board policy.

FACILITIES CONSTRUCTION

CM
(LOCAL)

Compliance with Law

The Chancellor or designee shall establish procedures ensuring that all facilities within the College District comply with applicable laws and local building codes.

Project Administration

All construction projects shall be administered by the Chancellor or designee.

As permitted by law, the Board hereby delegates to the Chancellor or designee all actions required under Chapter 2269 of the Texas Government Code in connection with procuring construction services for constructing, altering, or repairing College District facilities. The Chancellor or designee shall utilize the method of procuring contracts for the construction of facilities that best suits the project and that provides the best value to the College District. [See CM series]. All contracts for facility construction projects shall be approved in accordance with Board Policy (See CF).

The Chancellor or designee shall keep the Board informed concerning construction projects and, in accordance with applicable law, shall also provide information to the general public.

Construction Contracts

All contracts for facility construction projects shall be approved in accordance with Board Policy (See CF).

~~Generally, the Board has determined the methods that provide the best value to the College District for construction, repair, rehabilitation, or alteration of a facility are as follows:~~

- ~~1.—Competitive bidding for major projects.~~
- ~~2.—Job order contracts for minor projects.~~

~~The Board may authorize a different method of contracting for construction services before advertising for the services if the Board determines that a method, other than those above, is a better value for the College District.~~

~~For construction contracts valued at or above \$50,000, the Chancellor shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Chancellor and consistent with law and policy. [See also CF]~~

Change Orders

Change orders permitted by law shall be approved by the Board or its designee prior to executing any changes in the approved plans or in the actual construction of the facility.

FACILITIES CONSTRUCTION

CM
(LOCAL)

**Project
Administration**

~~All construction projects shall be administered by the Chancellor or designee.~~

~~The Chancellor or designee shall keep the Board informed concerning construction projects and also shall provide information to the general public.~~

Final Payment

The College District shall not make final payments for the construction or the supervision of construction until the work has been completed and the College District has accepted the work.

DATE ISSUED: 4/28/2017
LDU 2017.02
CM(LOCAL)-X

ADOPTED:

2 of 2

POLICY ITEM – FIRST READING NO. 7.2.a.

Chapter F: TASB Update – Local Policies FEA, FFDB, FI, FKC, FLB, FLBE

The Chancellor recommends that the Board of Trustees take the following actions regarding Board Policy changes proposed in the Texas Association of School Boards' (TASB*) Updates 34-38.

*TASB deletions are shown in **red** and additions are in **blue** font. Revisions by the General Counsel appear as strikethroughs in **green** font and additions are underscored in **green**. Corresponding page numbers also appear in **green** herein.

Effective Date: Upon Board Approval

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>	<u>PAGE</u>
FEA – Financing Education /Financial Aid and Scholarships	Revisions to provisions of FEA (LOCAL), addressing debt management and loan repayment, are recommended to conform with the 2018 edition of the Principles of Accreditation: Foundation for Quality Enhancement published by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The General Counsel has made modifications as denoted in green.	1
FFDB – Anti-Discrimination	Revisions to local policy are recommended to clarify the list of protected characteristics. The General Counsel has made modifications as denoted in green.	3
FI – Solicitations	Revisions to local policy are recommended for consistency with TASB policy style. Additional revisions would at “Permitted Solicitation” would update cross references and add to the list of authorized conduct. The General Counsel has made modifications as denoted in green.	5
FKC – Student Activities / Registered Student Organizations	Would revise local policy to address current law that prohibits denying registration of a student organization based on viewpoint. The General Counsel has made modifications as denoted in green.	8
FLB – Student Rights and Responsibilities/Student Conduct	Revisions to FLB, addressing student conduct, would add to the list of prohibited activities the use, possession or display of knuckles. The General Counsel has made modifications as denoted in green.	11

FLBE – Student
Conduct /Alcohol
and Drug Use

Revisions would add to local policy prohibited behaviors regarding Alcohol, Controlled Substances, and Paraphernalia; and add as an exception to policy the possession of certain substances. The General Counsel has made minor modifications as denoted in green.

21

Existing Policy

Deleted Policy

New Policy

GC Edits

FINANCING EDUCATION
FINANCIAL AID AND SCHOLARSHIPS

FEA
(LOCAL)

The College District shall offer a comprehensive program of financial aid to eligible College District students. Information regarding available financial aid programs, program requirements, student eligibility, application procedures, and other relevant information shall be published in the College District catalog or other College District publications as appropriate.

Debt Management
and Loan Repayment

The College District shall provide information and guidance to help student borrowers understand how to manage their debt and repay their loans.

**Financial Aid –
Code of Conduct**

The College District is committed to observing and promoting the highest ethical conduct in the performance of responsibilities and duties as they relate to all programs of financial aid. This Code of Conduct establishes a set of principles and practices that will set parameters and provide guidance for compliance with all federal and state laws and regulations governing the relationship between the College District colleges and College District personnel and lenders of public and private educational loan products. The College District shall:

1. Ensure that its employees maintain the highest level of professionalism, reflecting a commitment to the mission of the College District and to compliance with the terms of participation in federal Title IV student assistance programs.
2. Require its employees to agree to adhere to this Code of Conduct as defined in this policy.
3. Commit to providing, in accordance with federal administrative capability requirements, sufficient staff to serve students and families, and shall not enter into third-party servicer agreements with educational lenders for additional staff except in extreme, mitigating circumstances (e.g., natural disasters).
4. Refrain ~~Prohibit College District colleges~~ from entering into revenue-sharing agreements pertaining to student loans with any student loan provider.
5. Prohibit all College District employees from accepting anything of value from any student loan provider that could give the provider any advantage in order to be placed into a preferred lender arrangement.
6. Disclose to borrowers the process and criteria by which lenders are selected to participate in a preferred lender arrangement.

DATE ISSUED: 12/3/2018~~4/11/2013~~
UPDATE 3528
FEA(LOCAL)-X

ADOPTED:

1 of 2
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FINANCING EDUCATION
FINANCIAL AID AND SCHOLARSHIPS

FEA
(LOCAL)

7. Disclose, if known, any lenders in preferred lender arrangements that have agreements to sell their loans to other parties.
8. Promote collaboration and cooperation among College District offices and ~~campuses colleges~~ involved directly or indirectly in any aspect of student financial aid administration.
9. Support the efforts of the office of financial aid to maintain exemplary standards of professional conduct and provide exemplary service to the families and students served by the ~~colleges of~~ the College District.

13. Require all College District employees to disclose to the College District, in such manner as the Chancellor may prescribe, any involvement with or interest in any entity involved in any aspect of student financial aid that would constitute a conflict of interest with this Code of Conduct or the ability of the ~~College District colleges~~ to comply with federal and state financial aid regulations.

DATE ISSUED: ~~12/3/2018~~4/11/2013
UPDATE ~~35~~28
FEA(LOCAL)-X

ADOPTED:~~ADOP~~ TED:

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Page 2 of 22

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

	<hr/> Note: This policy addresses complaints of discrimination, harassment, and retaliation based on race, color, national origin, religion, <u>age</u> , or disability targeting students. For legally referenced material relating to this subject matter, see FA(LEGAL). For sexual misconduct, including sex/gender-based discrimination or harassment, targeting students, see FFDA. For discrimination, harassment, and retaliation targeting employees based on race, color, national origin, religion, <u>age</u> , or disability, see DIAB. <hr/>
Statement of Nondiscrimination	The College District prohibits discrimination, including harassment, against any student on the basis of race, color, religion , national origin, <u>religion</u> , age, disability, sex, sexual orientation, gender, gender identity, gender expression, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.
Scope	The College District prohibits discrimination, including harassment, in all of its programs and activities, including in its dual credit, early college high school, and charter high school programs. Accordingly, this policy applies to any instance in which a student is alleged to have engaged in discrimination or harassment against any person (e.g., student, employee, or third party such as a visiting athlete or guest speaker), or believes he or she has been subjected to discrimination or harassment.
Definitions	Solely for purposes of this policy, “student” includes former students and applicants for admission to the College District.
Discrimination	For the purposes of this policy, discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion , national origin, <u>religion</u> , age, disability, or any other basis prohibited by law, that adversely affects the student.
Prohibited Harassment	Prohibited harassment of a student under this policy is defined as physical, verbal, or nonverbal conduct based on a student’s race, color, religion , national origin, <u>religion</u> , age, disability, or any other basis prohibited by law when the conduct is so severe, persistent, or pervasive that the conduct limits or denies a student’s ability to participate in or benefit from the College District’s educational program.
	**
Reporting Procedures	Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts in accordance with FLD(LOCAL).

DATE ISSUED: ~~4/27/2018~~ 10/3/2016
UPDATE 34 LDU 2016.07
FFDB(LOCAL)-X

ADOPTED:

1 of 2
Page 3 of 22

FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
OTHER PROTECTED CHARACTERISTICS

FFDB
(LOCAL)

Any College District employee who suspects or receives notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the designated administrator and shall take any other steps as required by the Student Code of Conduct. [See FLB, FM, and FMA]

Complaints involving sexual misconduct, including sex/gender-based discrimination or harassment, shall be handled under FFDA or DIAA (LOCAL) and ~~FFDA or~~ DIAA(REGULATION).

Designated
Administrator

“Designated administrator” or DA shall mean an administrator or the officer or officers directly responsible for student affairs in the College District.

ADA / Section 504
Coordinator

~~Each college within the~~ The College District ~~designates an~~ ADA/504 ~~coordinator~~ ~~Coordinator~~ ~~is~~ responsible for coordinating efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973, as amended.

Contact information for the ADA/504 ~~coordinator~~ ~~Coordinator~~ ~~for each college~~ can be found on the ~~College District's website. College District's website at:~~ <https://www.dcccd.edu/SS/On-Campus/DisSvs/DisSvsOffices/Pages/default.aspx>.

SOLICITATIONS

FI
(LOCAL)

**~~“Student
Solicitation”~~**

~~“Student~~~~As used in this policy, “student~~ solicitation” shall 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 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 Chancellor of Student Success (VCSS) or a designee ~~Vice President of Student Services and Activities (VPSSA) 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 VCSS ~~VPSSA or designee~~ 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 College District policy and procedures ~~the college’s regulations~~ on use of facilities; [See FLA ~~FLAA~~]
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] ~~college regulations; or~~
5. The sale of raffle tickets by a registered student organization that can present to the VCSS ~~VPSSA~~ 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).

DATE ISSUED: 5/27/2020 ~~12/16/2013~~
UPDATE 38 ~~LDU 2013.07~~
FI(LOCAL)-X

1 of 3
Page 5 of 22

SOLICITATIONS

FI
(LOCAL)

	<p><u>Student solicitation must comply with law and College District policies and procedures.</u> No solicitation shall be conducted on the grounds, sidewalks, or streets of any property either owned or controlled by the College District, except as approved by the <u>VCSS</u> VPSSA or designee.</p>
Time Limit	<p><u>No student or registered student</u>No organization shall solicit under this policy for more than <u>the time limit established by administrative regulations for a total of 14 days, whether continuous or intermittent, during</u> each fiscal year.</p>
<u>Exception</u>	<p><u>If approved by the VCSS, solicitation intended to raise funds to respond to a declared disaster or emergency is not subject to the established time limit.</u></p>
Use of College or College District Name	<p>Only authorized students or registered student organizations shall be allowed to sponsor and engage in solicitation and/or <u>fundrais-</u>ing<u>fund-raising</u> activities under the name of the college or College District. All such activities shall be compatible with the mission and objectives of the college <u>College District</u> and shall be approved by the <u>VCSS</u> VPSSA or designee in accordance with procedures developed for that purpose.</p>
Conduct During Solicitation	<p>Solicitation made pursuant to the terms of this policy must be conducted according to the following:</p> <ol style="list-style-type: none">1. The solicitation shall not <u>disrupt or</u> disturbor 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 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 not harass, <u>threaten</u>embarrass, or intimidate the person or persons being solicited.
Sanctions	<p>If a student or registered student organization is alleged to have violated this policy, the student or organization shall be subject to a reasonable investigation conducted by the <u>VCSS</u> VPSSA or designee.</p> <p>If the <u>VCSS</u> VPSSA or designee determines that a solicitation is being conducted in a manner violating this policy, the <u>VCSS</u> VPSSA or designee may prohibit the offending student or registered student organization from soliciting on the campus for such period or periods of time determined to be appropriate.</p>

SOLICITATIONS

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A student determined to be in violation of this policy shall be subject to disciplinary measures as described in policies FM and FMA. In the case of a registered student organization, the ~~VCSS~~ ~~VPSSA~~ or designee may revoke the registered status of the organization in accordance with ~~local~~ policy FKC.

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REGISTERED STUDENT ORGANIZATIONS

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	<p>An organization in which membership is limited to students, staff, and faculty may become a registered student organization by complying with the registration procedures established by the <u>Vice Chancellor of Student Success (VCSS) or a designee</u> Vice President of Student Services and Activities (VPSSA) or designee.</p> <p>Registered student organizations shall abide by college regulations, College District policies and procedures, <u>rules and regulations</u>, and as well as applicable law. Registered status shall not imply that the college or College District endorses a student organization's opinions and activities.</p>
Registration Required	<p>An eligible group of students shall be entitled to register as a student organization. Approval for registration of an organization on any one campus or center shall be effective College <u>District-wide</u> Districtwide.</p>
Eligibility	<p>A group shall be eligible for registration if:</p> <ol style="list-style-type: none">1. Its membership consists of five or more students.2. It does not deny membership to anyone on the basis of sex, disability, age, color, race, nationality, or religion.3. It has an <u>adviser</u> adviser who is a member of the faculty or the staff.4. It is not under a disciplinary penalty prohibiting registration.5. It conducts its affairs in accordance with college and College District policies, procedures, rules, and regulations; as well as with local, state, and federal laws.6. Its membership is limited only to students, staff, and faculty of the <u>College District college</u>.
Rejection of Application	<p><u>Regardless of the above criteria, the College District shall not deny an application for registration based on a political, religious, philosophical, ideological, or academic viewpoint expressed by the organization or any expressive activities of the organization.</u></p> <p>If the <u>VCSS</u> VPSSA or designee does not approve the application for registration, the VPSSA or designee shall provide the applicant with a copy of a written statement of the reasons for refusal, and the applicant may appeal to the <u>executive vice-chancellor</u> president.</p> <p>The <u>executive vice-chancellor</u> president may take one of the following actions:</p> <ol style="list-style-type: none">1. Affirm the <u>VCSS</u> VPSSA or designee's decision.

STUDENT ACTIVITIES
REGISTERED STUDENT ORGANIZATIONS

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2. Reverse the VCSS VPSSA or designee's decision.
3. Appoint a committee to conduct a hearing and report its findings to the applicant and the executive vice-chancellor president, who shall then take final action.

The executive vice-chancellor's president's decision is final.

Rights and Duties

Each registered student organization shall adopt a written charter, constitution, or other governing document. A copy shall be filed with the campus college.

A registered student organization may conduct meetings, events, performances, and similar activities in accordance with College District facilities use policies and procedures. [See ~~FLA~~FLAA] The organization shall not advertise, promote, or represent that an event or activity is associated with the college-or College District unless prior approval is obtained in accordance with applicable procedures. [See FK]

A registered student organization may distribute written or printed materials or other visual or auditory materials in accordance with college College District literature distribution policies and procedures. The organization may not represent that visual or auditory materials are sponsored by the college-or College District unless prior approval is obtained in accordance with applicable procedures. [See FKA]

In accordance with state law, officers of a registered student organization shall attend a risk management program provided by the College District college.

Required Submissions

Each registered student organization shall submit the following:

1. At the beginning of each semester, a complete list of officers or other representatives of the organization who are authorized to receive official notices, directives, or information from the College District college-on behalf of the organization. The list shall be kept current and accurate by the organization.
2. At the beginning of each semester, an affidavit stating that the organization or group does not, and will not, accept any member who is not a student or a member of the faculty or staff of the College District.
3. A financial statement form supplied by the campus business office to be filed on the first workday of July and January.

Loss of Registration

Upon written notice, a student organization's registered status may be revoked by the VCSS VPSSA or designee if it:

STUDENT ACTIVITIES
REGISTERED STUDENT ORGANIZATIONS

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1. No longer meets the eligibility requirements; or
2. Violates ~~college or~~ College District policies, ~~and~~ procedures, rules and regulations or local, state, or federal law.

A student organization whose registered status has been revoked may appeal to the executive vice-chancellor ~~president~~, who may take appropriate action regarding the issue. The executive vice-chancellor's ~~president's~~ decision is final.

A student organization whose registered status has been revoked shall be prohibited from reapplying for registered status for a period described in the revocation notice. The prohibition shall be for a period of not less than four months following the date of the notice and may be permanent. The revocation shall be effective College District-wide ~~Districtwide~~.

**Disciplinary
Violations**

In addition to the revocation of registered status, violations of ~~col-
lege or~~ College District policies, ~~and~~ procedures, rules and regula-
tions or local, state, or federal law shall subject the student organi-
zation and its individual members to disciplinary action in
accordance with policies FM and FMA.

STUDENT RIGHTS AND RESPONSIBILITIES
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Purpose

The Dallas County Community College District exists to serve students and our community stakeholders. ~~Students are important members of the College District environment.~~ Each ~~campus college~~ of the College District supports a positive educational environment designed to encourage student completion. In order to ensure the protection of student rights and the health and safety of the ~~College District college~~ community, as well as to support the efficient operation of ~~College District college~~ programs and services, the College District has established a Student Code of Conduct. The purpose of policies about student conduct and discipline is to provide guidelines for the educational environment of the College District.

The College District views students in a holistic manner, encouraging and inviting them to learn and grow independently. Such an environment presupposes both rights and responsibilities. Every student should know his or her responsibility as a member of the College District community.

Definitions

Definitions to be used in this policy, and at FM(LOCAL) and FMA(LOCAL), are as follows:

1. "Designated administrator or DA" shall mean an administrator or the officer or officers directly responsible for student affairs in the College District. [See DNA]
2. A "student" shall mean ~~one~~ an individual who is currently enrolled in the College District. This includes credit, noncredit, and dual credit students, regardless of method of delivery. ~~as well as These policies and regulations shall also apply to any prospective or former student who has been accepted for admission or readmission to any component institution while he or she is on the campus of any component institution.~~
3. A "complainant" is the person who makes the allegation or complaint.
4. A "respondent" is the person against whom an allegation or complaint is made.
5. The "Student Conduct System" includes standards of conduct established to protect the educational mission of the College District while protecting the rights and responsibilities of students. Students who are accused of violating College District standards of conduct may be referred to the "Student Conduct System" for review.

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6. "~~Campus College~~-Title IX coordinator" shall mean the College District employee responsible for administering responsibilities related to and compliance with Title IX of the Education Amendments of 1972. Each ~~campus college~~ within the College District has a ~~designated~~ Title IX coordinator.
7. "College District-sponsored activity" means any activity on or off campus that is initiated, aided, authorized, or supervised by the College District.
8. A "~~campus college~~" or "~~institution~~" means the ~~campuses colleges~~ of the Dallas ~~County Community~~ College ~~District~~.
9. "College District premises" means buildings or grounds owned, leased, operated, controlled, or supervised by the College District.
10. "Business days" means those days the administrative offices of the College District are open for business purposes—Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding weekends and holidays.
11. "Published College District regulation or policy" means standards of conduct or requirements located in the:
 - a. College District catalog;
 - b. Board policies and administrative procedures as may be set forth in the Dallas ~~County Community~~ College ~~District~~ Board Policy Manual or any amendment thereof;
 - c. Student handbook; or
 - d. Any other official publication of the College District.

As a member of the Dallas ~~County Community~~ College ~~District~~ ~~community~~, a student is free to take advantage of all of the educational opportunities available and to participate in all extracurricular activities sponsored by the College District for which the student is eligible. Members of the student body enjoy the same rights and privileges guaranteed to them as citizens of the United States and as residents of the state of Texas. They enjoy the same freedoms of speech and peaceable assembly as all citizens. However, by virtue of their membership in the college community, students are under certain legal obligations in the exercise of those freedoms.

Responsibilities

Each student and student organization shall be charged with notice and knowledge of the contents and provisions of the College District's policies, procedures, and regulations concerning student

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conduct, and shall be expected to abide by those policies, procedures, and regulations. In cases of noncompliance with the Student Code of Conduct, the ~~College District college~~ may impose discipline that is consistent with the impact of the offense on the College District community. The College District reserves the right to pursue criminal and/or civil action where warranted. Unfamiliarity with these policies and procedures shall not excuse a violation of the Student Code of Conduct.

Student Code of
Conduct Prohibited
Behaviors

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. In addition to activities prohibited by law or by other published College District regulations and policies [see policies FLBA, et. seq.], the following types of behavior are expressly prohibited:

1. Failure to produce a College District-issued photo identification card when requested by a College District official. The College District shall issue each student a photo identification card at no cost to the student. Students shall visibly wear their College District-issued identification card while on College District property or at any College District-sponsored or related activity. The identification card shall be the property of the College District. Replacement identification cards shall be assessed a fee in accordance with administrative regulations.
2. Intentionally causing physical harm to any person on College District property or premises or at College District-sponsored activities, or intentionally or recklessly causing reasonable apprehension of such harm.
3. Except as may be permitted in any published College District regulations or policies or by applicable state laws, unauthorized use, possession, or storage of any weapon, as described in CHF, on College District property or premises or at College District-sponsored activities. This includes but is not limited to firearms, tasers, stun guns, explosives, location-restricted knives, clubs, ~~knuckles~~, other prohibited weapons, dangerous chemicals, or ~~improper~~ use of fire extinguishers on College District property or premises.
4. Intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency on College District property or premises or at College District-sponsored activities.
5. Obstruction or disruption of teaching, lecturing, research, administration, disciplinary procedures, or other authorized activities on College District property or premises. Interference

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with the proper educational functions and the appropriate educational climate of the College District, including aiding and abetting another to breach the peace on College District-owned or -controlled property or premises, at functions sponsored/supervised by the College District, or off-campus conduct that adversely affects the College District community and/or the pursuit of the objectives. Such activity includes, but is not limited to, behavior in the classroom or instructional program that interferes with the instructor's or presenter's ability to conduct the class or program or the ability of others to benefit from the class or program.

6. Intentionally interfering with College District-sponsored activities, including but not limited to, studying, teaching, conducting research, duties of the College District administration, or fire, security, or emergency services.
7. Knowingly violating the terms of any disciplinary sanction imposed in accordance with College District policies, regulations, and procedures.
8. Intentionally or maliciously furnishing false information to the College District. Forgery, unauthorized alteration, or unauthorized use of any College District document or instrument of identification. Making, possessing, submitting, or using any falsified college document or record; or altering any college document or record, including identification cards. Attempted or actual financial aid fraud or corresponding behaviors that would allow a student to receive monetary benefit for which he or she is not eligible. Altering any College District document or record without permission is expressly prohibited, including, but not limited to, furnishing false personal or student organization registration information, withholding material information from the College District processes or procedures, or any other type of fraudulent act involving documentation provided to or for the College District.
9. Sexual misconduct, which includes, but is not limited to, the following offenses: gender-based or sexual discrimination or harassment, nonconsensual sexual intercourse (or attempts to commit same), nonconsensual sexual contact (or attempts to commit same), sexual exploitation, relationship violence, or other conduct that threatens the health and safety of any person on the basis of actual, expressed, or perceived gender identity. In the event of an allegation of sexual misconduct, the DA will coordinate with the ~~campus college~~ Title IX coordinator and the appropriate College District departments to apply the investigative, disciplinary, and disposition procedures

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governing sexual misconduct as set forth in College District rules and regulations. [See DIA series and FFD series]

10. Unauthorized use of computer hardware or software or violation of the College District Technology Resources policy [see CR(LOCAL)].

11. Scholastic dishonesty, which shall constitute a violation of these rules and regulations and is punishable as prescribed by Board policies. Scholastic dishonesty shall include, but is not limited to, cheating on a test or other coursework as assigned, plagiarism, and collusion.

“Cheating on a test” shall include, but is not limited to:

- a. All forms of academic dishonesty, including but not limited to cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion.
- b. Copying from another student’s test paper.
- c. Using test materials not authorized by the person administering the test.
- d. Collaborating with or seeking aid from another student, technological aid, or electronic resource during a test without permission from the test administrator.
- e. Knowingly using, buying, selling, stealing, or soliciting, in whole or in part, the contents of an unadministered test.
- f. The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- g. Substituting for another student, or permitting another student to substitute for one’s self, to take a test.
- h. Bribing another person to obtain an unadministered test or information about an unadministered test.

“Plagiarism,” which shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work.

“Collusion,” which shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

12. Intentionally and substantially interfering with the freedom of expression or association of others on College District property or premises or at College District-sponsored activities.

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13. Theft of property or of services on College District property or premises or at College District-sponsored activities or being in possession of stolen property on College District property or premises or at College District-sponsored activities. Sale, possession, or misappropriation of any property without the owner's permission is also prohibited.
14. Theft, sabotage, destruction, distribution, or other use of the intellectual property of the College District or third parties without permission.
15. Intentionally or recklessly destroying or damaging College District property or premises or property of others while on College District premises or at College District-sponsored activities.
16. Failure to comply with the direction of College District employees or officials, including but not limited to, College District college police or campus security/safety officers, and instructors or administrators, acting in performance of their duties. Students are required to produce identification for a college official when asked.
17. Violation of published College District regulations or policies. Such regulations or policies include, but are not limited to, those relating to entry and use of College District facilities, use of vehicles and media equipment, campus demonstrations, misuse of identification cards, and all forms of smoking.
18. Use, possession, distribution, manufacture, possession for purposes of distribution, or sale of any controlled substance or illegal drug on College District property or premises or at College District-sponsored activities, or being under the influence of marijuana, heroin, or narcotics or other controlled substances or illegal drugs, or alcohol, except as expressly permitted by federal or state law or College District policy or regulations, on College District property, premises, or at College District-sponsored activities.
19. Use or possession of an alcoholic beverage on College District property or premises, with the exception of a specific beverage-related course within a College District-sponsored course of study; a course that requires the use of alcohol and is approved by the Texas Commission on Law Enforcement (TCOLE); or any College District-sponsored program or event when service of alcoholic beverages is permitted by College District policy or regulation.

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20. Nonpayment or failure to pay any debt owed to the College District with intent to defraud.

(Appropriate personnel at the College District location may be designated by College District officials to notify students of dishonored checks, library fines, nonpayment of loans, and similar debts. Such personnel may temporarily block admission or readmission of a student until the matter is resolved. If the matter is not settled within a reasonable time, such personnel shall refer the matter to the DA for appropriate action under this code. Such referral does not prevent or suspend proceeding with other appropriate civil or criminal remedies by College District personnel.)

21. Bullying, harassment, and conduct or expression (verbal or written) that threatens or endangers the health or safety of any person. Cyberbullying, which is willful harassment and/or intimidation of a person through the use of digital technologies, including but not limited to, email, blogs, texting, social websites, chat rooms, "sexting," instant messaging, recording another person without his or her consent, and transmitting images of another person without his or her consent.

22. Stalking another person, which, for purposes of this Code of Conduct, shall be defined as purposefully engaging in a course of conduct directed at a specific person or persons that the person engaging in such conduct knows or should know would cause a reasonable person to (a) fear for his or her safety or the safety of a third person; or (b) suffer other emotional distress. Cyberstalking, which is engaging in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of email or other digital technologies, directed at or about a specific person, causing emotional distress to that person. "Course of conduct" shall mean two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to, or about, a person, or interferes with a person's property.

23. Discrimination, harassment, and ~~offense~~-offensive conduct against any person, student, or staff member on the basis of race, creed, sex, age, marital status, religion, disability, national origin, gender identification, or sexual orientation.

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24. Retaliation or retaliatory harassment, which is any adverse action taken against a person because of the person's participation in a complaint or investigation of a complaint.
25. Engaging in hazing, which, for the purposes of this Code of Conduct shall be defined as an act that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition of continued membership in a group organization and/or sport. No student or person associated with or attending Dallas ~~County Community~~ College ~~District~~ or attending a DCCCD college shall commit any act that injures, degrades, or disgraces a member of the College District community. The express or implied consent of the victim shall not be accepted as a defense for violation of this policy. Apathy or acquiescence in the presence of hazing is not a neutral act; each is a violation of the Student Code of Conduct.
26. Unauthorized entry in or use of College District college facilities and/or any College District college property or premises, including unauthorized possession, duplication, or use of keys to any College District college property. Unauthorized entry into, presence in or use of College District college facilities, equipment, or property that has not been reserved or accessed through appropriate college officials is prohibited.
27. The use of College District college resources to infringe upon copyright laws (print, digital, and internet). This applies to all forms of electronic media, including but not limited to, software, electronic encyclopedias, image files, video files, and sound files.
28. Conduct that is indecent or obscene, including:
 - a. The use of any device to capture audio, video, or digital record or photograph of any person while on College District property or premises or at College District college events where there is a reasonable expectation of privacy (i.e., restrooms, locker rooms).
 - b. The storing, sharing, and/or distributing of such unauthorized records by any means.
 - c. Making obscene remarks, exposing oneself in an indecent manner, urinating or defecating in public, and/or engaging in sexual activities in public places.

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29. Violation of federal, state, and local laws. Engaging in conduct that violates any municipal or county ordinance, federal, or state law.
30. Misusing, failing to comply with, disrupting, or jeopardizing Code of Conduct procedures, sanctions/interventions, or interfering with Code of Conduct proceedings. Abuse of the Student Conduct System includes, but is not limited to:
 - a. Failure to comply with an order or decision of the Student Conduct officer or hearing committee.
 - b. Falsification, distortion, or misrepresentation of information.
 - c. Disruption or interference with the orderly conduct of a hearing.
 - d. Knowingly filing a false and/or malicious complaint.
 - e. Attempting to influence or discourage an individual's participation in or use of the Student Conduct System.
 - f. Attempting to influence the impartiality of a member of the Student Conduct Committee or the DA prior to, during, and/or after a proceeding.
 - g. Any form of harassment (and/or intimidation) of a member of the Student Conduct Committee or a College District representative prior to, during, and/or after a proceeding.
 - h. Failure to comply with the sanction(s) imposed under the Student Code of Conduct.
 - i. Influencing or attempting to influence another person to violate or otherwise abuse the Student Conduct System.

Discipline

Any student violating this policy shall be subject to disciplinary sanctions including suspension, in accordance with policy. [See FM and FMA] A "violation" means an act or omission that is contrary to a published College District regulation or policy, including but not limited to, any violation of this Student Code of Conduct.

Repeated or aggravated violations of any provision of this code may also result in expulsion or suspension or in the imposition of such lesser penalties as are appropriate.

"Aggravated violation" means a violation that resulted, or could have resulted if foreseeable, in significant damage to persons or

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property or that otherwise posed a substantial threat to the stability and continuance of normal College District-sponsored activities.

The following sanctions may be imposed upon any student found to have violated the Student Code of Conduct:

1. Written warning — A notice in writing to the student that the student is violating or has violated institutional regulations.
2. Probation — A designated period of time that includes the probability of more severe disciplinary sanctions if the student is found to have violated any institutional regulation(s) during the probationary period.
3. Loss of privilege/restriction — Denial of specified privilege or access for a designated period of time.
4. Restitution — Reimbursement for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
5. Discretionary sanctions — Work assignments, service to the College District college or community, or other related discretionary assignments. Such assignments must have the prior approval of the vice president of student services.
6. Suspension — Separation of the student from the College District College for a definite period of time after which the student is eligible to return. Conditions for readmission may be specified.
7. Removal from program of study — The student may also be subjected to disciplinary procedures set forth by specific programs with specialized admissions requirements.
8. Expulsion — Permanent suspension of the student from the College District college.

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Alcohol

A student shall be prohibited from using, possessing, controlling, manufacturing, transmitting, distributing, selling, or being under the influence of intoxicating beverages in classroom buildings, laboratories, auditoriums, library buildings, museums, faculty and administrative offices, intercollegiate and intramural athletic facilities, and all other public campus areas. With the prior consent of the Board or the Board's designee, the provisions herein may be waived with respect to any specific event that is sponsored by the College District. State law shall 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

No student shall possess, use, control, manufacture, transmit, dis-tribute, sell, or attempt to possess, use, control, manufacture, ~~or~~ transmit, distribute, sell, or be under the influence of, any of the following substances on College District premises or off premises at a ~~college or~~ College District-sponsored activity, function, or event:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Any abusable glue, aerosol paint, or any other volatile chemical substance for inhalation.
3. Any performance-enhancing substance, including steroids.
4. Any designer drug.
5. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

The transmittal, sale, or attempted sale of what is represented to be any of the above-listed substances shall also be prohibited under this policy.

Exceptions

~~Exception~~

It shall not be considered a violation of this policy if the~~A~~ 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.

STUDENT CONDUCT
ALCOHOL AND DRUG USE

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Paraphernalia

The use, possession, control, manufacture, transmission, distribu-
tion, or sale of paraphernalia related ~~-shall not be considered to~~
any prohibited substance is prohibited ~~have violated this rule.~~

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COMMITTEE REPORT NO. 8.1.a.

Diversity, Equity & Inclusion Committee Notes for February 2, 2021

A Diversity, Equity & Inclusion Finance Committee virtual meeting of the Board of Trustees of the Dallas College was held Tuesday, February 2, 2021, beginning at 3:25 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 Diana Flores. This committee is a Committee of the Whole.

Board Members and Officers Present

Mr. Cliff Boyd

Ms. Monica Lira Bravo (board chair)

Ms. Charletta Rogers Compton

Ms. Diana Flores (committee chair)

Dr. Joe May (secretary and chancellor)

Mr. Philip J. Ritter

Mr. JL Sonny Williams

Ms. Dorothy Zimmermann

Board Members Absent

None.

1. Roll Call - Announcement of a Quorum confirmed by Perla Molina.

2. Certification of Notice posted for the meeting was confirmed by Chancellor Joe May.

3. Citizens Desiring to Address the Board
None.

4. Committee Presentations

A. Diversity Equity Inclusion (DEI) Committee Charter Review
Presenters: Justin Lonon, Marisol Romany, Rob Wendland

Justin Lonon, Marisol Romany, and Rob Wendland presented the Diversity Equity Inclusion (DEI) Committee Charter Review. The information was reviewed with the committee as follows:

The revised Diversity, Equity, & Inclusion Committee Charter was shared with the committee. No additional revisions were requested to the charter.

B. Social Responsibility & Inclusion Update and Strategic Direction

Presenters: Justin Lonon, Marisol Romany

Dr. Justin Lonon and Marisol Romany gave the Social Responsibility & Inclusion Update and Strategic Direction presentation. The following information was reviewed with the committee:

Romany informed the committee that working with the diverse community that Dallas College serves required DEI education and resources to ensure connectivity and meet service goals for students, employees, community, and suppliers. Dallas College's approach to DEI was to provide meaningful change through education, empowerment, and engagement to promote an equitable, diverse, and inclusive institution.

Romany informed the committee about the DEI program roadmap for students. The program included:

- DEI Education
- Cultural Awareness Education
- Resources
- Connecting
- End of Year Report

Romany informed the committee about the DEI program roadmap for employees. The program included:

- DEI Education
- Cultural Awareness Education
- HR Initiatives
- Resources
- Connecting
- End of Year Report

Romany informed the committee about the benefits of DEI. The benefits included enhanced relationships, delivery of culturally appropriate education, services and resources, compliance with laws and regulations, mitigation of risk and building trust.

Trustee Zimmermann asked for clarification on what “delivery of culturally appropriate education referred to. Romany informed Trustee Zimmermann that it referred to the training that Dallas College would need to provide to Dallas College employees to be able to communicate and work with Dallas College students.

Romany informed the committee about the opportunities in DEI. The opportunities included selecting an HR diversity initiative, restructuring employee resource groups, launching DEI and cultural awareness education, forming a DEI committee, and creating a five-year plan of action.

Romany informed the committee about sustainability was an approach to problem-solving that addresses the three main pillars of sustainability: equity, the economy, and the environment. The three pillars would be addressed by:

- Educating students and employees about the benefits of practicing sustainability.
- Ensuring that Dallas College operations are practicing sustainability.

Romany informed the committee about the sustainability program roadmap. The program included:

- Sustainability work
- Education
- Resources
- Connecting
- Report results

Romany discussed the benefits of sustainability. The benefits included building community relationships, green business practices, reducing our environmental impact, enhancing our brand, and

having a positive economic impact in the community. Romany highlighted the opportunities in sustainability which included:

- Completing the application for STARS.
- Formalizing relationships with the United Nations regarding the 17 Sustainable Development Goals (SDG).
- Expanding programs.
- Implementing programs and policies at all campuses.
- Launching deliberative dialogues and active citizenship online.
- Reviewing policies, processes, and practices to include social, economic, and environmental sustainability.
- Removing barriers to success.
- Advocating for construction of sustainable facilities and operations
- Creating a 5-year plan of action.

Romany shared with the committee that a supplier diversity program was a proactive program that encouraged the use of minority, woman, veteran, LGBTQ+ , service-disabled veteran-owned businesses; historically underutilized businesses and Small Business Administration-defined small business concerns as suppliers. This approach provided diverse suppliers with access to business opportunities.

- Romany informed the committee about the program roadmap for suppliers which included Registration
- Review
- Mentoring
- Introduction
- Connecting
- Report results

Romany talked the benefits of supplier diversity. The benefits included community relationships, fair business practice, positive impact on purchasing, enhanced corporate brand, and a positive economic impact in the community. Opportunities in supplier diversity included:

- Implementing supplier diversity program.
- Review purchasing policies, processes, and practices.

- Remove barriers to business opportunities.
- Advocate for use of diverse suppliers.
- Create a five-year plan of action.

Trustee Ritter requested that the MWBE program to be added to the agenda at a future committee meeting for further discussion.

Trustee Compton requested that the Board look at inclusion across all segments of the Dallas College, allowing equal access to everyone.

5. Items for Review

A. Committee Notes

- 1) Diversity Equity Inclusion Committee Notes for October 6, 2020
Were reviewed and no changes were made.

6. Executive Session

None.

7. Adjournment

The Diversity, Equity & Inclusion Committee adjourned at 4:24 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.

COMMITTEEREPORT NO. 8.1.b.

Finance Committee Notes for April 6, 2021

A virtual Finance Committee meeting of the Board of Trustees of the Dallas College was held Tuesday, April 6, 2021, beginning at 12:30 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

Mr. JL Sonny Williams

- * *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

1. **Human Resources Update and Strategic Plan**
Presenters: Sherri Enright, Justin Lonon

Sherri Enright and Dr. Justin Lonon provided a review of the past year and presented an update on the strategic direction of Human

Resources (HR). In February 2020, Sherri Enright became chief human resources officer and began assessing and formulating a strategic approach to policies and procedures that supported the One College model. The pandemic and the transition to remote working operations impacted the plan. To provide a unified and consistent approach, operational areas became consolidated and centralized, such as human resources and marketing. Enright utilized a team approach to group human resources staff into areas of support, including recruiting and benefits. The AskHR email group and a call center were created to provide virtual mechanisms to assist employees. Dr. May also created several rapid response task force teams to address critical needs.

Talent pools and mini talent pools were developed to help with the hiring process during the transition to Dallas College. Through March 2021, over 900 positions were posted through talent pools and over 350 positions were filled with approximately 50% as promotional opportunities. Talent pools had increased leadership and staff diversity.

Enright spoke about the strategic direction for HR and a system of HR practices contributing to organizational outcomes. The HR strategic focus areas included driving HR excellence and innovation, deploying recruitment and retention strategies, investing in employee development, and enhancing the employee experience.

Enright stressed the importance of data and using data systems to drive efficiency and automation. She shared a sample prototype of future board and metrics reporting with colorful graphs of data.

Trustee Flores had several questions about the presentation and would be sending them through Perla Molina. Enright would review and address those questions.

Trustee Flores asked about the justification for strategic goals, along with measures and metrics. Enright responded that the goals were developed to support the organization and would provide further details about the selection of those goals. Trustee Flores also asked

for an estimated timeline for developing metrics and anticipated outcomes. Enright stated that the timeline and complete strategic plan were in development.

Trustee Flores requested the HR staff demographics. Enright would provide that information to the Board. Trustee Flores also asked that common definitions be included in presentations, along with data points and rationale. Trustee Flores requested that the board be notified when items in presentations are “a work in progress.”

Trustee Ritter suggested a future presentation about recruitment and sourcing strategies in relation to Dallas Promise and partnerships with DISD, etc.

Trustee Boyd suggested receiving board presentations a few days earlier so that the board submit questions in advance. Perla Molina stated that the board is moving to a new platform that will provide more board engagement. Trustee Boyd also suggested changing the name Human Resources to Human Capital to show that people are valuable and something that we invest in.

Trustee Flores requested a presentation on training and development opportunities for employees, especially staff, regarding the new organizational culture and climate.

2. FY2020-2021 Spring Budget Update

Presenters: John Robertson, Tiska Thomas

Tiska Thomas and John Robertson presented a Spring update on the current year budget. The enrollment has been increasing year over year, but with the pandemic, enrollment has dropped by 11%. Net tuition has decreased due to the enrollment decrease. Expenses are holding steady, and the operating budget reflects a net zero change.

State appropriations for the biennium allocation remains unchanged. Taxes remain steady with a 98% collection rate that has resulted in a \$14 million budget increase.

This is the first year that we implemented the IncludED, where all students would receive their course materials by the first day of class. There were some additional costs in delivering materials to students who did not have technology. With lower enrollments and less scholarships, the overall budget impact was about a \$10 million decrease.

As the mid-year point of the fiscal year, we are currently on track at 53% expenditures to budget. Pandemic impacts, such as technology expenses, utilities, and market fluctuations affected other income, including rentals, leases, and vending commissions. This caused about a \$2.5 million decrease in general revenue.

It is important to note that Dallas College made a payment of \$49 million to the general obligation (GO) bonds. In 2004, the original GO bonds were \$450 million, and the outstanding balance is currently \$105 million.

In planning the budget for fiscal year 2022, business affairs have already met with Dallas County Appraisal District and they are watching the legislature for state appropriations.

Trustee Flores asked when we anticipate paying off the bonds and what the taxpayer savings are. Tiska Thomas responded that we were allowed 30 years for the bonds and have been accelerating payments, which has resulted in \$50 million in taxpayer savings.

Trustee Boyd asked about the interest rates on the bonds. Thomas stated that the interest rates were 3.5% to 5%.

Trustee Ritter spoke about bringing forward a relatively flat budget and return savings to taxpayers.

3. Facility Improvement Plan

Presenters: John Robertson, Scott Wright

Scott Wright presented an update on the facility improvement plan, which is the method used to identify, vet, approve and fund improvements. Several projects have been completed with others are nearing completion. Contingency funds are still intact.

The Facilities Condition Assessment is an ongoing assessment of buildings and assets collegewide, which will help with future FIP planning. TMA is the new collegewide work order management system and is in the implementation phase. Rebranding at the campuses is ongoing with new marquee signs, etc.

Scott Wright highlighted the Minority/Women-owned business enterprise (MWBE) numbers for current projects:

- ▽ Constructions projects have totaled \$12 million with over \$8 million going to MWBE companies, about 70%.
- ▽ Architects and engineering costs have totaled \$2.6 million with \$1.2 million going to MWBE firms, about 46%.

5. Overview of Regular Agenda Items

1. Approval of electrical easement to ONCOR Delivery Company LLC at the Construction Sciences Building at Coppell Center.

This is a utility easement for the new Construction Sciences Building.

2. Approval for selection of management firm for interim chief technology officer

This is for hiring of a management firm to assist in selection of an interim chief technology officer with the recent vacancy by Tim Marshall.

6. Items for Review

1. Committee Notes

- a. Finance Committee Notes for March 2, 2021
Were reviewed and no changes were made.

7. **Executive Session** was not required.

8. **Adjournment** was at 2:45 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.

COMMITTEE REPORT NO. 8.1.c.

Education Workforce Committee Notes for April 6, 2021

An Education Workforce virtual meeting of the Board of Trustees of Dallas College was held Tuesday, April 6, 2021, beginning at 2:45 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 Phil Ritter.

Board Members and Officers Present

Mr. Cliff Boyd

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

Members Absent

JL Sonny Williams

- * *Denotes a committee member*

1. Roll Call - Announcement of a Quorum confirmed by Perla Molina.

2. Certification of Notice Posted for the meeting was confirmed by Chancellor Joe May.

3. Citizens Desiring to Address the Board
None.

4. CCCCommittee Presentations

1. State of Local Workforce: COVID Impacts March 2021

Presenters: Shawnda Floyd, Ben Magill, Pyeper Wilkins

Ben Magill talked about the state of local workforce showing unemployment prior to COVID at record lows and jumping to record highs during the

Pandemic. He discussed that the U.S. high was 14.8%, DFW's high was 12.8% and had trended down to 6.7%. Magill shared that the only city in Texas which fared better than Dallas was Austin.

Magill explained that people without high school diplomas were impacted more than any other educational attainment group. He showed Texas employment by industry and shared that leisure and hospitality had the greatest unemployment impact. The good news was that U.S. job growth over the last month showed leisure and hospitality leading the way.

Magill described how the pandemic had impacted DFW contracting industries with a total of 108,231 jobs lost with \$5.1 billion in estimated annual wages lost. He then shared the top five growing industries (professional, scientific, and technical services; transportation and warehousing; finance and insurance; public administration; and construction) for DFW included 28,282 total jobs gained with estimated annual wages gained of \$2.4 billion. Magill noted that Amazon hired an additional 50,000 people nationwide over six months during the pandemic.

Trustee Zimmermann asked about the jobs gained showing a negative versus positive on the slide.

Magill would have that updated and sent forward to the Board.

Magill described for Leadership the demographic impact of job losses and how some of the student barriers that were already in place prior to the pandemic grew much worse during it. He shared the top three zip codes that incurred the most dropouts and stop-outs.

Dr. Pyeper Wilkins informed the Board that there would be a future presentation with a deeper dive into the student impact. She shared that Dallas College would focus on the opportunities for students to gain jobs in areas of software development, registered nursing, accounting, and auditing. Wilkins said the majority of job creation was north of I-30, which Dallas College would need to address with our community partners.

Dr. Shawnda Floyd thanked everyone for the integrated work and their focus on our classroom and curricular content. She informed the Board that focus will be on health sciences, technology, math, sciences, and engineering.

Floyd discussed that Dallas College is poised to be a national model for the work being done with the corporate partners and community partners. She explained that credit for prior learning experience and life experience will help move students through their pathway and into careers much more quickly. Floyd shared there will be focus on students who speak Spanish as their primary language since our community partners are looking for this.

Trustee Flores was excited about how we are aligning with our community partners and asked about the expected timeline.

Floyd shared that most of this is in development already with the new academic incubator working under Beth Stall. She explained that they are blending the programs from North Lake and El Centro together and that they have just launched Telehealth, as well.

Trustee Flores would like further information for the Board in case they have individuals with an interest for this.

Floyd agreed to share that with the Board and asked the Board to share other ideas about community partners we could work with, as well.

Trustee Boyd asked which department of Dallas College is aggressively calling business partners and asked about their training and credentials.

Chancellor May responded that, during the transformation to Dallas College, this structure was created, and investments are being made in new program development. He went on to describe the new responsibilities of the campus presidents to work with community partners. Chancellor May would like to see 15 to 20 new programs started or updated each year.

Wilkins described the new resources available for the presidents and others in these new teams. She talked about the Workforce and Advancement work on this alongside the Ascend Institute, which will focus on corporate training. Wilkins explained that these new groups are working with employers in setting up apprenticeship and internship opportunities.

Trustee Boyd mentioned that the role of a Trustee is to help educate community partners on what education can offer. He asked for a tool kit for Board members to utilize with community partners and business owners.

Wilkins responded that this tool kit was in the works for the campus presidents, and they could create one for the Trustees as well. She explained innovative ways to promote new programs to students are in the works. Wilkins informed the Trustees that they are looking at legislative sessions and state funding as well. Dallas College will ask for more dollars for education and training for unemployed. She mentioned that the 25- to 34-year-old students are the ones lost during the pandemic that will be targeted in this work. Dr. Joseph is partnering on this, as well.

Committee Chair Ritter thanked everyone for their work on this. Wilkins explained that they began with the hospitality industry because it was hit so hard during the pandemic and impacted our students.

Trustee Flores asked how Dallas College is staying ahead of the trends.

Wilkins introduced Vice Provost Mike Walker who is over the School of Business Hospitality and Global Trade.

Magill shared that people of color make up most of the accommodation and food service workers. He explained that by looking at Dallas College through an equity lens with Labor Market Intelligence (LMI). Magill pointed out the major job losses have impacted people of color and this equity issue was compounded by the fact that people of color make up 55% of the industry. He mentioned that 70% of management positions are held by white individuals and that is what needs to change by taking a focused and specific approach and offering imbedded industry-based stackable certificates in the culinary program.

Walker discussed how the hospitality program can respond to these issues by further strategizing and changing our curriculum to create new short-term certificates to meet the needs of the employers. He talked about the urgency of the situation and the immediate need to visit with the National Restaurant Association, Texas Restaurant Association, and other industry partners. Walker would like to learn about their job postings and what skills their employees need to have and then ask them for a commitment to hire our students based on these certificates that are stackable and lead to a degree.

Magill talked about using the LMI center and existing tools to create new initiatives to ensure the skills are relevant to employers and that our students have these skills when they complete the Dallas College program.

Trustee Flores thanked everyone for the recommendations and asked if capacity is why we are graduating so few from our culinary program.

Wilkins responded that we are at a capacity at El Centro. She discussed the new expansion and how two months in, COVID shut us down. Wilkins explained that, another reason for the graduation number being low, is that students come in and take a course or two and then to get a job. Walker and Magill are working on how to create the certificates and help the students increase wages as they move through the program.

Trustee Flores asked if a specific metric could be created, and if so, what would be the outcome.

Wilkins stated that Magill is working to see what the path needs to be going forward.

Committee Chair Ritter talked about how the job postings are not an industry code and some positions have conflicting skill requirements. He talked about the geographical locations for South Dallas, Duncanville, and Oak Cliff.

Magill discussed the consistency needed and why talking with industry partners is so important in building and verifying the data, while updating the skills and programs for Dallas College students.

Trustee Flores asked if we have micro-certificates built in for specific courses like cake decorating or pastry sets.

Walker said there are fast skill sets that students can learn to get to work more quickly.

Trustee Flores was excited it was an earned certificate.

Committee Chair Ritter verified with Walker that these were competency-based certificates.

Trustee Boyd talked about the importance relations with the people posting the jobs and he encouraged helping employers to set criteria for their employees to attain. He would like Dallas College to have that as a focus.

Committee Chair Ritter asked when Bits and Bites is coming back.

Wilkins answered it would be back in Spring 2022.

2. Industry Sector Update: Accommodation and Food Services
Presenters: Ben Magill, Mike Walker, Craig Davis (Visit Dallas)

Ben Magill introduced Craig Davis, President and CEO at VisitDallas. Magill shared industry details prepandemic from DFW, Texas, and the United States. He talked about the future of the industry and the expectation to grow.

Davis presented how to bring Dallas to the world and the world to Dallas. He discussed some of the youth and amateur sporting events that are coming to Dallas. Davis shared that, prior to COVID, the hotels were at 70% occupancy in January/February 2020. That percentage dropped to single digits with some hotels closing and most losing employees. Davis mentioned there was a loss of 2 million room nights, as well as millions of dollars in revenue. Davis explained this happened with restaurants as well.

Davis discussed that people of color are the majority (55%) of the accommodation and food services workforce, and therefore the most impacted during the pandemic, with 70% of management positions being held by white workers. Davis shared that, in terms of tourism economics, COVID is nine times worse than 9/11 and 2008 put together. He said that small businesses were most impacted, including transportation, restaurants, venues, AV, caterers, and retail.

Davis encouraged the Board that the industry is coming back and that, in the last 30 days there has been a transformation for travel since Spring Break with hotels up to 80% on Fridays and Saturdays. He shared that, in the last couple of weeks, hotels hit record highs. A VisitDallas survey showed 88% of people surveyed had plans to travel in the next six months, but expect safety protocols, masks, and social distancing to still to be in place. Davis speculates a bright future with convention season in the fall and expects full recovery by 2025.

Committee Chair Ritter thanked Craig Davis for presenting and welcomed him to Dallas. Committee Chair Ritter asked what top events he was chasing that the Board might be able to help him with.

Davis answered there are some things in the Northeast that need a place to go. He shared that the Soccer World Cup looks solid for 2026 and they are looking forward to updating the convention center soon.

Trustee Boyd asked about the softball events.

Davis responded they are aggressively going after everything for Dallas right now, especially youth events.

Committee Chair Ritter invited Craig Davis to join in the next Bits and Bites hosted by the Culinary Arts at the arboretum. There was a quick break from 3:03 to 3:15 p.m. and Perla Molina did a second quorum check for the second half of the meeting.

5. Items for Review

A. Committee Notes

- 1). Education Workforce Committee Notes for March 2, 2021
Notes were reviewed and no edits were made.

6. Executive Session

None.

7. Adjournment was at 4:08 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.



2019 DALLAS COLLEGE BOND PROGRAM MONTHLY STATUS REPORT

(Information through March 31, 2021) **April 2021**



Program Description

The Bond Team is providing Program Management Services inclusive of planning, design coordination, budget and cost control, program scheduling, construction and oversight for Dallas College’s 2019 Bond Capital Improvement Program. Phase 1 of the 2019 Bond Capital Improvement Program includes ten major projects on six campuses.

Bond Program Summary – Scope of Work

Phase 1 2019 Bond Program Projects	Bond Funds	Other Funds
Brookhaven Campus – ECC New & Reno construction, & Campus Renovation Building S & J-122	\$ 31,100,000	\$ -
Cedar Valley Campus – HVAC Commercial Lab	\$ 4,200,000	\$ -
Cedar Valley Campus – Early College Center Academic Building	\$ 25,700,000	\$ -
Cedar Valley Campus – One Stop Shop Renovation	\$ 6,000,000	\$ -
Eastfield Campus – Student Success Center + Academic Building	\$ 62,400,000	\$ -
El Centro West – Renovation for ECC Student Space	\$ 4,000,000	\$ 2,500,000
Mountain View Campus – Early College Center Building	\$ 24,300,000	\$ -
Mountain View Campus – Nursing & Allied Health Building	\$ 13,648,000	\$ -
Mountain View Campus – Welcome Center (prototype)	\$ 6,000,000	\$ -
Richland College – ECC & School of Business	\$ 52,900,000	\$ -
2019 Bond Capital Improvement Program Total	\$ 237,200,000	\$ 2,500,000

Budget Changes

As indicated above, Dallas College supplemented funds for the El Centro West – Renovation for ECHS Student Space. The Bond Team will manage the additional funds to maximize the effectiveness of those dollars in a cohesive plan for the El Centro West Campus. To date, \$1,479,694 of the \$2.5m has been transferred to the Bond Team to manage for the El Centro West Project.

Program Status

Currently, the below six projects are in various stages of design. The Bond Team and our Project Teams are working successfully through design and pre-construction services. Pre-development meetings have been held with all authorities having jurisdiction over the Projects. The development of the Facility Design and Construction Standards are complete. This is a living document that is continuously updated throughout the Bond Program. For an economy of scale, the Bond Team with Dallas College prepared the Furniture, Fixtures and Equipment RFQ; RFQ is currently bidding. The Bond Team continues to work and build a strong rapport with Dallas College’s numerous campuses and departments.

- 1) Brookhaven Campus – ESHS New & Reno construction, & Campus Renovation Building S & J-122

2) Cedar Valley Campus – Early College High School Academic Building

3) Eastfield Campus – Student Success Center + Academic Building
- 4) Mountain View Campus – Early College High School Building

5) Mountain View Campus – Nursing & Allied Health Building

6) Richland College – ECHS Workforce East Building

The following projects have completed design, received permits and awarded Contractor’s through the Request For Competitive Sealed Proposals (RFCSP) process. ECC West is in midway through Construction. CVC HVAC is in the final stages of construction.

- 7) El Centro West – Renovation for ECHS Student Space
- 8) Cedar Valley Campus – HVAC Commercial Lab

The below projects will be Request For Competitive Sealed Proposals (RFCSP) method of construction. Request For Competitive Sealed Proposals (RFCSP) is being prepared for an April post date with a May deadline.

- 7) El Centro West – Renovation for ECHS Student Space
- 8) Cedar Valley Campus – HVAC Commercial Lab

Schedule

Q3 2023 is the anticipated construction completion date for Phase 1 2019 Bond Capital Improvement Program. Q3 2023 extends the original finish date of Phase 1. CBRE is currently working with Dallas College to officially extend Phase 1 completion date.

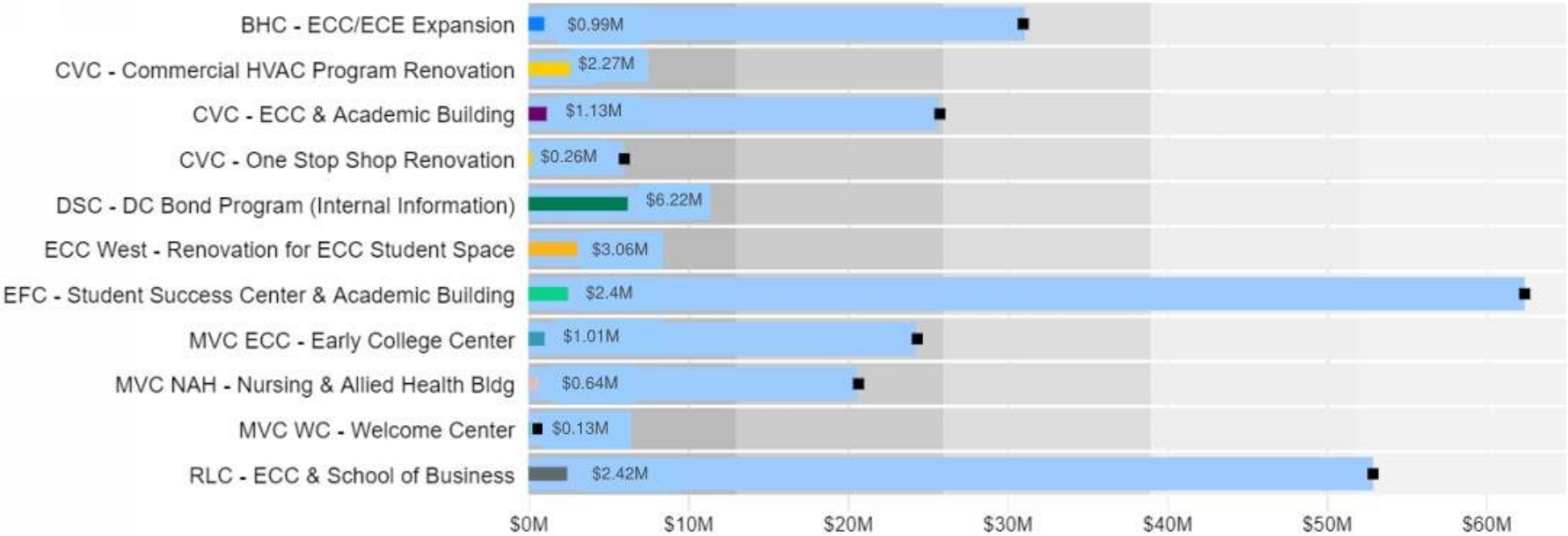
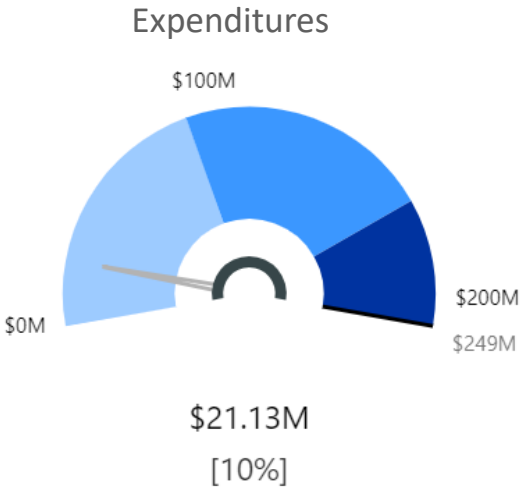
DALLAS COLLEGE 2019 BOND PROGRAM - PHASE 1

Month of: April 2021

- Project Name
- ☐ BHC - ECC/ECE Expansion
 - ☐ CVC - Commercial HVAC Program Renovation
 - ☐ CVC - ECC & Academic Building
 - ☐ CVC - One Stop Shop Renovation
 - ☐ DSC - DC Bond Program (Internal Information)
 - ☐ ECC West - Renovation for ECC Student Space
 - ☐ EFC - Student Success Center & Academic Building
 - ☐ MVC ECC - Early College Center
 - ☐ MVC NAH - Nursing & Allied Health Bldg
 - ☐ MVC WC - Welcome Center
 - ☐ RLC - ECC & School of Business

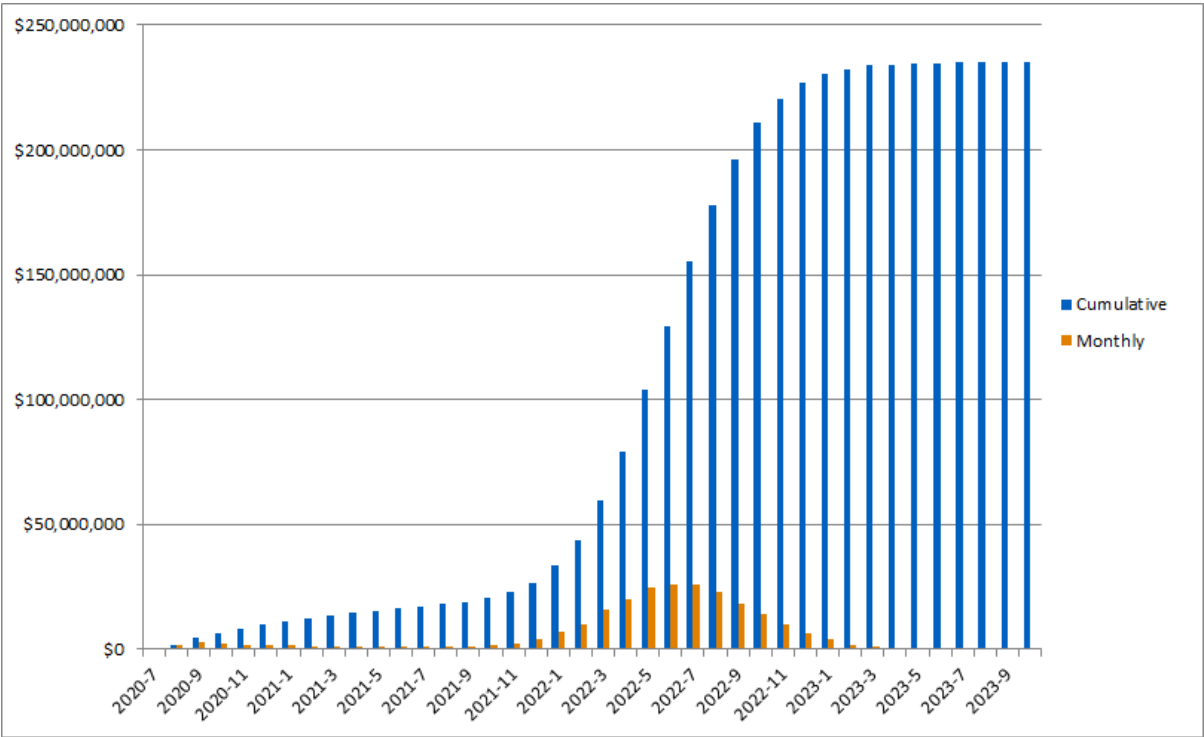
# of Projects						
Project Type / Phase	Design	Planning	Procurement	Total		
				2	\$249.5M	\$0.29M
					Current Budget	Forecasted (Over)/Under
New	3	4		7		
Renovation	1		2	3	\$43.9M	\$21.1M
Total	4	4	2	12	Current Commitments	Expenditures

Financials Summary

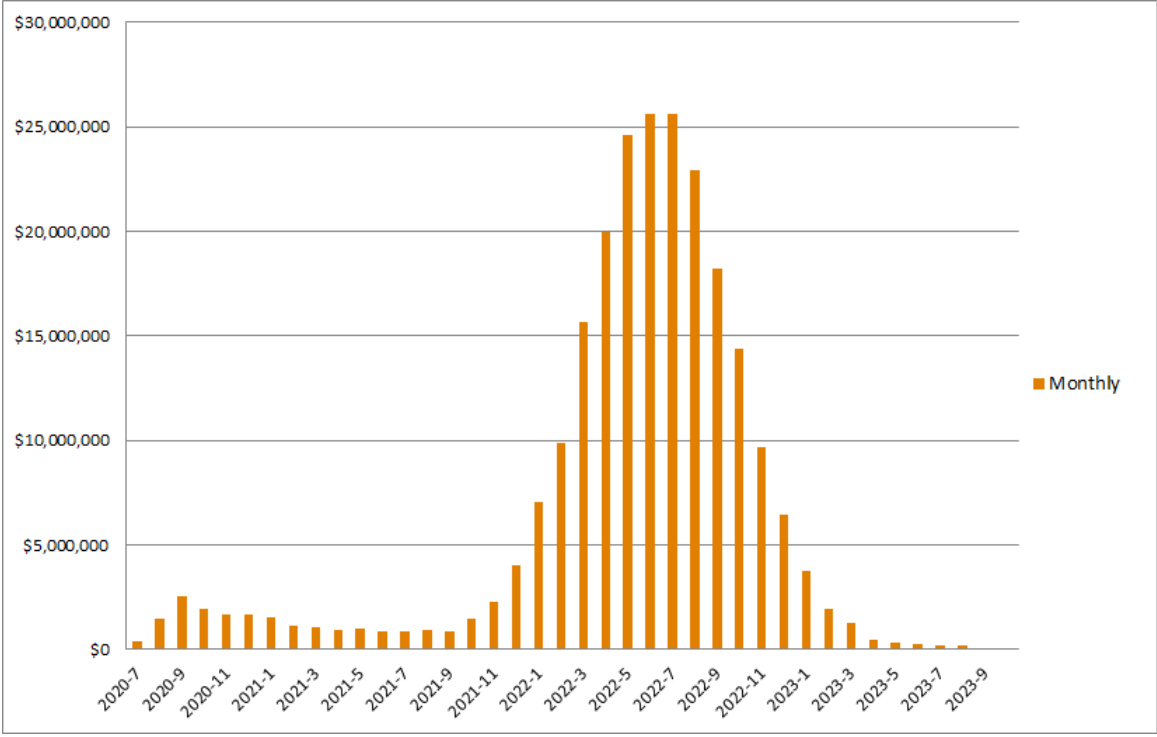




Cumulative Project Costs - Dallas College Bond Program
Phase 1



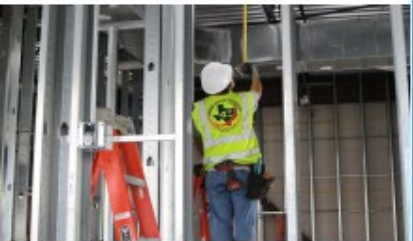
Monthly Project Costs - Dallas College Bond Program
Phase 1





M/WBE Contracts	
Total M/WBE Contract Dollars Awarded	\$ 14,630,973
Total M/WBE Contracts Awarded Percentage	46.43%
Total Number of Contracts (Prime/Subconsultant/Subcontractor)	110

M/WBE Payments through March 31, 2021	
Total Dollars Paid to M/WBE Firms	\$ 5,777,958
Total Percentage Paid to M/WBE Firms	41%



Categories	Prime Contracts Awarded	M/WBE Contracts Awarded	M/WBE Contract % Achieved	M/WBE Primes 2nd Tier Subconsultants Subcontractors Contracts	Total Contracts Including Subcontractors	M/WBE Contracts
Program Management	\$ 10,543,428	\$ 4,048,465	38.40%	N/A	7	5
Architectural & Engineering	\$ 13,961,957	\$ 6,350,235	45.48%	\$ 1,015,192	46	39
General Contracting	\$ 7,007,119	\$ 4,232,273	60.40%	\$ 1,633,596	23	22
Other Services					34	
TOTAL	\$ 31,512,505	\$ 14,630,973	46.43%	\$ 2,648,788	110	66

Categories	Payments to Primes	Payments to M/WBE	M/WBE Payment % Achieved	M/WBE Primes 2nd Tier Subconsultants Subcontractors Payments	% of Awarded Dollars Paid to Date
Program Management	\$ 5,812,508	\$ 1,650,647	28.40%	N/A	55%
Architectural & Engineering	\$ 4,338,543	\$ 1,254,039	28.90%	\$ 97,515	31%
General Contracting	\$ 3,831,544	\$ 2,873,272	74.99%	\$ 1,503,465	55%
Other Services			0%		0%
TOTAL	\$ 13,982,596	\$ 5,777,958	41.32%	\$ 1,600,980	44%



April 2021 / PROJECT UPDATES



NORTH LAKE CAMPUS CONSTRUCTION SCIENCES BUILDING



PROJECT:	NLC Construction Sciences Building
LOCATION:	101 South Royal Lane, Coppell, TX
ARCHITECT/ENGINEER:	BECK
GENERAL CONTRACTOR:	JOERIS
CONSTRUCTION COST:	\$25,500,000.00
CONSTRUCTION START DATE:	02.26.20

PROJECT STATUS:

- **Construction is 69% complete.**
- Joeris is enforcing social distancing and all onsite are required to wear masks.
- Interior wall framing, rough in for electrical and plumbing ongoing, ductwork installation, fire sprinkler piping is ongoing.
- Window frame installation ongoing on Areas A,B,D,E.
- Glazing installation has started in Areas A,B,D,E.
- Monumental stair installation in Area E is ongoing.
- Area C block wall installation in progress.
- Tape, bed, painting in progress in all areas.
- Ceiling grid installation and gyp bd ceiling installation in progress.
- Mock-up testing completed.
- Cable tray installation and cable pulling ongoing.
- Restroom plumbing and sink supports installation ongoing.
- Exterior signage approved by DC and in pricing by Joeris.
- Furniture and equipment move-in coordination is ongoing.
- Courtyard work in progress.
- Substantial Completion 6.04.21. Currently (42) weather days total.



NORTH LAKE CAMPUS CONSTRUCTION SCIENCES BUILDING

PROJECT BUDGET UPDATE: 04/19/21

❖ Project Budget -	\$50,000,000.00
❖ Construction Cost -	\$ 25,500,000.00
❖ Change Orders -	\$ 327,840.00
❖ Contract Sum to Date -	\$ 25,827,840.00
❖ Balance to Finish -	\$ 7,115,472.45
❖ Total A/E PM Fees -	\$ 4,716,275.00
❖ A/E PM Fees To Date -	\$ 3,738,906.63
❖ Balance to Finish -	\$ 977,368.37
❖ FF&E (Total To Date) -	\$ 3,140,878.01
❖ Total Project Cost To Date -	\$ 33,684,993.01

PROJECT MILESTONES:

❖ Construction Start Date –	February 26, 2020
❖ Topping Out -	February 11, 2021
❖ RTUs Start Up -	February 18, 2021
❖ Building Dry In -	May 21, 2021
❖ Commissioning of Systems –	May 21-27, 2021
❖ Certificate of Occupancy -	June 21, 2021
❖ HVAC Testing Adjusting Balancing –	May 28-June 3, 2021
❖ Substantial Completion -	June 4, 2021 *





Report Period Invoiced	Invoiced to Date
\$ 1,841,859.00	\$19,697,229.00

HUB Participation %	
25.92%	28.48%

INFORMATIVE REPORT NO. 8.3.

Current Funds Operating Budget Report for March 2021

The Chancellor presents the report of the current funds operating budget for review for the period ending March 31, 2021.

Revenues

Taxes for Current Operations reflects a higher percentage due to more tax collections.

Transfers-In from Other Funds is higher due to \$26M Carry Forwards, \$20M Facilities Improvement Plan, and \$6M Other Capital Projects transfers.

Expenses

Overall, Expenses are tracking well in keeping with expenditures at this point of the fiscal year. *Purchased Services* reflects a higher percentage due to IncludED commitment with Follett Higher Education Group and consulting fees for One College.

2020-21 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date March 31, 2021

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES				
State Appropriations	\$ 89,770,455	\$ 89,770,455	\$ 49,673,019	55.3%
Tuition	131,645,599	131,645,599	113,124,913	85.9%
Less: Waivers & Discounts	(26,119,900)	(26,119,900)	(14,056,324)	53.8%
Less: TPEG Set Aside	(6,913,352)	(6,913,352)	(4,034,910)	58.4%
Total Net Tuition	98,612,347	98,612,347	95,033,679	96.4%
Taxes	275,912,917	275,912,917	296,440,007	107.4%
Federal Grants & Contracts (Work Study)	1,145,477	1,145,477	316,613	27.6%
Investment Income	2,000,000	2,000,000	383,687	19.2%
General Revenue	1,660,546	1,660,546	930,484	56.0%
Subtotal Revenue	469,101,742	469,101,742	442,777,489	94.4%
Transfers-In From Other Funds	52,667,868	54,737,198	n/a	n/a
Capital Budget Projects	52,667,868	54,737,198	n/a	n/a
TOTAL REVENUE	521,769,610	523,838,940	442,777,489	84.5%

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
EXPENSES				
Salaries & Wages	\$ 301,268,876	\$ 304,272,852	\$ 169,677,804	55.8%
Staff Benefits	37,679,217	37,712,217	21,191,248	56.2%
Purchased Services	31,635,070	53,418,672	51,325,918	96.1%
Operating Expenses	71,154,586	57,306,658	30,384,390	53.0%
Supplies & Equipment	44,141,664	35,238,344	24,810,019	70.4%
Provisions (See Summary Below)	3,000,000	3,000,000	n/a	n/a
Subtotal Expenses	488,879,413	490,948,743	297,389,379	60.6%
Transfers to Other Funds:				
Institutional Matching - Contracts/Grants	3,000,000	3,000,000	1,021,384	34.0%
Auxiliary Fund	9,890,197	9,890,197	9,890,197	100.0%
Capital Budget	20,000,000	20,000,000	n/a	n/a
TOTAL EXPENSES	521,769,610	523,838,940	308,300,960	58.9%

	Approved	Allocated Budget	Adjustments	Current Unallocated
PROVISIONS SUMMARY:				
Diversity Training	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
Professional Development	1,500,000	-	-	1,500,000
TOTAL PROVISIONS	3,000,000	-	-	3,000,000

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Pools & Banks	\$291,233,739	\$ (54,284,419)	\$ 236,949,319	\$ (70,625,715)
Commerical Paper	59,974,928	2,112	59,977,041	29,692,128
Total Cash	\$351,208,667	(54,282,307)	296,926,360	(40,933,587)

2019-20 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date - 58.3% of Fiscal Year Elapsed

UNRESTRICTED FUND

REVENUES

	March 31, 2021			March 31, 2020		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 89,770,455	\$ 49,673,019	55.3%	\$ 94,495,215	\$ 49,722,444	52.6%
Tuition	131,645,599	\$ 113,124,913	85.9%	135,475,137	108,037,907	79.7%
Less: Waivers & Discounts	(26,119,900)	\$ (14,056,324)	53.8%	(21,904,878)	(13,164,674)	60.1%
Less: TPEG Set Aside	(6,913,352)	\$ (4,034,910)	58.4%	(6,897,912)	(5,191,453)	75.3%
Total Net Tuition	98,612,347	95,033,679	96.4%	106,672,347	89,681,780	84.1%
Taxes for Current Operations	275,912,917	296,440,007	107.4%	278,882,917	277,633,048	99.6%
Work Study	1,145,477	316,613	27.6%	1,145,477	904,744	79.0%
Investment Income	2,000,000	383,687	19.2%	3,900,000	3,995,171	102.4%
General Revenue	1,660,546	930,484	56.0%	2,057,328	1,317,130	64.0%
SUBTOTAL	469,101,742	442,777,489	94.4%	487,153,284	423,254,317	86.9%
Transfers-In From Other Funds	54,737,198	n/a	n/a	8,341,412	n/a	n/a
TOTAL REVENUES	523,838,940	442,777,489	84.5%	537,655,101	423,254,317	78.7%

EXPENSES

	March 31, 2021			March 31, 2020		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 304,272,852	\$ 169,677,804	55.8%	\$ 301,066,619	\$ 177,884,747	59.1%
Staff Benefits	37,712,217	21,191,248	56.2%	36,546,455	21,143,903	57.9%
Purchased Services	53,418,672	51,325,918	96.1%	46,903,966	31,434,114	67.0%
Operating Expenses	57,306,658	30,384,390	53.0%	66,721,163	37,018,714	55.5%
Supplies & Equipment	35,238,344	24,810,019	70.4%	59,333,743	32,509,931	54.8%
Provisions (See Summary Below)	3,000,000	n/a	0.0%	6,554,900	n/a	0.0%
Subtotal Expenses	490,948,743	297,389,379	60.6%	517,126,846	299,991,409	58.0%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	3,000,000	1,021,384	n/a	877,675	1,105,170	n/a
Auxiliary Fund	9,890,197	9,890,197	100.0%	9,924,404	9,924,404	100.0%
Capital Budget	20,000,000	n/a	n/a	9,726,176	9,726,176	100.0%
TOTAL EXPENSES	523,838,940	308,300,960	58.9%	537,655,101	320,747,159	59.7%

Provision Summary

	Approved	Year-to-Date Allocation	Balance	Approved	Year-to-Date Allocation	Balance
	\$ 3,000,000	-	3,000,000	\$ 50,920,405	(42,160,405)	8,760,000

INFORMATIVE REPORT NO. 8.4.

Notice of Grant Awards (May 2021)

The Notice of Grants Awards report reflects alignment with current Dallas College Strategic Priorities. The report references the following seven priorities:

1. Meet the goals of 60x30TX
2. Impact Income Disparity throughout our community
3. Streamline and Support Navigation to and Through Our College and Beyond
4. Strengthen the Career Connected Learner Network and Implement the Student-Centric One College Organization
5. Foster an Equitable, Diverse and Inclusive Environment for Employees and Students
6. Re-design Professional Development to Create a Diverse and Inclusive High Performing Work and Learning Environment
7. Serve as the Primary Provider in the Talent Supply Chain Throughout the Region

Funding agencies define fiscal years for each grant, which often do not align with Dallas College's fiscal year. Dallas College administers grants in accordance with requirements of the funding agency and its own policies and procedures. This report is for informative purposes only.

RECIPIENT

Dallas College - Solutions Development

PURPOSE

The purpose of this funding opportunity is to encourage Dallas College (DC) to expand Registered Apprenticeship Programs (RAPs) in the state of Texas. These funds will be used to support Apprenticeship expansion efforts to increase the number of new Apprentices in RAPs, increase the diversity and expansion of Apprenticeship opportunities in industries, and increase capacity to develop and oversee Apprenticeship programs statewide. It will create opportunities for underrepresented populations statewide. These funds will enable DC to expand at least five (5) existing RAPs.

<u>PRIORITY</u>	<u>FUNDING SOURCE</u>	<u>STUDENTS SERVED</u>	<u>AMOUNT</u>	<u>TERM</u>
1,2,6,7	Texas Workforce Commission	250	\$500,000	4/1/2021 - 9/30/2022

RECIPIENT

Dallas College – Career Connected Learning

To provide support as the Local Education Agency (LEA) to apprenticeship programs which supplies technical training based upon regulatory guidelines under Chapter 133 funding. This job-related instruction for eligible Registered Apprenticeship Training Programs in theoretical or technical subjects, prepares individuals for occupations in skilled trades and other occupations during the training period approved by the Department of Labor (DOL).

<u>PRIORITY</u>	<u>FUNDING SOURCE</u>	<u>STUDENTS SERVED</u>	<u>AMOUNT</u>	<u>TERM</u>
7	Texas Workforce Commission	772	\$104,998	9/1/2020 - 8/31/2021

RECIPIENT

Dallas College - Academic Services

PURPOSE

The purpose of the Perkins Basic grant is to improve career and technical education programs (CTE) while also addressing achievement gaps among special populations of students. The \$279,692 increase to the 2020-21 Perkins Basic Grant award is the result of a TEA budget reallocation.

<u>PRIORITY</u>	<u>FUNDING SOURCE</u>	<u>STUDENTS SERVED</u>	<u>AMOUNT</u>	<u>TERM</u>
1	Texas Higher Education Coordinating Board	17,000+	\$279,692	9/1/2020 - 8/31/2021

Grant Awards Reported in Fiscal Year 2020-2021

September 2020	\$196,244
October 2020	\$6,206,781
November 2020	\$2,136,202
December 2020	\$3,651,903
January 2021	-
February 2021	\$2,151,631
March 2021	\$11,075,000
April 2021	\$1,583,509
May 2021	\$884,690
June 2021	
July 2021	
August 2021	
Total to Date	\$27,885,960

INFORMATIVE REPORT NO. 8.5.

Monthly Award and Change Order Summary

Listed below are the awards and change orders approved by the Chief Financial Officer in March 2021.

CHANGE ORDERS

EYP, Inc.		Dental Clinic – Paramount Building
Purchase Order No. B38601		Change Order No. 1
<u>Scope</u>		
A/E services to relocate the Dental Clinic from 1250 W. Mockingbird Lane to the vacant 5th floor of the Paramount Building at 301 N. Market Street.		
<u>Change</u>		
This additional service adds structural engineering review for the Paramount Building.		
	Original Contract Amount	\$378,000
	Change Order Limit/Contingency	\$0
	Prior Change Order Total Amounts	\$0
	Net Change	\$8,000
	Revised Contract Amount	\$386,000

Acumen Enterprises, Inc. – Bid #2020- 52		IT Closet Upgrades – NLC
Purchase Order No. B37515		Change Order No. 8
<u>Scope</u>		
IT Closet Upgrades at North Lake Campus.		
<u>Change</u>		
This change order adds price increase for the HVAC system, hallway fur out to conceal conduit, and (2) pathway conduits. The contract schedule will increase by 9 days.		
	Original Contract Amount	\$4,799,000
	Change Order Limit/Contingency	\$719,850
	Prior Change Order Total Amounts	\$307,101
	Net Change	\$5,465
	Revised Contract Amount	\$5,111,566

Acumen Enterprises, Inc. – Bid #2020- 52 IT Closet Upgrades – NLC

Purchase Order No. B37515

Change Order No. 9

Scope

IT Closet Upgrades at North Lake Campus.

Change

This change order adds 2 floor cores with speed sleeves and drywall fur out to conceal conduit.

Original Contract Amount	\$4,799,000
Change Order Limit/Contingency	\$719,850
Prior Change Order Total Amounts	\$312,565
Net Change	\$2,685
Revised Contract Amount	\$5,114,250

The Christman Company – Bid #RFCSP 2020-47 Early College High School Atrium – ECC

Purchase Order No. B37630

Change Order No. 2

Scope

Construction services for Early College High School Atrium at West Dallas Center (formerly El Centro College West Campus).

Change

This change order includes additional concrete to fill subsurface voids, relocation of pier spoils, door hardware, additional steel to support building connection/design, replacement of exterior metal panels, and a credit for restroom tiles layout changes.

Original Contract Amount	\$4,356,147
Change Order Limit/Contingency	\$653,422
Prior Change Order Total Amounts	\$197,465
Net Change	\$135,309
Revised Contract Amount	\$4,688,921

Mart Inc. – Bid #RFBC 2019-13	IT Closet Upgrades – MVC
Purchase Order No. B37261	Change Order No. 11
<u>Scope</u>	
IT Closet Upgrades at Mountain View Campus.	
<u>Change</u>	
This change order deducts decommissioning of cabling.	
Original Contract Amount	\$6,774,000
Change Order Limit/Contingency	\$1,011,600
Prior Change Order Total Amounts	\$221,953
Net Change	-\$108,386
Revised Contract Amount	\$6,887,567

Mart Inc. – Bid #RFBC 2019-13	IT Closet Upgrades – MVC
Purchase Order No. B37261	Change Order No.12
<u>Scope</u>	
IT Closet Upgrades at Mountain View Campus.	
<u>Change</u>	
This change order adds additional electrical work to connect UPS equipment.	
Original Contract Amount	\$6,774,000
Change Order Limit/Contingency	\$1,011,600
Prior Change Order Total Amounts	\$113,567
Net Change	\$824
Revised Contract Amount	\$6,888,391

Mart Inc. – Bid #RFBC 2019-13	IT Closet Upgrades – MVC
Purchase Order No. B37261	Change Order No. 13
<u>Scope</u>	
IT Closet Upgrades at Mountain View Campus.	
<u>Change</u>	
This change deducts decommissioning of cabling.	
Original Contract Amount	\$6,774,000
Change Order Limit/Contingency	\$1,011,600
Prior Change Order Total Amounts	\$114,391
Net Change	-\$9,781
Revised Contract Amount	\$6,878,610

Mart, Inc. – Bid #RFBC 2019-16		IT Closet Upgrades – CVC
Purchase Order No.	B37290	Change Order No. 12
<u>Scope</u>		
IT Closet Upgrades at Cedar Valley Campus.		
<u>Change</u>		
This change order deducts costs for security cabling conduit and decommissioning/demolition. It also deducts unneeded riser, adds Projectmates reimbursement, and decreases contract time by 70 days.		
	Original Contract Amount	\$7,119,379
	Change Order Limit/Contingency	\$1,067,907
	Prior Change Order Total Amounts	\$329,238
	Net Change	-\$200,884
	Revised Contract Amount	\$7,247,733

Phillips May Corporation – Bid #RFCSP		HVAC Renovation – CVC
2020-46		
Purchase Order No.	B37551	Change Order No. 4
<u>Scope</u>		
Commercial HVAC Center of Excellence Renovation at Cedar Valley Campus.		
<u>Change</u>		
This change order adds a hand-wash sink, photovoltaic circuit solar panels for the mobile training units, updating existing exhaust flue and additional power for VRT screens.		
	Original Contract Amount	\$2,157,333
	Change Order Limit/Contingency	\$323,600
	Prior Change Order Total Amounts	\$113,888
	Net Change	\$46,977
	Revised Contract Amount	\$2,318,198

Tegrity Contractors Inc. – Bid# RFBC 2020-54 IT Closet Upgrades – BHC

Purchase Order No. B38291 Change Order No. 2

Scope

IT Closet Upgrades at Brookhaven Campus.

Change

This change order adds raceways/boxes for access control card readers, compatible door locksets, drywall ceilings, levels floors, reimburses for Projectmates, and extends contract by 5 days.

Original Contract Amount	\$3,597,777
Change Order Limit/Contingency	\$539,667
Prior Change Order Total Amounts	\$22,499
Net Change	\$17,258
Revised Contract Amount	\$3,637,534

Vantage Environmental Services, LP Asbestos/Environmental Testing – ECC

Purchase Order No. B36995 Change Order No. 4

Scope

Mold Management Service/Consulting for El Centro Campus Building A.

Change

This change order adds visual inspection and collection & analysis of air samples for molds/fungi in affected areas.

Original Contract Amount	\$86,313
Change Order Limit/Contingency	\$0
Prior Change Order Total Amounts	\$62,000
Net Change	\$14,125
Revised Contract Amount	\$162,438

INFORMATIVE REPORT NO. 8.6.

Dallas College Foundation Report (May 2021)

The Foundation presents the monthly activity report reflecting incoming donations for scholarships, programs and services.

Dallas College Foundation Net Assets

09/01/14 \$40,327,988
09/01/15 \$41,183,692
09/01/16 \$43,049,433
09/01/17 \$52,709,066
09/01/18 \$56,485,722
09/01/19 \$57,812,606
09/01/20 \$64,519,027

Gifts Reported in Fiscal Year 2020-2021

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs & Services</u>	<u>Total</u>
September 2020	\$ 3,222	\$270,900	\$274,122
October 2020	\$ 5,361	\$ 57,658	\$ 63,019
November 2020	\$30,822	\$243,886	\$274,708
December 2020	\$23,434	\$698,995	\$722,429
January 2021	\$95,993	\$ 44,024	\$140,295
February 2021	\$48,008	\$105,673	\$153,681
March 2021	\$38,658	\$ 29,025	\$ 67,683
Total	\$245,498	\$1,450,161	\$1,695,659


ASCEND
INSTITUTE

Date: 23-Apr-21

Workforce & Advancement/Ascend Institute

Detailed Breakdown

(*) Reporting Period: 3/1/21 to 3/31/21

<u>Company</u>	<u>Type of Training</u>	<u>Length of Class</u>	<u>Participants</u>	<u>Revenue</u>
City of Plano	Emotional Intelligence (Grp A)	2	16	\$360.00
City of Plano	Emotional Intelligence (Grp B)	2	10	\$360.00
Contruccion Education Foundation	Industrial (various), Leadership, ESL (29 classes)	varies	275	\$63,683.00
Dallas County	14 Leadership webinars (topics vary)	2-4 hours	148	\$5,440.00
Epiroc	CPR/First Aid/AED (Grp A)	7	5	\$1,080.00
Epiroc	CPR/First Aid/AED (Grp B)	7	7	\$1,080.00
Epiroc	CPR/First Aid/AED (Grp C)	7	3	\$1,080.00
Epiroc	Forklift (Grp B)	7	9	\$1,400.00
Epiroc	Forklift (Grp C)	7	9	\$1,400.00
Epiroc	Forklift (Grp D)	7	8	\$1,400.00
II-VI Marlow	CPR/First Aid/AED	7	4	\$1,080.00
Inogen	Myers-Briggs Type Indicator	4	15	\$1,200.00
KLLM	Co-enrollment in Logistics Training	32-80 hours		\$9,000.00
North Texas Electrical & Joint Apprenticeship Fund	Cable Splicing	63	11	\$1,375.00
North Texas Electrical & Joint Apprenticeship Fund	Plumbing IV	63	12	\$1,440.00
Orora Visual	OSHA 10	10	3	\$1,500.00
Orora Visual	Principles of Lean	12	2	\$1,600.00
The Landon	Emeritus	2.5	16	\$250.00
Total :				\$94,728.00



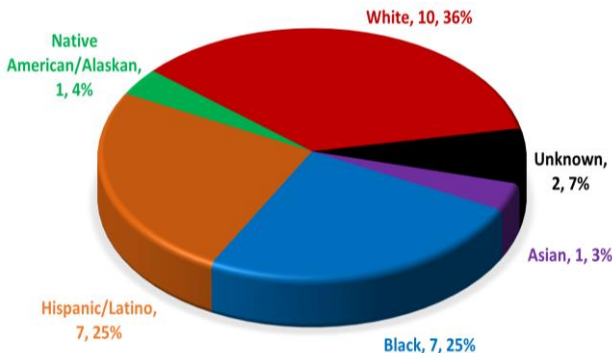
Dallas College Human Capital

New Hire/Position Report March 12, 2021 – April 12, 2021

DIVERSITY PROFILE

The diversity profile represents all full-time employees that were hired, promoted, or placed during the reporting period.

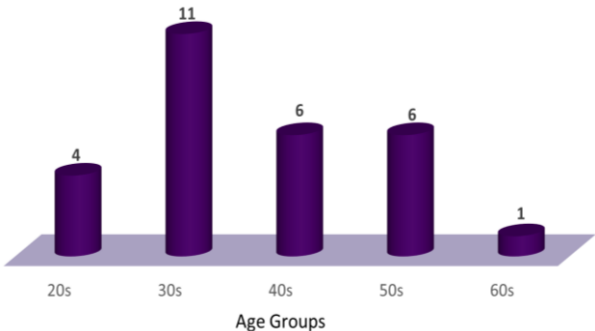
Ethnicity



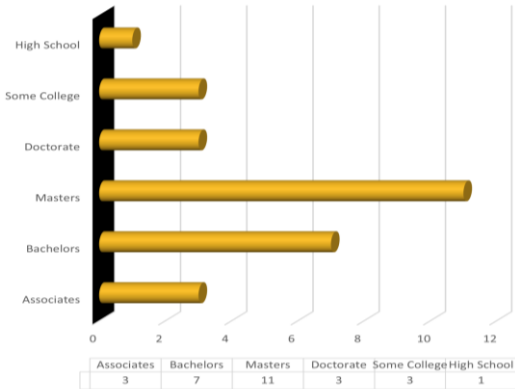
Gender



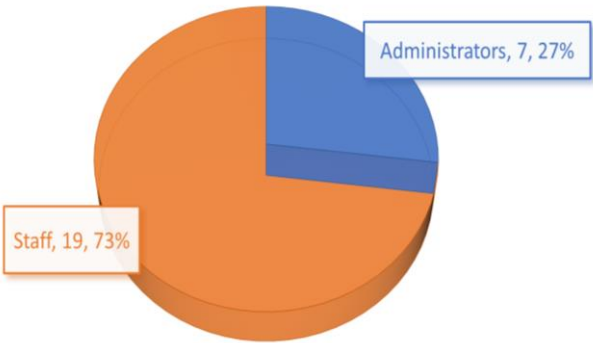
Age



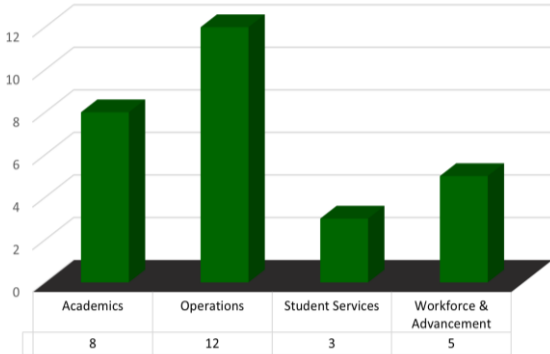
Education



Position Type



Functional Areas





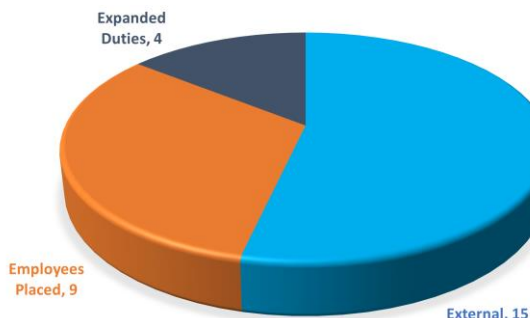
Dallas College Human Capital

New Hire/Position Report March 12, 2021 – April 12, 2021

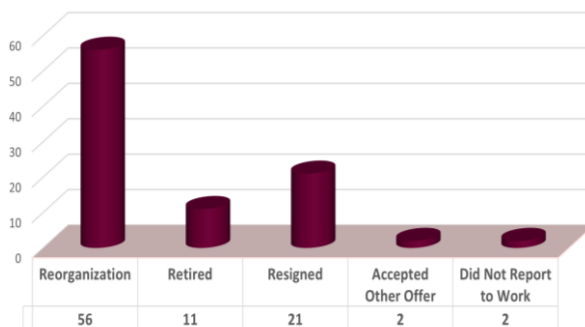
FULL-TIME TERMINATION PROFILE

This profile represents all full-time employees impacted by the Dallas College reorganization or other reasons such as retirement, misconduct, death, etc.

Unifications



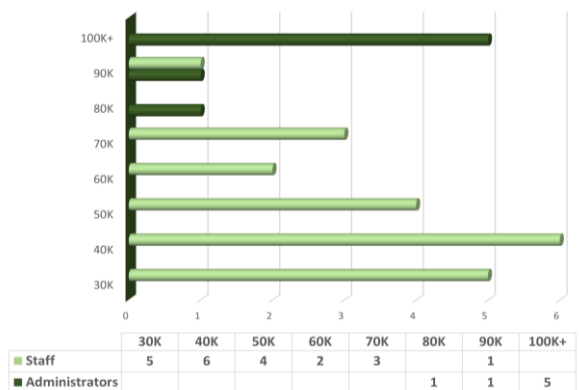
Cause for Termination



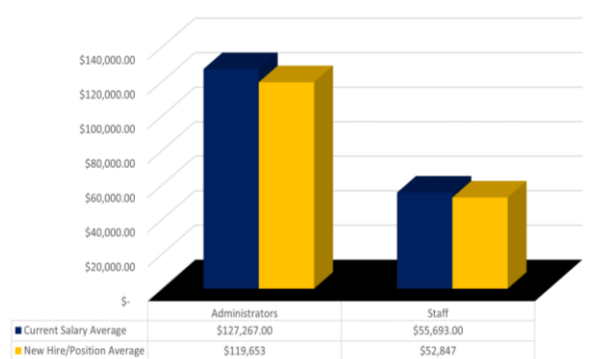
COMPENSATION PROFILE

The graphics represent the salary rates of new and promoted employees as well as a comparative analysis of their salaries and the salaries of current employees.

Salary Ranges by Position Type



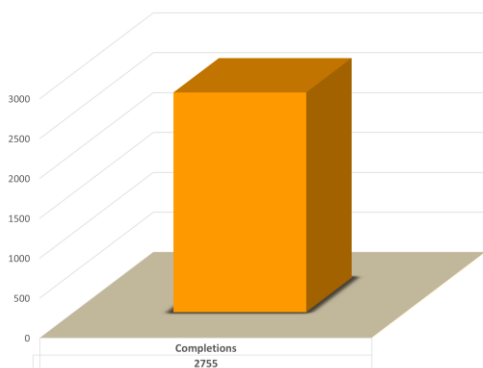
Salary Averages



EMPLOYEE TRAINING PROFILE

The charts below represent Professional Development training sessions tracked through Cornerstone.

Completed Training



Top 5 Completed Training Topics

Title	Count
2020 Kevin Mitnick Security Awareness Training	860
PDD 2021-Navigating Workplace Change: Finding Yourself in the Process	435
PDD 2021-Building Community: How Shared Purpose, Collaboration, and Innovation are Remapping our Journey toward the Greater Good	304
PDD 2021-The Dimensions of Workplace Capital for Career Advancement	280
PDD 2021-Why Dallas College Is Committed to Sustainability and What You Can Do To Help	273