



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, this meeting is being broadcast over the Internet in the manner prescribed by Texas Government Code, §551.128. In accordance with Texas Government Code §551.127 one or more members of the Board of Trustees may participate in the meeting via videoconference in accordance with the provisions thereof.

NOTICE OF REGULAR MEETING OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL

Tuesday, September 13, 2022 | 4:00 PM

Administrative Office

1601 Botham Jean Blvd., Room #007, Dallas, Texas 75215

www.dallascollege.edu/boardmeetingslive

Persons who address the Board are reminded that the Board may not take formal action on matters that are not part of the meeting agenda and may not discuss or deliberate on any topic that is not specifically named in the agenda. For any non-agenda topic introduced during this meeting, there are three (3) permissible responses: 1) to provide a factual answer to a question; 2) to cite specific Board Policy relevant to a topic; or 3) the topic may, at a later date, be placed on a Board Agenda for a subsequent meeting.

Speakers shall direct their presentations to the Board Chair, or the Board, as a whole.

Regular Meeting Agenda

- 1. Roll Call - Announcement of Quorum**
- 2. Certification of Notice Posted for the Meeting**
- 3. Pledges of Allegiance to U.S. and Texas Flags**

Page

4. Public Hearing on Proposed Tax Rate for Fiscal Year 2022-2023

5. Citizens Desiring to Address the Board

6. Special Presentations

- 6.1. PepsiCo Partner and S.M.I.L.E. Student Scholarship Recipient Recognition
- 6.2. Lockheed Martin Partner and Vocational Student Scholarship Recipient Recognition
- 6.3. Recognition of Dallas College Conference Day Committee and Volunteers

7. 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)


- 7.1. Announcements from the Chancellor
- 7.2. Announcements from the Board Chair and/or Trustees

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



9. Consent Agenda

(Consent Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)

- 9.1. Meeting Minutes
 - a. Approval of Regular Meeting Minutes for August 2, 2022 6 - 14
[Regular Meeting Minutes for August 2, 2022](#) 
 - b. Approval of the Work Session Meeting Minutes for August 15 - 20
16, 2022
[Work Session Meeting Minutes for August 16, 2022](#) 
- 9.2. Policy Item
 - a. Approval of Amendments to Policy Related to Assignments, 21 - 22

Work Load, and Schedules - DJ (LOCAL)
[Amendments to Policy Related to Assignments, Work Load,
and Schedules - DJ \(LOCAL\)DJ \(LOCAL\) FlexWork](#) 

10. Individual Items

- 10.1. Finance Item
- a. Adoption of Resolution Levying the Ad Valorem Tax Rate for Tax Year 2022 23 - 25
[Resolution Levying Ad Valorem Tax Rate for Tax Year 2022](#) 
- 10.2. Talent Item
- a. Approval of Warrants of Appointments for Police Officers 26
[Warrants of Appointment for PoliceOfficers_SEPT2022](#) 

11. Informative Reports

- 11.1. Committee Reports
(Committee notes are listed only after they have been reviewed and approved by the committee in question.)
- a. Finance Committee Notes for August 2, 2022 27 - 31
[Finance Committee Notes for August 2, 2022](#) 
- b. Audit Committee Notes for August 2, 2022 32 - 35
[Audit Committee Notes for August 2, 2022](#) 
- 11.2. Current Funds Operating Budget Report (July 2022) 36 - 38
[Current Funds Operating Budget Report \(July 2022\)](#) 
- 11.3. Monthly Award and Change Order Summary (July 2022) 39 - 40
[Monthly Awards & Change Orders \(July 2022\)](#) 
- 11.4. Dallas College Foundation Report (July 2022) 41
[Dallas College Foundation Report \(July 2022\)](#) 
- 11.5. Notice of Grant Awards (September 2022) 42 - 44
[Notice of Grants \(September 2022\)](#) 
- 11.6. CARES Funding Report (August 2022) 45
[CARES Funding Report \(August 2022\)](#) 
- 11.7. Workforce & Advancement Ascend Institute Report (July 2022) 46



- 11.8. Dallas College Human Capital New Hire/Position Report (July 12, 2022 - August 12, 2022) 47 - 49

[Dallas College Human Capital New Hire/Position Report - July 12, 2022 to August 12, 2022](#) 

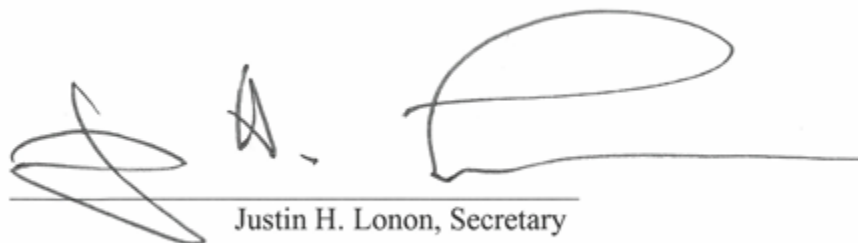
12. Executive Session (if required)

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

13. Adjournment

CERTIFICATION OF NOTICE POSTED FOR THE SEPTEMBER 13, 2022 REGULAR MEETING OF DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF TRUSTEES

I, Justin H. Lonon, Secretary of the Board of Trustees of Dallas College, do certify that a copy of the notice for this meeting was posted on the 9th day of September 2022 in compliance with provisions of the Texas Open Meetings Act.



Justin H. Lonon, Secretary

CONSENT AGENDA NO. 9.1.a.

Approval of Regular Meeting Minutes for August 2, 2022

It is recommended that the Board approve the minutes of the August 2, 2022, Regular Board meeting.

A Regular meeting of the Board of Trustees of Dallas College was held Tuesday, August 2, 2022, beginning at 4:03p.m. and was broadcasted via the streaming link: <https://dcccnew.swagit.com/events/12503>. The meeting was convened by Chair Monica Lira Bravo.

Board Members and Officers Present

Mr. Cliff Boyd
Ms. Monica Lira Bravo (Chair)
Ms. Charletta Rogers Compton
Ms. Diana Flores
Dr. Catalina E. Garcia
Dr. Justin H. Lonon (Secretary and Chancellor)
Mr. Paul Mayer
Mr. Phil Ritter (Vice Chair)

Members Absent

None.

1. **Roll Call - Announcement of Quorum** confirmed by Chair Bravo.
2. **Certification of Notice Posted** confirmed by Chancellor Lonon.
3. **Pledges of Allegiance to U.S. and Texas Flags** were recited.
4. **Public Hearing on Richland Collegiate High School Budget for FY2022-2023**

Chair Bravo stated that in accordance with the Texas Education Code the public hearing on the proposed Richland Collegiate High School budget for the Fiscal Year 2022-2023 was open and being held in person and through Cisco WebEx software application. Members of the public who followed the instructions on the Dallas College Board of Trustees website for registering to speak during the public hearing would have five minutes to speak. At the time, no requests were received from persons wishing to

speak. Since no one confirmed to speak, the public hearing closed.

5. Public Hearing on Dallas College Budget for FY2022-2023

Chair Bravo stated that in accordance with the Texas Education Code the public hearing on the proposed Dallas College budget for the Fiscal Year 2022-2023 was open and held in person and through Cisco WebEx software application. Members of the public who followed the instructions on the Dallas College Board of Trustees website for registering to speak during the public hearing would have five minutes to speak.

Chair Bravo asked Board Relations Executive Perla Molina to confirm that there were no requests for people to speak. Exec.Molina confirmed no requests were received. Chair Bravo stated that since no one requested to speak, the public hearing was closed.

6. Citizens Desiring to Address the Board

None.

7. Chancellor and Board Announcements

1. Announcements from the Chancellor

Chancellor Lonon thanked the Board for their focus on the proposed budget and their support for the recommendations. Chancellor Lonon also said there was so much to be proud of in this budget and how this institution was investing in our students, community, employers and our employees.

Chancellor Lonon next spoke about the recent fires in Balch Springs that damaged 26 homes saying he appreciated Dr. Joseph, Dr. Tealer, and many of the other presidents who banded together to provide support to that community during its time of need.

Chancellor Lonon also remarked that Chief of Staff Juan Garcia was recognized by the Dallas Business Journal as a 40 under 40. The Business Journal considers hundreds of applications and selects 20 women and 20 men to recognize for their leadership and impact in the community.

Next, he announced the impending retirement of Anna Mays, asking Provost Shawnda Floyd to come forward. Chancellor Lonon spoke about Anna's many roles with the college and recalled his time working with her when she transitioned to the administrative office.

He cited the many difficulties of the expansion of dual credit and early college high school and the role Anna Mays played in working with the ISDs to create those opportunities for our students.

Floyd spoke about Mays' contributions by reciting an excerpt from a poem by Walt Wittman, "I sing the body electric." She listed her many attributes thanking her for each one including her dedication and hard work as well as being a teacher to us all.

Anna Mays reviewed her career throughout the Dallas College system and her previous employment with Sinclair Community College. She spoke about the support she received from this Board of Trustees for the dual credit program and the success it has produced. She also thanked the Board for being personally committed to the mission.

Vice Chair Ritter also made remarks regarding Mays and her leadership, recalling an event two months ago at the Communities Foundation of Texas where she led a presentation. Vice Chair Ritter pointed out the challenges with leading and implementing a program inside an organization this large and complex and expressed his personal appreciation as well as that of the community for her leadership.

Chancellor Lonon mentioned Conference Day on August 19, and that he had hoped we would all get to meet face to face. However, due to the increased number of Covid cases in Dallas County, the college decided to offer a hybrid option for employees. He said we would celebrate the work done and kick off the academic year.

2. Announcements from the Board Chair and/or Trustees

Trustee Flores spoke about the alarms during the previous (in-person) Conference Day and the challenges that produced, saying it could have produced a dangerous situation for us. She then asked Chancellor Lonon if the advance team will consider this.

Chancellor Lonon responded that if they have not yet considered that, they will now, acknowledging the challenges that were created.

Chair Bravo stated she had a few announcements first, mentioning that they would be voting on the Dallas College budget shortly, and the Board is glad they can increase the cost-of-living adjustment for employees. She acknowledged that times have been tough over the last year.

Chair Bravo reminded the Board members that they would be back on August 16 for an all-day trustee training.

Chair Bravo thanked Anna Mays for her hard work. She also acknowledged six other employees who were also retiring and their times of service.

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

Vice Chair Ritter reminded the Board of a previously disclosed conflict with 10.1.C saying it would be addressed at 10.1. section of the agenda.

9. Consent Agenda

Chair Bravo asked if any Trustees had a questions about a consent agenda item. Trustee Compton said she had a question about item 9.4.

Chair Bravo stated she would pull 9.4 from the consent agenda and requested a motion to approve consent agenda items 9.1, 9.2, 9.3. Trustee Boyd moved to approve. Trustee Flores seconded the motion. The Board voted unanimously to approve. Motion passed at 4:21 p.m.

Regarding 9.4, Trustee Compton asked if the superintendent of Richland Collegiate High School would be replaced with an executive director pursuant to the Charter. She asked if it was the current Charter or when did it get changed.

Anna Mays answered that it was changed in June of last year when they were discussing a partnership with Richardson I.S.D. There was an analysis of the structure of Richland Collegiate High School and confirmed with the Texas Education Agency (TEA) that instead of a superintendent an executive director could replace that position, and that position was defined as a new position to lead that Charter. She also stated that charters do not require superintendents, they just require an administrator and this is an administrative position.

Trustee Flores asked if the word “superintendent” needs to be changed in the Charter. Anna Mays said it needed to be reported as a change to the TEA as a replacement for the superintendent position. However, she did not believe the wording needed to be changed in the Charter. She told the Board that she would confirm that with our legal counsel.

Vice Chancellor and Legal Counsel Robert Wendland addressed the Board saying we would look at that, but he believed that changes effected with the TEA affect the change to the Charter, so we did not have to have action by this Board to change the Charter. By filing the change with the TEA it will affect the change to our Charter, recalling that we have made changes to the Collegiate High School Charter before by filing a document with the TEA and that effected a change to our Charter.

Chair Bravo asked if there were any more questions regarding item 9.4. No more questions were asked so she asked for a motion to approve item 9.4. Trustee Boyd moved to approve. Trustee Compton seconded the motion. The Board approved unanimously. Motion passed at 4:25 p.m.

1. Meeting Minutes
 - a. Approval of the Special Meeting Minutes for June 7, 2022
 - b. Approval of Regular Meeting Minutes for June 7, 2022
 - Approval of the Special Meeting Minutes for June 28, 2022 (morning session)
 - Approval of the Work Session Minutes for June 28, 2022
 - Approval of the Special Meeting Minutes for June 28, 2022 (afternoon session)
 - Approval of the Work Session Minutes for June 29, 2022
2. Finance Items
 - a. Approval of Fourth Amendment to Lease Agreement with the Ex Dallas, LP also known as Four Seasons Golf & Sports Club
 - b. Adoption of Resolution for Temporary Construction and Permanent Water and Wastewater Easements for the City of Irving at the North Lake Campus
 - c. Adoption of Resolution Reflecting Review of Investment Policy
 - d. Approval of 2022-2023 Brokers-Dealers List
3. Policy Items
 - a. Approval of Amendment to Policies Concerning Federal Revenue Sources – CAAB (LOCAL)
 - Approval of Amendment to Policies Concerning Employment Practices – DC (LOCAL)
4. Richland Collegiate High School Items
 - a. Adoption of Resolution Approving Authorization of an Executive Director for Richland Collegiate High School
 - b. Approval of Richland Collegiate High School 2022-2023 Student Handbook
 - c. Approval of The Texas Education Agency Waivers for Richland Collegiate High School 2022-2023 Staff Development Days

10. **Individual Items**

Chair Bravo asked if there was a motion to approve individual item 1a. Trustee Flores moved to approve. Trustee Boyd seconded the motion. Board voted unanimously and motion passed at 4:26 p.m.

Chair Bravo asked if there was a motion to approve individual item 1b. Trustee Flores moved to approve. Trustee Boyd seconded the motion. Board voted unanimously and motion passed at 4:26 p.m.

Chair Bravo stated that due to a conflict of interest for Trustee Phil Ritter, 1c would need to be split up. Trustee Ritter reminded the Board that he previously disclosed a conflict of interest in regard to matters involving Greenlight, LLC, as a result of his employment with a related entity. In view of the requirements of Chapter 171 of the Texas Local Government Code, and Board Policy DBD (LOCAL) which follows state law, and which require a person considered to have a potential conflict of interest to disclose the conflict before any vote or decision on any matter involving the business entity and abstain from any further participation in the matter, the general counsel recommended voting on the line item for Greenlight, LLC budget item separately from the overall proposed budget so that Trustee Ritter could abstain from participation. Chair Bravo then asked if there was a motion to accept the Dallas College Budget with the exception of the budget item related to GreenLight.

Trustee Boyd moved to approve. Trustee Mayer seconded the motion. Board voted unanimously and motion passed at 4:27 p.m.

Chair Bravo asked for a separate motion to approve just the GreenLight line item, checking with legal counsel to see if that was correct. Legal Counsel Robert Wendland clarified by saying, what the Board is now considering was a motion to approve the single line item related to GreenLight LLC in the proposed budget. Trustee Boyd moved to approve the single line item related to GreenLight LLC. Trustee Mayer seconded the motion. Motion passed with Trustee Ritter abstaining from any participation in the matter as required by Texas law and Board Policy DBD (LOCAL) at 4:29 p.m.

Vice Chair Ritter stated that he had been advised by legal counsel to state for the record his abstention from item 10.1c relating to GreenLight because of a conflict of interest with his employment.

Chair Bravo asked for a motion on item 1d to adopt the resolution approving authorization of the Defeasance of Dallas College Tax Notes, Series 2021.

Trustee Flores moved to approve. Vice Chair Ritter seconded the motion.

Trustee Flores asked for clarification on the term, “Defeasance.”

Legal Counsel Wendland explained that it was a financial term meaning that the college was paying off the bond entirely. The motion passed unanimously at 4:29 p.m.

Chair Bravo asked if we had a motion to approve item 1e, order authorizing the issuance of General Obligation Refunding Bonds, Series 2022. Trustee Boyd moved to approve. Vice Chair Ritter seconded the motion. Motion passed unanimously at 4:30 p.m.

Chair Bravo then addressed item 10.1f, the approval of date to adopt ad valorem tax rate for 2022 tax year, 2023 fiscal year, asking if she could get a trustee to make a motion to propose the tax rate.

Vice Chair Ritter offered to make the proposal stating, “I, Philip Ritter move to propose the maintenance and operation ad valorem rate of .096038 per \$100 of valuation for the 2022 tax year to be adopted at the September 13, 2022, Regular Board of Trustees Meeting after the closing of the public hearing held immediately prior. If adopted as proposed the total ad valorem tax rate for Dallas College will be .115899 per \$100 of valuation”.

Trustee Flores seconded the motion. Chair Bravo then called for a roll call vote for this item saying there are four options to vote: for, against, present and not voting, or absent.

Chair Bravo asked Board Relations Exec. Molina to take the vote.

All Board members voted “for,” and motion passed at 4:33 p.m.

1. Finance Items

- a. Approval of Revised Budget for Richland Collegiate High School (RCHS) for FY2021-2022
- b. Adoption of Resolution Approving the Richland Collegiate High School (RCHS) Budget for FY2022-2023
- c. Adoption of Resolution Approving the Dallas College Budget FY2022-23

- d. Adoption of Resolution Approving Authorization of the Defeasance of Dallas College Tax Notes, Series 2021
- e. Approval of Order Authorizing the Issuance of General Obligation Refunding Bonds, Series 2022; Delegating the Sale of the Bonds to the Designated Financial Officer Named in this Order; Establishing Parameters Regarding the Sale of the Bonds; and Approving and Authorizing Instruments and Procedures Relating Thereto
- f. Approval of Date to Adopt Ad Valorem Tax Rate for 2022 Tax Year, 2023 Fiscal Year

11. Policy Items - First Reading

Chair Bravo asked if there were any comments or questions on the first reading of the policy. No comments or questions were made.

- 1. Approval of Amendments to Policy Related to Assignments, Workload, And Schedules - DJ (LOCAL)

12. Informative Reports

Chair Bravo asked if there were any comments or questions on Informative Reports. No comments or questions were made.

- 1. Committee Reports
 - a. Audit Committee Notes for June 7, 2022
 - b. Education Workforce Committee Notes for June 7, 2022
 - c. Finance Committee Notes for June 7, 2022
- 2. 3rd Quarter Investment Transactions
- 3. 3rd Quarter Facilities Improvement Plan
- 4. Dallas College Bond Program Monthly Status Report (July 2022)
- 5. Quarterly Budget Book Vendor Summary (3rd Quarter)
- 6. Current Funds Operating Budget Report (May 2022)
- 7. Current Funds Operating Budget Report (June 2022)
- 8. Monthly Award and Change Order Summary (May 2022)
- 9. Monthly Award and Change Order Summary (June 2022)
- 10. Dallas College Foundation Report (June 2022)
- 11. Dallas College Foundation Report (June 2022)
- 12. Notice of Grant Awards (June 2022)
- 13. Workforce & Advancement Ascend Institute Report (May 2022)
- 14. Workforce & Advancement Ascend Institute Report (June 2022)

15. Workforce & Advancement Ascend Institute Report (June 2022)
16. 2022 Public Funds Investment Act (PFIA) Changes and Amendments Report

13. Board Internal Reorganization

Chair Bravo announced that a Board internal reorganization was required since elections had concluded and offered to entertain a motion for chair of the Board of Trustees.

Trustee Flores moved to have Monica Lira Bravo continue as chair of the Board of Trustees. Trustee Boyd seconded the motion. Motion passed unanimously at 4:34 p.m.

Chair Bravo acknowledged the Board members and made a brief statement thanking them for their support.

Chair Bravo announced she would now entertain a motion for vice chair of the Board of Trustees.

Trustee Boyd moved to have Philip J. Ritter continue as the vice chair of the Board of Trustees. Trustee Garcia seconded the motion. Motion passed unanimously at 4:35 p.m.

Bravo announced that in accordance with policy and Board tradition the chancellor would serve as secretary of the Board of Trustees by acclamation for this upcoming Board term. No action was further needed.

14. Executive Session

None.

15. Adjournment at 4:36 p.m.

CONSENT AGENDA NO. 9.1.b.

Approval of the August 16, 2022, Work Session Meeting Minutes

It is recommended that the Board approve the meeting minutes of the August 16, 2022, work session.

A work session of the Board of Trustees of Dallas College was held August 16, 2022, beginning at 10:01 a.m. at the administrative building and was broadcast on the Cisco Webex platform via the streaming link: <https://dccc.new.swagit.com/events/14047>. The meeting was convened by Chair Monica Lira Bravo.

Board Members and Officers Present

Mr. Cliff Boyd
Ms. Charletta Rogers Compton
Ms. Monica Lira Bravo (chair)
Ms. Diana Flores
Dr. Catalina E. Garcia
Dr. Justin Lonon (secretary and chancellor)
Mr. Paul Mayer
Mr. Phil Ritter (vice chair)

Members Absent

None.

1. Roll Call - Announcement of a Quorum was confirmed by Chair Bravo.

2. Certification of Notice Posted for the meeting by Chancellor Lonon.

3. Citizens Desiring to Address the Board

None.

4. Special Presentation

- 4.1. Southern Association of Colleges and Schools Commission on Colleges (SACSCOC): An Overview
Facilitator: Dr. Larry Earvin, Chief of Staff, SACSCOC

Chancellor Justin Lonon introduced Dr. Larry Ervin, chief of staff for SACSCOC, and extended his appreciation to Dr. Ervin and SACSCOC for their support of Dallas College throughout the accreditation processes of consolidation and level change. Chancellor

Lonon shared that Ervin is an accreditation expert who, as a former college president of Houston-Tillotson College in Austin, was also familiar with consolidation and its various stages.

Ervin extended his appreciation to the Board for their service and commitment to higher education and invited the trustees to introduce themselves. Following introductions, Dr. Ervin presented “Southern Association of Colleges and Schools (SACSCOC): An Overview.” The presentation gave an overview of the accrediting body and provided the requirements of the *Principles of Accreditation* as well as the role of the institution’s board in the accreditation process.

SACSCOC evaluates and validates the quality of its member institutions. Trustee Flores asked if all institutions were evaluated by the same standards. Ervin explained that the *Principles of Accreditation* applied to all member institutions, though SACSCOC recognized there were differences in an institution’s mission or purpose and evaluated per type, size, and mission of that institution. Ervin identified SACSCOC as the gatekeeper of the Department of Education’s Title IV funds because without national or regional accreditation, institutions did not have access to Pell and other federal funding for its students. Trustee Ritter asked about the potential impact of a loss of that funding for Dallas College students. In terms of access to loans and grants, Ervin estimated the amount to be two-thirds of an institution’s overall funding. Chancellor Lonon clarified that without accreditation, Dallas College would not have access to Department of Education funds that were used by most of our students. After further discussion related to state and federal funding, Dr. Danielle Valle explained that if we did not have accreditation, we did not have access to Title IV funding, and our students would have to have scholarships or to pay out-of-pocket for their education at Dallas College.

Ervin reviewed the characteristics of accreditation and explained that SACSOC was concerned with institutional outcomes, how well students were doing, and how well the college was meeting its mission. Institutions were reviewed comprehensively, and SACSCOC accreditation verified an institution’s quality. Trustee Compton pointed out that accreditation bestows legitimacy on the organization. Trustee Boyd inquired about what SACSCOC did to familiarize the public with the value accreditation brings to organizations and suggested that future presentations to ISDs and local school boards might include an overview of SACSCOC and their accreditation requirements for Dallas College.

SACSCOC is a member of CRAA, the Council of Regional Accrediting Agencies, which provides oversight to all regional accrediting agencies and meets to ensure all accrediting bodies are compliant with federal guidelines related to accreditation. SACSCOC is reviewed by the National Advisory Committee on Institutional Quality and Integrity National Association (NACIQI) and undergoes a rigorous evaluation process every five years to determine if the commission is operating according to approved standards. All accrediting bodies must meet federal standards for operation so while it was historically required for institutions to be accredited according to their geographic region, the Department of Education has enabled institutions to select their accrediting body.

Ervin reviewed the SACSCOC structure to include details about its board membership and executive council. Vice-Chair Ritter inquired about the composition and backgrounds of those serving in these capacities. Ervin shared that there were 11 public members, one from each state, as well as administrators, faculty, CEOs, provosts, and staff who served. Vice-Chair Ritter asked how public members were appointed and who served as the Texas representative. The Texas delegation on the board elects' members and canvases member institutions to seek nominations and the members of the Texas delegation select its members. As part of the process, Chancellors will receive a letter from SACSCOC inviting nominations for those to serve. Chair Bravo shared that many members on the Texas delegation are chancellors, vice-chancellors, presidents, vice presidents, etc., and there was community college representation among this group. There was some discussion of the appeals committee within the structure and Trustee Compton asked about the appeals process. Ervin indicated that very few institutions used the appeals process because the peer review system was intended to allow institutions to adjust and improve their practices without damaging the reputation of the institution or losing accreditation.

Ervin explained that there were standards of eligibility and core requirements within the *Principles of Accreditation* and pointed out that a violation of a core requirement could keep an institution from being reaffirmed in accreditation and subsequently could lose access to Title IV funding.

He gave additional detail about the fourteen sections of the *principles*:

- 1) Integrity
- 2) Mission
- 3) Basic Eligibility Standard
- 4) Governing Board

- 5) Administration and Organization,
- 6) Faculty
- 7) Institutional Planning and Effectiveness
- 8) Student Achievement, Educational Program Structure and Content
- 9) Educational Policies, Procedures, and Practices
- 10) Library and Learning Information Resources
- 11) Academic and Student Support Resources
- 12) Financial and Physical Resources
- 13) Transparency and Institutional Representation.

New principles include regular Board evaluation and ensuring financial literacy for students for debt management and repaying loans.

Vice Chair Ritter inquired whether SACSCOC articulates what was required to assure faculty rights in freedom of speech and academic freedom. Ervin explained that SACSCOC had an academic freedom statement in its *principles* and was convening a committee for further review and possible revisions. Valle read standard 6.4 and explained that as it was not prescriptive, it did not require Dallas College to have a policy and procedures in place to protect academic freedom. She also explained that there was policy revision underway at Dallas College to reflect the current structure and current needs of the college. SACSCOC did not provide a definition of Academic Freedom nor was there a commonly understood definition among SACSCOC institutions. Ervin reiterated the need for the college to define academic freedom and free speech as was appropriate for Dallas College. There would be ongoing discussions with Chancellor Lonon, General Counsel, and the various councils to set the best policy for Dallas College.

SACSCOC defined the roles of the governing board as policy making, hiring, evaluating, and terminating the CEO, and having fiduciary responsibility for the institution. Compliance with SACSCOC guidelines required boards to be involved in policymaking and not in the implementation of policy. The implementation of policy should be left to the CEO and his administrative leadership. The CEO was fully responsible for staffing and managing all aspects of the institution and was to be responsive to the board; thus, one of the most important relationships is between the CEO and the board chair. Communication between the CEO and board chair should be consistent and transparent.

Vice-Chair Ritter asked if members of the board had a duty to keep the chancellor apprised of interactions with staff. Ervin confirmed that they did. Trustee Compton explained the complexity of communicating with employees who were also constituents and said that it required personal integrity and ethics to handle this appropriately. Ervin affirmed that it was an important balance and members of the board should understand that their role was to do what was best for the institution at large and not just for individual employees or constituents. One of the most common reports SACSCOC received was individuals complaining about boards or CEOs not following SACSCOC standards.

Ervin stated that the board should be aware of the fiscal affairs of the institution and be asking appropriate questions; mainly the board needed to be aware if the institution was in financial jeopardy.

There was discussion about SACSCOC standard 4 c., which states “the institution ensures that both the presiding officer of the board and a majority of other voting members of the board are free of any contractual, employment, personal, or familial financial interest in the institution.”

Ervin confirmed that the board chair and a majority (at Dallas College: four of seven members) of the board should not have an active conflict of interest while serving on the board. Texas law and accreditation standards may differ, but the institution was required to meet both the legal and accreditation standards. Rob Wendland indicated that he understood the SACSCOC guideline and would seek clarification and provide further guidance to the trustees on this matter.

Ervin stated that the reaffirmation process, substantive change, or an unsolicited information report to SACSCOC could trigger a SACSCOC review of the institution’s practices.

There was further review of the standards related to the role of the governing board. Ervin reiterated the importance of avoiding conflicts of interest related to undue influence, procurement, policymaking, and personnel. He indicated that the SACSCOC guidelines were intended to support decision-making that is always in the best interest of the institution.

Ervin explained standard 8, student achievement (completion/graduation). Members of the Board had questions about how the historic DCCCD colleges were able to successfully meet SACSCOC requirements given poor student achievement data. Dr.

Valle explained that institutions were responsible for setting and meeting their student achievement goals and that the SACSCOC process was one of self-study and peer-review. She also explained that a potential alternative to this process was the Department of Education setting minimum across-the-board graduation rates regardless of institution type, which would disproportionately affect community colleges. Dallas College's strategic planning process was how the institution was now establishing and tracking its goals for student achievement.

Ervin provided sample scenarios and an article for the trustees to read and availed himself to them should they have any additional questions.

5. Executive Session

The Board went into executive session at 11:48 a.m. and returned to the public meeting at 12:52 p.m.

6. Adjournment was at 1:03 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.

POLICY ITEM 9.2.a.

Approval of Amendment to Policies Concerning Assignment, Work Load and Schedules – DJ (LOCAL)

At the start of the pandemic, remote work was a temporary arrangement. However, as the pandemic extends into its third year, we have realized the importance of flexibility in meeting the demands of any given moment.

The College’s current policy addresses the concept of telecommuting but lacks sufficient nimbleness and structure to address the needs of the College and the communities it serves.

Flexible work arrangements (“FlexWork”), comparatively, provide greater flexibility and opportunities for expanded hours of operation, and have been linked to increased productivity, performance, recruitment and retention.

To ensure the continued success of the organization, while incorporating some of the lessons learned during the pandemic, the Chancellor recommends the Board approve the following amendments to local policy DJ (LOCAL).

EFFECTIVE DATE

Upon Board Approval

LOCAL POLICY

EXPLANATORY NOTES

DJ – Flexible Work Arrangements

Revisions to this policy would add flexible work arrangements as an option for employees, provided the arrangement is suitable for the position, in the best interest of the College and the employee, and is managed in accordance with College policies and procedures. Revisions would provide the necessary support for implementation of a FlexWork program.

ASSIGNMENT, WORK LOAD, AND SCHEDULES

DJ
(LOCAL)

Note: See DJ(EXHIBIT) for definitions of terms used in this policy.

Assignment and
Reassignment

All employees shall be subject to assignment and reassignment by the Chancellor or designee at any time as provided by the regulations in this manual.

~~Telecommuting~~Flexible Work Arrangements

~~The Board authorizes the~~ Flexible work arrangements ("FlexWork") shall be available to eligible full-time employees, both administrative and staff, whose job duties are appropriate for such an arrangement, ~~when it is determined to be in the best interests of the College District and will enhance the productivity of the employee. FlexWork is not available for faculty positions or positions that require student status as a condition of employment.~~

The decision to authorize FlexWork is at the discretion of the managing supervisor, in consultation with Human Resources, and shall be based on this policy and any procedures promulgated hereunder, employee eligibility, the nature of the work being performed and other business considerations. FlexWork is voluntary and approval for such an arrangement does not alter an employee's employment relationship with the College District nor does it relieve an employee from the obligation to observe all applicable College District regulations, policies, and procedures. All existing terms and conditions of employment, including but not limited to an employee's position description, salary, benefits, vacation, sick leave, and overtime eligibility remain applicable to an employee participating in FlexWork. In all instances, the College District reserves the right to discontinue, limit, reduce, or change a flexible work arrangement at any time to serve the interests of the College District.

The Chancellor ~~to~~ shall promulgate regulations that govern employees who work at home, i.e., telecommuting FlexWork. Primary considerations shall include the needs of the College District, ~~and its colleges,~~ efficient and flexible utilization of the workforce, productivity, and security of information. Neither this Flex Work policy, nor any regulations promulgated thereunder, shall apply to requests for reasonable accommodations or occasional flexible work arrangements necessitated by inclement weather, public disaster or public emergency, as declared by local, state, or federal government officials (collectively, "Exigent Circumstances"). [See CGC (REGULATION)]. A request for FlexWork as a reasonable accommodation must be made and shall be considered in accordance with DAA (Regulation) and applicable laws.

DATE ISSUED: 6/14/2019
LDU 2019.07
DJ(LOCAL)-X

ADOPTED:

1 of 1



Existing Policy



Deleted Policy



New Policy



GCEdits

FINANCIAL ITEM NO. 10.1.a.

Adoption of Resolution Levying the Ad Valorem Tax Rate for Tax Year 2022

The Chancellor recommends that the Board of Trustees adopt the attached resolution establishing the Ad Valorem tax rate of \$0.115899 per \$100 valuation for tax year 2022.

The proposed Maintenance and Operation (M&O) rate to support the 2022-2023 budget of \$0.096038 per \$100 assessed valuation will result in the setting of a tax rate that exceeds the No-New Revenue M&O rate of \$0.088925 per \$100 assessed valuation but is less than the Voter-Approval M&O rate of \$0.096039 per \$100 assessed valuation. Revenue generated by the M&O component of the tax rate supports the line item "Taxes for Current Operations" in the unrestricted fund.

The Interest and Sinking (I&S) rate is \$0.019861 per \$100 of assessed valuation and is based on the debt payment requirements and projected collection rate as seen in the debt service fund budget for 2022-2023, the line item "General Obligation Bonds" and "Maintenance Tax Notes"; this rate is lower than the 2021-2022 I&S rate of \$0.020000.

The average taxable value of a residence homestead in 2022 tax year is \$268,485 compared to \$229,694 for 2021. The Administration estimates that the levy on an average home value will be \$311.17 representing a monthly increase of \$2.29 and an annual increase of \$27.47.

Provided the Board approves each component, the College's tax rate for 2022 will be \$0.115899 (\$0.096038 for M&O plus \$0.019861 for I&S), which is greater than the No-New Revenue Tax Rate of \$0.105608 and lower than the Voter-Approval Tax Rate of \$0.115900.

As required by law, all required notices were published in the newspaper of largest circulation and on the Dallas College website.

Resource Contact

John Robertson, Chief Financial Officer

**RESOLUTION AND ORDER OF THE BOARD OF TRUSTEES
OF DALLAS COLLEGE SETTING THE 2022 TAX RATE**

WHEREAS, at its meeting of August 2, 2022, the Board of Trustees of Dallas College voted to propose a tax rate for 2022 and to follow the procedure for the adoption thereof; and

WHEREAS the Board of Trustees held a public hearing on the proposed tax rate for 2022 on September 13, 2022; and

WHEREAS, the Board of Trustees has complied with all the procedural requirements for the setting of the 2022 ad valorem tax rate as specified by the Texas Tax Code and Texas Education Code:

NOW, THEREFORE, BE IT RESOLVED on this date, we, the Board of Trustees of Dallas College, hereby levy or set the tax rate on \$100 valuation for the College for the tax year 2022 at a total tax rate of \$0.115899, to be assessed and collected by the duly specified assessor and collector as follows:

\$0.096038 for the purpose of maintenance and operations, and

\$0.019861 for the purpose of payment of principal and interest on debts.

Such taxes are to be assessed and collected by the tax officials designated by Dallas College.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 8.0% OF THE TOTAL PROPOSED RATE OVER THE TOTAL NO-NEW REVENUE TAX RATE AND WILL RAISE TAXES FOR MAINTENANCE & OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -\$7.47.

ADOPTED this the 13th day of September 2022, by the Board of Trustees of Dallas College.

Monica Lira Bravo, Chair
Board of Trustees

Justin H. Lonon, Secretary
Board of Trustees

TALENT ITEM NO. 10.2.a.

Approval of Warrants of Appointments for Police Officers

The Chancellor recommends that the Board of Trustees approve the following warrants of appointment for the Police Officers listed below for the periods indicated.

WARRANTS OF APPOINTMENT – 5

Jeffery Dudley	Administrative Office
Full-time	Effective Date: 13 September, 2022
Period: Through termination of employment with Dallas College	
Trion Ingram	Administrative Office
Full-time	Effective Date: 13 September, 2022
Period: Through termination of employment with Dallas College	
Ross McCree	Administrative Office
Full-time	Effective Date: 13 September, 2022
Period: Through termination of employment with Dallas College	
Jackie Noel	Administrative Office
Full-time	Effective Date: 13 September, 2022
Period: Through termination of employment with Dallas College	
Raul Rangel	Administrative Office
Full-time	Effective Date: 13 September, 2022
Period: Through termination of employment with Dallas College	

COMMITTEE REPORT NO. 11.1.a.

Finance Committee Notes for August 2, 2022

The Finance Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, August 2, 2022, beginning at 1:03 p.m. at the administrative office in room 036 and was broadcasted via the streaming link <https://dcccd.new.swagit.com/events/13900>. This meeting was convened by Committee Chair Cliff Boyd.

Board Members and Officers Present

- * Mr. Cliff Boyd (committee chair)
Mrs. Monica Lira Bravo (chair)
- * Ms. Charletta Rogers Compton
Ms. Diana Flores
Dr. Catalina E. Garcia
Dr. Justin H. Lonon (secretary and chancellor)
Mr. Paul Mayer
- * Mr. Philip J. Ritter (vice chair)
- * *Denotes a committee member*

Members absent

None.

1. **Roll Call - Announcement of a Quorum** was confirmed by Committee Chair Boyd.
2. **Certification of Notice Posted for the Meeting** was confirmed by Chancellor Lonon.
3. **Citizens Desiring to Address the Board**
None.

4. **Committee Presentations**

1. FlexWork Program
Presenters: Dominic Green, Tricia Horatio, Lenora Reece

Dominic Green, Tricia Horatio, and Lenora Reece presented an overview of the FlexWork Program. FlexWork is an alternative work arrangement with a work schedule outside of normal business hours and/or permits an eligible employee to

work from an alternative work location.

The benefits to Dallas College would be to improve the workplace culture, enhance the employee experience and create a competitive edge in the marketplace while maintaining a student-centered environment. DFW saw a 50% increase in job postings with a remote work or working from home option. A long-term benefit could be an opportunity to redefine use of space.

There were four FlexWork options available:

- Remote – allows eligible employees to perform all work functions from an alternative work location each week
- Hybrid – allows eligible employees to work remotely from an alternative work location a few days a week
- Compressed Work Week – allows eligible employees to reduce the number of workdays each week while the total workweek hours remain the same
- Flex Time – allows eligible employees to vary their workday start and end times while the total workweek hours remain the same

Full-time staff and administrators were considered eligible to request FlexWork. Applications would be reviewed by the supervisor and human resources, and they would take into consideration the needs of the department, the division, and the college. Other considerations for this program included operational needs, technology requirements, position suitability and space. FlexWork was not appropriate for all employees, for all positions or for all settings.

Eligible employees would need training, especially cybersecurity training, prior to the approval of the FlexWork agreement to ensure that information was protected and kept confidential. Supervisors would also train focused on leading and managing performance effectively, developing trust and coaching employees. Work expectations would be clearly defined, stressing accountability, effective communication, productivity, time management and performance. If issues were to arise, then an employee would return to a regular work environment.

Before implementation, current telecommuting policy would need to be revised to allow for a broader work arrangement provided under the FlexWork program, set expectations, define applicability, and limitations, and establish authority for approval and revocation. The program would be monitored each semester to review and adapt the program as needed. The anticipated program roll out would be Fall 2022.

2. FY2022-2023 Proposed Budget

Presenters: John Robertson, Tiska Thomas

Chief Finance Officer John Robertson and Deputy Chief Tiska Thomas presented the FY2022-2023 Proposed Budget as a balanced budget. Financial conversations centered around three years - the previous year, the current year and anticipated future year - to determine more efficiencies and savings opportunities. Financial conversations also projected estimates for enrollment and contact hours and the impact both may have on future state appropriations.

The total operating revenue was \$532 million, which included state appropriations, tuition, and tax revenue. Dallas College was in the second year of the biennium for state appropriations with \$91 million in funding. Contact hours and success points were important factors to state appropriations. The College received funding based on progression, student retention and completion rates.

Dallas College tuition was the seventh lowest in the state at \$79 in-district, which was \$20 lower than the state average rate of \$99. The College's tuition also included textbooks and did not include fees.

Taxes made up the largest revenue source for the College. The Tax Assessed Value (TAV) increased by 15%, bringing the tax revenue to \$338 million. Dallas College represented about \$300 of the tax bill for Dallas County residents. The College also cut the property tax rate by 7.8% and had an additional \$30 million to invest in students.

Cash reserves were estimated at \$279 million of uncommitted cash and investments. Cash reserves are used for one-time expenses, such as facility improvement and equipment for specialized instructional programs. Policy requires the College to have two months in cash reserves. The year-end commitments (carry forwards) for vendor's waiting to be paid was at \$5 million, which was significantly less than previous years due to better controls in procurement. Special Items were trimmed down by strategic decisions on expenses funded through the operating budget. After expenses, the remaining cash reserves balance was approximately estimated at 3.8 months' worth. Cash reserves help the College maintain the AAA bond rating and reduce debt by self-funding projects.

Over the past five years, Dallas College saved taxpayers \$68 million with debt restructuring and over \$3 million saved through tax exemptions. There were also savings in collegewide facilities by using consolidated teams completing work in-house.

In the proposed budget, Dallas College chose to invest in employees through a 5% across the Board salary increase. There were also increases to investments in nursing, tutoring and academic support for health sciences. In Student Success, there were investments in the student call center, mental health and wellness for students, revamped testing center and new student orientations. In workforce and advancement, there were projected cost savings through the utilization of grant funding. In Central Operations, expenses, such as cloud services, course scheduling, grant compliance, ERP implementation, and funding for state required mandates, have shifted from other areas.

Trustee Garcia asked if there would be a tuition increase. Robertson responded that there were no current proposals at the time for a tuition increase.

Trustee Ritter suggested revisiting the full-time vs. adjunct conversation and asked for total headcount numbers for the College and for the chancellor's direct reports.

Trustee Ritter reminded the Committee that he previously disclosed a conflict of interest in regard to matters involving Greenlight, LLC, as a result of his employment with a related entity. In view of the requirements of Chapter 171 of the Texas Local Government Code, and Board Policy DBD (LOCAL) which follows state law, and which require a person considered to have a potential conflict of interest to disclose the conflict before any vote or decision on any matter involving the business entity and abstain from any further participation in the matter, the General Counsel Wendland recommended voting on the Greenlight, LLC budget item separately from the overall proposed budget, so that Trustee Ritter could abstain from participation.

Trustee Flores asked about the faculty evaluation recommendations. Provost Floyd will provide more details in a future presentation to the Board.

5. Overview of Regular Agenda Items

1. Policy item - First Reading

- a. Approval of Amendment to Policies Concerning Assignment, Work Load and Schedules - DJ (LOCAL)

2. Policy Items

- a. Approval of Amendment to Policies Concerning Federal Revenue Sources – CAAB (LOCAL)

b. Approval of Amendment to Policies Concerning Employment Practices - DC (LOCAL)

The veteran's preference is a state requirement for employment and was approved in 2015. All eligible applicants are interviewed but there is a preference for veterans. This applies to the veteran, surviving spouse and orphan of a veteran.

There is a priority of service that is a federal requirement and is applicable to job training programs that are funded by the department of labor. This applies to the veteran and eligible spouse.

3. Finance Items

- a. Adoption of Resolution Authorizing Defeasance of Dallas College Tax Notes, Series 2021
- b. Approval of Order Authorizing the Issuance of General Obligation Refunding Bonds, Series 2022; Delegating the Sale of the Bonds to the Designated Financial Officer Named in this Order; Establishing Parameters Regarding the Sale of the Bonds; and Approving and Authorizing Instruments and Procedures Relating Thereto
- c. Approval of Fourth Amendment to Lease Agreement with Ex Dallas, LP also known as Four Seasons Golf & Sports Club

6. **Items for Review**

1. Committee Notes

- a. Finance Committee Notes for June 7, 2022
No comments or edits were made.

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

8. **Adjournment** was at 2:54 p.m.

COMMITTEE REPORT NO. 11.1.b.

Audit Committee Notes for August 2, 2022

The Audit Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, August 2, 2022, beginning at 3:10 p.m. at the administrative office in room 036 and was broadcasted via the streaming link <https://dcccnew.swagit.com/events/13901>. This meeting was convened by Committee Chair Monica Lira Bravo.

Board Members and Officers Present

- * Mr. Cliff Boyd
- * Ms. Monica Lira Bravo
- Ms. Charletta Rogers Compton
- Ms. Diana Flores
- Dr. Catalina E. Garcia
- Dr. Justin H. Lonon (secretary and chancellor)
- Mr. Paul Mayer
- Mr. Philip J. Ritter

* *Denotes a committee member*

Members absent

None.

1. **Roll Call - Announcement of a Quorum** was confirmed by Committee Chair Bravo.
2. **Certification of Notice Posted for the Meeting** was confirmed by Chancellor Lonon.
3. **Citizens Desiring to Address the Board**
None.
4. **Committee Presentations**
 1. Dallas College Financial Statements - Audit Plan for the Period Ended August 31, 2022
The presentation was presented by Marlon Williams, Partner with McConnell Jones (MJ) who was introduced by Comptroller Pat Disbrow.

Engagement Scope and Objectives

- Express opinions on the College's basic financial statements:
 - Statements of Net Position
 - Statements of Revenues, Expenses, and Changes in Net Position
 - Statements of Cash Flows
 - Notes to the Financial Statements
 - Prepared by the college
- Apply certain limited audit procedures to the College's required supplementary information and supplementary information
- To perform annual attestation procedures to determine the College's compliance with the Texas Public Funds Act
- Yellow Book Report
- Single Audit

Audit Approach

MJ's audit approach focused more on areas of greatest risk by analyzing audit risks, setting materiality thresholds based on audit risk analysis, and developing audit programs that allocated a larger portion of audit resources to high-risk areas.

MJ's audit included procedures in the following phases:

Planning → Preliminary → Final → Reporting

MJ's audit would also include determining the effectiveness and adequacy of internal controls for ensuring proper financial accountability, efficient operations, and compliance.

IT Audit

Evaluated controls over the IT environment and used data extraction software where applicable to audit transactions through the financial information system.

Engagement Milestones and Timelines

Entrance Conference: May 10, 2022

- Performed Interim fieldwork (audit planning, risk assessment activities and single audit): *July 1 - August 31, 2022*
- Management received audit requests, prepared schedules, and confirmations: *July 17, 2022 (interim), and August 21, 2022 (final)*
- Presentation of audit plan to the Audit Committee: *August 2, 2022*
- Performed audit field work: *October 14 - November 18, 2022*
- Exit Conference with Management: *November 18, 2022*
- Quality control review of workpapers and reports: *November 7 - November 18, 2022*

- Final drafts of financial statements and reports: *November 18, 2022*
- Presentation of draft reports to the Audit Committee and Board of Trustees: *December 6, 2022*
- Issuance/Submission of ACFR to regulatory agencies: *December 11, 2022*

Required Communication with Those Charged with Governance

- *Auditor's Responsibility (included in the engagement letter):*
 - Issue opinion on the basic financial statements.
 - Issue report under the U.S. Generally Accepted Auditing Standards.
- Required AU Section 380 communications of significant audit results
- Written representations made to the auditors by management
- *Management's Responsibilities (included in the engagement letter):*
 - The basic financial statements, accompanying notes, preparation of required supplementary information, supplementary information, and all representations contained therein.
 - Access to all information of which management is aware that is relevant to the fair presentation of the basic financial statements.
 - Selection and application of accounting principles for the preparation of financial data.
 - To include our audit report in any document containing the basic financial statements.
 - Ensuring compliance with applicable laws and regulations, contracts and agreements.
 - Design, implementation and maintenance of internal controls to prevent and detect fraud.
 - Maintain adequate records.
 - Correct material misstatements.
 - Informing MJ about all known or suspected fraud.

Areas of Interest/Concern

- Procurement
- Investments
- Federal and State grants reconciliation
- Pension funds and census data
- Allowance for uncollectible accounts
- Follow up on the cash management single audit findings
- Actuarial calculations
- GASB standards effective for fiscal year 2022
 - 1) GASB 87 – Leases
 - 2) GASB 93 – Replacement of Interbank Offered Rates

3) GASB 99 – Disclosures of non-monetary transactions

Other Matters for Discussion

- GASB standards effective for fiscal year 2023
 - 1) GASB 91 – Conduit Debt Obligations
 - 2) GASB 93 – Subscription-Based Information Technology Arrangements
- Bond issuance
- Other

GASB Statements

- Applicable for fiscal year 2022
- Requires recognition of all lease assets and liabilities over 12 months as liabilities and right-of-use assets.
- Leases would be presented as financing leases.
- For sample selected, MJ would review lease agreements with lessor and lessee and review whether the lease was appropriately classified and properly recorded.

5. **Items for Review**

1. Items for Review

- a. Audit Committee Notes for June 7, 2022
No comments or edits were made.

6. **Executive Session**

None.

7. **Adjournment**

The meeting adjourned at 3:25 p.m.

INFORMATIVE REPORT NO. 11.2.

Current Funds Operating Budget Report (July 2022)

The Chancellor presents the report of the current funds operating budget for review for the period ending July 31, 2022.

DALLAS COLLEGE
2021-22 CURRENT FUNDS OPERATING BUDGET
REVENUES & EXPENDITURES
Year-to-Date July 31, 2022

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES				
State Appropriations	\$ 91,194,679	\$ 91,194,679	\$ 85,963,625	94.3%
Tuition	123,803,252	123,803,252	125,078,897	101.0%
Less: Waivers & Discounts	(28,080,465)	(28,080,465)	(17,189,448)	61.2%
Less: TPEG Set Aside	(5,452,787)	(5,452,787)	(6,466,764)	118.6%
Total Net Tuition	90,270,000	90,270,000	101,422,684	112.4%
Taxes	307,670,824	307,670,824	315,993,963	102.7%
Federal Grants & Contracts (Work Study)	625,000	625,000	974,759	156.0%
Investment Income	575,000	575,000	1,013,371	176.2%
General Revenue	1,250,000	1,250,000	4,372,691	349.8%
CARES Lost Revenue Recovery	3,300,000	3,300,000	-	0.0%
Subtotal Revenue	494,885,503	494,885,503	509,741,092	103.0%
Transfers-In	-	203,901,933	n/a	n/a
TOTAL REVENUE	\$ 494,885,503	\$ 698,787,436	\$ 509,741,092	72.9%
	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
EXPENSES				
Salaries & Wages	\$ 316,169,978	\$ 298,127,116	\$ 270,077,079	90.6%
Staff Benefits	38,809,593	37,154,844	33,282,920	89.6%
Purchased Services	42,663,412	50,876,017	53,133,227	104.4%
Operating Expenses	53,942,520	76,232,224	44,933,564	58.9%
Supplies & Equipment	40,500,000	73,202,414	26,508,363	36.2%
Subtotal Expenses	492,085,503	535,592,615	427,935,153	79.9%
Transfers to Other Funds:				
Institutional Matching - Contracts/Grants	2,800,000	2,800,000	2,431,524	86.8%
Capital Budget	-	160,394,821	160,274,032	99.9%
TOTAL EXPENSES	\$ 494,885,503	\$ 698,787,436	\$ 590,640,709	84.5%
	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Pools & Banks	\$ 43,394,998	\$ (9,117,120)	\$ 34,277,878	\$ (127,420,054)
Commerical Paper	\$ 33,356,123	\$ (33,356,123)	\$ -	\$ (19,992,300)
Total Cash	\$ 76,751,121	\$ (42,473,243)	\$ 34,277,878	\$ (147,412,354)

DALLAS COLLEGE
2021-22 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date - 91.7% of Fiscal Year Elapsed

UNRESTRICTED FUND

REVENUES

UNRESTRICTED FUND

State Appropriations

Tuition

Less: Waivers & Discounts

Less: TPEG Set Aside

Total Net Tuition

Taxes for Current Operations

Work Study

Investment Income

General Revenue

CARES Lost Revenue Recovery

SUBTOTAL

Transfers-In From Other Funds

TOTAL REVENUES

July 31, 2022			July 31, 2021		
Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
\$ 91,194,679	\$ 85,963,625	94.3%	\$ 94,495,215	\$ 85,596,872	90.6%
123,803,252	125,078,897	101.0%	121,533,252	134,036,594	110.3%
(28,080,465)	(17,189,448)	61.2%	(26,119,900)	(16,753,970)	64.1%
(5,452,787)	(6,466,764)	118.6%	(6,913,352)	(4,184,619)	60.5%
90,270,000	101,422,684	112.4%	88,500,000	113,098,006	127.8%
307,670,824	315,993,963	102.7%	298,857,000	301,868,202	101.0%
625,000	974,759	156.0%	340,000	357,716	105.2%
575,000	1,013,371	176.2%	500,000	754,506	150.9%
1,250,000	4,372,691	349.8%	1,050,000	1,228,436	117.0%
3,300,000	-	0.0%	4,200,000	-	0.0%
494,885,503	509,741,092	103.0%	487,942,215	502,903,737	103.1%
203,901,933	n/a	n/a	58,979,721	n/a	n/a
\$ 698,787,436	\$ 509,741,092	72.9%	\$ 546,921,936	\$ 502,903,737	92.0%

EXPENSES

UNRESTRICTED FUND

Salaries & Wages

Staff Benefits

Purchased Services

Operating Expenses

Supplies & Equipment

SUBTOTAL

Transfers-out to Other Funds:

Institutional Matching - Contracts/Grants

Auxiliary Fund

Capital Budget

TOTAL EXPENSES

July 31, 2022			July 31, 2021		
Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
\$ 298,127,116	\$ 270,077,079	90.6%	\$ 298,011,870	\$ 255,550,623	85.8%
37,154,844	33,282,920	89.6%	37,793,840	32,159,395	85.1%
50,876,017	53,133,227	104.4%	69,957,644	68,454,767	97.9%
76,232,224	44,933,564	58.9%	44,828,291	39,393,475	87.9%
73,202,414	26,508,363	36.2%	56,240,094	38,567,367	68.6%
535,592,615	427,935,153	79.9%	514,031,739	434,125,627	84.5%
2,800,000	2,431,524	86.8%	3,000,000	1,051,384	35.0%
-	n/a	n/a	9,890,197	9,890,197	100.0%
160,394,821	160,274,032	99.9%	20,000,000	n/a	n/a
\$ 698,787,436	\$ 590,640,709	84.5%	\$ 546,921,936	\$ 445,067,208	81.4%

Provision Summary

	Approved	Year-to-Date Allocation	Balance		Approved	Year-to-Date Allocation	Balance
\$	-	-	-	\$	7,200,000	-	7,200,000

INFORMATIVE REPORT NO. 11.3.

Monthly Award and Change Order Summary (July 2022)

Listed below are the awards and change orders approved by the Chief Financial Officer in July 2022.

CHANGE ORDERS

ADT	Fire Alarm & Voice EVAC System – North Lake Campus	
Purchase Order No. B 38587	Change Order No. 1	
<u>Scope</u> Fire Alarm Replacement at North Lake Campus.		
<u>Change</u> This change order extends the time by 180 days due to material and component delivery delays.		
Original Contract Amount		\$1,418,682
Change Order Limit/Contingency		\$0
Prior Change Order Total Amounts		\$0
Net Change		\$0
Revised Contract Amount		\$1,418,682

3i Contracting	One Stop Shop Renovation - Cedar Valley Campus	
Purchase Order No. B39364	Change Order No. 2	
<u>Scope</u> To provide construction services for Cedar Valley Campus - One Stop Shop.		
<u>Change</u> This change order extends the time by 14 days due to delays caused by inaccessibility to the project area. This change order is zero cost increase.		
Original Contract Amount		\$3,188,908
Change Order Limit/Contingency		\$0
Prior Change Order Total Amounts		\$328,404
Net Change		\$0
Revised Contract Amount		\$3,517,312

Infinity	AHU H1 & H2 Replacement – Mountain View Campus	
Purchase Order No. B39545	Change Order No. 1	
<u>Scope</u>		
Replace two air handling units at the Mountain View Campus.		
<u>Change</u>		
This change order includes the installation of a temporary variable frequency drive for one of the air handlers until the specified drive is delivered.		
	Original Contract Amount	\$504,206
	Change Order Limit/Contingency	\$75,631
	Prior Change Order Total Amounts	\$0
	Net Change	\$13,883
	Revised Contract Amount	\$518,089

INFORMATIVE REPORT NO. 11.4

Dallas College Foundation Report (July 2022)

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

DALLAS COLLEGE FOUNDATION NET ASSETS

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
09/01/21 \$78,742,047

GIFTS REPORTED IN FISCAL YEAR 2021-2022

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs & Services</u>	<u>Total</u>
September 2021	\$ 652	\$ 92,908	\$ 93,560
October 2021	\$ 11,610	\$ 360,528	\$ 372,138
November 2021	\$ 30,900	\$ 427,700	\$ 458,600
December 2021	\$267,752	\$1,454,534	\$ 1,722,286
January 2022	\$545,130	\$ 423,269	\$ 968,399
February 2022	\$ 97,905	\$ 23,132	\$ 121,037
March 2022	\$ 9,924	\$ 69,945	\$ 79,869
April 2022	\$ 1,332	\$ 767,532	\$ 768,864
May 2022	\$ 1,225	\$ 109,885	\$ 111,110
June 2022	\$ 17,560	\$ 297,465	\$ 315,025
July 2022	\$ 565	\$ 855,454	\$ 856,019
Total	\$ 984,555	\$4,882,352	\$ 5,866,907

INFORMATIVE REPORT NO. 11.5.

Notice of Grant Awards (September 2022)

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

1. Strengthen the Career Connected Learner Network and Implement the Student-Centric One College Organization
2. Streamline and Support Navigation to and Through Our College and Beyond
3. Impact Income Disparity throughout our community;
4. Foster an Equitable, Diverse and Inclusive Environment for Employees and Students.
5. Create a high-performance work and learning culture that develops leaders at all levels, increases skill proficiency, and supports collaboration and equity.
6. Serve as the Primary Provider in the Talent Supply Chain Throughout the Region
7. Leverage college facilities, land, technology, programs, partnerships, and other capabilities to strengthen and build our communities and workforce, now and for the future.

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

<u>RECIPIENT</u> Dallas College Student Success				
<u>PURPOSE</u> Work Study Student Mentorship Programs provide funding for eligible college students to mentor students at participating institutions to provide college-going information and assistance to high school students about entering college education and assisting pre-college and college students with mentoring components of the application process.				
<u>PRIORITY</u> 2	<u>FUNDING SOURCE</u> Texas Higher Education Coordinating Board (THECB)	<u>STUDENTS SERVED</u> 49 students & 7 Peer Mentor Ambassadors per campus	<u>AMOUNT</u> \$142,188	<u>TERM</u> 09/01/2022 – 08/31/2023

<u>RECIPIENT</u> Dallas College - El Centro Campus, BAT - LSAMP (Bridges Across Texas - Louis Stokes Alliance for Minority Participation)				
<u>PURPOSE</u> The BAT-LSAMP Alliance is a collaboration between Texas Tech University, UNT Dallas, Dallas College - El Centro Campus, South Plains College, and Texas Southmost College. Project Objectives are to establish an interactive, virtually linked network of STEM Centers, implement high-impact support resources to increase transfer success of under-represented minorities in STEM Pathways. Project budget includes personnel, travel, and student financial aid (scholarships). The award amount listed above is the grant funds for year two of the grant.				
<u>PRIORITY</u> 4	<u>FUNDING SOURCE</u> NSF (National Science Foundation) - LSAMP	<u>STUDENTS SERVED</u> 64 through scholarships	<u>AMOUNT</u> \$65,692	<u>TERM</u> 09/01/2022 – 08/31/2023

GRANT AWARDS REPORTED IN FISCAL YEAR 2022-2023	
<i>September 2022</i>	<i>\$207,880</i>
October 2022	
November 2022	
December 2022	
January 2023	
February 2023	
March 2023	
April 2023	
May 2023	
June 2023	
July 202	
August 2023	
Total to Date	\$207,880



CARES Funding Report

Term

All



Last Update

8/25/2022 7:30:01 AM



Section 18004(a)(1) – Institutional Reimbursement Portion



Section 18004(a)(2) – Minority Serving Institution Reimbursement Portion

Section 18004(a)(1) – Student Aid Portion

Students Receiving Funds

Location	Child Care	Food	Housing	Learning Materials	Minus Foundation Aid	Other - Health/Safety	Transportation	Tuition	Total
Brookhaven	213	408	499	372	34	355	457		2,338
Cedar Valley	194	385	455	357	10	321	410		2,132
Eastfield	365	735	867	671	35	609	812		4,094
El Centro	6,608	16,772	16,835	17,000	72	13,782	18,894	8,466	98,429
Mountain View	303	584	564	554	17	470	614		3,106
North Lake	225	512	575	412	16	397	492		2,629
Richland	272	770	872	780	32	681	828		4,235
Total	8,180	20,166	20,667	20,146	216	16,615	22,507	8,466	116,963

Total Funding Awards

Location	Sum Awarded
Brookhaven	\$1,093,654
Cedar Valley	\$700,746
Eastfield	\$1,824,847
El Centro	\$65,949,443
Mountain View	\$1,451,230
North Lake	\$1,249,091
Richland	\$2,158,054
Total	\$74,427,065

Funds Distributed

Location	Child Care	Food	Housing	Learning Materials	Minus Foundation Aid	Other - Health/Safety	Transportation	Tuition	Total
Brookhaven	\$152,175	\$234,500	\$422,250	\$225,250	(\$14,850)	\$84,650	\$197,900		\$1,301,875
Cedar Valley	\$141,775	\$217,500	\$391,500	\$216,000	(\$4,500)	\$75,425	\$170,450		\$1,208,150
Eastfield	\$262,425	\$427,500	\$743,000	\$411,500	(\$17,250)	\$145,825	\$347,650		\$2,320,650
El Centro	\$8,187,925	\$13,724,900	\$20,656,500	\$12,007,250	(\$35,550)	\$3,741,075	\$12,083,600	\$2,196,220	\$72,561,920
Mountain View	\$200,550	\$324,250	\$471,750	\$337,250	(\$8,500)	\$110,550	\$252,300		\$1,688,150
North Lake	\$161,575	\$260,700	\$494,000	\$250,250	(\$8,000)	\$94,550	\$206,700		\$1,459,775
Richland	\$206,125	\$444,000	\$745,000	\$478,750	(\$15,700)	\$160,550	\$357,350		\$2,376,075
Total	\$9,312,550	\$15,633,350	\$23,924,000	\$13,926,250	(\$104,350)	\$4,412,625	\$13,615,950	\$2,196,220	\$82,916,595

Total Funds Distributed

Location	Total Distribution
Brookhaven	\$1,301,875
Cedar Valley	\$1,208,150
Eastfield	\$2,320,650
El Centro	\$72,561,920
Mountain View	\$1,688,150
North Lake	\$1,459,775
Richland	\$2,376,075
Total	\$82,916,595


Workforce & Advancement/Ascend Institute

Detailed Breakdown

(*) Reporting Period: 7/1/22 to 7/31/22

Company	Samples and Types of Training	Length of Class (Hrs)	Participants	Revenue
City of Garland	Leadership (6 classes)	3.5	32	\$3,412.00
City of Lancaster	Leadership class#4 Coaching and Mentoring	4	15	\$2,925.00
Dallas County	Leadership, CPR/First Aid/AED (16 classes)	2-7	119	\$10,760.00
First Co.	HVAC Fundamentals	24	7	\$3,600.00
Interceramic	Beginning Excel	12	8	\$1,730.00
North Texas Automobile Dealers	Introduction to Automotive Technology	96	9	\$6,200.00
			Total :	\$28,627.00



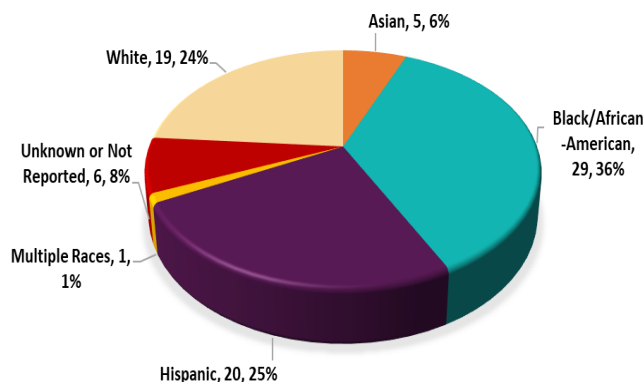
Dallas College Human Capital New Hire/Position Report

July 12, 2022 – August 12, 2022

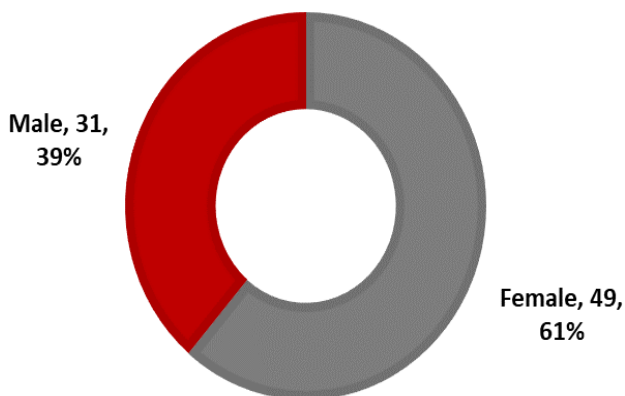
TALENT ACQUISITION PROFILE

The Talent Acquisition Profile represents all full-time employees that were hired, promoted, or placed during the reporting period.

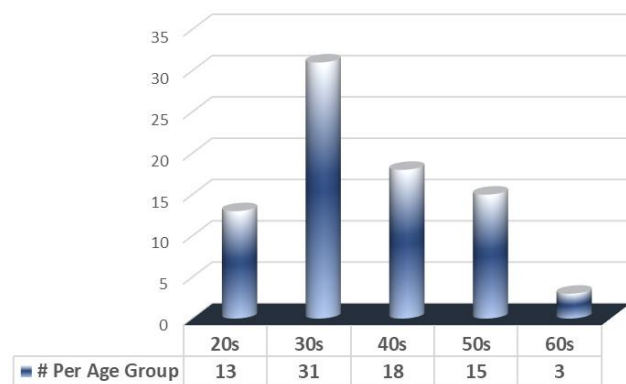
Ethnicity



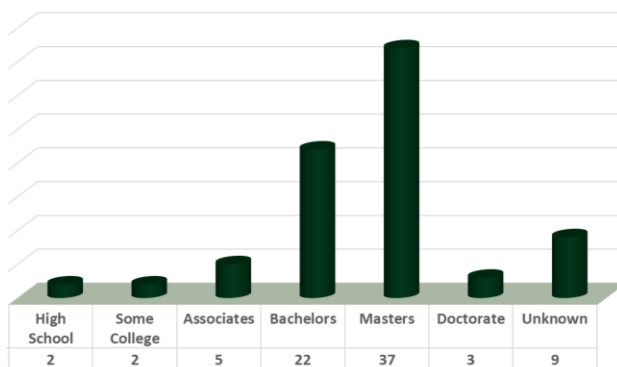
Gender



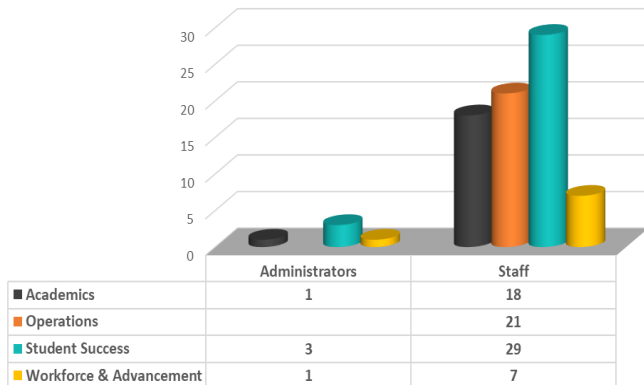
Age



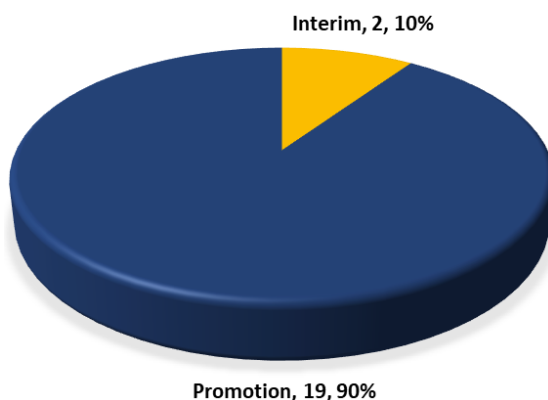
Education



Functional Areas by Position Type



Position Changes





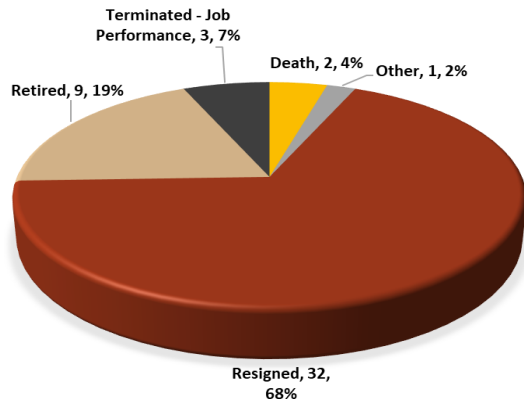
Dallas College Human Capital New Hire/Position Report

July 12, 2022 – August 12, 2022

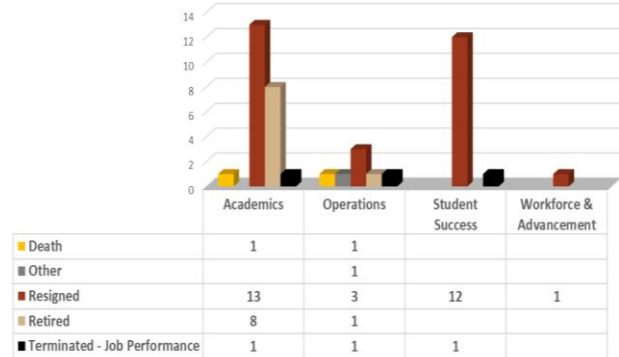
FULL-TIME TERMINATION PROFILE

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

Terminations



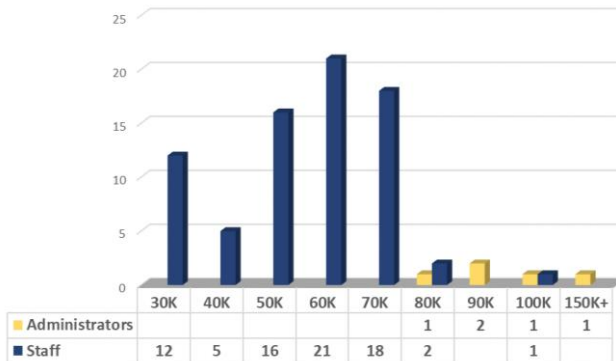
Terminations by Functional Area



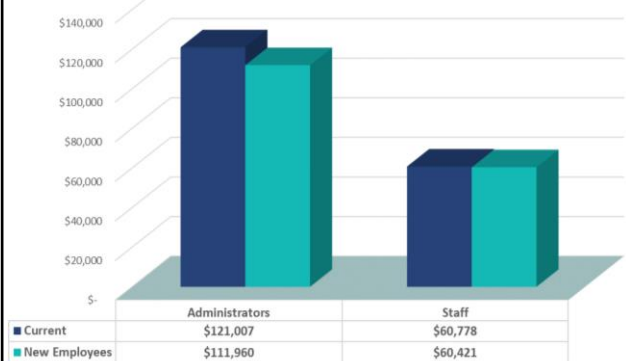
COMPENSATION PROFILE

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



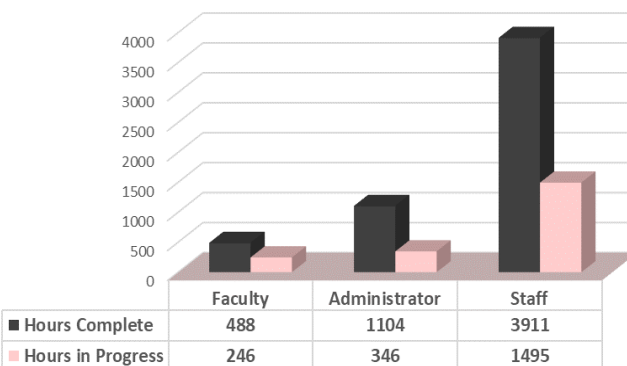
Salary Averages



EMPLOYEE TRAINING PROFILE

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

Training Completion Hours by Position Type



Top 5 Training Topic Completions

Training Titles	Completions
2021-2022 Accessibility Update	275
2021-2022 Title IX and Sexual Harassment Prevention	241
2021-2024 FERPA Training	231
2021-2022 Emergency Preparedness	216
Language Line Training	177



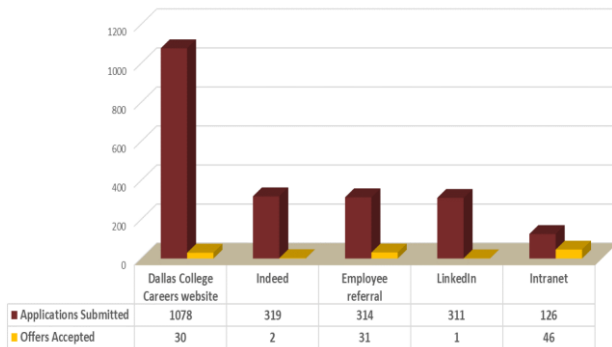
Dallas College Human Capital New Hire/Position Report

July 12, 2022 – August 12, 2022

RECRUITING PROFILE

This profile is an overview of Dallas College's presence in multiple recruiting markets. These charts are representative of all job types.

Top 5 Recruiting Markets



All Recruiting Markets (Applications Submitted)

