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 A CHANCELLOR PERFORMANCE REVIEW COMMITTEE MEETING OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL
Tuesday, December 6, 2022 | 11:30 AM

Administrative Office
1601 Botham Jean Blvd., Room #036
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.

Chancellor Performance Review Committee Meeting Agenda

Page

1.   **Roll Call - Announcement of a Quorum**
      Committee Members: Phil Ritter (Committee Chair), Diana Flores (Member), Paul Mayer (Member)

2.   Certification of Notice Posted for the Meeting

3.   Citizens Desiring to Address the Board

4.   Committee Presentation

Presenters: Justin Lonon, Trustee Phil Ritter
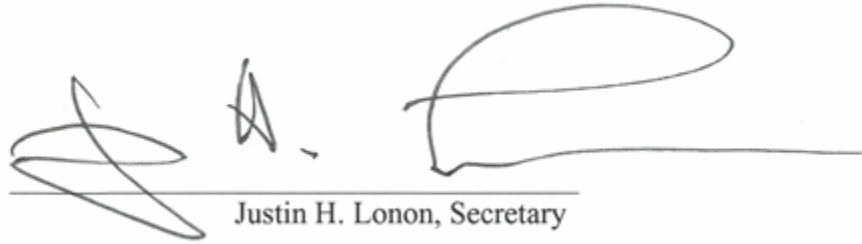
5.   Items for Review

5.1.   Committee Notes

6.   Executive Session

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

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

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

6.4.   Deliberate Regarding Security Devices or Security
AuditsSections 551.076 and 551.089

7.   Adjournment

CERTIFICATION OF NOTICE POSTED FOR THE DECEMBER 6, 2022 CHANCELLOR PERFORMANCE REVIEW COMMITTEE 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 2nd day of December 2022 in compliance with the applicable provisions of the Texas Open Meetings Act.

Justin H. Lonon, Secretary

DALLAS COLLEGE

2022-2023 Chancellor Performance Review

Justin H. Lonon, Chancellor

Phil Ritter, Board Vice Chair

December 6, 2022

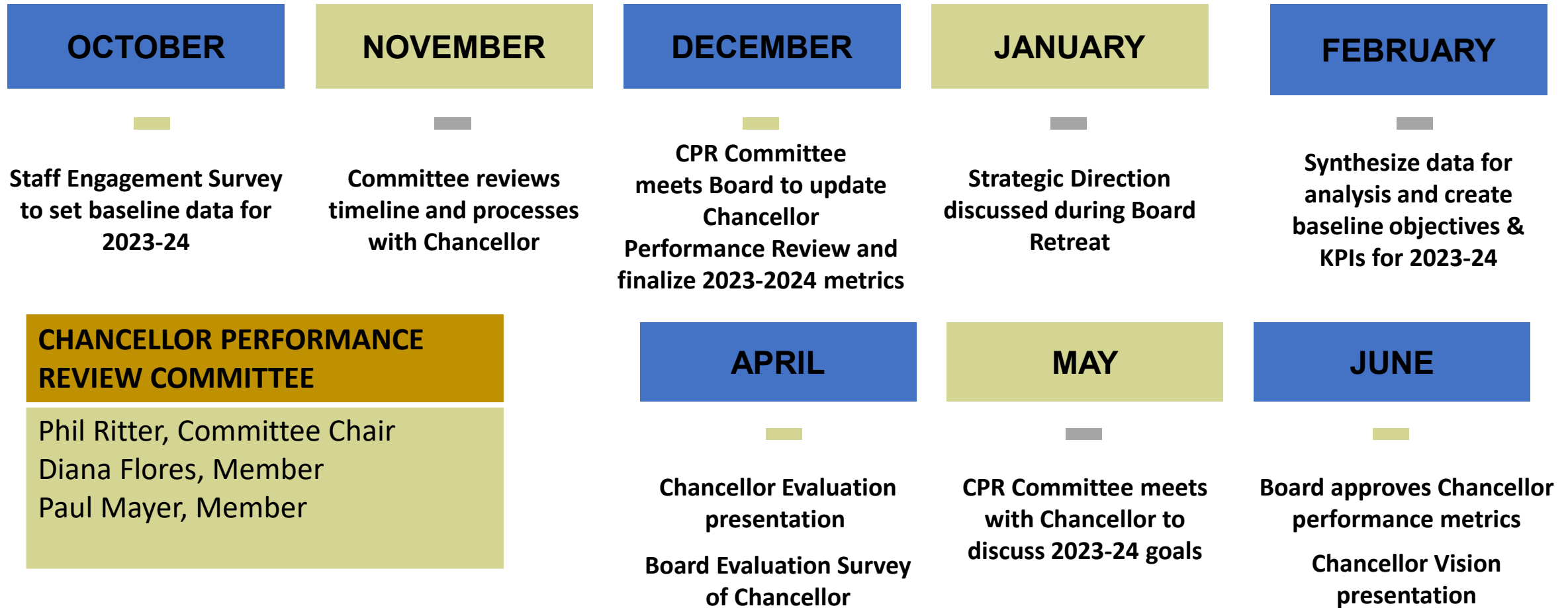Chancellor Performance Review Committee

Dallas College Board of Trustees Strategic Priorities

Strengthen	- Strengthen the career connected learner network and implement the student-centric, one college organization.
Streamline and Support	- Streamline and support navigation to and through Dallas College and beyond.
Impact	- Impact income disparity throughout our community.
Foster	- Foster an equitable, diverse and inclusive environment for employees, students, and suppliers.
Create	- Create a high-performance work and learning culture that develops leaders at all levels, increases skill proficiency, and supports collaboration and equity.
Serve	- Serve as the primary provider in the talent supply chain throughout the region.
Leverage	- Leverage college facilities, land, technology, programs, partnerships, and other capabilities to strengthen and build our communities and workforce, now and for the future.

2022-2023 Timeline

OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
Staff Engagement Survey to set baseline data for 2023-24	Committee reviews timeline and processes with Chancellor	CPR Committee meets Board to update Chancellor Performance Review and finalize 2023-2024 metrics	Strategic Direction discussed during Board Retreat	Synthesize data for analysis and create baseline objectives & KPIs for 2023-24

CHANCELLOR PERFORMANCE REVIEW COMMITTEE

Phil Ritter, Committee Chair
Diana Flores, Member
Paul Mayer, Member

APRIL	MAY	JUNE
Chancellor Evaluation presentation Board Evaluation Survey of Chancellor	CPR Committee meets with Chancellor to discuss 2023-24 goals	Board approves Chancellor performance metrics Chancellor Vision presentation

2022-2023 Performance Goals

Four focus areas with weights assigned to objectively measurable goals:

Enrollment Recovery: Increase enrollment at Dallas College by 3% for 2022-23. (20% = 10% Subjective & 10% Metric - $14,000)

Staff Engagement & Leadership Capacity: Implement a decision-making and accountability framework to ensure that all employees are empowered, efficient and effective. (30% - Subjective Only - $21,000)

Student Persistence: Ensure current students are reenrolling in the subsequent semester through a responsive care network and intentional success coaching. (20% = 10% Subjective & 10% Metric - $14,000)

Strategic Initiatives & Innovation: Advancing Dallas College through Action'22/23 plan of continuous improvement and innovative programming. (30% - Subjective Only - $21,000)

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Enrollment Recovery

SYSTEM PERFORMANCE OPPORTUNITY

Address declining enrollment trends at Dallas College that began during COVID-19 pandemic.

STRATEGIES:

- **Implement an enrollment management plan that addresses various aspects of student journey to completion.**
- **Develop college curriculum that ensures student marketability and job placement.**
- **Develop pathways to short-term and long-term options to meet all student needs.**
- **Create new programming that aligns with workforce trends and needs by developing robust partnerships with the industry and community organizations.**

GOAL:

- **Increase enrollment by 3% during 2022-2023, measurable metric tied to overall performance.**

20% Percent of Award based on Performance

Target	Measurable Incentive
3% Enrollment	100%
2% Enrollment	66%
1% Enrollment	33%
Zero Growth	0%

20% of total performance incentive = *10% Subjective + 10% Enrollment Metric*

Staff Engagement & Leadership Capacity

SYSTEM PERFORMANCE OPPORTUNITY

Create a culture of performance excellence and increase staff engagement by raising employee morale through various initiatives and Action' 22 strategy.

STRATEGIES:

- Focus efforts that impact employee engagement and retention.
- Communications that connect and motivate employees virtual and in-person.
- Provide resources and relevant professional development to increase employee capacity, leadership and accountability.
- Offer incentives for employees who perform and accountability as well as training for those who need to improve.
- Implement a framework of accountability and leadership development to ensure capacity at all levels.
- Fully staff executive positions, including leadership of Human Resources, Marketing, Operations and Government Relations.

30 % Percent of Award based on Performance	
Exceed Expectations	80-100 % of Award
Meet Expectations	50-79 % of Award
Below Expectations	0-49 % of Award
30% - Subjective only	

GOAL:

- Make Dallas College the premier place to work to attract talent while offering competitive salaries and benefits.

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Student Persistence

SYSTEM PERFORMANCE OPPORTUNITY

Implement multiple strategies of retention and implement a structure that consistently monitors and measures student outcomes to increase student persistence.

STRATEGIES:

- Offer short-term and long-term career pathways, earn and learn models that meet student's need for flexibility and self-sufficiency.
- Ensure the Learner Care Model meets the needs of all our students, so they complete their educational journey at Dallas College.
- Formalize the user experience by engaging students in process improvement initiatives.

GOAL:

- Increase student persistence rate by 1% in Spring 2023 and 5% in Fall 2023, measurable metric tied to overall performance.

20% Percent of Award based on Performance

Target	Measurable Incentive
Fall-to-Fall – 73%	50% of Incentive
Spring-to-Fall – 57%	50% of Incentive
Persistence Goals Achieved	100% of Award
1% Increase from Baseline	16.7% of Award per % increase
Zero Growth	0%

20% of total performance incentive
= 10% Subjective + 10% Persistence Metric

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Strategic Initiatives & Innovation

SYSTEM PERFORMANCE OPPORTUNITY

Develop a culture of continuous improvement and innovation to meet the changing needs of our students so they can attain their educational goals.

STRATEGIES:

- Create cross-functional teams that focus on identified system performance gaps such as enrollment, persistence, and staff engagement.
- Develop relationships with industry and community partners that leverages current funding as a basis for expansion of current and developing pilot programming.
- Empower employees through a decision-making framework to address issues and create actionable solutions.
- Ensure we offer relevant and modern training that students are seeking.
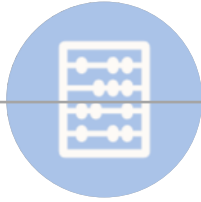
GOAL:

- Take calculated risks to develop innovative academic and operational initiatives to serve students, industry and our community in new ways.

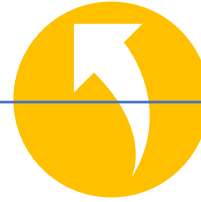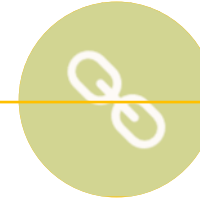| 30 % Percent of Award based on Performance	
Exceed Expectations	80-100 % of Award
Meet Expectations	50-79 % of Award
Below Expectations	0-49 % of Award
30% - Subjective only	

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Next Steps

DATA COLLECTION & ANALYSIS

- Develop baselines for performance outcomes

BOARD RETREAT & STRATEGIC DIRECTION

- Align goals with Board's strategic direction

STRATEGIES OF PERFORMANCE IMPROVEMENT

- Implement actionable plans and methods that cascade down organization

THANK YOU

<u>ITEMS FOR REVIEW NO. 5.1.a.</u>

<u>Chancellor Performance Review Committee Notes for November 15, 2022</u>

A Chancellor Performance Review meeting of the Board of Trustees of Dallas College was held November 15, 2022, beginning at 3:00 p.m. at the administrative building and was broadcast on the Cisco Webex platform via the streaming link: https://dcccd.new.swagit.com/events/14706. The meeting was convened by Committee Chair Phil Ritter.

<u>Board Members and Officers Present</u>
      Mr. Cliff Boyd
      Ms. Monica Lira Bravo
      Ms. Charletta Compton
  * Ms. Diana Flores
      Dr. Catalina E. Garcia
      Dr. Justin Lonon (secretary and chancellor)
  * Mr. Paul Mayer
  * Mr. Phil Ritter (committee chair)

  * *Denotes a committee member*

<u>Members Absent</u>
None.

1. **Roll Call - Announcement of a Quorum** was confirmed by Trustee Ritter.

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

3. **Citizens Desiring to Address the Board**
   No citizens requested to address the board.

4. **Items for Review**
   4.1. Committee Notes

       a. Chancellor Performance Review Committee Notes for September 14, 2021
          No edits or comments were made.

5. **Executive Session**
   Began at 3:30 p.m. and adjourned at 4:39 p.m.

6. **Adjournment**
   The meeting adjourned at 4:40pm.

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