

This Regular 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 the Chancellor. Per Texas Government Code § 551.1282, this meeting is being broadcast over the Internet in the manner prescribed by Texas Government Code, § 551.128.

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 OF THE BOARD OF TRUSTEES
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL**

**District Office
1601 South Lamar Street
Lower Level, Room 007
Dallas, TX 75215
Tuesday, September 5, 2017
4:00 PM**

AGENDA

1. Certification of Notice Posted for the Meeting
2. Pledges of Allegiance to U.S. and Texas Flags
3. Citizens Desiring to Address the Board
4. Comments from the Chancellor and/or Trustees which may include Acknowledgements, College Updates, Legislative Considerations, Business and Industry Engagements

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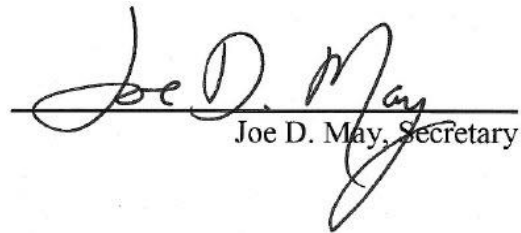
B. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074

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11. Adjournment

**CERTIFICATION OF NOTICE POSTED
FOR THE SEPTEMBER 5, 2017
REGULAR MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Joe D. May, Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 1st day of September 2017, 1) in a place convenient to the public in the District Office Administration Building, 2) to John F. Warren, County Clerk of Dallas County, Texas, and 3) on the bulletin board at the George Allen, Sr. Courts Building, all as required by the Texas Government Code §551.054.


Joe D. May, Secretary

COMMITTEE REPORT NO. 4C-1

Finance Committee Meeting Notes for August 1, 2017

A Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 1, 2017, beginning at 1:13 P.M. in the Lower Level, Room 036. This meeting was convened by Committee Chair Phil Ritter.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, Board Chair (in at 1:30 P.M.)

Ms. Monica Lira Bravo

* Ms. Diana Flores

Mr. Wesley Jameson

Dr. Joe May (Secretary and Chancellor)

* Mr. Phil Ritter, Finance Committee Chair

Mr. JL Sonny Williams

* Ms. Dorothy Zimmermann

*Denotes actual voting committee members

1. **Certification of Notice Posted for the Meeting** was confirmed by the Chancellor.
2. **FY 2018 Budget Presentation and Budget Book**

John Robertson reviewed the FY2018 DCCCD Operating Budget.

State Appropriations:

- The revenue numbers have not changed since the June Board meeting.
- Overall, we received about a \$2 million total increase from the Appropriation Bill for "instructional" funding. This amount hasn't changed much in over 10 years. Our base year contact hours increased.
- Special Item Funding decreased \$0.2 million. Starlink was funded for \$0.3 million and the Small Business Development Center (SBDC) was funded for \$1.6 million. The SBDC supports all of North Texas.
- The Higher Education Group Insurance was funded at \$18.5 million. This is an increase of \$2 million. $\pm 45\%$ of total health care expense is paid by the State and DCCCD funds $\pm 55\%$. Rates have also gone up; we will have to fund more of these dollars ourselves. Last year we paid \$26 million. Rates are increasing 7% and next year is forecasted to do the same. Retirees' health care benefits are still covered by DCCCD per state law.

Tuition Revenue:

- These numbers are the same as previously reported to the Board.

- The Gross Tuition Revenue is \$131.8 million.
- The discounts total \$24.1 million which includes scholarships & waivers at \$16.2 million (this is the largest portion), TPEG at \$6.5 million and bad debt for \$1.4 million.
- The Net Tuition is \$107.7 million, with an increase of \$0.5 million.
- There is no enrollment growth provision. If we see growth, we may come back to the Board.

Local Support:

- We are reporting new numbers.
- We received our certified Taxable Assessed Value (TAV) and it is \$228.7 billion, an increase of \$12.2 billion or 5.6%.
- Commercial property increased \$7.2 billion (6.1%).
- The residential property increased \$5.0 billion (5.1%).
- New construction increased \$5.9 billion.
- The values under protest are \$1.9 billion and this is Dallas Central Appraisal District's (DCAD) best guess. The adjusted TAV is \$230.7 billion. Our forecast was \$1 billion larger than this number. DCAD takes properties that are under protest from the TAV until finalized. \$1 billion is the property values still under dispute.

Taxpayer Savings:

- Increased the *Over 65 and Disabled exemption* to \$69,000 from \$50,000. This is the first year there was an increase this size.

Local Support:

- The M&O tax revenues increased \$13.1 million.
- The M&O tax rate is budgeted the same as the last 5 years at \$0.104.
- The I&S tax rate is \$0.0202.
- DCCCD taxes are still approximately 4% of the homeowner's tax bill.
- Several locations were chosen and their DCCCD TAV percentages calculated. All are at 4.6% or below, with the exception being Highland Park.

Tax Rate History:

- The I&S is going up to \$0.0202.
- We accelerated the payoff of our bonds, saving tax payers \$41.6 million.

The Board inquired about returning savings to the tax payers.

John responded that we are at our limit of exemptions and funds cannot be returned to taxpayers.

Effect of TAV Increase:

- The average market value of a home has increased by 8.6%.
- We have seen our TAV increase 6.4%.

The Board wants to see how much in commercial taxes we are foregoing through exemptions.

FY18 Operating Revenue Summary:

- The State appropriations increased \$2 million.
- The net tuition increased \$0.5 million.
- Local support is \$236.1 million, based on an estimated TAV of \$231.7 billion.
- The total available operating revenues is \$437.4 million, an increase of 3.6%.

FY2018 Budget Revenue Sources:

- Net M&O Taxes – 54%
- Net Tuition & Fees – 24%
- State Funding – 20%
- Other Revenues – 2%

Operating Expenses:

- \$9.2 million is set aside for employees and will include a 3% average increase for full time salaries, staff and administrative job profiles reviews, and faculty pay for performance and milestone adjustments.
- The DART GoPass and El Centro DART passes will total \$2.4 million. The agreements with DART are not to make money, but to save our students money, removing transportation barriers. John is optimistic that ridership among students will increase over the next two years.

Budget Priorities:

- Recurring budget priorities: The Network Model (guided pathways, navigators and pathway advisors) – We have set aside \$2.5 million
- Early College High Schools – funding back to the colleges \$1.9 million
- Level Up Scholarship Match - \$0.8 million
- Recruit Texas - \$2.5 million (The Workforce Commission has asked us to draft a proposal with business entities. When a company is looking at moving to this area, the Workforce Commission can work with them to offer training using the community college model).
- Nonrecurring budget priorities: New programs and start up baccalaureate program transition (naming issues, faculty and software design) - \$6.7 million and IT infrastructure - \$18 million.

The Board requested John create a list of recurring priorities and include when

they began and as they reoccur.

Budget Expense Summary:

- A handout was distributed describing College Services and Board Services.
- John is designing reports to show the Board how our return on investment is effecting our services.
- We are required by law to report on our budget and report on our website differently.

Budget Priority Summary:

John and Tiska will break the line item Safety & Security and IT Infrastructure into separate line items, detailing the list, and provide to the Board this Fall.

John will have a new deferred maintenance list this Fall.

IT will give the Board an update in September.

Compensation:

- The compensation budget is \$9,200,000 which includes: Full time faculty - \$2,108,150 (a \$2,150 increase at approximately 3% on the average salary, faculty milestone and pay for performance); Administrator - \$1,158,296 (administrator 3% raises & adjustments and schedule adjustment to market); and Staff - \$5,526,740 (3% raises and schedule adjustment to market); and Job Profile Reviews - \$406,814.
- The Administrator Schedule for FY2018 will bring them up to where the market says we have to be at to attract new employees.
- The Staff Schedule for FY2018 will bring current employees up to the new minimums.

For Taxpayers:

- Tax revenues support affordable education. There has been no tuition increase since spring of 2015. We are the second lowest in-district tuition rate in the State and are \$27 below the State average of \$86 for in-district tuition. These numbers are the most recent updates.
- The Over 65/Disabled Person exemption increased by 38% affording \$2.8 million in taxpayer savings.
- The acceleration of debt payoff of our bonds saved taxpayers \$41.6 million over the next 13 years.
- We have the 9th lowest M&O tax rate in the State.
- We support the Dallas economy by attracting new business through Recruit Texas, assisting small and minority businesses and the development of

baccalaureate degrees in critical programs.

- We keep our tuition affordable for our students because tax payers are doing their part.

For Students:

- Increases the support of student clubs, organizations and PTK scholarships for dues and conference attendance. Participating students have double the successful graduation rates.
- Provides \$16 million in dual credit and ECHS tuition scholarships to Dallas County students, \$2 million in additional support to colleges for ECHS and \$2.5 million to support the Network Model for guided pathways, navigators and pathway advisors.
- Removes transportation and economic barriers.
- We are improving mobile device connectivity and safety and security.

College Budget Allocation:

- We are moving college budget allocation monies into 3 areas – enrollment driven revenues, outcomes based funding and other allocation.
- Enrollment Driven Revenues include State appropriations, credit and CE tuition, tuition scholarships and waivers, ECHS start up, student work study income, and miscellaneous income.
- Outcomes Based Funding include metrics funding. The process was changed this year into 6 metrics: degrees & certificates, gainful employment, transfers, course completions, retention, and developmental education.

The Board suggested colleges receive extra funds for meeting strategic priorities, especially in the area of having diverse staff reflecting student population.

John responded that our goal is to make this better, making very clear that what we are doing aligns with our strategic priorities and aligns our outcomes with these metrics (performance measures, diversity, income disparity, etc.).

- Other allocations include operation and maintenance of plant, lease expense, DCCCD funded benefits, program startup & assistance (Dental Hygiene, Health Career Resource Center and Nursing & Allied Health), and prior year salary adjustments.

Methodology of Funding:

- The funding amount will be \$45 million for FY18 to achieve 15% of college allocation. John wants to increase by 2% points each year as we shift from an enrollment based model to an outcomes based model.

- Points for each metric including incentive points divided by Full Time Enrollment (FTE) for that college.
- Dollars are allocated based on points and metric weight.
- Outcomes funding will increase over time and we should see those metric points increase.
- John continues to have meetings with the colleges to discuss this new methodology of funding. The colleges did have input in designing the weighing of metrics.

John Robertson and Tiska Thomas reviewed the Budget Book Fiscal Year 2017-2018 Proposed Budget. The goal of having a budget approved in August allows us to gear up for the start of the fiscal year in September.

The Board inquired about the Wright Resource Group: Who are the principals of that company? What training do they offer?

Dr. May responded that they provide training at Cedar Valley College through the Texas Workforce Commission.

Dr. Seabrooks added that they provide leadership training. He will provide the Board with the names of the principals.

The Board asked about the contracts listed with no dollar amounts.

John responded that the contract could be an in-kind agreement.

If there is a zero amount and the contract ends up being over \$50,000, it will come to the Board for approval.

Board members asked if we have a process improvement group for spending monies, awarding, and rewarding fiscal responsibility.

John responded that if the colleges are frugal with their money they get to spend savings on additional items.

The Board asked if we are fully utilizing the cooperative purchasing agreements.

John informed them that we are discussing to ensure we are buying what we need.

The Board suggested there be a review of the technology software licenses.

The Board asked how we contract for custodial services.

Steve Park responded that we originally contracted with 3 vendors District-wide. One vendor was a non-performer. District-wide custodial service is handled by two vendors.

Board members noticed there were several million-dollar line items in the

Budget Book on page #75.

Steve Park responded that these are contracted price agreements utilizing a cooperative contract. They are consumables. The largest cooperative contract we utilize is the Texas Department of Information Resources (DIR). Another one is the H-GAC (Houston-Galveston Area Council) Cooperative Purchasing Program. These organizations comply with state purchasing requirements.

Dr. May recognized all the hard work and the great job done on the Budget Book for Fiscal Year 2017-2018.

3. Date to Adopt Ad Valorem Tax Rate for the 2017 Tax Year

The Finance Committee recommended to proceed with the proposed M&O rate of \$0.104 per \$100 valuation to the Regular Board Meeting, the same rate as FY2016-17. The M&O rate that is adopted in September cannot be higher than the rate proposed by the Board today. This rate will generate more tax dollars than fiscal year 2016-17, so public hearings will be held on August 15 & 22, 2017.

4. Investments

A. Review of 3rd Quarter Investment Report

The 3rd Quarter investment transaction reports were reviewed. We begin to see our values go down as we wind down the financial year.

B. Review of Broker/Dealers List

Changes to the Brokers-Dealers list included a name change, additions due to mergers and removal of two broker-dealers due to inactive relations with the District.

The Board asked John to confirm we are not doing business with Wells Fargo. John stated that he would research the Districts' transaction history with Wells Fargo to ensure that there has been no business conducted with Wells Fargo.

C. Review of CAK (Local) – Policy Concerning Investments

The Policy Concerning Investments, CAK (Local), have to be reviewed and updated annually. The guideline for the maximum for commercial

paper has been increased to 30% of our investment portfolio. We will revamp our ranges of our investment policy next year. Updates will be provided to the Board quarterly. We do monitor and consider our options internally.

Bond money is restricted, separate and segregated. It can be moved only to pay the debt service on the bond.

Board members requested a report on where we are today in terms of each investment range.

5. **Committee Notes for August 1, 2017** were reviewed.
6. **Executive Session** was not required.
7. **Adjournment** was at 3:52 P.M.

**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 DCCCD.

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 DCCCD General Counsel Robert Wendland.

American Intercontinental University, Inc.

CONSENT AGENDA NO. 6A-1

Approval of Minutes of the August 1, 2017 Work Session

It is recommended that the Board approve the minutes of the August 1, 2017 Board of Trustees Work Session.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, chair
Ms. Monica Lira Bravo
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Joe May (secretary and chancellor)
Mr. Phil Ritter
Mr. JL Sonny Williams
Ms. Dorothy Zimmermann

Members Absent:

None.

A Work Session of the Board of Trustees of Dallas County Community College District was held Tuesday, August 1, 2017, convened by Chair Charletta Compton and began at 3:52 p.m. in the lower level, room 036. Minutes were taken by Perla Molina.

- 1. Certification of Notice** posted for the meeting was confirmed by the Chancellor Joe May.
- 2. Review of August Policy Items**
Chair Compton recommended agenda item 2 be tabled – the Review of the August Policy Items to the September meetings. No action was taken.
- 3. Executive Session**
No executive session was held.
- 4. Adjournment**
Trustee Flores motioned to adjourn and Chair Compton adjourned the work session at 4:07 p.m.

CONSENT AGENDA NO. 6A-2

Approval of Minutes of the August 1, 2017 Regular Board Meeting

It is recommended that the Board approve the minutes of the August 1, 2017 Board of Trustees Regular Meeting.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, chair
Ms. Monica Lira Bravo
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Joe May (secretary and chancellor)
Mr. Phil Ritter
Mr. JL Sonny Williams
Ms. Dorothy Zimmermann

Members Absent:

None.

A Regular Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 1, 2017, beginning at 4:12 p.m. in the Lower Level, Room 007.

1. **Certification of Notice Posted for the Meeting** was made by Chancellor May.

2. **Pledges of Allegiance** to U.S. and Texas Flags were recited.

3. **Public Hearing on Richland Collegiate High School Budget for 2017-2018**

Chair Compton opened at 4:13 p.m. There were no public speakers. The public hearing closed at 4:14 p.m.

4. **Public Hearing on DCCCD Budget for 2017-2018**

Chair Compton opened at 4:14 p.m. There were no public speakers. The public hearing closed at 4:15 p.m.

5. **Citizens Desiring to Address the Board**

Debbie Hutchison shared with the Board her wonderful experience during the last 22 years working at the District. The Board and Chancellor May thanked her for her service.

6. **Comments from the Chancellor and/or Trustees** which may include Acknowledgements, College Updates, Legislative Considerations, Business and Industry Engagements

A. Chancellor's Updates

Dr. May thanked the Board for their service, particularly because this was one of the largest Agendas of the year due to Budget and Personnel items.

He thanked John Robertson and his staff for the work they put into the Budget Book.

Chancellor May made a legislative update on House Bill 4 regarding property taxes, which did not apply to us, but could change and he will keep Board informed. He also mentioned that Aug. 1st was the start of Campus Carry policy within District and thanked Rob Wendland and his team, along with Commissioner Hill, for all the work they did to develop and implement the policy.

He invited Board to our annual Conference Day on Aug. 18 at the Kay Bailey Hutchison Convention Center, naming it the largest gathering of DCCCD employees every year.

He thanked PSS and Exec Council and staff who sponsored the Fit 2 Hire event at Bill Priest Institute providing workplace wardrobe for those in need. The event boasted of over 100 volunteers, workshops, and clothing drive; the effort was led by Brenda Welcome.

B. Trustee Comments/Questions

Trustee Flores stated her concerns about the lack of diversity in District employees and would like to see an evaluation instrument for Dr. May's direct reports that will measure their efforts.

She also requested the Board Relations office look into some comments made by Commissioner Paredes regarding dual credit and community colleges. Dr. May responded that our office was already working on it and would follow up with her later this week.

Trustee Flores also encouraged to get behind TACHE, as this year they will be hosting a conference locally in Dallas.

She also recognized El Centro – Dr. Adames and Mountain View – Dr. Garza for their recognition as one of the best Community Colleges to work at.

Trustee Compton shared her concern regarding an anonymous letter she received pertaining to some finances of the District. She expressed her commitment as Chair of the Board and her fellow Trustees diligence in their roles as Trustees. Trustee Zimmermann also acknowledged that she received the anonymous letter. Trustee Williams stated that the Board traditionally does not acknowledge anonymous letters, and encouraged employees and citizens to make their statements in front of the Board as they are given the opportunity at every Board meeting. Trustee Compton agreed with Trustee

Williams stating that there is always two sides to each story. Trustee Jameson acknowledged John Robertson and his team for their efforts in putting out the Budget Book. That this document serves to inform the public regarding the District's finances.

Trustee Zimmermann recognized the DCCCD Street Team for their participation in the Cars Under the Stars event at Sachse.

Trustee Jameson acknowledged John Robertson and his team for their efforts in putting out the Budget Book. That this document serves to inform the public regarding the District's finances.

C. Committee Reports

Committee reports for Education Workforce Committee – June 6, 2017 and Finance Committee – June 30, 2017 were presented. No edits or changes were made.

7. Consent Agenda and 8. Individual Items

Chair Compton requests a motion to approve 7A1, 7A2, 7B1 and 7C1 on the Consent Agenda along with Individual Items 8A 1-5, 8B, 8C1, 8C2 and 8C4. Trustee Flores motioned to approve and Trustee Jameson seconded that motion. All Trustees agreed to pass motion, none apposed or abstentions.

8. Individual Items – C

Items approved with Consent Agenda except for 8C requiring a Roll Call vote.

C. Financial Items for Individual Action

Trustee Jameson moved to propose the maintenance and operations ad valorem rate of 0.104 per 100 on a valuation for the 2017 tax year to be adopted at the September 5th, 2017, regular board of trustees meeting, and two public hearings to be held at 4PM on August 15th and August 22nd, 2017. If adopted as proposed the total ad valorem tax rate for DCCCD will be 0.124238 per \$100 of valuation.

Roll Call Vote:

Zimmermann : For

Ritter: For

Jameson: For

Compton: For

Bravo: For

Williams: For

Flores: For

Trustee Flores pleased to have the 2nd lowest tax rate in the state without an increase in 5 years.

9. Policy Items - First Reading

Policy Items will be discussed at length at the next Work Session in September. Trustee Flores is asking in preparation for this Policy 9I – Vacations and Holidays, requesting staff to benchmark against this other institutions. Trustee Zimmermann requests the cost associated with this policy change.

10. Informative Reports

Trustee Compton informed Trustee Jameson that the Foundation Report he requested will not be ready until the September agenda.

Trustee Zimmermann had questions about the Monthly Award and Change Order Summary (May 2017) regarding solar energy faucets that run on budget. Dr. May responds that we will have to find more details and follow up with her regarding this question.

11. Executive Session

None.

12. Adjournment of Regular Meeting occurred at 4:57 p.m. on a motion by Trustee Bravo and a second by Trustee Zimmermann.

CONSENT AGENDA NO. 6A-3

Approval of Minutes of the August 15, 2017 Special Meeting

It is recommended that the Board approve the minutes of the August 15, 2017 Board of Trustees Special Meeting.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, chair
Mr. Wesley Jameson
Dr. Joe May (secretary and chancellor)
Mr. Phil Ritter
Mr. JL Sonny Williams
Ms. Dorothy Zimmermann

Members Absent:

Ms. Monica Lira Bravo
Ms. Diana Flores

A Special Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 15, 2017, convened by Chair Charletta Compton and beginning at 4:00 PM in the Lower Level, Room 007.

1. Certification of Notice Posted for the Meeting posted for the meeting was confirmed by Chancellor Joe May.
2. Public Hearing on the Proposed Tax Rate was opened by Chair Compton at 4:03 p.m. There were no public speakers. The hearing was closed at 4:04 p.m.
3. Executive Session was not required.
4. Adjournment of the Special Meeting occurred at 4:04 p.m. with a motion by Trustee Jameson and a second by Trustee Ritter.

CONSENT AGENDA NO. 6A-4

Approval of Minutes of the August 22, 2017 Work Session

It is recommended that the Board approve the minutes of the August 22, 2017 Board of Trustees Work Session.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, chair
Ms. Monica Lira Bravo
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Joe May (secretary and chancellor)
Mr. Phil Ritter
Mr. JL Sonny Williams
Ms. Dorothy Zimmermann

Members Absent:

None.

A Work Session of the Board of Trustees of Dallas County Community College District was held Tuesday, August 22, 2017, convened by Chair Charletta Compton and began at 2:00 p.m. in the lower level, room 007. Minutes were taken by Perla Molina.

1. **Certification of Notice** posted for the meeting was confirmed by the Chancellor Joe May.
2. **Executive Session**
The Board went into executive session at 2:01 p.m. and returned to the work session at 4:07 p.m.
3. **Adjournment**
Chair Compton adjourned the work session at 4:07 p.m.

CONSENT AGENDA NO. 6A-5

Approval of Minutes of the August 22, 2017 Special Meeting

It is recommended that the Board approve the minutes of the August 22, 2017 Board of Trustees Special Meeting.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, chair
Ms. Monica Lira Bravo
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Joe May (secretary and chancellor)
Mr. Phil Ritter
Mr. JL Sonny Williams
Ms. Dorothy Zimmermann

Members Absent:

None.

A Special Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 22, 2017, convened by Chair Charletta Compton and began at 4:08 p.m. in the lower level, room 007. Minutes were taken by Perla Molina.

1. **Certification of Notice** posted for the meeting was confirmed by the Chancellor Joe May.
2. **Public Hearing on the Proposed Tax Rate** was opened by Chair Compton at 4:09 p.m. There were no public speakers. The hearing was closed at 4:10 p.m.
3. **Talent Items for Individual Action**
Trustee Zimmerman made a note that all resignations were made for "Personal Reasons". Trustee Compton and Trustee Williams both noted that these were public documents and people may not want to share those reasons. Susan Hall confirmed that exit interview were done for all resignations.

Trustee Ritter asked why ethnicity is hand written on reports. Chair Compton explained this is not taken into consideration during hiring process and is only for Board purposes at Trustee Flores' request. Chair Compton moved to approve Individual Talent Items A1, A2, A3 and

A4, with motion from Trustee Jameson and second from Trustee Bravo. Trustee Flores did make a comment regarding her concerns of lack of diversity. Chair Compton concurs with Trustee Flores' comments.

4. Executive Session

No Executive Session was held.

5. Chair Compton Comments

Chair Compton offered the floor to General Counsel Rob Wendland who wanted to recognize David Hay in his department. David Hay is retiring by August 31, serving 27 years at the District. Trustee Williams remarks on his experience when he met David Hay 12 years ago. Trustee Flores comments on David Hays being a product from the El Centro College Paralegal program and thanks him for his service. The Board thanks David Hay for his 27 years of service.

6. Adjournment

Chair Compton adjourned the special meeting at 4:17 p.m. with motion moved by Trustee Flores and seconded by Trustee Zimmermann.

POLICY ITEM NO. 6B-1

Approval of Amendment to Policy Concerning Board Members
Compensation and Expenses – BBG (LOCAL)

The following amendments to BBG (LOCAL), as it relates to reimbursement of reasonable expenses incurred in carrying out Board business, as well as reimbursement of reasonable expenses incurred while attending meetings and conventions as official representatives of the Board are proposed.

The Chancellor recommends that the Board amend policy BBG (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

BOARD MEMBERS COMPENSATION
AND EXPENSES

BBG
(LOCAL)

~~SPECIFIC TRIPS
AUTHORIZED~~

Board members shall be reimbursed for reasonable expenses incurred in carrying out Board business at the Board's request and for reasonable expenses incurred while attending meetings and conventions as official representatives of the Board. The Chancellor shall annually prepare and submit to the Board for consideration a list of meetings and conventions that represent opportunities for one or more members of the Board to attend as official representatives of the Board. The Chancellor shall also update the list, as may be necessary, or otherwise reasonably notify the Board of additional opportunities as same may arise. Board members shall confer and determine, in a manner reasonably acceptable to the Board, which members shall attend any or all of those meetings to serve the interests of the College District.

~~Without specific Board approval, a Board member is authorized to attend the following annual conferences:~~

~~1. Association of Community College Trustees (ACCT).~~

~~2. National Legislative Seminar of ACCT.~~

- ~~3. Regional Conference of ACCT.~~
- ~~4. American Association of Community Colleges (AACC).~~
- ~~5. Board Source.~~
- ~~6. Association of Governing Boards.~~
- ~~7. Texas Association of Chicanos in Higher Education (TACHE).~~
- ~~8. National Institute for Staff and Organizational Development (NISOD).~~
- ~~9. National Association of Latino Elected Officials (NALEO).~~
- ~~10. Community College Association of Texas Trustees (CCATT).~~

~~If a Board member is an officer of CCATT, the Board member may attend a meeting that is directly related to the Board member's position as an officer without Board approval, but the Board member shall report, in writing, to the Audit Committee the purpose and expense of the trip within a reasonable time after the trip. In addition, a Board member may attend meetings and conferences hosted by the Coordinating Board or by the League for Innovation without specific Board approval.~~

Upon request from the Chancellor, a Board member may attend any state or national legislative meeting without specific Board approval; however, the Chancellor shall notify the Board at its next regular meeting of the request.

~~BOARD AUTHORIZATION REQUIRED~~

~~Other than the trips enumerated above, Board approval is required to approve any trip undertaken by a Board member who requests reimbursement for the trip. If the Board member undertakes a trip without Board approval and requests reimbursement, the Board member shall submit a request for approval under the procedures stated below in the section on APPROVAL OF UNAUTHORIZED TRIPS AND EXPENSES.~~

EXPENSE
REIMBURSEMENT

~~Board members shall be reimbursed for reasonable expenses incurred in carrying out Board business at the Board's request and for reasonable expenses incurred while attending meetings and conventions as official representatives of the Board.~~

An amount for Board member travel expense reimbursement shall be approved in the budget each year.

Reimbursement shall be made by one of the following methods, in accordance with College District Policy ~~as determined by the Board~~:

1. Reimbursement for use of a personal car at the mileage rate currently approved by the Board, or the actual cost of commercial transportation, plus parking and taxi fares and expenses for lodging, meals, and other incidental expenses. Board members shall file a statement, and to the extent feasible, attach receipts documenting actual expenses for which reimbursement is requested.

2. A set amount approved in advance for reasonable expenditures to be incurred on a particular trip. This amount shall include travel, lodging, meals, and any other reasonably predictable expenditures. Board members shall file a statement, with receipts, accounting for amounts actually expended. Any excess shall be refunded to the District.

~~APPROVAL OF
UNAUTHORIZED TRIPS
AND EXPENSES~~

~~A Board member who requests authorization for a trip or reimbursement for a travel expense or both, which has not been authorized by this policy or the Board, shall submit the request for approval to the Audit Committee of the Board. If the committee approves the request, the Vice Chancellor of Business Affairs shall reimburse the Board member to the extent provided by the committee. If the committee disapproves the request, the Board member may submit the request to the Board at its next regular meeting. The Board's judgment is final.~~

~~A Board member shall reimburse the College District for all unauthorized travel expenses that the College District incurred on the Board member's behalf within 30 days after~~

~~disapproval as noted in the paragraph above, or within 30 days after the expiration of the 60 days after the last day of the meeting or conference, whichever applies.~~

VERIFICATION OF EXPENSES

The Chancellor or designee shall verify authorization for trips and allowable expenses consistent with this policy. It is the intent of the Board for this policy to be strictly applied. ~~Any request for reimbursement that is not consistent with this policy must be submitted for approval under the procedures in the section above on APPROVAL OF UNAUTHORIZED TRIPS AND EXPENSES.~~

POLICY ITEM NO. 6B-2

Approval of Amendment to Policy Concerning Investments - CAK
(LOCAL)

The Chancellor recommends that the Board amend policy CAK (LOCAL) only as follows:

Effective date: UPON APPROVAL

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

CAK
(LOCAL)

SAFETY AND
INVESTMENT
MANAGEMENT

The College District and its investment officer shall ensure that all available [College District](#) funds are invested to the maximum extent possible at the highest rates obtainable at the time of investment in conformance with the Public Funds Investment Act (PFIA) and this policy. [This policy is adopted in accordance with Texas law and shall be reviewed at least annually, pursuant to relevant sections of the Texas Government Code. The Board shall annually adopt a resolution stating that it has reviewed this policy and any investment strategies developed in relation to and shall create a record of any changes made to either this policy or the investment strategy.](#)

The College District's investment strategy is as follows:

1. Preservation and safety of principal [are most important.](#)
2. Maintenance of sufficient liquidity to meet operational needs.
3. [To the extent that principal is protected and there is liquidity, the investment officer shall invest the funds to yield the highest possible rate of return in accordance with this policy.](#)
~~Security of College District funds and investments.~~

4. Diversification of investments to avoid unreasonable or avoidable risks.

The College District's portfolio is designed and managed in a manner to promote the best interest of the College District and the public. The College District's conservative investment strategy is rooted in the PFIA's Standard of Care, which states: "Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering probable safety of capital and probable income to be derived.

All investment transactions except investment pool funds and mutual funds shall be executed on a delivery-versus-payment basis.

LIQUIDITY AND DIVERSIFICATION

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer. The following are guidelines for maximums:

1. U.S. Treasury Securities	100%
2. U.S. Agencies and Instrumentalities	85%
3. Insured or collateralized Certificates of Deposit	100%
4. Repurchase Agreements*	20%
5. Money Market Mutual Funds	50%
6. Authorized Investment Pools	85%
7. Commercial paper with a maximum maturity of 181 days, rated A1/P1 by a nationally	30 20%

recognized rating agency, and not more than five percent in any single issuer.	
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*Excluding flexible repurchase agreements for bond proceeds investments.

To maintain a sufficient level of liquidity, at least ten percent of the portfolio will be maintained in investment pools.

AUTHORITY

The chief financial officer or associate chief ~~or executive director, of or~~ business affairs ~~budget and district operations~~, or his or her designee, shall serve as the investment officer of the College District and shall invest College District funds as directed by the Board and in accordance with the College District's written investment policies.

ADMINISTRATION OF INVESTMENTS

The administration and procedures for investing College District funds and for requiring ethics disclosures of investment advisers shall be prescribed by the chief financial officer ~~executive vice chancellor of business affairs~~ in the appropriate section of the College District business procedures manual, as amended. The administration and procedures shall be consistent with this policy.

FUNDS/STRATEGIES

Investments of the following fund categories shall be consistent with this policy and in accordance with the strategy defined below. For pooled investments, the College District will consolidate cash balances from all funds in the pool to maximize investment earnings. The earnings will be allocated to the various funds participating in the pool based on their respective participation and in accordance with generally accepted accounting principles.

OPERATING FUNDS: Investment strategies for operating funds (including any commingled pools

containing operating funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

~~QUASI-ENDOWMENT FUNDS: Investment strategies for quasi-endowments funds (including any commingled pools containing quasi-endowment funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.~~

DEBT SERVICE FUNDS: Investment strategies for debt service funds shall have as their objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Reserve funds for revenue debt may be invested for long-term maturity in order to maximize return on investment. Maturities longer than one year are authorized provided legal limits are not exceeded. Debt service funds shall be kept separate from other funds.

UNEXPENDED PLANT FUNDS: Investment strategies for capital projects in the unexpended plant funds shall have as their objective sufficient investment liquidity to timely meet capital project obligations. ~~Bond proceeds shall be kept separate from other funds; however, Unexpended unexpended~~ plant funds transferred from operating funds may be commingled with operating funds.

BOND PROCEEDS: Investment strategies for bond proceeds shall have as their objective sufficient investment liquidity to meet capital project obligations. Bond proceeds shall be kept separate from all other funds.

POLICY ITEM NO. 6B-3

Approval of Amendment to Policy Handling Personally Identifiable Information – CR (LOCAL)

The amendment adds specific policies concerning the use and transmission of Personally Identifiable Information (PII) and Social Security Numbers (SSN) in the College District.

The Chancellor recommends that the Board amend policy CR (LOCAL) only as follows by the addition of the following:

Effective date: UPON BOARD APPROVAL

TECHNOLOGY RESOURCES

CR
(LOCAL)

PRIVACY

The general right to privacy is extended to the electronic environment to the extent possible. Users have a lessened expectation of privacy when using computer resources and facilities owned by public institutions such as the College District. Issuance of a password or other means of access is to ensure appropriate confidentiality of College District files and information. It is neither a guarantee of privacy nor a license for abuse or improper use of the College District's computing resources and facilities. Privacy is mitigated by the Texas Public Information Act, administrative review, computer system administration, audits, and the nature of the electronic medium itself. Contents of electronic files will be examined or disclosed only when authorized by the user, approved by designated College District officials, or required by law.

PERSONALLY
IDENTIFIABLE
INFORMATION

Members of the College District community shall employ reasonable and appropriate administrative, technical, and physical safeguards to protect the integrity, confidentiality, and security of all Personally Identifiable Information (PII), irrespective of its source or ownership or the medium used to store it.

All individuals who dispense, receive, and store PII have responsibilities to ensure with all due diligence that these data are protected at all times.

In adopting this policy, the College District is guided by the following objectives:

1. To enhance individual privacy for members of the College District community through the secure handling of PII and Personal Identifiers (PIDs);
2. To ensure that all members of the College District community understand their obligations and individual responsibilities under this policy by providing appropriate training that will permit the College District community to comply with both the letter and the spirit of all applicable privacy legislation;
3. To increase security and management of Social Security Numbers (SSNs) by:
 - a. Instilling broad awareness of the confidential nature of the SSNs;
 - b. Establishing a consistent policy about the use of SSNs throughout the College District; and
 - c. Ensuring that access to SSNs for the purpose of conducting College District business is granted only to the extent necessary to accomplish a sponsored task or purpose.
 - d. To reduce/remove reliance on the SSN for identification purposes as much as possible.
4. To comply with all Payment Card Industry (PCI) standards;
5. To comply with HIPPA standards (as applicable).

SCOPE

This policy applies to all members of the College District community, including all full- and part-time employees, faculty, students and their parents or guardians, and other individuals such as contractors, consultants, other agents of the community, alumni, and affiliates that are associated with the College District or whose work gives them custodial responsibilities for PII.

DEFINITIONS

Data Custodians: Data Custodians are College District designees who have planning and policy-making responsibilities for institutional data and the College District Data Warehouse. The Data Custodians, as a group, are responsible for overseeing the establishment of data management policies and procedures and for the assignment of data management accountability.

Minimum Necessary: Minimum Necessary is the standard that defines that the least information and fewest people should be involved to satisfactorily perform a particular function.

Personally Identifiable Information (PII): Information which can be used to distinguish or trace an individual's identity, such as their name, Social Security number, or biometric records, alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother's maiden name, etc.

Directory information: Directory Information is determined by the College District and/or applicable law and is not considered PII.

DATA CUSTODIANS

Data Custodians are responsible for the oversight of PII in their respective areas of College District operations. Activities of these officials are aligned and integrated through appropriate coordination among these cognizant College District officials. Officials responsible for each of the following areas will be considered data custodians:

- a. Enrollment/Registration
- b. Financial Aid
- c. Student Records

- d. Alumni and Donor Records
- e. Health Records
- f. Faculty and Staff Records
- g. Purchasing and Contracts
- h. Institutional Research
- i. Public Safety
- j. Systemic Reporting
- k. Data Sciences

DISCLOSURE

PII may be released only on a Minimum Necessary basis and only to those individuals who are authorized to use such information as part of their official College District duties, subject to the requirements:

- 1. That the PII released is narrowly tailored to a specific business requirement;
- 2. That the information is kept secure and used only for the specific official College District business purposes for which authorization was obtained; and
- 3. That the PII is not further disclosed or provided to others without proper authorization as defined above.
 - a. PII may be handled by third parties with the strict requirement that the information be kept secure and used only for a specific official authorized business purpose as defined in an appropriate agreement with that third party which contains provisions related to data sharing and data transfer that meet the requirements of the College District.

Exceptions to this policy may be made only upon specific requests approved by the Chancellor, or his/her designee, and only to the degree necessary to achieve the mission and business needs of the College District. Any and all exceptions made must be documented, retained securely, and reviewed periodically by the Chancellor or his/her designee.

DIRECTORY
INFORMATION

Directory Information, as defined by Federal and State law and College District policy, will be published following the guidelines defined by the College District.

HIPPA

Information that has been collected that conforms to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) standards of de-identification or anonymization is not PII.

GOVERNMENT-
ISSUED PERSONAL
IDENTIFIERS

The College District collects SSNs:

1. When required to do so by law;
2. When no other identifier serves the business purpose; and
3. When individual volunteers the SSN as a means of locating or confirming personal records.

SOCIAL SECURITY
NUMBER

In other circumstances, individuals are not required to provide their SSN verbally or in writing at any point of service, nor are they to be denied access to those services should they refuse to provide an SSN.

RELEASE OF SSN

SSNs will be released to persons or entities outside the institution only:

1. As required by law;
2. When permission is granted by the individual; or
3. When the external entity is acting as the College District's authorized contractor or agent and attests that no other methods of identification are available, and reasonable security measures acceptable to the College District are in place to prevent unauthorized dissemination of SSNs to third parties.

USE, DISPLAY,
STORAGE,
RETENTION
AND DISPOSAL

SSNs or any portion thereof will not be used to identify individuals except as required by law or with approval by a cognizant College District official for a College District business purpose.

The release or posting of personal information, such as grades or occupational listings, keyed by the SSN or any portion

thereof, is prohibited, as is placement of the SSN in files with unrestricted access. SSNs will be transmitted electronically only for business purposes approved by the College District officials responsible for SSN oversight and only through secure mechanisms. Electronic transmission of SSNs between College District employees who are authorized to see and exchange such information is permissible, but only to the extent such transmission is done in compliance with this Policy and only between such employees authorized to do so.

It is a violation of this Policy to use or transmit SSNs including, but not limited to, the following circumstances:

1. Creating reports that have SSN fields or contain SSNs;
2. Transmitting SSNs or PII electronically in an email, except as permitted by this Policy between authorized College District officials; or
3. Transmitting SSNs or PII electronically in an attachment to an email.

The foregoing is not intended to be a comprehensive list of prohibited conduct regarding use or transmission of PII and/or SSNs. Questions or concerns regarding use or transmission of PII and/or SSNs should be directed to the College District's Chief Innovation Officer or designee.

The Data Custodians who are responsible for SSNs will oversee the establishment and implementation of business rules for the use, display, storage, retention, and disposal of any document, item, file, or database which contains SSNs in print or electronic form.

NON-SSN GOVERNMENT IDENTIFIERS

In the course of its business operations, the College District has access to, collects, and uses non-SSN government-issued identifiers such as driver's licenses, passports, HIPAA National Provider Identifiers, Employee Identification Numbers (EIN), and military identification cards, among others.

COLLEGE DISTRICT-
ISSUED IDENTIFIERS

COLLEGE
DISTRICT ID

USE, DISPLAY,
STORAGE,
RETENTION
AND DISPOSAL

OTHER EXTERNALLY-
ASSIGNED
IDENTIFIERS AND
OTHER PERSONALLY

The College District shall follow the Minimum Necessary standard and strive to safeguard these identifiers.

The College District ID is a unique numeric or alphanumeric identifier assigned by the College District to any person that requires an identifying number in any College District system of record.

A College District ID is assigned at the earliest possible point of contact between the person and the College District.

The College District ID is associated permanently and uniquely with the person to whom it is assigned.

The College District ID is considered PII by the College District, to be used only for appropriate business purposes in support of operations.

The College District ID is used to identify, track, and serve individuals across all College District electronic and paper data systems, applications, and business processes throughout the span of an individual's association with the College District and presence in the College District's systems or records.

The College District ID is not to be disclosed or displayed publicly by the College District, nor to be posted on the College District's electronic information or data systems unless the College District ID is protected by access controls that limit access to properly authorized individuals.

The release or posting of personal information keyed by the College District ID, such as grades, is prohibited.

Any document, item, file, or database that contains College District IDs in print or electronic form is to be protected and disposed of in a secure manner in compliance with data retention rules.

The College District shall follow the Minimum Necessary standard and strive to safeguard any externally assigned identifiers which may be collected.

IDENTIFIABLE
INFORMATION

RESPONSIBILITY
FOR
MAINTENANCE
AND ACCESS
CONTROL

College District IDs are maintained and administered by the appropriate College District office in accordance with this policy.

Other College District offices may maintain and administer electronic and physical repositories containing personal identification numbers for uses in accordance with this policy.

Access to electronic and physical repositories containing PII will be controlled based upon reasonable and appropriate administrative, physical, technical, and organizational safeguards.

Individuals who inadvertently gain access to a file or database containing PII should report it to the appropriate authority.

ENFORCEMENT

Violations of this policy resulting in misuse of, unauthorized access to, or unauthorized disclosure or distribution of personal identification numbers may subject individuals to legal and/or disciplinary action, up to and including the termination of employment or contract with the College District or, in the case of students, suspension or expulsion from the College District. Persons who exceed their authority in using confidential information or who gain access to such information through unauthorized means, including the use of College District computing facilities, should realize that their conduct is in violation of College District policy and will be dealt with accordingly. Such conduct may also be in violation of state and federal law and may

subject such persons to penalties of fines or imprisonment or both.

INTELLECTUAL PROPERTY

All users should be aware that property laws apply to the electronic environment. Users must abide by all software licenses, College District copyright and software policies and procedures, and applicable federal and state law. Users should assume that works communicated through a network are subject to copyright unless specifically stated otherwise. Unless permission of the author is obtained, use of any electronically transmitted information must comply with the “fair use” principle found in federal copyright law and CR(REGULATION).

POLICY ITEM NO. 6B-4

Approval of Amendment to Policy Concerning Conflicts of Interest –
DBD (LOCAL)

The amendment adds conflicts of commitment to the list of potential conflicts.

The Chancellor recommends that the Board amend policy DBD (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

CONFLICT OF INTEREST

DISCLOSURE
GENERAL
STANDARD

An employee shall disclose to his or her immediate supervisor any personal, professional, commercial, or financial interest, ~~a personal financial interest, a business interest,~~ or any other obligation or relationship that could reasonably be expected to directly or significantly affect the employee's performance of his or her assigned duties and employment responsibilities or create a substantial conflict between the interest of the employee and the best interest of the College District. ~~in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the College District.~~

Annually, Board members, the Chancellor, College Presidents, employees who report directly to the Chancellor, and any other employee engaged in the preparation of specifications, evaluation, recommendation, execution, or administration of any purchase or contract for the purchase of goods or services by the College District (other than employment contracts), shall certify in writing, on a form that meets the requirements of the General Counsel for the College District, that neither he/she ~~he or she~~, nor any of his/her relatives in the first degree of consanguinity or affinity, ~~has~~ does not have a substantial interest in any

	business entity that is a party to or receives direct financial benefit from a the College District's purchase or contract. The <u>Chancellor</u> College District director of human resources shall promulgate rules to <u>provide for such</u> implement this certification.
SPECIFIC DISCLOSURES	
SUBSTANTIAL INTEREST	<p>The Chancellor shall file an affidavit with the Board Chairman disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Chancellor or any of his or her relatives in the first degree may have.</p> <p>Any <u>College President and any employee who reports directly to the Chancellor, including an</u> other employee who is in a position to affect a financial decision involving any business entity or real property in which the <u>a College President, an employee who reports directly to the Chancellor, or any other employee, including his or her relatives in the first degree of consanguinity or affinity,</u> employee has a substantial interest as defined by Local Government Code 171.002 shall file an affidavit with the Chancellor ; <u>however, the employee shall not be required to file an affidavit for the substantial interest of a relative.</u></p>
INTEREST IN PROPERTY	<p>The Chancellor, <u>any College President, and any employee of the College District who reports directly to the Chancellor, as well as any other employee who is in a position to affect a financial decision involving the acquisition of property by the College District,</u> shall be required to file an affidavit disclosing <u>his or her</u> interest in <u>the</u> property, in accordance with Government Code 553.002.</p>
CONFLICTS DISCLOSURE STATEMENT	<p>No employee other than the Chancellor shall be required to file the conflicts disclosure statement, as promulgated by the Texas Ethics Commission and as specified by Local Government Code 176.003–.004.</p> <p>[See BBFA]</p>
<u>EXTERNAL ACTIVITIES</u>	<u>The College District allows and encourages College District employees to engage in external activities, including external employment, as long as the work or activity</u>

does not violate the law or College District policies governing the conduct of College District employees, including ethics standards and provisions relating to conflicts of interest, conflicts of commitment or use of state resources. External activities must not, however, conflict, reduce or interfere with the proper discharge of the employee's duties or the employee's ability to meet his or her employment obligations.

CONFLICT OF COMMITMENT

A conflict of commitment exists when the external activities of a College District employee have the potential (either in actuality or appearance) to interfere or compete with the employee's employment responsibilities or obligations; or when the employee uses College District property in connection with the employee's external activity.

Conflicts of commitment may arise regardless of the location of the activity (on or off campus, on-line), the type of external entity (individual, for profit, not-for-profit, or government), or the level of compensation (compensated or uncompensated).

The Chancellor shall promulgate procedures for the evaluation of potential or actual conflicts of commitment.

DISCLOSURE

An employee shall promptly disclose all actual or potential conflicts of commitment to the employee's supervisor (or a designee) as potential conflicts are identified. An employee must also provide additional relevant information concerning all actual or potential conflicts of commitment as may be requested by a supervising authority and/or deemed necessary for the purpose of evaluating the actual or potential conflict.

When in doubt as to whether an external activity warrants disclosure, employees are encouraged to resolve such doubt on the side of disclosure.

APPROVAL

Prior to engaging in an external activity, approval may be required.

NO PRIOR
APPROVAL

Certain activities enhance the mission of the College District and provide College District employees opportunities for professional development related to the discharge of their duties. Such activities are encouraged by the College District and are considered “pre-approved,” such that prior-approval by the College District is not required to engage in the activity. The following external activities are encouraged by the College District:

- Service on a local, state, or federal government agency committee, panel, or commission;
- Acting in an editorial capacity for a professional or scholarly journal; and
- Attending/presenting at conferences on matters related to the employee’s College District responsibilities.

PRIOR
APPROVAL
REQUIRED

Approval from the proper authority is required prior to engaging in the following external activities:

1. Full-time external employment (whether compensated or uncompensated); or
2. Any compensated or uncompensated activity, including employment, that reasonably appears to, or that an employee reasonably expects, will create, or reasonably have the appearance of creating, a conflict of interest or a conflict of commitment.

The review and approval of requests to engage in external activity shall be managed in accordance with College District regulations.

RETROACTIVE
APPROVAL

An external activity may be approved retroactively when the employee is called upon to engage in an external activity for which prior approval would be impossible or unreasonable to obtain, i.e. an emergency or urgent situation. In such cases, the activity must be disclosed to and approval sought from the proper authority as soon as reasonably possible.

RESCISSION

Approval of an external activity may be rescinded at any time pending receipt of information indicating that the external activity is inconsistent with College District policy, applicable law, or the mission or purpose of the College District. Notice of a rescission of approval shall be provided to the employee in writing.

FACULTY / ADMINISTRATORS

Full-time College District faculty and administrators shall not accept or be employed in a full-time faculty or administrative position at another educational institution while employed as a full-time faculty member or administrator of the College District.

Certain leave options may permit external activities that otherwise might constitute conflicts of commitment. [See DEC (REGULATION)].

USE OF RESOURCES

Except as authorized by the appropriate College District authority, employees may make only incidental use of College District resources for purposes unrelated to the discharge of their duties or the mission of the College District. Use of College District property for purposes unrelated to the discharge of an employee's duties or the mission of the District, or in connection with the performance of external activities must be approved in writing by the CEO of the location or a designee.

GIFTS

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CDE]

ENDORSEMENTS

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the employee during non-school hours, unless the product, material, or service is recommended, endorsed, or required for a course the employee teaches and

is reasonably related to the subject matter of the course and the course syllabus.

SALES

An employee shall not use his or her position with the College District to attempt to sell products or services, unless the product or service is recommended, endorsed, or required for a course the employee teaches and is reasonably related to the subject matter of the course and the course syllabus.

INSTRUCTIONAL MATERIALS

The Chancellor shall establish procedures governing the required purchase by students of instructional materials (including textbooks, study guides, syllabi, and supplies) either from College District employees or in a manner by which a College District employee may receive direct financial benefit.

VIOLATIONS

A College District employee who violates this policy may be subject to disciplinary action in accordance with applicable College District policies and procedures.

POLICY ITEM NO. 6B-5

Approval of Amendment to Policy Concerning Term Contract – DCA
(LOCAL)

The Chancellor recommends that the Board amend policy DCA (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

EMPLOYMENT PRACTICES
TERM CONTRACTS

DCA
(LOCAL)

FACULTY

One-year faculty contracts shall normally be recommended for consideration at a May Board meeting.

Full-time faculty members may be employed for contractual periods of up to three years if the following conditions exist:

1. A faculty member has received a one-year contract for each of the first three years of faculty employment in the College District.
2. Upon completion of three consecutive years of faculty employment with the College District, a faculty member has rendered high-quality services to the College District as determined by the most recent rating obtained through the performance evaluation system established by the Chancellor.

At any time after the completion of the first year of a three-year contract, if a faculty member has an “effective” performance rating, he or she may be offered a successor three-year contract at the discretion of the Board.

Faculty serving a three-year contract may request, in writing, a reduced load during the term of their contract. When a faculty member makes such a

request and is granted a reduced load, no additional multi-year contract will be offered. Upon approval of a request for a reduced load, the faculty member will be placed in “wind-down” contractual status and will continue to serve at a reduced contract level for the remainder of the term of his or her employment contract. For purposes of this provision “wind-down contractual status” refers to effective non-renewal of a multi-year contract.

Once approved, a reduced contract request may not be withdrawn by the faculty member. Accordingly, the contractual work load may not thereafter be increased, except, as may be necessary to meet extenuating circumstances, for the benefit of the College District, or as may be required under applicable law. Any increase in contractual workload after a reduction in workload, as contemplated by this Policy, must be approved in writing by the Chancellor.

POLICY ITEM NO. 6B-6

Approval of Amendment to Policy Concerning Salaries and Wages –
DEA (LOCAL)

The Chancellor recommends that the Board amend policy DEA (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEA
(LOCAL)

ADVANCEMENT ON
SALARY SCHEDULE
FACULTY

Guidelines for advancement on the salary
schedule for faculty are as follows:

1. Professional growth. Instructional personnel are expected to make continuous professional progress while on the faculty of the colleges in the College District. Supervisory personnel are expected to review annually with each division member the nature and progress of their professional development and file a written report thereon. Instructors are expected to realize professional progress through such activities as completion of additional college work, participation in professional organizations and meetings, seminars, workshops, special study groups, independent study groups, independent study or research, travel, work experience, private instruction, publishing, and leadership in civic organizations. Professional growth will be considered in the evaluation of teaching personnel.
2. Individuals hired at Range 1 or Range 2 after September 1, 2015, must satisfy requirements to progress at least one range through education or an approved discipline-specific development plan (where one credit hour would be

equivalent to 16 clock hours) within ten years of initial hire in order to continue employment.

- a. If an individual desires to progress based on the discipline-specific development plan, this plan must be discussed and documented with the division dean and filed in the location HR office by the beginning of the second year of employment.
 - b. It is the responsibility of the faculty member to discuss any necessary changes, with updated copies provided to the location HR office by October 1 annually.
3. Range reclassification, academic activities. Professional growth leading to range advancement on the salary schedule is characteristically more academic in nature than year-to-year professional growth. For this reason, at least 15 hours of the units necessary for range advancement shall be in the form of recognized college or technical school credits, verified by transcripts filed with the director of personnel. However, in the case of instructors whose primary teaching assignments are in occupational curricula, nine hours of such units must be in conventional collegiate work.
4. Range reclassification, professional experiences. Professional experiences are recognized and encouraged as contributing to total professional growth and may be submitted as partial credit toward range advancement. Such activities shall be evaluated by the Chancellor or his or her designee who shall equate such activities in terms of credit hours. The evaluating person may, at his or her discretion, obtain counsel from persons who are qualified by training and experience in the subject matter field of such activities.

5. For faculty to advance on the salary schedule all work required for advancement must be completed prior to the effective date of the salary adjustment. ~~Restrictions. Restrictions regarding faculty advancement on the salary schedule are as follows:~~
- ~~a. All work acceptable as leading to salary advancement must have been completed prior to the beginning of the fiscal year in which the advancement becomes effective. For purposes of salary change, September 1 is the latest date for submitting college transcripts or other affidavit evidence of completion of college units from a registrar's office to the College District director of personnel. Documents other than transcripts shall be subsequently verified by official transcript.~~
 - a. Professional growth activities engaged in by administrative assignment and subsidized by the College District are generally not acceptable as fulfilling requirements for range advancement.
 - b. Lower-division courses taken at a college of the College District or elsewhere are not acceptable as fulfilling the professional growth requirements unless they have been approved in advance by the Chancellor or his or her delegate.
 - c. Only academic credit hours taken after receipt of a master's degree or its equivalent will qualify a faculty member for count toward advanced placement on the salary schedule in an advanced classification (class FB Range 2, ~~or~~ class FC Range 3, or class FD Range 4 on the salary

schedule). Only activities undertaken and approved after receipt of a ~~the~~ master's degree or its equivalent will count toward advancement on the salary schedule ~~placement in an advanced position~~ (class FB, ~~or~~ class FC, or class FD) ~~on the salary schedule.~~

Faculty reclassification may be submitted at any time after a faculty member has qualified for advancement and is effective following final approval of the Board.

STAFF AND ADMINISTRATORS

The Chancellor shall develop procedures for the advancement of staff and administrators on the salary schedule.

POLICY ITEM NO. 6B-7

Approval of Amendment to Policy Concerning Leaves and Absences –
DEC (Local)

The Chancellor recommends that the Board amend policy DEC (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

COMPENSATION AND BENEFITS
LEAVES AND ABSENCES

DEC
(LOCAL)

BIRTH, ~~OR~~
ADOPTION OR
PLACEMENT OF
A CHILD

A full-time employee of the College District who is employed in a full-time position for 36 months or more may take up to four (4) consecutive weeks of paid leave for the care of a new-born child, the adoption of a child, or the placement of a child for foster care. Such leave must be taken within the 12-month period beginning with the birth of the child, commencement of the adoption process, or the placement of the child for foster care. Leave due to a birth, adoption, or placement of a child may be granted only once in a 36-consecutive month period, and shall be applied, as applicable, to all other leave provided by the College District. An employee requesting such leave must provide appropriate medical, adoptive, or foster care documentation. ~~Leave may be granted for a maximum of one full day without loss of pay for an employee to be with his wife at the birth of their child or for an employee or employees to be at the court proceeding for adoption of a child. In addition, the birth mother is eligible to receive one day of paid leave within one year of the birth of the child. The timing of this leave is to be a mutual decision between the supervisor and employee.~~

POLICY ITEM NO. 6B-8

Approval of Amendment to Policy Concerning Professional Development - DK (LOCAL)

The Chancellor recommends that the Board amend policy DK (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

PROFESSIONAL DEVELOPMENT

DK
(LOCAL)

PROFESSIONAL
DEVELOPMENT

Employees of the College District shall avail themselves of opportunities for professional development, including but not limited to, on-the-job training, seminars, conferences, and participation in professional associations.

STANDARDS
AND MINIMUM
REQUIREMENTS

Each employee of the College District shall meet the professional development standards described by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) as well as any professional development minimums required of the employee by state or federal law and/or ~~administrative~~-regulations or College District policies and procedures. ~~Each employee shall seek approval prior to pursuing professional development in accordance with administrative regulations.~~

The chancellor shall promulgate procedures for the creation, pursuit and attainment of professional development milestones in the College District.

[See also DEA for provisions related to how professional development affects placement on the salary schedule]

POLICY ITEM NO. 6B-9

Approval of Amendments to Policy Concerning Student Conduct – FLB
(LOCAL)

This amendment makes necessary amendments to policy pursuant to the implementation of Senate Bill 11.

The Chancellor recommends that the Board amend FLB (LOCAL) regarding the Student Code of Conduct as follows:

Effective date: UPON BOARD APPROVAL

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT CONDUCT

FLB
(LOCAL)

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 or policies [see policies FLBA, et. seq.], the following types of behavior are expressly prohibited:

1. 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.

2. 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, [illegal knives, clubs](#), other [prohibited](#) weapons, dangerous chemicals, or improper use of fire extinguishers on College District property or premises.

3. 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.

4. Obstruction or disruption of teaching, lecturing, research, administration, disciplinary procedures, or other authorized activities on College District property or premises. Interference 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 its objectives. Such activity includes, but is not limited to, behavior in a classroom or instructional program that interferes with the instructor or presenter's ability to conduct the class or program or the ability of others to benefit from the class or program.

5. 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.

6. Knowingly violating the terms of any disciplinary sanction imposed in accordance with College District policies, regulations, and procedures.

7. 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; 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.

8. Sexual misconduct, which includes, but is not limited to the following offenses: gender/based or sexual discrimination or harassment, non-consensual sexual intercourse (or attempts to commit same), non-consensual 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 College Title IX Coordinator and the appropriate College District departments to apply the investigative, disciplinary and disposition procedures governing sexual misconduct as set forth in College District rules and regulations. [See FFDA (LOCAL) and DIA (REGULATION)].

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

10. Scholastic dishonesty 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” 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” shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

11. 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.

12. 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.

13. Theft, sabotage, destruction, distribution, or other use of the intellectual property of the College District or third parties without permission.

14~~13~~. Intentionally or recklessly destroying or damaging College District property or premises or property of others while on College District property or premises or at College District-sponsored activities.

15~~14~~. Failure to comply with the direction of College District employees or officials, including, but not limited to, 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.

16~~15~~. 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.

17~~16~~. 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, 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.

18~~17~~. 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.

19~~18~~. Nonpayment or failure to pay any debt owed to the College District with intent to defraud.

(Appropriate personnel at a 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.)

20~~19~~. Bullying, harassment and conduct or expression (verbal or written) which threatens or endangers the health or safety of any person. Cyber bullying, 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/her consent and transmitting images of another person without his/her consent.

21~~20~~. 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, which the person engaging in such conduct knows or should know would cause a reasonable person to (1) fear for his or her safety or the safety of a third person; or (2) suffer other emotional distress. Cyber stalking, 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.

22~~21~~. Discrimination, harassment and 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, and/or sexual orientation.

23~~22~~. 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.

24~~23~~. 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 the Dallas County Community College District or attending a DCCCD college will commit any act that injures, degrades, or disgraces a member of the College District community. The express or implied consent of the victim will 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.

25~~24~~. Unauthorized entry in or use of college facilities and/or any College property or premises, including unauthorized possession, duplication, or use of keys to any College property. Unauthorized entry into, presence in or use of college facilities,

equipment, or property that has not been reserved or accessed through appropriate college officials is prohibited.

26~~25~~. The use of college resources to infringe upon copyright laws (print, digital, and internet) is prohibited. This applies to all forms of electronic media including, but not limited to, software, electronic encyclopedias, image files, video files, and sound files.

27~~26~~. 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 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 is also prohibited.
- c. Indecent or obscene conduct includes making obscene remarks, exposing oneself in an indecent manner, urinating or defecating in public and/or engaging in sexual activities in public places.

28~~27~~. Violation of federal, state and local laws. Engaging in conduct that violates any municipal or county ordinance, federal or state law.

29~~28~~. 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 Designated Administrator (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.

POLICY ITEM NO. 6B-10

Approval of Amendment to Policy Concerning Community Use of Facilities– GF (LOCAL)

The following amendments to GF (LOCAL) are proposed.

The Chancellor recommends that the Board amend policy GF (LOCAL) only as follows:

Effective date: UPON BOARD APPROVAL

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GF
(LOCAL)

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

• • •

General policies governing uses of community college facilities are as follows:

1. The educational program has priority in the use of College District facilities at all times. No permit shall be granted for a use that interferes in any way with the College District instructional program or activities, either daytime or evening school.
2. The use of any College District property shall be under the direction of an authorized member of the College District staff, and use permits shall be issued only after receipt of a written application signed by an officer of any organization.
3. Application for use of facilities should be submitted to the College District at least two weeks in advance of the proposed use. In general, applications submitted by College District residents shall have precedence over those from residents of other areas.
4. The use of permits shall be issued for specified hours, dates, locations, and equipment. The using organization shall not arrive before the time authorized and shall leave the College District premises at the permit expiration time. No permit shall be issued for the use of facilities later than midnight, except by special permission granted prior to the use date.

5. Keys to College District buildings shall be assigned only to College District employees, and buildings shall be opened only by such employees.

6. Smoking is prohibited in classrooms except for those that have been designated as approved smoking areas by the College President. ~~Possessing, drinking, or being under the influence of alcohol is prohibited on College District property~~

7. The unlawful use, possession, distribution, manufacture, sale, possession for purposes of distribution, or sale of illicit drugs or alcohol is prohibited on College District property.

8. Serving, possessing, or consuming alcohol is prohibited on College District property, except with the prior consent of the Chancellor or a designee with respect to any specific event or instructional program that is sponsored by the College District and/or the Dallas County Community College District Foundation, or as permitted by College District policy or regulation. 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.

9 ~~7~~. Youth or children's groups shall be supervised by responsible adults provided by the sponsoring organization.

10 ~~8~~. College District furniture, apparatus, and/or equipment shall not be removed, altered, or displaced without permission from an authorized College District employee.

11 ~~9~~. Materials used for decorations shall be flameproof. Decorations must be removed and the facility left in the same condition as before the event.

12 ~~10~~. Organizations using College District buildings shall safeguard and care for the facilities and shall assume responsibility for payment of any damages resulting from their use of the facilities.

13 ~~11~~. Authorization shall be given for entrance to specific areas only and use of specific facilities only within a building.

14 ~~12~~. Permits for use of any College District facility shall be revoked when the use interferes with regular College District use, when facilities are misused, or when

the foregoing rules are violated. Permits may not be renewed when revoked for misuse.

15 ~~13~~. Each college may require as a condition of approval that the college be reimbursed for additional security officers determined necessary for such activity.

16 ~~14~~. The College District may require proof of liability insurance by the user based on the risks involved in the intended use.

PROCEDURES

The procedures for community use of College District facilities shall be as prescribed in the Business Office Procedures Manual.

FINANCIAL ITEM NO. 6C-1

Approval of Sublease with American Intercontinental University, Inc.

The chancellor recommends approval of a sublease agreement with American Intercontinental University for the period October 1, 2017 through June 30, 2021 (45 months) in the payment amount of \$2,460,072 resulting in an average annual cost of \$13.00 per square foot. This agreement will allow the District to supplement the El Centro College Culinary program and meet the needs of the rapidly growing food and hospitality industries in Dallas County.

Background: El Centro College continues to receive numerous workforce training requests from employers in the food and hospitality industries. These workforce needs will grow significantly with the closing of the existing culinary facility at 11830 Webb Chapel Road in Dallas. This agreement allows El Centro College to offer additional culinary courses to expand its current student capacity which is about 12 students per course. The new facility will allow the college to triple capacity by adding space to accommodate 25 additional students. There are no equipment costs to the District because the facility comes fully equipped with ten (10) professional kitchens and is already set up for instructional use. Additionally, the facility is located near the city of Addison, a central location for many restaurateurs.

Resource Contact: Jose Adames, El Centro College President

Approval of Charter for Audit Committee



Dallas County Community College District

Audit Committee Charter

Overall Role

The role of the Audit Committee (the “Committee”) is to assist the Board of Trustees (the “Board”) in fulfilling its oversight responsibilities for the financial reporting process, the system of internal control, the audit process, and the Dallas County Community College District’s (the “District”) process for monitoring compliance with laws and regulations.

Authority

Subject to prior approval of the Board, the Committee is granted authority to investigate any matter or activity involving financial accounting and financial reporting, as well as the District’s internal control, risk management, and compliance matters. With prior approval of the Board, the Committee may contract with attorneys, accountants, consultants, and other experts from time to time to assist in its oversight role. The Committee shall also have unlimited access to such staff, administrators and faculty of the District as may be necessary to fulfillment of its role. Specifically, the Committee is empowered to:

- Review and re-assess the adequacy of this charter annually and propose changes to the Board for approval.
- Review with senior management and outside auditors significant accounting and reporting principles, practices, and procedures applied by the District in preparing its financial statements.
- Receive periodic reports from the Internal Audit Department and/or from outside auditors on new accounting standards or practices, if any, that will affect the District’s financial reporting.
- Review the District’s accounting and financial-reporting controls with senior management and outside auditors.
- Seek any information it requires from employees-all of whom are directed to cooperate with the Committee's requests-or external parties.
- Make certain that the internal and external auditors keep the Committee

informed about deficiencies in internal control, as well as any instances of fraud, unlawful acts, and other audit-related matters.

- Ensure that internal-control recommendations made by internal and external auditors have been implemented by the District.
- Approve which aspects of internal-control and compliance procedures should be tested annually by internal and external auditors.
- Understand the nature of significant deficiencies and material weaknesses reported to the Committee.
- In consultation with senior management, recommend to the Board for approval the selection and retention of an external auditor.
- Review the scope and general extent of the outside auditor's annual audit. The Committee's review should include an explanation from the outside auditors of the factors they considered in determining the audit scope, including federal grants and the major risk factors identified. The outside auditors should confirm to the Committee that no limitations have been placed on the scope or nature of their planned audit procedures.
- Review annually with senior management and make recommendations to the Board the fee arrangement with the outside auditors.
- Inquire as to the independence of the outside auditors and obtain from the outside auditors, at least annually, a formal written statement delineating any relationships between the outside auditors and the District, including any other services being performed by the outside auditors for the District.
- The District's Internal Audit Department will report, for administrative purposes, to the Office of the General Counsel, but with respect to matters related to the Committee's oversight responsibilities as set forth in this charter concerning the District's financial reporting process, the system of internal control, the audit process, and the process for monitoring compliance with laws and regulations, nothing shall prevent or prohibit the Internal Audit Department from reporting to the Board through the Committee.
- Review and approve the Internal Audit Department's annual audit plan for the District and long-range audit plans.
- Receive and review the District's annual financial reports and forward with recommendations to the Board. These reports shall include, but not be limited to:
 - The annual external auditor's report on financial statements and the adequacy of internal control; and
 - The schedule of federal financial assistance prepared in accordance with the requirements of Office of Management and Budget Circular

A-133.

- Receive an annual report from senior management reviewing the prior year's management letter and updating the Committee on corrective actions taken.
- Review annually with senior management and the District's Internal Audit Department the establishment and monitoring of formal risk-management programs for finance, compliance, and reputational risks, including:
 - An annual report of outstanding and resolved litigation;
 - Reports pertaining to major financial risks and the District's risk-management activities; and
 - Reports of the District's compliance officer(s) including summaries of conflicts of interest.
- Review the effectiveness of the District's system for monitoring compliance with laws and regulations.
- Review the effectiveness of any and all issues arising from the District's annual reporting on conflict-of-interest disclosures for faculty, administrators, staff and members of the Board.
- Review the District's ethics and conflict-of-interest policies on an annual basis and make recommendations to the Board for changes as appropriate.
- Receive quarterly reports, prepared by the Internal Audit Department on internal audit activities during the quarter and on the disposition of any whistleblower complaints, if any.
- Regularly report to the Board about Committee activities, issues, and related recommendations.
- Perform other activities related to this charter as requested by the Board.

Members

The Committee will consist of three (3) members of the Board and will be appointed annually by the Board Chair. The Board Chairperson shall appoint one of these members to serve as Committee Chair. Staff liaisons for the Committee will be the District Director of Internal Audit, the Chief Financial Officer, and the General Counsel.

Each Committee member will be both independent of management of the District and free of any relationship that would impair such independence. Members may not receive consulting, advising, or other fees from the District or any affiliated foundation or entity related to the District.

The majority of members of the Committee should have working knowledge of

basic financial statements, and, if practicable, at least one member should be a financial expert. A financial expert is someone who has an understanding of generally accepted accounting principles (GAAP) and financial statements and experience with internal control and procedures for financial reporting.

Meetings

The Committee will meet at least four (4) times a year, once each calendar quarter, with authority to convene additional meetings, as circumstances require and as may be determined by the Committee Chair. All Committee members are expected to attend each meeting in person. The Committee will invite members of management, auditors or others to attend meetings and provide pertinent information, as necessary. It will hold private meetings with auditors and executive sessions as may be necessary and as may be permissible under applicable law. Meeting agendas will be prepared and provided in advance to members, along with appropriate briefing materials.

Approval of Charter for Education & Workforce Committee



Dallas County Community College District

Education and Workforce Committee Charter

Overall Role

The role of the Education and Workforce Committee is to assist the Board in carrying out the responsibility to ensure that the educational and workforce mission and purposes of the District are fulfilled and that the District is operating in a sustainable manner, balancing its long-term and short-term obligations to support the Texas Higher Education Coordinating Board 60x30TX strategic plan and the higher education and workforce needs of Dallas County. The committee, with support from the executive staff, is responsible for providing recommendations to the Board of Trustees on educational and workforce policies, goals, performance measurements and budgets that support the mission, values and strategic priorities of DCCCD. The Education and Workforce Committee also reviews the District's performance with academic and workforce program outcomes and proposes strategic priorities for continuous improvement.

Responsibilities

The Education and Workforce Committee's specific responsibilities include:

- Responding to recommended policies that maintain and improve the academic and workforce development programs and services of the organization, focusing on the workforce needs of Dallas County and college plans to meet the demand of employers.
- Reviewing gaps in meeting industry demand for those industries and/or occupations in Dallas County where worker shortages exist.
- Reviewing action the District takes to provide a skilled workforce for new companies, expand existing companies, and increase foreign direct investment in Dallas.
- Reviewing college readiness, educational attainment and labor market intelligence reports and reviewing educational and workforce policy based on that data.
- Reviewing reports and performance metrics for each college that demonstrate the effectiveness of critical academic and workforce programs.

- Reviewing proposed changes and recommending actions to the full board on the reallocation of resources to areas of critical educational and workforce needs in Dallas, based on the abovementioned review.
- Reviewing proposals for major new programs and services, as well as proposals to consolidate or discontinue programs or services and making action recommendations to the board.
- Requiring and monitoring corrective actions to bring the organization into compliance with state or federal requirements

Committee Meetings

The Education and Workforce Committee meets monthly, or when necessary at the call of the committee chairperson.

First Quarter – September through November

- Review updates to strategic priorities, reports and targets for the academic year.
- Review potential growth opportunities for major new programs and educational partnerships, substantive change of existing programs and consolidation or discontinuation of programs and services.

Second Quarter – December through February

- Contribute to Board Strategic Planning Session.
- Review Fall semester reports.
- Review potential growth opportunities for major new programs and educational partnerships, substantive change of existing programs, and consolidation or discontinuation of programs and services.
- Review updates to strategic priorities, reports and targets.

Third Quarter – March through May

- Review criteria for major new programs and services, substantive change and consolidation or discontinuation of programs or services.
- Review and recommend strategic priorities for College education and workforce planning for next budget year.
- Review potential growth opportunities for major new programs and educational partnerships, substantive change of existing programs, and consolidation or discontinuation of programs and services.
- Review updates to strategic priorities, reports and targets.

Fourth Quarter – June through August

- Review potential growth opportunities for major new programs and educational partnerships, substantive change of existing programs and consolidation or discontinuation of programs and services.

- Review updates to strategic priorities, reports and targets.
- Recommend any adjustments in strategic priorities.

Members

The committee will consist of three members and will be appointed annually by the board chair. Staff liaisons for the committee will be the Executive Vice Chancellor, Vice Chancellor for Workforce and Economic Development, and Associate Vice Chancellor for Educational Policy & Student Success who will coordinate the involvement of the Presidents and other executive staff as needed by the Committee. Meetings of the Education and Workforce Committee will be posted and open to the public.

Reports

The Education and Workforce Committee will receive and review the following measures and reports:

- 60x30TX (<http://www.thecb.state.tx.us/reports/PDF/6584.PDF>)
 - All credit bearing awards ([Data Depot](#))
 - All university transfers ([Data Depot](#))
 - Enrollment ([Data Depot](#))
 - Dual Credit Enrollment ([Data Depot](#))
- Alignments with Labor Market & Economic Super-Sectors
 - Based on Bureau of Labor Statistics and Federal Reserve Beige Book ([Data Depot](#))
 - Growth or decline of sectors ([Data Depot](#))
 - Current employment and new jobs ([In progress with LMI](#))
 - Index of DCCCD awards and sectors ([In progress with LMI](#))
 - Targets and stretch goals for alignments
- Program Growth, Development, Consolidation and Discontinuation
 - Development of new, high demand programs
 - Closing/sunset of nonproductive programs
 - Retooling, realignment or consolidation of current programs

Annual Committee Goals

The Education and Workforce Committee will establish goals each year specifying its principal work focus areas for the coming fiscal year.

- Reviewing the long-range academic and workforce development plan integrated with the District's and the 60x30TX strategic plans and recommending adjustments to the plan based on the District's strategic goals and adjusted targets, community needs, and economic conditions.
- Developing criteria for evaluating proposals for new academic and workforce development programs and services.

Approval of Charter for Finance Committee



**Dallas County
Community College District**

Finance Committee

Charter

The Finance and Planning Committee assists the Board in carrying out its fiduciary responsibility to ensure that the mission and purposes of the District are fulfilled and that the District is operating in a financially sustainable manner, balancing long-term and short-term financial considerations. The Finance and Planning Committee, with support from the Chancellor, Presidents and executive staff, is responsible for developing recommendations to the Board of Directors on strategic planning, budgets, financial and investment policies, goals, performance metrics. The Finance and Planning Committee reviews the District's financial and investment performance against defined goals, and reviews major transactions and program initiatives prior to formulating recommendations to the Board.

Responsibilities

The Finance and Planning Committee's specific responsibilities include:

- Recommending policies that maintain and improve the financial health and integrity of the District.
- Recommending a long-range financial plan for the District that effectively deploys assets—human, physical, technological and financial.
- Recommending an annual operating budget, capital budget, technology plan and facility plans that are consistent with the long-range financial plan and financial policies.
- Development of an annual Financial and Planning Calendar.
- Recommending short-term and long-term compensation plans and policies that attracts and maintains an effective workforce.
- Recommending capital expenditures and unbudgeted operating expenditures that exceed management's spending authority.
- Reviewing the financial aspects of major proposed transactions, program initiatives and services, as well as proposals to discontinue programs or services.

- Monitoring the financial performance of the District and its major subsidiary organizations or business lines against approved budgets, long-term trends, and industry benchmarks.
- Monitoring corrective actions to bring the District into compliance with budget and other financial targets.
- Recommending policies governing investments.
- Recommending the selection of independent investment advisers and broker/dealers.
- Reviewing and reporting to the Board quarterly and annually on investments.
- Recommending policies on institutional spending authority levels and responsibilities.
- Review of multi-year financial forecast including evaluation of risks and contingency plans related to District finances.

Members

The committee will consist of three members and will be appointed annually by the Board chair. Staff liaison for the committee will be the Chief Financial Officer through the Chancellor, who will coordinate the involvement of the Presidents and other executive staff as needed by the Committee.

Meetings

The Finance and Planning Committee meets monthly, or when necessary at the call of the Committee Chairperson. Meetings of the Finance and Planning Committee will be posted and open to the public.

Annual Financial and Planning Calendar

Committee meeting dates and times will be specified in the Annual Financial and Planning Calendar, which will assure that all milestones related to the budget and processes for setting ad valorem tax rates for the District are met. In general, the Annual Financial and Planning Calendar will include on the following milestones:

First Quarter – September through November

- September – Recommend adoption of property tax rates
- Review Annual Financial and Planning Calendar for the next fiscal year
- Review quarterly financial and investment reports

Second Quarter – December through February

- Conduct Board Strategic Planning Session
- Review quarterly financial and investment reports

Third Quarter – March through May

- Recommend Strategic Budget Plan for next budget year
- Review quarterly financial and investment reports
- Review preliminary budget and compensation recommendations

Fourth Quarter – June through August

- June – Conduct Board Budget workshop
- August – Recommend for Board approval:
 - Annual Operating Budget and Capital Plan
 - Investment strategy
 - Broker / Dealers
- August Board – Recommend proposed property tax rate and schedule hearings
- Review quarterly financial and investment reports

In addition to the milestones specified above, the Annual Financial and Planning Calendar will include principal work focus areas for the coming fiscal year. Areas for consideration for inclusion in the annual Financial and Planning Calendar include:

- Review of long-range capital plan integrated with the District's strategic plan.
- Review of criteria for evaluating proposals for new business ventures and acquisitions.
- Review of investment reports and asset allocation strategy.
- Review of the financial plan in relation to long-range strategic targets, including adjustments to the financial plan based on operating margins, investment performance, and whether performance is consistent with the District's strategic planning horizon.
- Evaluation of current and long term business risks and related management recommendations and contingency plans.

TALENT ITEM NO. 7A-1

Employment of Contractual Talent – Administrator Related Actions

The Chancellor recommends that the Board of Trustees authorize execution of a written contract of employment with the following persons on the terms and at the compensation stated.

REGULAR APPOINTMENT ADMINISTRATORS – 3

Cristin Thomas Annual Salary: \$125,471/E09 Monthly Business and Travel Allowance: \$200.00 Executive District Director, Small Business and Entrepreneur Innovation Biographical Sketch: M.A., Texas Woman's University, Denton, TX Experience: College Director, Business Operations, El Centro College; Director IV, District Office	District Office Effective Dates: September 1, 2017 through August 31, 2018
Ke'Ana Bradley Annual Salary: \$65,000/E01 Monthly Business and Travel Allowance: \$100.00 Administrator, Student Life Biographical Sketch: M.S., Southern Methodist University, Dallas, TX; M.A., University of the Incarnate Word, San Antonio, TX; B.A., University of Texas at San Antonio, San Antonio, TX Experience: Program Coordinator, Southern Methodist University, Dallas, TX; Assistant Director, University of Notre Dame, Notre Dame, IN; International Student Advisor, Lynn University, Boca Raton, FL	Mountain View College Effective Dates: September 6, 2017 through August 31, 2018
Cherlyn Shultz-Ruth Annual Salary: \$90,000/E05 Monthly Business and Travel Allowance: \$150.00 Executive Dean Biographical Sketch: M.S., University of Texas Medical Branch, Galveston, TX; B.S., Texas Woman's University, Denton, TX Experience: Nursing Supervisor, Medical Center Arlington, Arlington, TX; Full-time Faculty and Dean, Allied Health/Nursing, Mountain View College	Mountain View College Effective Dates: September 6, 2017 through August 21, 2018

IN-RANGE SALARY ADJUSTMENT ADMINISTRATOR – 1

Eddy Rawlinson	Cedar Valley College
Annual Salary: \$94,510/E05	Effective Dates: October 1, 2017 through August 31, 2018
Monthly Business and Travel Allowance: \$150.00	
Executive Dean	
Note: It is recommended that Mr. Rawlinson salary be adjusted.	

SALARY CORRECTION ADMINISTRATORS - 2

Lisa Copprue	Cedar Valley College
Annual Salary: \$136,217/E08	Effective Date: July 5, 2017
Vice President of Student Services and Enrollment Management	
Note: It is recommended that Dr. Copprue's salary be corrected.	

Solomon Cross	Cedar Valley College
Annual Salary: \$92,700/E05	Effective Date: July 3, 2017
Executive Dean, Liberal Arts	
Note: It is recommended that Dr. Cross' salary be corrected.	

CORRECTION TO RETIREMENT DATE ADMINISTRATOR -1

Steven Park	District Service Center
Senior Executive Director, Purchasing	Effective Date: March 30, 2018
Note: It is recommended that Mr. Park's retirement date be corrected.	

TALENT ITEM NO. 7A-2

Employment of Contractual Talent – Faculty Related Actions

The Chancellor recommends that the Board of Trustees authorize execution of written contract of employment with the following persons on the terms and at the compensation stated.

REGULAR APPOINTMENT FACULTY – 1

Joshua Carter	Richland College
Annual Salary (Range): \$51,380/F01	Effective Dates: Academic Year 2017-2018
Instructor, Game Development	
Biographical Sketch: B.A., University of Texas at Dallas, Richardson, TX	
Experience: Lead Designer, Solar Purge, Dallas, TX; Adjunct Faculty, Richland College	

CORRECTION TO FACULTY SALARY – 2

Sonya Braddy	Brookhaven College
Annual Salary (Range): \$60,500/F01	Effective Dates: Academic Year 2017-2018
Instructor, Health Information Technology	
Note: It is recommended that Ms. Braddy's salary be corrected.	

Jeffrey Peden	Brookhaven College
Annual Salary (Range): \$57,500/F01	Effective Dates: Academic Year 2017-2018
Instructor, Physics	
Note: It is recommended that Mr. Peden's salary be corrected.	

CORRECTION TO FACULTY JOB TITLE -1

Samantha Manzo	Mountain View College
Instructor, Nursing	
Note: Is it recommended that Ms. Manzo's job title be changed from Alternative Temporary Faculty to Alternative Faculty	

RESCIND OF TEMPORARY CONTRACT – 1

Mindy Crowder	Mountain View College
Instructor, Computer Information Technology	Effective Dates: Academic Year 2017-2018
Note: It is recommended to rescind Ms. Crowder's contract due to personal reasons.	

TALENT ITEM NO. 7A-3

Reclassification of Instructors

In accordance with District policy, the following instructor has met requirements to reclassify on the 2017-2018 Faculty Salary Schedule through the attainment of additional college hours and/or degrees:

<u>NAME</u>	<u>NEW CLASSIFICATION</u>
Malaer, Joseph (Eastfield)	F03
Martinez, Joe (Mountain View)	F03
Allen, Gemmy (North Lake)	F04

TALENT ITEM NO. 7B-1 (INFORMATIVE ONLY - NO ACTION REQUIRED)

Resignation and Retirements

The Chancellor confirms acceptance of the following resignation and retirements:

RESIGNATION – 1

Kendra Wallis	Eastfield College
Instructor, Physics	Effective Date: August 13, 2017
Length of Service: 6 years	
Reason for resigning: Accepted a position with the University of Texas at Arlington.	

RETIREMENTS - 2

Dr. David Schutte	Mountain View College
Instructor, Economics	Effective Date: August 10, 2017
Length of Service: 15 years	

Lanny Cooley	North Lake College
Executive Dean, Educational Partnership	Effective Date: August 31, 2017
Length of Service: 27 years	

FINANCIAL ITEM NO. 7C-1

Approval of Reimbursement Resolution for the use of Bond Proceeds

The chancellor recommends the Dallas County Community College District approve a Reimbursement Resolution to allow the District to reimburse expenditures related to capital projects prior to the issuance of Board authorized bonds.

This resolution does not commit the District to issue bonds as it only allows the District to reimburse itself from the proceeds of future Board authorized bonds, such as the design of the North Lake construction trades building and Bill J. Priest approved by the Board.

All initiatives will be approved by the board prior to the District expending any funds. Capital initiatives may include the following:

- Information technology upgrades
- Enterprise resource planning (ERP) system infrastructure (student information, finance, human resources, and procurement)
- Public safety facility improvements
- Construction of new classroom or administrative buildings
- Renovation of existing classroom or administrative buildings

Background: As provided by law (Texas Education Code, Title 2) the District may decide that it is in the District's best interest to pass a Reimbursement Resolution prior to the formal issuance of debt. Such a resolution serves three main purposes:

- Allows the District to respond quickly to organizational priorities
- Articulates the intent of the District to reimburse itself for expenditures related to the capital programs for which debt may be issued
- Establishes that the fund from which the original expenditures were made will be reimbursed by bond proceeds if the debt is issued.

All capital projects must have Board approval and the total cannot exceed \$250,000,000.

Resource Contact: John Robertson, Chief Financial Officer

**RESOLUTION DECLARING INTENTION TO REIMBURSE CERTAIN
EXPENDITURES WITH
PROCEEDS FROM BONDS OR OTHER OBLIGATIONS**

WHEREAS, the Dallas County Community College District (the "District") is a political subdivision of the State of Texas;

WHEREAS, the District expects to pay expenditures in connection with the design, planning, acquisition and construction of the projects described on Exhibit "A" hereto (collectively, the "Project") prior to the issuance of obligations by the District in connection with the financing of the Project from available funds;

WHEREAS, the District finds, considers, and declares that the reimbursement of the District for the payment of such expenditures will be appropriate and consistent with the lawful objectives of the District and, as such, chooses to declare its intention, in accordance with the provisions of Section 1.150-2 of the Treasury Regulations, to reimburse itself for such payments at such time as it issues obligations to finance the Project;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF
TRUSTEES OF THE DALLAS COUNTY COMMUNITY COLLEGE
DISTRICT THAT:**

Section 1. The District reasonably expects it will incur financial obligations through the issuance of bonds or other obligations, in one or more series, with an aggregate maximum principal amount not to exceed \$250,000,000, for the purpose of paying the aggregate costs of the Project.

Section 2. All costs to be reimbursed pursuant hereto will be capital expenditures. No tax exempt obligations will be issued by the District in furtherance of this Statement after a date which is later than 18 months after the later of (1) the date the expenditures are paid or (2) the date on which the property, with respect to which such expenditures were made, is placed in service.

Section 3. The foregoing notwithstanding, no tax-exempt obligation will be issued pursuant to this Statement more than three years after the date any expenditure which is to be reimbursed is paid.

PASSED AND APPROVED THIS ____ DAY OF _____, 2017.

ATTEST:

Chair Board of Trustees

Chancellor and Secretary

(Seal)

Exhibit "A"

The projects to be financed that are the subject of this Statement are:

- Information Technology infrastructure upgrades
- Enterprise Resource Planning System for student information, finance, human resources and procurement
- Public safety facility improvements
- Construction of new classroom or administrative buildings
- Remodel of existing classroom or administrative buildings

FINANCIAL ITEM NO.7C-2

Approval of Resolution Levying the Interest and Sinking (I&S)
Component of the Ad Valorem Tax Rate for Tax Year 2017

The chancellor recommends that the Board of Trustees adopt the attached resolution establishing the tax rate of \$0.020238 per \$100 valuation for tax year 2017.

The Interest & Sinking (I&S) rate of \$0.020238 per \$100 of assessed valuation is based on the debt payment requirements and projected collection rate as seen in the debt service fund budget for 2017-2018, the line item "Taxes (General Obligation Bonds)." This rate allows the District to accelerate debt payoff and take advantage of lower interest rates on refunded bonds to maximize taxpayer savings. The Administration estimates the levy on an average home value attributable to the I&S rate will be \$35.31 for the year. This will pay the \$46.6 million in principal, interest, and other expenses of the general obligation bonds.

Provided the Board approves each component, DCCCD's tax rate for 2017 will be \$0.124238 (\$0.104 for M&O plus \$0.020238 for I&S), which is higher than the effective rate of \$0.117670 but lower than the rollback rate of \$0.127729.

As required by law, the District published effective and rollback rates, statements and schedules on August 2, 2017.

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
OF DALLAS COUNTY, TEXAS**

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2017, FOR THE DEBT SERVICE OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT.

WHEREAS, the Dallas County Community College District has been duly organized in accordance with Act 1929, Forty-first Legislature, Chapter 290 as amended (Chapter 130, Subchapter C, of the Texas Education Code), and is governed by its terms;

WHEREAS, at an election held in Dallas County, Texas, on the 25th day of May, 1965, the qualified voters approved the creation of the Dallas County Community College District, and the election also authorized a levy of taxes for the maintenance and operation of the College District and to pay interest and sinking fund requirements on general obligation bonds authorized by the District;

WHEREAS, it is necessary that the District levy ad valorem taxes to pay interest and sinking fund requirements on general obligation bonded indebtedness of the District; and

WHEREAS, the Board of Trustees of the District has complied with all the procedural requirements for the setting of the 2017 ad valorem tax rate as specified by the Tax Code and Education Code:

NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2017, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2017, as follows:

Ad valorem tax at a rate of \$0.020238 on each one hundred dollar (\$100) increment of assessed valuation of property for debt service interest and sinking requirements on the general obligation bonds of the District as authorized by law;

THAT, the assessed value of taxable property made by the Dallas Central Appraisal District pursuant to the contract made for this purpose, the assessment rolls are approved and adopted and the taxes shall be levied on this valuation.

THAT, the taxes are subject to the same discount as allowed for Dallas County ad valorem taxes under the law.

IT IS FURTHER ORDERED THAT, upon the adoption of this Order of Resolution, the Chair of the Board of Trustees and the Secretary of the Board of Trustees of the Dallas County Community College District shall certify a copy of this Order of Resolution and send it to the Tax Assessor and Collector of Dallas County, Texas, to the Commissioner's Court of Dallas County, and to the County Auditor of Dallas County, Texas; and when taxes are collected, that the Tax Assessor and Collector shall remit collections to the Business Office of the College District in accordance with the contract between the Dallas County Community College District and Dallas County.

This Order of Resolution is effective from and after its adoption, and it is accordingly so ordered.

Charletta M. Compton, Chair
Board of Trustees
Dallas County Community College District

Joe D. May, Secretary
Board of Trustees
Dallas County Community College District

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chair of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the fifth day of September, 2017, establishing the tax rate to levy taxes for the 2017 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the fifth day of September 2017.

Charletta M. Compton, Chair
Board of Trustees
Dallas County Community College District

Joe D. May, Secretary
Board of Trustees
Dallas County Community College District

(SEAL)

THE STATE OF TEXAS

COUNTY OF DALLAS

Before me, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Charletta M. Compton and Joe D. May, known to me to be the true persons and officers whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacity therein stated, and declared to me upon oath that the foregoing instrument is true and correct.

GIVEN UNDER MY HAND AND SEAL of office this fifth day of September,
2017.

Notary Public: _____

My Commission Expires: _____

FINANCIAL ITEM NO.7C-3

Approval of Resolution Levying the Maintenance and Operation (M&O) Component of the Ad Valorem Tax Rate for Tax Year 2017

- Same tax rate
- Taxable values increased
- Total tax rate will increase

The chancellor recommends that the Board of Trustees adopt the attached resolution establishing the Maintenance and Operation tax rate of \$0.104 per \$100 valuation for tax year 2017.

The average value of a residence homestead in 2017 tax year is \$174,444 compared to \$163,964 for 2016. The Administration estimates that the levy on an average home value attributable to the M&O rate will be \$181.42, representing an annual increase of \$10.90.

Revenue generated by the M&O tax rate supports the line item “Taxes for Current Operations” in the unrestricted fund. The projected revenues for M&O taxes for FY18 are \$236,339,271 which is a \$13.179 million increase over FY17. The proposed M&O rate to support the 2017-18 budget of \$0.104 per \$100 assessed valuation is higher than the effective M&O rate of \$0.099529 per \$100 assessed valuation and is lower than the rollback rate of \$0.107491 per \$100 assessed valuation.

As required by law, the District published effective and rollback rates, statements and schedules on August 2, 2017.

**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
OF DALLAS COUNTY, TEXAS**

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2017, FOR THE MAINTENANCE AND OPERATION OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT.

WHEREAS, the Dallas County Community College District has been duly organized in accordance with Act 1929, Forty-first Legislature, Chapter 290 as amended (Chapter 130, Subchapter C, of the Texas Education Code), and is governed by its terms;

WHEREAS, at an election held in Dallas County, Texas, on the 25th day of May, 1965, the qualified voters approved the creation of the Dallas County Community College District, and the election also authorized a levy of taxes for the maintenance and operation of the College District and to pay interest and sinking fund requirements on maintenance tax note bonds authorized by the District;

WHEREAS, it is necessary that the District levy ad valorem taxes for the maintenance and operation of the colleges operated by the District; and

WHEREAS, the Board of Trustees of the District has complied with all the procedural requirements for the setting of the 2017 ad valorem tax rate as specified by the Tax Code and Education Code:

NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2017, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2017, as follows:

Ad valorem tax at a rate of \$0.104 on each one hundred dollar (\$100) increment of assessed valuation of property for the maintenance and operation of the colleges and for paying current interest and principal on the maintenance tax notes of the District as authorized by law;

THIS RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THIS TAX RATE WILL EFFECTIVELY BE RAISED BY 4.49 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0 PER YEAR;

THAT, the assessed value of taxable property made by the Dallas Central Appraisal District pursuant to the contract made for this purpose, the assessment rolls are approved and adopted and the taxes shall be levied on this valuation.

THAT, the taxes are subject to the same discount as allowed for Dallas County ad valorem taxes under the law.

IT IS FURTHER ORDERED THAT, upon the adoption of this Order of Resolution, the Chair of the Board of Trustees and the Secretary of the Board of Trustees of the Dallas County Community College District shall certify a copy of this Order of Resolution and send it to the Tax Assessor and Collector of Dallas County, Texas, to the Commissioner's Court of Dallas County, and to the County Auditor of Dallas County, Texas; and when taxes are collected, that the Tax Assessor and Collector shall remit collections to the Business Office of the College District in accordance with the contract between the Dallas County Community College District and Dallas County.

This Order of Resolution is effective from and after its adoption, and it is accordingly so ordered.

Charletta M. Compton, Chair
Board of Trustees
Dallas County Community College District

Joe D. May, Secretary
Board of Trustees
Dallas County Community College District

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chair of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the fifth day of September, 2017, establishing the maintenance and operations tax rate to levy taxes for the 2017 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the fifth day of September 2017.

Charletta M. Compton, Chair
Board of Trustees
Dallas County Community College District

Joe D. May, Secretary
Board of Trustees
Dallas County Community College District

(SEAL)

THE STATE OF TEXAS

COUNTY OF DALLAS

Before me, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Charletta M. Compton and Joe D. May, known to me to be the true persons and officers whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in

the capacity therein stated, and declared to me upon oath that the foregoing instrument is true and correct.

GIVEN UNDER MY HAND AND SEAL of office this fifth day of September, 2017.

Notary Public: _____
My Commission
Expires: _____

POLICY ITEM – FIRST READING NO. 8A

Approval of Amendments to Policy Student Conduct, Weapons – FLBF (LOCAL)

This amendment makes necessary amendments to policy pursuant to the implementation of Senate Bill 11.

The Chancellor recommends that the Board amend FLBF (LOCAL) regarding Student Conduct, Weapons as follows:

Effective date: UPON BOARD APPROVAL

~~STUDENT CONDUCT
WEAPONS~~

~~FLBF
(LOCAL)~~

~~Students shall not bring on College District property or to any college or College District sponsored or related activity any gun, weapon, simulated weapon, or any device identified below:~~

- ~~1. Razors;~~
- ~~2. Chains; or~~
- ~~3. Any other object, including school/college supplies, used in a way that threatens or inflicts bodily injury on another person.~~

~~DEFINITIONS~~

~~For purposes of this policy, the following definitions shall apply:~~

~~“GUN”~~

~~“Gun” shall mean any device designed or manufactured to shoot, fire, or otherwise discharge a projectile. The term shall include, but shall not be limited to, firearms, antique firearms, replicas of antique firearms, antique handguns, replicas of antique handguns, rifles, shotguns, BB guns, pellet guns, air rifles, air guns, and air pistols.~~

~~“SIMULATED
WEAPON”~~

~~“Simulated weapon” shall mean any item or object that is manufactured or designed to appear as though it is a weapon regardless of whether it is capable of inflicting injury or damage.~~

~~“WEAPON”~~

~~“Weapon” shall include, but shall not be limited to, illegal knives, guns, clubs, bombs and explosives (or any incendiary device or component of any incendiary device), fireworks, air guns, pellet guns, stun guns, spear guns, firearms, shotguns, rifles, cutting instruments, long bows, crossbows, swords, martial arts weapons, hunting or fishing knives, brass knuckles, chemical weapons or hazardous chemicals, nunchaku, slingshots, BB guns, paintball guns, any device defined as prohibited under Texas Penal Code Section 46.05, and any other tool, instrument, implement, object, or other thing that is manufactured, designed, or used or capable of being used, for the purpose of inflicting injury or damage. The possession or use of articles not generally considered to be weapons may be prohibited when the college president or designee determines that a danger exists for any student, College District employee, or College District property by virtue of possession or use. Lockers on College District premises may be inspected by College District personnel if there is reasonable cause to believe they contain weapons. It is a violation of this policy if any individual, including a student, fails to comply with Section 411.2032 of the Texas Government Code, which deals with transportation and storage of firearms and ammunition in private vehicles on campus by concealed handgun license holders. No violation of this policy occurs when the use, possession, or display of an otherwise prohibited weapon takes place as part of a College District-approved educational activity supervised by proper authorities. In the event of such approved use, possession, or display of an otherwise prohibited weapon, the person using, possessing, or displaying the otherwise prohibited weapon shall comply with all rules, regulations, or procedures established by the appropriate College District personnel—including the Chief of Police at such location—regarding the safe transport and use of such weapon.~~

**OTHER
REGULATIONS**

~~VIOLATIONS~~

~~Students found to be in violation of this policy shall be subject to disciplinary action. [See FM and FMA]~~

POLICY ITEM – FIRST READING NO. 8B

Approval of Amendments to Policy Concerning Conduct on College
District Premises – GFA (LOCAL)

This amendment makes necessary amendments to policy pursuant to the implementation of Senate Bill 11.

The Chancellor recommends that the Board amend GFA (LOCAL) regarding Conduct on College District Premises as follows:

Effective date: UPON BOARD APPROVAL

~~COMMUNITY USE OF COLLEGE DISTRICT FACILITIES~~ ~~GFA~~
~~CONDUCT ON COLLEGE DISTRICT PREMISES~~ ~~(LOCAL)~~

~~WEAPONS
PROHIBITED~~

~~The grounds and facilities of the College District shall be used for the educational goals and purposes of the College District as set forth by the Board. Such uses, as determined by the Board, the Chancellor, and the college presidents have priority over any other use of College District facilities. It is the policy of the College District to prohibit the carrying of weapons, firearms, knives, and clubs on to any College District property. In addition to those weapons prohibited by the Texas Penal Code and the Texas Education Code, this policy adds restrictions applicable to all College District property. The College District prohibits the use, possession, or display of any weapon, firearm, illegal knife, or club, including those defined at FLBF(LOCAL), on all College District property at all times.~~

~~DEFINITIONS~~

~~For purposes of this policy, the following definitions shall apply:~~

~~“GUN”~~

~~“Gun” shall mean any device designed or manufactured to shoot, fire, or otherwise discharge a projectile. The term shall include, but shall not be limited to, firearms, antique firearms, replicas of antique firearms, antique handguns, replicas of antique handguns, rifles, shotguns, BB guns, pellet guns, air rifles, air guns, and air pistols.~~

~~“SIMULATED
WEAPON”~~

~~“Simulated weapon” shall mean any item or object that is manufactured or designed to appear as though it is a weapon regardless of whether it is capable of inflicting injury or damage.~~

~~“WEAPON”~~

~~“Weapon” shall include, but shall not be limited to, illegal knives, guns, clubs, bombs and explosives (or any incendiary device or component of any incendiary device), fireworks, air guns, pellet guns, stun guns, spear guns, firearms, shotguns, rifles, cutting instruments, long bows, crossbows, swords, martial arts weapons, hunting or fishing knives, brass knuckles, chemical weapons or hazardous chemicals, nunchaku, slingshots, BB guns, paintball guns, any device defined as prohibited under Texas Penal Code Section 46.05, any device prohibited by FLBF(LOCAL), and any other tool, instrument, implement, object, or other thing that is manufactured, designed, or used or capable of being used, for the purpose of inflicting injury or damage.~~

~~OTHER
REGULATIONS~~

~~Nothing in this policy shall prohibit a peace officer or special investigator under the Texas Code of Criminal Procedure Article 2.122 from carrying a weapon on all property owned or controlled by the College District, regardless of whether the peace officer or special investigator is engaged in the actual discharge of the officer’s or investigator’s duties while carrying the weapon. No violation of this policy occurs when the use, possession, or display of an otherwise prohibited weapon takes place as part of a College District approved educational activity supervised by proper authorities. In the event of such approved use, possession, or display of an otherwise prohibited weapon, the person using, possessing, or displaying the otherwise prohibited weapon shall comply with all rules, regulations, or procedures established by the appropriate College District personnel—including the Chief of Police at such location—regarding the safe transport and use of such weapon. A person who holds a license to carry a concealed handgun under Texas Government Code, Subchapter H, Chapter 411, may transport or store the handgun, firearm, or~~

~~ammunition in a locked, privately owned motor vehicle in a College District parking lot, parking garage, or other parking area provided by the College District. Notwithstanding the foregoing, all persons who are licensed to carry a concealed handgun under Texas Government Code, Subchapter H, Chapter 411, and who are permitted to do so on College District property as provided in this policy, shall abide by all applicable federal and state laws relating to their handgun, firearm, and ammunition and to safely transporting and storing their handgun, firearm, or ammunition. The owner of the handgun, firearm, ammunition, and/or motor vehicle may be personally liable for harm, injury, or damages caused by using the handgun, firearm, or ammunition. Persons who violate the law and this policy shall be subject to serious consequences, including referral for criminal prosecution, dismissal from school, or discharge of employment. The College District may impose the most severe sanctions available to it, including expulsion, in the case of a student, or immediate discharge in the case of an employee, if it finds that this policy was breached intentionally or in a manner that placed in jeopardy the safety and security of the colleges or any of the persons on its premises. The College District, through its police department, publications, and signage, shall inform students, employees, renters, and visitors of the law and this policy.~~

INFORMATIVE REPORT NO. 9A

Presentation of Current Funds Operating Budget Report for July 2017

The chancellor presents the report of the current funds operating budget for review for the period ending July 31, 2017.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2016-17 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date July 31, 2017

	Original Budget	Adjustments	Revised Working Budget	Year-to-Date Actuals
REVENUES				
State Appropriations	\$ 85,655,418	\$ -	\$ 85,655,418	\$ 77,684,301
Tuition	102,963,967	4,200,000	107,163,967	108,894,527
Taxes	223,160,000	-	223,160,000	223,752,838
Work Study	1,144,137	-	1,144,137	1,345,162
Investment Income	2,591,746	-	2,591,746	2,717,625
General Revenue	1,859,060	-	1,859,060	1,760,417
Subtotal Revenue	417,374,328	4,200,000	421,574,328	416,154,870
Enrollment Growth	4,200,000	(4,200,000)	-	-
Subtotal Revenue	421,574,328	-	421,574,328	416,154,870
Transfers-In				
Repairs & Renovations	9,752,786	-	9,752,786	-
Special Items	42,695,321	-	42,695,321	-
TOTAL REVENUE	\$ 474,022,435	\$ -	\$ 474,022,435	\$ 416,154,870

	Original Budget	Adjustments	Revised Working Budget	Year-to-Date Actuals
EXPENSES				
Salaries & Wages	\$ 251,027,279	\$ 9,077,105	\$ 260,104,384	\$ 234,676,332
Staff Benefits	31,655,703	1,071,547	32,727,250	31,429,731
Purchased Services	19,257,115	11,894,797	31,151,912	22,645,994
Operating Expenses	45,399,595	26,737,136	72,136,731	38,604,387
Supplies & Equipment	8,628,354	24,876,632	33,504,986	22,079,271
Provisions (See Summary Below)	94,185,917	(78,842,016)	15,343,901	n/a
Subtotal Expenses	450,153,963	(5,184,800)	444,969,163	349,435,715
Transfers to Other Funds:				
Debt Service Fund	-	-	-	-
Institutional Matching - Contracts/Grants	2,675	-	2,675	350,123
Auxiliary Fund	7,865,797	-	7,865,797	7,865,797
Unexpended Plant Fund	16,000,000	5,184,800	21,184,800	27,148,439
TOTAL EXPENSES	\$ 474,022,435	\$ -	\$ 474,022,435	\$ 384,800,074

	Original	Adjustments (Distributions)	Current Undistributed
PROVISIONS SUMMARY:			
College Funded Initiatives	5,317,753	(2,180,774)	3,136,979
Unfunded State Benefits	2,565,187	(1,071,547)	1,493,640
College Police & Public Safety	8,997,780	(8,997,780)	-
Programs & Pathways	11,177,876	(4,757,997)	6,419,879
Compensation	9,200,000	(7,330,528)	1,869,472
Districtwide DART Program	1,300,000	(650,000)	650,000
Security Upgrades	2,372,000	(2,372,000)	-
Technology Purchases	1,960,000	(1,960,000)	-
Title IX	800,000	(350,000)	450,000
IT Telephony Upgrades	3,600,000	(3,600,000)	-
Subtotal Provisions	47,290,596	(33,270,626)	14,019,970
Enrollment Growth	4,200,000	(4,200,000)	-
Special Items & Carry-Forwards	42,695,321	(41,371,390)	1,323,931
TOTAL PROVISIONS	\$ 94,185,917	\$ (78,842,016)	\$ 15,343,901

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Total Cash	\$ 204,545,051	\$ (13,727,886)	\$ 190,817,165	\$ 69,926,192

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2016-17 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

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

UNRESTRICTED FUND

REVENUES

	July 31, 2017			July 31, 2016		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 85,655,418	\$ 77,684,301	90.7%	\$ 85,227,607	\$ 77,549,964	91.0%
Tuition	105,690,236	108,894,527	103.0%	103,994,918	103,806,218	99.8%
Taxes for Current Operations	223,160,000	223,752,838	100.3%	201,067,000	204,309,762	101.6%
Work Study	1,144,137	1,345,162	117.6%	1,143,982	1,767,176	154.5%
Investment Income	2,591,746	2,717,625	104.9%	2,274,436	1,949,313	85.7%
General Revenue	1,859,060	1,760,417	94.7%	3,201,075	2,556,450	79.9%
SUBTOTAL	420,100,597	416,154,870	99.1%	396,909,018	391,938,883	98.7%
Enrollment Growth	1,473,731	-	0.0%	-	-	0.0%
SUBTOTAL	421,574,328	416,154,870	99.1%	396,909,018	391,938,883	98.7%
Transfers-In						
Repairs & Renovations	9,752,786	-	0.0%	4,578,029	-	0.0%
Special Items	42,695,321	-	0.0%	15,000,000	14,343,452	0.0%
TOTAL REVENUES	\$474,022,435	\$ 416,154,870	99.1%	\$ 416,487,047	\$ 406,282,335	97.5%

EXPENSES

	July 31, 2017			July 31, 2016		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 260,104,384	\$ 234,676,332	90.2%	\$ 248,376,224	\$ 225,263,303	90.7%
Staff Benefits	32,727,250	31,429,731	96.0%	29,761,439	28,510,595	95.8%
Purchased Services	31,151,912	22,645,994	72.7%	23,100,681	22,565,837	97.7%
Operating Expenses	72,136,731	38,604,387	53.5%	50,583,454	35,899,946	71.0%
Supplies & Equipment	33,504,986	22,079,271	65.9%	15,727,963	19,393,832	123.3%
Provisions (See Summary Below)	15,343,901	-	0.0%	24,104,479	-	0.0%
Transfers to Other Funds:						
Debt Service Fund	-	-	0.0%	2,908,000	2,702,850	92.9%
Institutional Matching - Contracts/Grants	2,675	350,123	0.0%	-	33,624	0.0%
Auxiliary Fund	7,865,797	7,865,797	100.0%	7,865,797	7,865,797	100.0%
Unexpended Plant Fund	21,184,800	27,148,439	128.2%	14,059,010	14,059,010	100.0%
TOTAL EXPENSES	\$474,022,435	\$ 384,800,074	81.2%	\$ 416,487,047	\$ 356,294,794	85.5%

PROVISIONS SUMMARY:

	Original	Year-to-Date Distribution	Balance	Original	Year-to-Date Distribution	Balance
College Funded Initiatives	5,317,753	(2,180,774)	3,136,979	2,517,609	-	2,517,609
Unfunded State Benefits	2,565,187	(1,071,547)	1,493,640	4,637,463	-	4,637,463
Board Election Expense	-	-	-	500,000	(897,247)	(397,247)
Board Strategic Initiatives	-	-	-	1,620,000	-	1,620,000
College Police & Public Safety	8,997,780	(8,997,780)	-	-	-	-
Programs & Pathways	11,177,876	(4,757,997)	6,419,879	11,000,000	(516,264)	10,483,736
Compensation	9,200,000	(7,330,528)	1,869,472	9,200,000	(7,684,621)	1,515,379
Districtwide DART Program	1,300,000	(650,000)	650,000	-	-	-
Security Upgrades	2,372,000	(2,372,000)	-	2,372,000	(75,500)	2,296,500
Talent Acquisitions	-	-	-	796,491	(22,000)	774,491
Technology Purchases	1,960,000	(1,960,000)	-	-	-	-
Title IX	800,000	(350,000)	450,000	-	-	-
IT Telephony Upgrades	3,600,000	(3,600,000)	-	1,900,000	(1,900,000)	-
Subtotal Provisions	\$ 47,290,596	\$ (33,270,626)	\$ 14,019,970	\$ 34,543,563	\$ (11,095,632)	\$ 23,447,931
Enrollment Growth	4,200,000	(4,200,000)	-	-	-	-
Special Items & Carry-Forwards	42,695,321	(41,371,390)	1,323,931	15,000,000	(14,343,452)	656,548
TOTAL PROVISIONS	\$ 94,185,917	\$ (78,842,016)	\$ 15,343,901	\$ 49,543,563	\$ (25,439,084)	\$ 24,104,479

INFORMATIVE REPORT NO. 9B

Monthly Award and Change Order Summary

Listed below are the awards and change orders approved by the Chief Financial Officer in July 2017.

AWARDS

1D97276	SEARCH ENGINE OPTIMIZATION SERVICES - DO Rank Hammer	\$40,500
This award is for search engine optimization services for the District's new website. Included in the project are technical configuration, optimization and content review to incorporate keywords and micro data into the places that search engines use to rank websites. In addition, this will ensure that the website is accessible, reachable and functioning at its peak performance.		
8DA2080	THEATRICAL FIXTURES & ACCESSORIES - RLC Gemini Stage Lighting	\$32,823.48
This award is for the purchase of an assortment of theatrical fixtures and accessories such as Showline SL Bar 640 fixtures, 3' Powercon jumpers pass power cables, quick release clamps, and other accessories.		
8DA6020	CUSTOMIZED SAT AND ACT PREP TESTING MATERIALS - RLC SureScore	\$43,050
This award is for customized/personalized SAT and ACT PREP testing materials that other suppliers do not offer. They provide specific cohesive college readiness plans that will support the uniqueness of Richland Collegiate High School curriculum models.		

CHANGE ORDERS

Glint Advertising & Design, LLC
Marketing Branding Services - EFC
Purchase Order No. B29445
Original Contract Date – November 21, 2016
Purpose: Marketing Branding Services.
Change Order No. 2

Change: On November 21, 2016, the District Director of Purchasing Services approved a blanket purchase order to provide marketing branding services under the 2016-17 Budget Book (approved pricing agreement for Advertising: TV, radio, internet, newspapers, and outdoors). On May 5, 2017, an increase was approved by the Chief Financial Officer to cover additional work not covered by that agreement. The total blanket purchase order amount then exceeded the Purchasing Department's approval authority for non-contract orders.

This current increase is necessary to cover the following: Refine current print assets and provide ongoing assistance to Eastfield College Marketing/Graphic Team, mascot development and tagline brand development.

Original Contract Amount	\$27,000.00
Change Order Limit/Contingency	N/A
Prior Change Order Total Amounts	10,000.00
Net Increase this Change Order	12,000.00
Revised Contract Amount	\$49,000.00

INFORMATIVE REPORT NO. 9C-1

Facilities Management Projects Report

The financial status of the work of facilities management on maintenance projects and staff assistance request (SARS) projects is reported for the period ending July 31, 2017.

BHC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Repair Copper Roof, Phase I (D248)					
Start Date: 05/14 / Estimated Completion Date: 08/17					
Orig. Contract	7,490		3,090	-	10,580
Contingency			n/a	n/a	-
Change orders:			-	-	-
Rev. Contract	7,490		3,090	-	10,580
M/WBE Dollars	7,490	-			
2) Repair Copper Roof, Phase II (D248)					
Start Date: 05/14 / Estimated Completion Date: 08/17					
Orig. Contract	7,490	-	3,090	-	10,580
Contingency	n/a	-	n/a	n/a	
Change orders:	-	-	-	-	-
Rev. Contract	7,490	-	3,090	-	10,580
M/WBE Dollars	7,490		-		
3) Resurface Tennis Courts (D254)					
Start Date: 02/16 / Estimated Completion Date: Hold					
Orig. Contract	5,160	-	1,082	-	6,242
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	5,160	-	1,082	-	6,242
M/WBE Dollars	2,538		-		
4) Replace Bldgs. B, C, H, & Q Skylight/Roof Phase I (D254)					
Start Date: 02/16 / Estimated Completion Date: 12/17					
Orig. Contract	11,460	-	4,728	-	16,188
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	11,460	-	4,728	-	16,188
M/WBE Dollars	-		-		
5) Replace Bldgs. A, F, L, & T Skylight/Roof Phase II (D254)					
Start Date: 02/16 / Estimated Completion Date: 12/17					
Orig. Contract	18,725	-	7,725	-	26,450
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	18,725	-	7,725	-	26,450
M/WBE Dollars	-		-		

BHC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
6) Upgrade Retrofit Library Lighting, Building L (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	14,980	-	-	-	14,980
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	14,980	-	-	-	14,980
M/WBE Dollars	14,980		-		
7) Upgrade/Replace Storefront Windows; Building B,D,T (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	18,725	-	-	-	18,725
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	18,725	-	-	-	18,725
M/WBE Dollars	18,725				
8) Upgrade/Replace Storefront Windows; Building K (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	18,725	-	-	-	18,725
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	18,725	-	-	-	18,725
M/WBE Dollars	18,725				
9) Update/Replace Storefront Windows; Building C (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	18,725	-	-	-	18,725
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	18,725	-	-	-	18,725
M/WBE Dollars	18,725				
10) Update/Replace Storefront Windows; Building L (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	18,725	-	-	-	18,725
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	18,725	-	-	-	18,725
M/WBE Dollars	18,725				

BHC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
11) Replace 300 ton Screw Chiller (D257)					
Start Date: 10/16 / Estimated Completion Date: 01/18					
Orig. Contract	14,980	-	-	-	14,980
Contingency	n/a	-	n/a	n/a	-
Change orders:	14,980	-	-	-	-
Rev. Contract	29,960	-	-	-	29,960
M/WBE Dollars	29,960				
12) Repair Freight Elevator (D263)					
Start Date: 12/16 / Estimated Completion Date: 10/17					
Orig. Contract	10,110	-	-	-	10,110
Contingency	n/a	-	n/a	n/a	-
Change orders:		-	-	-	-
Rev. Contract	10,110	-	-	-	10,110
M/WBE Dollars					
BHC MTN Summary	Total Awarded: 199,989				

BHC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) S Building Renovation (BHC326)					
Start Date: 12/16 / Estimated Completion Date: 01/18					
Orig. Contract	22,470	-	-	-	22,470
Contingency	n/a	-	n/a	n/a	
Change orders:	71,155	-	-	-	-
Rev. Contract	93,625	-	-	-	93,625
M/WBE Dollars	-				
BHC SAR Summary	Total Awarded: 93,625				

CVC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Update Fire Sprinkler Systems, Buildings D,E,F and G (D207)					
Start Date: 12/09 / Estimated Completion Date: Hold					
Orig. Contract	77,522	-	31,982	13	109,517
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	77,522	-	31,982	13	109,517
M/WBE Dollars	-		31,982		
2) Fire Alarm Upgrade (DW227)					
Start Date: 06/13 / Estimated Completion Date: 01/18					
Orig. Contract	67,410	-	-	-	67,410
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	67,410	-	-	-	67,410
M/WBE Dollars	-				
3) Repair Storm Drainage Front & Rear of Bldg. L (D238)					
Start Date: 01/14 / Estimated Completion Date: 08/17					
Orig. Contract	25,241	-	8,343	-	33,584
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	25,241	-	8,343	-	33,584
M/WBE Dollars	21,191		-		
4) Replace Stairs Building D, NE Wall (DW250)					
Start Date: 04/15 / Estimated Completion Date: Hold					
Orig. Contract	20,283	-	6,180	-	26,463
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	20,283	-	6,180	-	26,463
M/WBE Dollars	17,238		-		

CVC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
5) Replace Asphalt Pkg Lots S1, S2, S3, and W1 w) Concrete (DW250)					
Start Date: 04/15 / Estimated Completion Date: 12/17					
Orig. Contract	100,851	1,571,600	30,900	-	1,703,351
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	9,086	-	-	-
Rev. Contract	100,851	1,580,686	30,900	-	1,712,437
M/WBE Dollars	85,626	-	-		
6) Raise/Repair Patio at Lower D Lakeside (DW250)					
Start Date: 04/15 / Estimated Completion Date: Hold					
Orig. Contract	4,311	-	1,544	-	5,855
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	4,311	-	1,544	-	5,855
M/WBE Dollars	4,311		-		
7) Replace West Irrigation Pump Station (DW254)					
Start Date: 02/16 / Estimated Completion Date: 08/17					
Orig. Contract	6,741	-	2,781	-	9,522
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	6,741	-	2,781	-	9,522
M/WBE Dollars	-		-		
8) Replace Campus Signage (Building ltrs. & Kiosks) (DW254)					
Start Date: 02/16 / Estimated Completion Date: 12/17					
Orig. Contract	11,526	-	3,708	-	15,234
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	11,526	-	3,708	-	15,234
M/WBE Dollars	2,538		-		
9) Replace Sweet Gum Tree w) Texas Natives (DW254)					
Start Date: 02/16 / Estimated Completion Date: 08/17					
Orig. Contract	9,725	-	1,854	-	11,579
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	9,725	-	1,854	-	11,579
M/WBE Dollars	5,231		-		

CVC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
10) Add Drainage to HART Lab (DW254)					
Start Date: 02/16 / Estimated Completion Date: 08/17					
Orig. Contract	34,445	-	6,180	-	40,625
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	34,445	-	6,180	-	40,625
M/WBE Dollars	19,465		-		
11) Replace Glass Bldg. F and G (D256)					
Start Date: 08/16 / Estimated Completion Date: 08/17					
Orig. Contract	37,450	-		-	37,450
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	37,450	-	-	-	37,450
M/WBE Dollars	37,450				
12) Replace Lobby Doors with Exterior Doors, Building H (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	3,745	-		-	3,745
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	3,745	-	-	-	3,745
M/WBE Dollars	3,745				
13) Research/Correct Chemical Drainage Bldg. M (D257)					
Start Date: 02/16 / Estimated Completion Date: 01/18					
Orig. Contract	5,992	-	-	-	5,992
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	5,992	-	-	-	5,992
M/WBE Dollars	5,992				
14) Upgrade Pole Lights, Lakeside/Dam HIDS to CFLS (D257)					
Start Date: 02/16 / Estimated Completion Date: 01/18					
Orig. Contract	3,745	-	-	-	3,745
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	3,745	-	-	-	3,745
M/WBE Dollars	3,745				

CVC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
15) Renovate Bldg. A First Floor Restrooms (Women) (D259)					
Start Date: 10/16 / Estimated Completion Date: 09/17					
Orig. Contract	20,598	-	9,197	-	29,795
Contingency	n/a	n/a	n/a	n/a	
Change orders:	n/a	n/a	n/a	n/a	
Rev. Contract	20,598	-	9,197	-	29,795
M/WBE Dollars	-		-		
CVC MTN Summary	Total Awarded: 2,112,952				

CVC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Master Plan (CVC233)					
Start Date: 12/15 / Estimated Completion Date: 08/17					
Orig. Contract	250,000	-	-	-	250,000
Contingency	-	-	-	-	-
Change orders:	-	-	-	-	-
Rev. Contract	250,000	-	-	-	250,000
M/WBE Dollars	-				
2) Vet Tech Remodel (CVC 334)					
Start Date: 05/17 / Estimated Completion Date: 8/18					
Orig. Contract	250,000				250,000
Contingency	-	-	-	-	
Change orders:	-	-	-	-	
Rev. Contract	250,000	-	-	-	250,000
M/WBE Dollars	-				
CVC SAR Summary	Total Awarded: 250,000				

EFC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Recoat Stucco Phase I Buildings A, F, L, & S (D255)					
Start Date: 03/16 / Estimated Completion Date: 12/17					
Orig. Contract	26,215	-	10,815	-	37,030
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	26,215	-	10,815	-	37,030
M/WBE Dollars	26,215		10,815		
2) Recoat Stucco Phase II Buildings C, M, N, & P (D255)					
Start Date: 03/16 / Estimated Completion Date: 12/17					
Orig. Contract	22,470	-	9,270	-	31,740
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	22,470	-	9,270	-	31,740
M/WBE Dollars	22,470		9,270		
3) Repair Roofs Buildings A, F, C, & L (D255)					
Start Date: 03/16 / Estimated Completion Date: 12/17					
Orig. Contract	116,870	-	40,170	-	157,040
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	116,870	-	40,170	-	157,040
M/WBE Dollars	116,870		40,170		
4) Repair Roofs Buildings M, T, & M/P Bridge (D255)					
Start Date: 03/16 / Estimated Completion Date: 12/17					
Orig. Contract	61,132	-	21,012	-	82,144
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	61,132	-	21,012	-	82,144
M/WBE Dollars	61,132		21,012		
5) Renovate C Building Crawlspace OA/RA Plenum (D257)					
Start Date: 02/16 / Estimated Completion Date: 8/17					
Orig. Contract	9,363	-	-	-	9,363
Contingency	n/a	n/a	n/a	n/a	-
Change orders:	n/a	n/a	n/a	n/a	-
Rev. Contract	9,363	-	-	-	9,363
M/WBE Dollars	9,363				
EFC MTN Summary	Total Awarded: 317,317				

EFC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) C-W Waterproofing and Drainage (EFC315)					
Start Date: 08/13 / Estimated Completion Date: Hold					
Orig. Contract	18,083	-	-	-	18,083
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 01/09/14	35,300	-	-	-	-
Rev. Contract	53,383	-	-	-	53,383
M/WBE Dollars	-				
2) Feasibility Study / Emergency Generator (EFC324)					
Start Date: 11/14 / Estimated Completion Date: 07/17					
Orig. Contract	9,275	-	-	-	9,275
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	9,275	-	-	-	9,275
M/WBE Dollars	9,275				
3) 1st & 2nd Floor Restroom Renovation (EFC326)					
Start Date: 12/15 / Estimated Completion Date: 09/17					
Orig. Contract	20,897	289,000	-	-	309,897
Contingency	n/a	43,350	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	20,897	289,000	-	-	309,897
M/WBE Dollars	-	-			
4) Bldg. N Restroom (EFC332)					
Start Date: 2/17 / Estimated Completion Date: 12/17					
Orig. Contract	12,134		-	-	12,134
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	12,134	-	-	-	12,134
M/WBE Dollars	-	-			
EFC SAR Summary	Total Awarded: 372,555				

ECC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Remove/Insulate Louvers (D243)					
Start Date: 04/14 / Estimated Completion Date: 08/17					
Orig. Contract	15,280	101,800	-	-	117,080
Contingency	n/a	15,270	n/a	n/a	
Change orders:	-	-	-	-	-
1. 05/20/14	7,700	-	-	-	-
Rev. Contract	22,980	101,800	-	-	124,780
M/WBE Dollars	-	-			
2) Repaint Brick Shelf, Seal on Main & Elm (D243)					
Start Date: 02/14 / Estimated Completion Date: 08/17					
Orig. Contract	1,873	-	-	-	1,873
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	1,873	-	-	-	1,873
M/WBE Dollars	-				
3) Replace Ceiling Thru out 3rd Floor Garage at BJP (D243)					
Start Date: 02/14 / Estimated Completion Date: Hold					
Orig. Contract	10,636	13,375	-	-	24,011
Contingency	n/a	2,006	n/a	n/a	-
Change orders:	7,500	-	-	-	-
Rev. Contract	18,136	13,375	-	-	31,511
M/WBE Dollars	-	-			
4) Replace Window Blinds w/Shades at BJP (D243)					
Start Date: 02/14 / Estimated Completion Date: 08/17					
Orig. Contract	22,470	244,650	-	-	267,120
Contingency	n/a	36,698	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 08/07/14	67,624	14,495	-	-	-
Rev. Contract	90,094	259,145	-	-	349,239
M/WBE Dollars	-	-			

ECC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
5) Upgrade Sprinklers/Drip Heads; Irrigation Perennial Beds (D254)					
Start Date: 02/16 / Estimated Completion Date: 08/17					
Orig. Contract	1,498	-	618	-	2,116
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	1,498	-	618	-	2,116
M/WBE Dollars	-		-		
6) Reduct AHU-2 OA, Insulate VAV & Piping (D257)					
Start Date: 02/16 / Estimated Completion Date: 01/18					
Orig. Contract	40,072	-	-	-	40,072
Contingency	n/a	-	n/a	n/a	-
Change orders:	12,358	-	-	-	-
Rev. Contract	52,430	-	-	-	52,430
M/WBE Dollars	52,430				
7) Replace carpet "A" Bldg.(153,010 sq. ft.) (D259)					
Start Date: 10/16 / Estimated Completion Date: 08/17					
Orig. Contract	63,297	-	17,896	-	81,193
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	63,297	-	17,896	-	81,193
M/WBE Dollars	-		17,896		
8) Replace Mini Blinds, Bldg Floors 3-8 (D259)					
Start Date: 10/16 / Estimated Completion Date: 08/17					
Orig. Contract	7,116	-	2,484	-	9,600
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	7,116	-	2,484	-	9,600
M/WBE Dollars	-		2,484		
9) Replace Lobby Furniture A, B, and C (D259)					
Start Date: 10/16 / Estimated Completion Date: 08/17					
Orig. Contract	11,235	-	3,885	-	15,120
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	11,235	-	3,885	-	15,120
M/WBE Dollars	-		3,885		
ECC MTN Summary	Total Awarded: 667,862				

ECC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Retaining Wall Repair (ECC232)					
Start Date: 01/14 / Estimated Completion Date: Hold					
Orig. Contract	25,940	-	-	-	25,940
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	25,940	-	-	-	25,940
M/WBE Dollars	25,940				
2) Replace Two Hot Water Boilers (ECC233)					
Start Date: 12/14 / Estimated Completion Date: 01/18					
Orig. Contract	26,857	-	-	-	26,857
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	26,857	-	-	-	26,857
M/WBE Dollars	26,857				
3) Renovation of Chemistry Lab (ECC234)					
Orig. Contract	30,619	182,946	-	-	213,565
Contingency	n/a	27,442	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	30,619	182,946	-	-	213,565
M/WBE Dollars	-	182,946			
4) Master Plan (ECC238)					
Start Date: 07/16 Estimated Completion Date: 08/17					
Orig. Contract	345,766	-	-	-	345,766
Contingency	n/a	-	n/a	n/a	-
Change orders:	338,886	-	-	-	-
Rev. Contract	684,652	-	-	-	684,652
M/WBE Dollars	684,652				
5) Interior and Exterior Repairs (ECC239)					
Start Date: 12/16 Estimated Completion Date: 08/17					
Orig. Contract	37,771	426,461	-	-	464,232
Contingency	n/a	42,646	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	37,771	426,461	-	-	464,232
M/WBE Dollars	-	-			

ECC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
6) Replace Chiller #1 (BJP69)					
Start Date: 02/16 Estimated Completion Date: 01/18					
Orig. Contract	36,700	-	-	-	36,700
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	36,700	-	-	-	36,700
M/WBE Dollars	36,700				
7) Feasibility Study Small Business Innovation Center (BJP71)					
Start Date: 12/16 Estimated Completion Date: 08/17					
Orig. Contract	318,500	-	-	-	318,500
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	318,500	-	-	-	318,500
M/WBE Dollars	-				
ECC SAR Summary	Total Awarded: 1,770,446				

MVC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Replace Existing South Pond W/Retention Pond & Concrete (DW240)					
Start Date: 01/14 / Estimated Completion Date: 08/17					
Orig. Contract	43,348	-	12,978	-	56,326
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	43,348	-	12,978	-	56,326
M/WBE Dollars	5,495		-		
2) MVC Upgrade Ceilings/Indirect lighting; (D256)					
Start Date: 08/16 / Estimated Completion Date: 01/18					
Orig. Contract	11,235	-	-	-	11,235
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	11,235	-	-	-	11,235
M/WBE Dollars	11,235				
3) Replace 94 Restrooms Partitions (D259)					
Start Date: 10/16 / Estimated Completion Date: 08/17					
Orig. Contract	9,440	-	2,738	-	12,178
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	9,440	-	2,738	-	12,178
M/WBE Dollars	-		2,738		
MVC MTN Summary	Total Awarded: 79,739				

MVC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Master Plan (MVC214)					
Start Date: 12/16 / Estimated Completion Date: 09/17					
Orig. Contract	305,500	-	-	-	-
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	305,500	-	-	-	305,500
M/WBE Dollars	-				
2) Feasibility Study Industrial/Welding Lab (MVC216)					
Start Date: 10/15 / Estimated Completion Date: 08/17					
Orig. Contract	8,250	-	-	-	-
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	8,250	-	-	-	8,250
M/WBE Dollars	-				
MVC SAR Summary	Total Awarded: 313,750				

NLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Refurbish Double Check Valves for Irrigation; Code (D251)					
Start Date: 04/15 / Estimated Completion Date: 08/17					
Orig. Contract	2,247	-	927	-	3,174
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	2,247	-	927	-	3,174
M/WBE Dollars	2,247		927		
2) Correct Water Retention For Irrigation, North Campus (D251)					
Start Date: 04/15 / Estimated Completion Date: 08/17					
Orig. Contract	7,495	-	1,545	-	9,040
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	7,495	-	1,545	-	9,040
M/WBE Dollars	7,495		1,545		
3) Upgrade Automatic Irrigation Controls, North Campus (D251)					
Start Date: 04/15 / Estimated Completion Date: 08/17					
Orig. Contract	36,223	-	8,498	-	44,721
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	36,223	-	8,498	-	44,721
M/WBE Dollars	36,223		8,498		
4) Upgrade Roof Drainage, North Campus (D254)					
Start Date: 02/16 / Estimated Completion Date: 08/17					
Orig. Contract	27,545	-	9,270	-	36,815
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	27,545	-	9,270	-	36,815
M/WBE Dollars	5,075		-		

NLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
5) Correct Water Infiltration and Drainage, Building G (D254)					
Start Date: 01/16 / Estimated Completion Date: 08/17					
Orig. Contract	51,707	-	10,197	-	61,904
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	51,707	-	10,197	-	61,904
M/WBE Dollars	26,990		-		
6) Replace All Roof Access Ladders OSHA, 6 ea (D254)					
Start Date: 01/16 / Estimated Completion Date: 08/17					
Orig. Contract	4,539	-	1,873	-	6,412
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	4,539	-	1,873	-	6,412
M/WBE Dollars	-		-		
7) Replace Exhaust Systems Bldgs. A, F, K, J & N, Tie Into EMS (D257)					
Start Date: 01/16 / Estimated Completion Date: 01/18					
Orig. Contract	10,786	-	-	-	10,786
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	10,786	-	-	-	10,786
M/WBE Dollars	10,786				
8) Replace Fuses, Breakers, Switches, Panels & Controls C-W (D257)					
Start Date: 01/16 / Estimated Completion Date: 02/18					
Orig. Contract	27,189	-	-	-	27,189
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	27,189	-	-	-	27,189
M/WBE Dollars	27,189				
9) Renovate Restrooms, 8 sets, C-W (D259)					
Start Date: 10/16 / Estimated Completion Date: 10/17					
Orig. Contract	44,940	-	15,668	-	60,608
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	44,940	-	15,668	-	60,608
M/WBE Dollars	-		15,668		

NLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
10) Replace P235 and P233 Floors (D259)					
Start Date: 10/16 / Estimated Completion Date: 10/17					
Orig. Contract	2,747	-	764	-	3,511
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	2,747	-	764	-	3,511
M/WBE Dollars	-		764		
11) Recarpet Cafeteria and Performance Hall Lobby (D259)					
Start Date: 10/16 / Estimated Completion Date: 10/17					
Orig. Contract	9,363	-	3,248	-	12,611
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	9,363	-	3,248	-	12,611
M/WBE Dollars	-		3,248		
NLC MTN Summary	Total Awarded: 276,771				

NLC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Master Planning (NLC354)					
Start Date: 06/15 / Estimated Completion Date: 08/17					
Orig. Contract	344,519	-	-	-	344,519
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	344,519	-	-	-	344,519
M/WBE Dollars	344,519				
NLC SAR Summary	Total Awarded:				344,519

RLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) RLC ADA Upgrades (D217)					
Start Date: 06/12 / Estimated Completion Date: 08/17					
Orig. Contract	236,848	2,038,000	91,251	1,074	2,367,173
Contingency	n/a	305,700	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 11/9/12	10,000	-	-	-	-
2. 08/11/14	15,755	-	-	-	-
3. 08/31/15	-	(12,315)	-	-	-
4. 02/01/16	21,101	-	-	-	-
5. 02/29/16	-	25,006	-	-	-
6. 05/03/16	-	(12,315)	-	-	-
Rev. Contract	283,704	2,038,376	91,251	1,074	2,414,405
M/WBE Dollars	6,247	-	-	1,074	
2) Replace Call Boxes (DW236)					
Start Date: 05/13 / Estimated Completion Date: Hold					
Orig. Contract	22,470	-	-	-	22,470
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	22,470	-	-	-	22,470
M/WBE Dollars	-				
3) Replace Parking Lots D w/ Concrete (DW238)					
Start Date: 01/14 / Estimated Completion Date: 08/17					
Orig. Contract	92,115	985,000	27,810	-	1,104,925
Contingency	n/a	147,750	n/a	n/a	
Change orders:	-	-	-	-	-
1. 07/08/14	8,338	-	-	-	-
2. 05/27/15	5,635	-	-	-	-
3. 05/21/15	30,000	-	-	-	-
4. 08/31/15	-	3,750	-	-	-
5. 08/31/15	-	12,455	-	-	-
6. 10/26/15	-	5,100	-	-	-
7. 04/15/16	-	54,275	-	-	-
Rev. Contract	136,088	1,060,580	27,810	-	1,224,478
M/WBE Dollars	92,588	-	-		

RLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
4) Repair Cracks in Building Frames (D249)					
Start Date: 04/15 / Estimated Completion Date: Hold					
Orig. Contract	11,235	-	-	-	11,235
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	11,235	-	-	-	11,235
M/WBE Dollars	11,235				
5) Replace Sewage Lift Systems, 7 ea. Bldgs. P, S, A2, & Gym (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	33,705	-	-	-	33,705
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	33,705	-	-	-	33,705
M/WBE Dollars	33,705				
6) Replace FPE Panels, Buildings B, N, & A (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	8,239	-	-	-	8,239
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	8,239	-	-	-	8,239
M/WBE Dollars	8,239				
7) Replace MCC in Central Plant (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	7,865	-	-	-	7,865
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	7,865	-	-	-	7,865
M/WBE Dollars	7,865				
8) Replace Breezeway Incandescent Lighting w) LED (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	4,494	-	-	-	4,494
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	4,494	-	-	-	4,494
M/WBE Dollars	4,494				

RLC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
9) Upgrade AHU Static Pressure Transducer Controls, 10 ea. (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	749	-	-	-	749
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	749	-	-	-	749
M/WBE Dollars	749				
10) Upgrade AHU CO2 Motor System, 10 ea. (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	1,124	-	-	-	1,124
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	1,124	-	-	-	1,124
M/WBE Dollars	1,124				
11) Replace Motor Starter, 4 ea. Purchasing (D257)					
Start Date: 02/16 / Estimated Completion Date: 03/18					
Orig. Contract	899	-	-	-	899
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	899	-	-	-	899
M/WBE Dollars	899				
RLC MTN Summary	Total Awarded: 3,729,663				

RLC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Replace Two Emergency Power Generators (RLC318)					
Start Date: 03/15 / Estimated Completion Date: 8/17					
Orig. Contract	35,000	322,036	-	-	357,036
Contingency	n/a	48,305	n/a	n/a	-
Change orders:	-	1,267	-	-	-
Rev. Contract	35,000	323,303	-	-	358,303
M/WBE Dollars	35,000	323,303			
2) CCTV Fannin / El Paso Halls Card Access All Classrooms (RLC321)					
Start Date: 10/12 / Estimated Completion Date: Hold					
Orig. Contract	65,000	-	-	-	65,000
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	65,000	-	-	-	65,000
M/WBE Dollars	-				
3) Renovate Locker and Dressing Room (RLC328)					
Start Date: 06/13 / Estimated Completion Date: 08/17					
Orig. Contract	5,520	1,257,000	-	-	1,262,520
Contingency	n/a	188,550	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 04/11/14	74,001	-	-	-	-
2. 05/21/15	11,770	-	-	-	-
3. 11/30/16	-	33,270	-	-	-
Rev. Contract	91,291	1,290,270	-	-	1,381,561
M/WBE Dollars	11,770	-			
4) AHU Replacement Performance Hall (RLC332)					
Start Date: 10/13 / Estimated Completion Date: 10/17					
Orig. Contract	26,750	-	-	-	26,750
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	26,750	-	-	-	26,750
M/WBE Dollars	26,750				
5) AHU Analysis Sabine Hall (RLC333)					
Start Date: 10/13 / Estimated Completion Date: Hold					
Orig. Contract	8,025	-	-	-	8,025
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	8,025	-	-	-	8,025
M/WBE Dollars	8,025				

RLC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
6) Master Planning (RLC339)					
Start Date: 09/13 / Estimated Completion Date: 08/17					
Orig. Contract	190,500	-	-	-	190,500
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 01/06/15	30,000	-	-	-	-
Rev. Contract	220,500	-	-	-	220,500
M/WBE Dollars	-				
7) Remodel Alamito Hall (RLC343)					
Start Date: 01/15 / Estimated Completion Date: 12/17					
Orig. Contract	9,737	-	-	-	9,737
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
1.02/01/16	10,700	-	-	-	-
Rev. Contract	20,437	-	-	-	20,437
M/WBE Dollars	10,700				
8) Central Irrigation System (RLC352)					
Start Date: 12/15 / Estimated Completion Date: 08/17					
Orig. Contract	9,898	-	-	-	9,898
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	9,898	-	-	-	9,898
M/WBE Dollars	-				
9) Carpet Modification in Thunderduck/Atrium area (RLC354)					
Start Date: 1/17 / Estimated Completion Date: 12/17					
Orig. Contract	8,239	-	-	-	8,239
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	8,239	-	-	-	8,239
M/WBE Dollars	-				

RLC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
10) Bathroom Feasibility Study (RLC354)					
Start Date: 4/17 / Estimated Completion Date: 12/17					
Orig. Contract		-	-	-	-
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	-	-	-	-	-
M/WBE Dollars	-				
RLC SAR Summary	Total Awarded: 2,098,713				

DSC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Feasibility Study Administrative Cabling Infrastructure District Wide					
Start Date: 10/07 / Estimated Completion Date: On-Going					
Orig. Contract	297,923	187,636	-	-	485,559
Contingency	n/a	28,145	n/a	n/a	-
Change orders:	-	-	-	-	-
1. 12/03/14	2,950	-	-	-	-
2. 12/09/14	16,300	-	-	-	-
2. 11/10/16	12,720	-	-	-	-
3. 12/21/15	258,485	-	-	-	-
Rev. Contract	588,378	187,636	-	-	776,014
M/WBE Dollars	-	187,636			
2) Asbestos and Environmental Services District Wide (DW Environmental Services)					
Start Date: 01/13 / Estimated Completion Date: On-Going					
Orig. Contract	341,100	-	-	3,090	344,190
Contingency	n/a	-	n/a	n/a	-
Change orders:	n/a	-	-	-	-
Rev. Contract	341,100	-	-	3,090	344,190
M/WBE Dollars	341,100			-	
3) ADA Phase II Upgrades (D246)					
Start Date: 04/14 / Estimated Completion Date: 01/18					
Orig. Contract	9,630	-		-	9,630
Contingency	n/a	-	n/a	n/a	-
Change orders:	1,030	-	-	-	-
Rev. Contract	10,660	-		-	10,660
M/WBE Dollars					
4) Revise Irrigation System; Separate Planting & Turf Areas (D251)					
Start Date: 04/15 / Estimated Completion Date: 08/17					
Orig. Contract	749	-	309	-	1,058
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	749	-	309	-	1,058
M/WBE Dollars	749		309		
5) Correct Drainage Around Perimeter of East Parking Lot (D251)					
Start Date: 04/15 / Estimated Completion Date: 08/17					
Orig. Contract	10,992	-	2,472	-	13,464
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	10,992	-	2,472	-	13,464
M/WBE Dollars	10,992		2,472		

DSC Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
6) Replace AHUs 1 - 6 Cabinet Insulation (D257)					
Start Date: 02/16 / Estimated Completion Date: 3/18					
Orig. Contract	1,124	-	-	-	1,124
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	1,124	-	-	-	1,124
M/WBE Dollars	1,124				
7) Upgrade AHUs 1 - 6 DDC including Valves and Dampers (D257)					
Start Date: 02/16 / Estimated Completion Date: 3/18					
Orig. Contract	5,992	-	-	-	5,992
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	5,992	-	-	-	5,992
M/WBE Dollars	5,992				
8) Replace VFDs, AHUs 1 - 5 (D257)					
Start Date: 02/16 / Estimated Completion Date: 3/18					
Orig. Contract	3,745	-	-	-	3,745
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	3,745	-	-	-	3,745
M/WBE Dollars	3,745				
9) Upgrade Parking Lot Lighting to LED (D257)					
Start Date: 02/16 / Estimated Completion Date: 3/18					
Orig. Contract	7,116	-	-	-	7,116
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	7,116	-	-	-	7,116
M/WBE Dollars	7,116				
10) Replace/Re-line Drain Pans, AHUs 1 - 6 (D257)					
Start Date: 02/16 / Estimated Completion Date: 3/18					
Orig. Contract	907	-	-	-	907
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	907	-	-	-	907
M/WBE Dollars	907				
DSC MTN Summary	Total Awarded: 1,165,168				

DSC SAR	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Purchasing Restroom Renovation (DSC132)					
Start Date: 12/16 / Estimated Completion Date: 12/17					
Orig. Contract	4,869	-	-	-	4,869
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	4,869	-	-	-	4,869
M/WBE Dollars	4,869				
DSC SAR Summary	Total Awarded: 4,869				

DO Maintenance	Architect Engineer	Construction	Construction Manager	Misc.	Total Awarded
1) Dock Lift (D205)					
Start Date: 12/09 / Estimated Completion Date: Hold					
Orig. Contract	7,437	-	309	-	7,746
Contingency	n/a	-	n/a	n/a	-
Change orders:	-	-	-	-	-
Rev. Contract	7,437	-	309	-	7,746
M/WBE Dollars	-		309		
DO MTN Summary	Total Awarded: 7,746				

INFORMATIVE REPORT NO.9C-2

Facilities Management - Progress Report on Construction Projects

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION				
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
	BHC																		
1	Replace 300T chiller																		
2	Academic Engagement Center																		
3	Bldg. S IT Closet upgrades																		
4	Repair copper roof phase 1																		
5	Repair copper roof phase 2																		
6	Resurface the tennis courts (Hold)																		
7	Replace bldg. B,C,H,Q skylights/roof Phase 1																		
8	Replace bldgs. A,F,L,T skylights/roof Phase 2																		
9	Replace vent irrigation pump station																		
10	Upgrade maintenance catwalk cooling tower																		
11	Upgrade electrical phase protection w/reset; all HVAC motors																		
12	Upgrade electrical meters at bldgs.																		
13	Retrofit air handling unit P-1 bldg. P																		
14	Replace domestic hot water storage tanks bldg. T																		
15	Replace air compressors, 2 ea. Bldgs. B/P/K																		
16	Replace PVI boilers 2 ea. bldg. B																		
17	Refurbish expansion tanks central plant bldg. B																		
18	BHC Master Plan																		
	CVC																		
1	Update fire sprinkler systems bldgs. D, E, F, G (Hold)																		
2	Fire alarm upgrade																		
3	Repair storm drainage front & rear bldg. L																		
4	ADA upgrade phase II																		
5	Master Plan																		

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION				
<div><div></div>Project Status</div> <div><div></div>Status Since Last Report</div>		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
6	Replace AHU’s 1 & 2 bldg. B (Hold)																		
7	Repair/correct chemical drainage system																		
8	Upgrade poles & lights; lakeside																		
9	Restroom renovations bldg. A																		
10	Replace stairs bldg. D (NE wall) (Hold)																		
11	Repair/raise patio at lower D lakeside (Hold)																		
12	Vet Tech Remodel																		
	DO																		
1	Reorganization of District Office																		
2	Acoustical Panels																		
	DSC/D-W																		
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure																		
2	Asbestos/Environmental services D-W							Ongoing											
3	ADA phase II upgrades																		
4	Replace motor starters W. bldg. 4 ea.																		
5	Replace AHU’s cabinet insulation, 6 ea.																		
6	Purchasing bathroom & lobby upgrade																		
7	Upgrade AHU’s controls, dampers & valves to DDC, 6 ea.																		
8	Upgrade VFD’s, AHU’s 5 ea.																		
9	Upgrade parking lot lights w/LED																		
10	Replace/re-line drain pans, 6 ea.																		
11	Revise irrigation system: separate planting & turf areas																		
12	Correct drainage around perimeter of east parking lot																		
	ECC																		
1	Renovation of Chemistry Lab																		
2	Retaining wall repairs (Hold)																		
3	Replace two hot water boilers																		
4	Card access campus wide (Hold)																		

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION				
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
<div><div></div> Project Status</div> <div><div></div> Status Since Last Report</div>																			
5	Master plan																		
6	Replace chiller @ BJP																		
7	Re-duct AHU-2 and insulate																		
8	Replace carpet bldg. A																		
9	Replace mini blinds																		
10	Replace lobby furniture																		
11	Replace HVAC piping insulation bldg. R																		
12	Enlarge catwalks at AHU's bldg. A																		
13	Replace CHW isolation valves, bldg. A AHU-2																		
	EFC																		
1	Master plan																		
2	ADA upgrade phase II																		
3	First & 2 nd floor restroom renovations																		
4	Upgrade OA/RA plenum crawl space bldgs. C																		
5	Structural improvements at Performance Hall																		
6	Recoat stucco phase I bldgs. A, F, L, S																		
7	Recoat stucco phase II bldgs. C, M, N, P																		
8	Repair roofs bldgs. A, F, C, L																		
9	Repair roofs bldgs. M, P, & T																		
10	Upgrade & extend irrigation for athletic fields, Motley (2) Oates entrance (1)																		
11	Remodel N bldg. restrooms																		
12	Replace existing speed drives																		
13	Replace pneumatic controls for air handling units 7 ea.																		
14	Reinsulate central plant piping																		
15	Replace roof top units bldg. T 7 ea.																		
16	Replace parking lights 60-75 feet 12 ea.																		
17	Update exterior lighting controls w/parking lot lighting controls																		
18	Replace return fan motors bldgs. A/C/L																		
19	Repair/modify air handling unit bldg. M																		
20	Refurbish cooling towers																		

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION				
<div><div></div>Project Status</div> <div><div></div>Status Since Last Report</div>		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
21	Modular bldg. site plan																		
22	Structural analysis on bldg. k																		
	MVC																		
1	Replace existing S. pond w/retention pond & concrete																		
2	Industrial Holding, site analysis (on campus)																		
3	Replace gym lighting																		
4	Replace VAVs & controls																		
5	Replace restroom partitions																		
6	Upgrade server room to emergency generator electrical																		
7	Replace piping insulation mechanical rooms A/B/E & crawl space																		
8	Upgrade breaker panels; balance load mechanical rooms A/B/E/J																		
9	MVC- Remodel W20 OTA Program																		
10	Repaint exterior thermal storage tank																		
11	Replace can lights w/fluorescents East & West campus, LED's																		
12	Upgrade distribution panels, East & West campus																		
13	Replace AHU's J-1, B-1 with hi-efficiency units																		
14	Replace return air handling unit, inline axial J-1																		
15	Replace fan motors, drives, integrate EMS: H-1, H-2																		
16	Electrical substation service/maintenance																		
17	Upgrade campus clock system with wireless synchronized system																		
	NLC																		
1	North Campus irrigation improvements																		
2	Fire sprinkler upgrade																		
3	Master Plan																		
4	Replace exhaust systems, C-W																		
5	Replace electric components C-W																		

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION				
<div><div></div>Project Status</div> <div><div></div>Status Since Last Report</div>		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
6	Refurbish double check valves for irrigation																		
7	Correct water retention for irrigation North campus																		
8	Upgrade automatic irrigation controls Central campus																		
9	Replace all roof access ladders OSHA 6 each																		
10	Upgrade roof drainage North campus																		
11	Correct water infiltration & drainage bldg. G																		
12	Renovate 8 sets of RR																		
13	Replace flooring P235 - P223																		
14	Re-carpet cafeteria & Performance Hall																		
15	Replace VAV's bldg. T 57 ea.																		
16	Replace air handling units, N1/2/3																		
17	Replace air handling units 21 & VAV's																		
18	Replace air handling units, A10 & A13																		
19	Replace clock system																		
20	Replace HHW, CHW, & DHW piping bldgs. N-T under drive																		
21	Replace roof top units West Campus 10 ea.																		
22	Upgrade cathodic protection																		
23	Upgrade Science Lab Exhaust																		
	RLC																		
1	Replace two emergency generators																		
2	CCTV Fannin/El Paso Halls card access all classrooms (Hold)																		
3	ADA upgrades																		
4	AHU analysis Sabine Hall (Hold)																		
5	AHU replacement Performance Hall																		
6	Master planning																		
7	Repair crack in bldg. frames/reframing wall improvement (Hold)																		
8	Campus Wide surveillance system (Hold)																		

Status Report as of July 31, 2017

PROJECTS								DESIGN							CONSTRUCTION					
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance	
		<div><div></div> Project Status</div>																		
		<div><div></div> Status Since Last Report</div>																		
9	Wayfinding																			
10	Replace sewage lift stations 7 ea.																			
11	Replace FPE panels, bldgs. A, B, & N																			
12	Replace MCC central plant																			
13	Replace breezeway lighting bldgs. A, F, L & N w/LED																			
14	Upgrade AHU static transducer controls 10 ea.																			
15	Upgrade CO2 monitors, AHU's, 10 each																			
16	Renovations @ south wing Alamito Hall																			
17	Replace central irrigation																			
18	Upgrade exterior lighting																			
19	Improvement along east drive required by City of Dallas																			
20	Honors lounge renovations																			
21	Replace Carpet in Thunderduck																			
22	Bathroom Feasibility Study																			
23	Fannin Hall renovation																			
	LCET																			
1	Master Planning																			

FACILITIES HOLD PROJECTS

1. Resurface the tennis courts (BHC) is pending due to funding
2. Update fire sprinkler systems bldgs. D, E, F, G (CVC) is pending due to change of scope and additional funding
3. Replace AHU's 1 & 2, bldg. B (CVC) is pending per campus
4. Replace stairs bldg. D (NE wall) (CVC) is pending due to funding
5. Repair/raise patio at lower D lakeside (CVC) is pending due to funding
6. Retaining wall repairs (ECC) is pending due to funding
7. Card access – campus wide (ECC) is pending due to districtwide planning
8. CCTV Fannin/El Paso Halls card access all classrooms (RLC) is pending due to districtwide approval
9. AHU analysis Sabine Hall (RLC) is pending due to campus reconsideration
10. Repair crack in bldg. frames/reframing wall improvement (RLC) is pending due to campus funding
11. Campus Wide surveillance system (RLC) is pending due to districtwide planning

FACILITIES COMPLETED PROJECTS' NAMES LAST REPORT TO APPEAR

1. Fire sprinklers upgrade (NLC)
2. ADA upgrades (RLC)

INFORMATIVE REPORT NO. 9D

Notice of Grant Awards (September 2017)

Most of the grants in the *Notice of Grant Awards* report are from government agencies. Occasionally, a private donor may direct a gift to DCCCD rather than to DCCCD Foundation, Inc., in which case the gift from the private donor is included in *Notice of Grant Awards*.

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

<i>Source:</i>	U.S. Department of Education/ Job Location and Development
<i>Beneficiary:</i>	Mountain View College
<i>Amount:</i>	\$13,375
<i>Term:</i>	July 1, 2017 – June 30, 2018
<i>Purpose:</i>	To support the location and development of job opportunities for Mountain View students seeking part-time employment while attending classes or full-time employment after program completion and/or graduation.

<i>Source:</i>	North Texas Small Business Development Center/ Small Business Administration
<i>Beneficiary:</i>	Bill J. Priest
<i>Amount:</i>	Increase: <u>\$255,143</u> Total Amount: <u>\$3,146,761</u>
<i>Term:</i>	October 1, 2016 – September 30, 2017
<i>Purpose:</i>	To provide high quality business and economic development assistance to small businesses and nascent entrepreneurs (pre-venture) in order to promote their growth, expansion and innovation to increase productivity and to improve management.

<i>Source:</i>	Texas Higher Education Coordinating Board/ T-STEM
<i>Beneficiary:</i>	Cedar Valley College
<i>Amount:</i>	Increase: <u>\$43,844</u> Total Amount: <u>\$306,063</u>
<i>Term:</i>	September 1, 2016 – August 31, 2019
<i>Purpose:</i>	To recruit, enroll and award scholarships to eligible students who participate in the T-STEM programs at Cedar Valley and Brookhaven.

<i>Source:</i>	U.S. Department of Education/ Job Location and Development
<i>Beneficiary:</i>	Cedar Valley College

Amount: \$10,700
Term: July 1, 2-17 – June 31. 2018
Purpose: To provide career support services to college students and develop off campus jobs.

Source: U.S. Department of Education/ Job Location and Development
Beneficiary: North Lake College
Amount: \$10,700
Term: July 1, 2017 – June 31, 2018
Purpose: To offer job opportunities for currently enrolled students regardless of financial need. Allowable activities include: workshops for students and employers, advertising that informs potential employers of the services, supplies and equipment, travel and printing and mailing.

Source: Department of Education/ Vietnamese Cultural Immersion and Student Knowledge Diffusion Projects
Beneficiary: Richland College
Amount: \$94,978
Term: July 19, 2017 – December 20, 2018
Purpose: The goal of the project is to provide an immersive experience that is intentional in its design and associated focus for deepening participants' pedagogical content knowledge of Vietnamese culture, history and politics.

Source: Texas Workforce Commission/ In Partnership with a Mechanical Construction Consortium
Beneficiary: North Lake College
Amount: \$1,933,178
Term: August 1, 2017 – February 28, 2019
Purpose: This project provides 68,202 hours of customized construction craft training to 1,164 employees in three local mechanical businesses. Training in construction, electrical, mechanical and plumbing trades will provide a job upgrade and/or wage increase for trainees. This project will result in the creation of 210 new jobs and 954 upgraded jobs.

Source: Texas Higher Education Coordinating Board/ Regional TXRAN (formerly Pathways) Project
Beneficiary: District Office
Amount: Increase: \$10,000 New Amount: \$40,000
Term: September 1, 2017 – August 31, 2019

Purpose: DCCCD will lead one of five (5) new Regional TXRAN (formerly Pathways) partnerships funded through THECB in support of its statewide Pathways Project, thereby supporting 60x30TX goals of increasing postsecondary completions by 2030. The funds shall be used to support curriculum alignment activities between high school and postsecondary institutions.

Source: U.S. Department of Education/ Asian American Pacific Islanders (AAPI)
Beneficiary: Richland College
Amount: Increase: \$300,000 New Amount; \$900,000
Term: October 1, 2015 – September 30, 2020
Purpose: Proposed objectives will address barriers to higher education access and success by offering Asian American Pacific Islanders (AAPI) students bridges into community colleges as well as four-year institutions.

Source: U.S. Department of Education/ North Garland Upward Bound Program
Beneficiary: Richland College
Amount: \$257,500
Term: September 1, 2017 – August 31, 2022
Purpose: To provide 9th – 12th grade students attending North Garland High School opportunities to succeed in their pre-college preparation and ultimately to succeed in earning a college degree. In addition, Upward Bound provides tutoring, test prep, career awareness activities and assist students in completing college and scholarship/financial aid applications.

Source: U.S. Department of Education/ Job Location and Development
Beneficiary: Brookhaven College
Amount: \$13,375
Term: July 1, 2017 – June 30, 2018
Purpose: To assist students with locating jobs and to develop job opportunities.

Source: Workforce Solutions Greater Dallas/ Adult Education and Literacy Program
Beneficiary: Dallas County Community College District
Amount: Increase: \$3,582,588 New Amount: \$7,326,713
Term: June 30, 2016 – June 30, 2018
Purpose: To collaborate, coordinate and provide Adult Education and Literacy services to adults in the Dallas workforce development area.

<u>Grant Awards Reported in Fiscal Year 2016-2017</u>	
September 2017	\$ 6,525,381
October 2017	
November 2017	
December 2017	
January 2018	
February 2018	
March 2018	
April 2018	
May 2018	
June 2018	
July 2018	
August 2018	
Total To Date	\$ 6,525,381

<u>Grant Awards Reported in Fiscal Years 2009-10 through 2015-2016</u>							
<u>Type</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
Competitive	\$25,600,315	\$20,985,883	\$16,071,651	\$11,041,788	\$12,349,884	\$29,783,498	\$21,975,062
Pell Grants ¹	\$68,755,845	\$69,080,553	\$69,080,553	\$68,292,120	\$53,467,872	\$61,815,706	\$53,264,478
Total	<u>\$94,356,160</u>	<u>\$90,066,436</u>	<u>\$85,152,240</u>	<u>\$79,339,908</u>	<u>\$65,817,756</u>	<u>\$91,599,204</u>	<u>\$75,237,540</u>

¹ The annual notice of Pell grants almost always appears in the August report. Pell grants are not awarded based on competitive applications; they are a component of Title IV student aid.

INFORMATIVE REPORT NO. 9E

DCCCD Foundation Report (September 2017)

DCCCD Foundation Net Assets

09/01/14 \$40,327,988
09/01/15 \$41,183,692
09/01/16 \$43,049,433
09/01/17

Gifts Reported in Fiscal Year 2016-2017

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs & Services</u>	<u>Total</u>
September 2016	\$13,669	\$80,976	\$94,645
October 2016	\$10,161	\$723,639	\$733,800
November 2016	\$212,454	\$31,324	\$243,778
December 2016	\$55,200	\$167,313	\$222,513
January 2017	\$5,700,274	\$81,501	\$5,781,775
February 2017	\$22,212	\$210,449	\$232,661
March 2017	\$44,791	\$322,632	\$367,423
April 2017	\$11,091	\$67,890	\$78,981
May 2017	\$44,009	\$113,901	\$157,910
June 2017	\$23,651	\$25,516	\$49,167
July 2017	\$418,318	\$20,796	\$439,114
August 2017			
Total	\$6,555,830	\$1,845,937	\$8,401,767

Funding Priorities

Priority	Total Raised	Total Pledged
LevelUp Scholarship	\$685,089	

Fall 2017 Scholarship Cycle (awarding still in progress)

Applications Received	# Scholarship Awards	Total Dollars Awarded
11,013	335	\$182,340

College	Fall 2017 # Of New Online Scholarship Applicants
Brookhaven	1334
Cedar Valley	305
Eastfield	487
El Centro	550
Mountain View	249
Northlake	339
Richland	842

Crowdfunding Campaigns 2016-17

College	Campaign Name	Number of Donors	Goal/Raised	% to Goal
Brookhaven	Brookhaven College Windmill Garden	140	\$7,500/\$9,139	122%
Eastfield	DCCCD Camp Harvey – STEAM Youth Camps	63	\$3,000/\$3,103	103%
Brookhaven	Brookhaven Baseball team	48	\$2,000/\$3,535	177%
North Lake	Home Green Home! – A North Lake College Sustainable Project	61	\$8,000/\$3,265	41%
Mountain View	MVC PTK 2016/17	31	\$1,500/\$912	61%
Eastfield	Free Textbooks for the DCCCD and Beyond...	78	\$3,825/ongoing	ongoing
District	Janeera Gonzalez Scholarship & Memorial	44	\$5,000/\$5,650	133%

2016 Employee Giving Campaign

	Amount	% of Total \$	# of Donors	% of Total Donors
Brookhaven	\$26,428.00	19%	116	15%
Cedar Valley	\$7,715.00	6%	60	8%
Eastfield	\$11,176.00	8%	80	11%
El Centro	\$16,205.00	12%	79	11%
Mountain View	\$15,750.00	11%	68	9%
North Lake	\$16,082.02	12%	118	16%
Richland	\$18,238.25	13%	65	9%
DCCCD (DO, DSC, LCET)	\$26,168.00	19%	166	22%
	\$137,762.27	100%	752	100%

DCCCD Foundation Alumni Events 2016-2017

<p>2016:</p> <ul style="list-style-type: none"> - PTK Alumni Mixer – November 30, 2016 - DCCCD Love Campaign – February 2017 - GradFest: District-wide graduation celebration – May 19, 2017 <p>2017 Planned:</p> <ul style="list-style-type: none"> - DCCCD Day at the Texas State Fair—September 30, 2017 - Alumni networking events (multiple) - Distinguished Alumni Gala - GradFest

INFORMATIVE REPORT NO. 9F

Presentation of Contracts for Education Services

The Chancellor presents the report of contracts for education services entering into the colleges in the past month.

BROOKHAVEN COLLEGE - \$13,730

Ford	Automotive
Dallas Fire and Rescue	Emergency Medical Services (EMS)
DART	Brakes and Engine Performance Courses

CEDAR VALLEY COLLEGE - \$10,650

William Sonoma	Various
KLLM	Various

EASTFIELD COLLEGE - \$4,791

Masonite, Greenville	ESL Training
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EL CENTRO COLLEGE - \$25,620

FMC Carswell	Culinary Skills
Dallas County Sheriff's Department	Drawing
Dallas County Sheriff's Department	Graphic Arts
Dallas County Sheriff's Department	Safety
Dallas County Sheriff's Department	Dog Obedience
Dallas County Sheriff's Department	Keyboarding
Dallas County Sheriff's Department	Interpersonal Skills
Dallas County Sheriff's Department	Career Planning

MOUNTAIN VIEW COLLEGE - \$7,877

Dallas Independent School District	Alternative Teacher Certification
Trinity Watershed	Excel Training

NORTH LAKE COLLEGE - \$9,040

Construction Education Foundation	Career Training
TEXO	Workplace Safety

RICHLAND COLLEGE - \$9,120

Associa	Financial Spreadsheets I
Associa	Financial Spreadsheets II
City of Garland	Customer Service
City of Garland	Emotional Intelligence
City of Plano	Business Productivity
City of Plano	Coaching for Success
City of Plano	Photoshop Fundamentals
City of Richardson	Effective Communication
CSM Bakery	Business Productivity (Group A)
CSM Bakery	Business Productivity (Group B)
Dallas County	Time Management
Dallas County	Business Productivity
Dallas County	Business Productivity

Contracts for Educational Services Reported in 2016-17

	<u>BHC</u>	<u>CVC</u>	<u>EFC</u>	<u>ECC</u>	<u>MVC</u>	<u>NLC</u>	<u>RLC</u>	<u>Total</u>
September 2016	\$ 44,762	\$ 0	\$ 100	\$ 22,030	\$ 0	\$ 122,024	\$ 21,175	\$ 210,091
October 2016	\$ 10,321	\$ 0	\$ 2,300	\$ 39,432	\$ 46,935	\$ 27,206	\$ 5,490	\$ 131,684
November 2016	\$ 0	\$ 0	\$ 5,500	\$ 39,158	\$ 60,502	\$ 7,256	\$ 14,670	\$ 127,086
December 2016	\$ 58,536	\$ 15,298	\$ 4,672	\$ 39,113	\$ 63,937	\$ 25,886	\$ 8,355	\$ 215,797
January 2017	\$ 59,079	\$ 0	\$ 41,870	\$ 55,344	\$ 15,624	\$ 195,532	\$ 5,925	\$ 373,374
February 2017	\$ 42,522	\$ 38,312	\$ 3,840	\$ 63,233	\$ 18,568	\$ 90,281	\$ 21,198	\$ 277,954
March 2017	\$ 0	\$ 16,850	\$ 21,600	\$ 49,997	\$ 30,008	\$ 8,847	\$ 7,515	\$ 134,810
April 2017	\$ 175,239	\$ 39,322	\$ 400	\$ 22,453	\$ 12,408	\$ 28,380	\$ 11,930	\$ 290,132
May 2017	\$ 33,692	\$ 66,053	\$ 0	\$ 21,942	\$ 0	\$ 22,620	\$ 13,890	\$ 158,197
June 2017	\$ 0	\$ 15,488	\$ 0	\$ 25,843	\$ 47,167	\$ 30,851	\$ 16,940	\$ 136,289
July 2017	\$ 13,730	\$ 10,650	\$ 4,791	\$ 25,620	\$ 7,877	\$ 9,040	\$ 9,120	\$ 80,828
August 2017	\$	\$	\$	\$	\$	\$	\$	\$
Total To Date	\$ 437,881	\$ 201,973	\$ 85,073	\$ 404,165	\$ 303,026	\$ 567,923	\$ 136,208	\$ 2,136,242

Contracts for Educational Services Reported in Fiscal Years 2009-10 through 2015-16

<u>Campus</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
BHC	\$ 295,712	\$ 245,537	\$ 295,804	\$ 301,369	\$ 195,018	\$ 210,171	\$ 172,151
CVC	\$ 288,150	\$ 195,226	\$ 206,792	\$ 109,913	\$ 188,340	\$ 174,546	\$ 4,420
EFC	\$ 26,951	\$ 26,605	\$ 25,800	\$ 51,800	\$ 20,225	\$ 10,130	\$ 175,095
ECC	\$ 509,510	\$ 294,024	\$ 339,423	\$ 290,895	\$ 269,327	\$ 444,171	\$ 489,573
MVC	\$ 68,387	\$ 179,830	\$ 86,943	\$ 89,876	\$ 167,566	\$ 252,798	\$ 377,121
NLC	\$ 373,172	\$ 406,059	\$ 466,720	\$ 494,958	\$ 497,515	\$ 519,540	\$ 740,256
RLC	\$ 141,494	\$ 170,260	\$ 143,847	\$ 204,246	\$ 220,229	\$ 210,637	\$ 144,972
Total	\$1,703,376	\$1,517,541	\$1,565,329	\$1,543,057	\$1,558,220	\$1,821,993	\$ 2,103,588

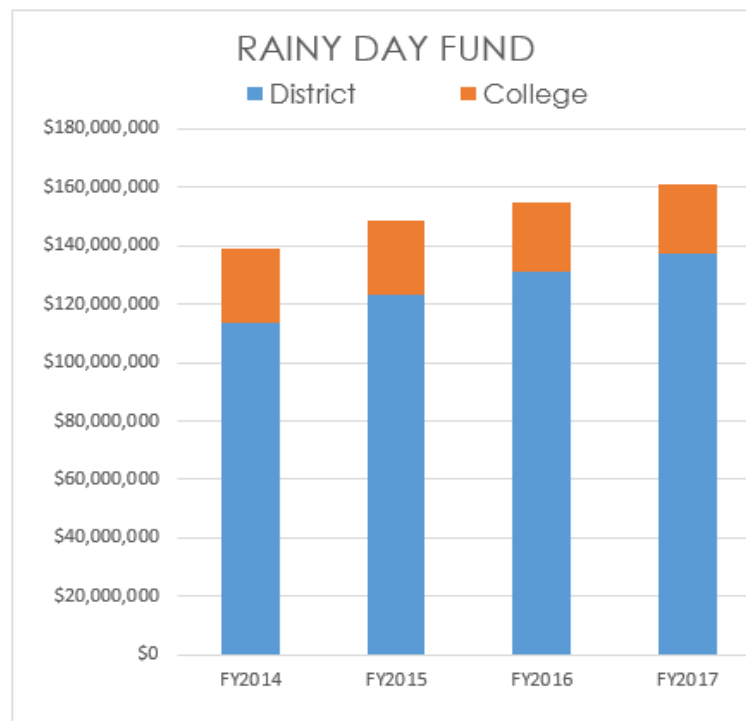
INFORMATIVE REPORT NO. 9G

Presentation of Rainy Day Fund

The chancellor presents the District's Rainy Day Fund report for review.

The following chart indicates the dollar amount in the fund as well as the number of months of operation covered by the fund. The District maintains approximately four months of annualized expenses. Each college maintains approximately one month of annualized expenses. The Rainy Day Fund will only be accessed in case of extreme financial emergency as agreed upon by the Chancellor and the Chief Financial Officer and approved by the Board of Trustees.

According to the Board policy on Rainy day fund BAA (Local) Management of College District Funds, item 3: The College District will maintain a prudent amount of un-designated fund balance – equivalent to not less than four and not more than six months of operating expenses – to ensure continuity in case of catastrophic loss and to maintain the most favorable credit ratings for financing debt.



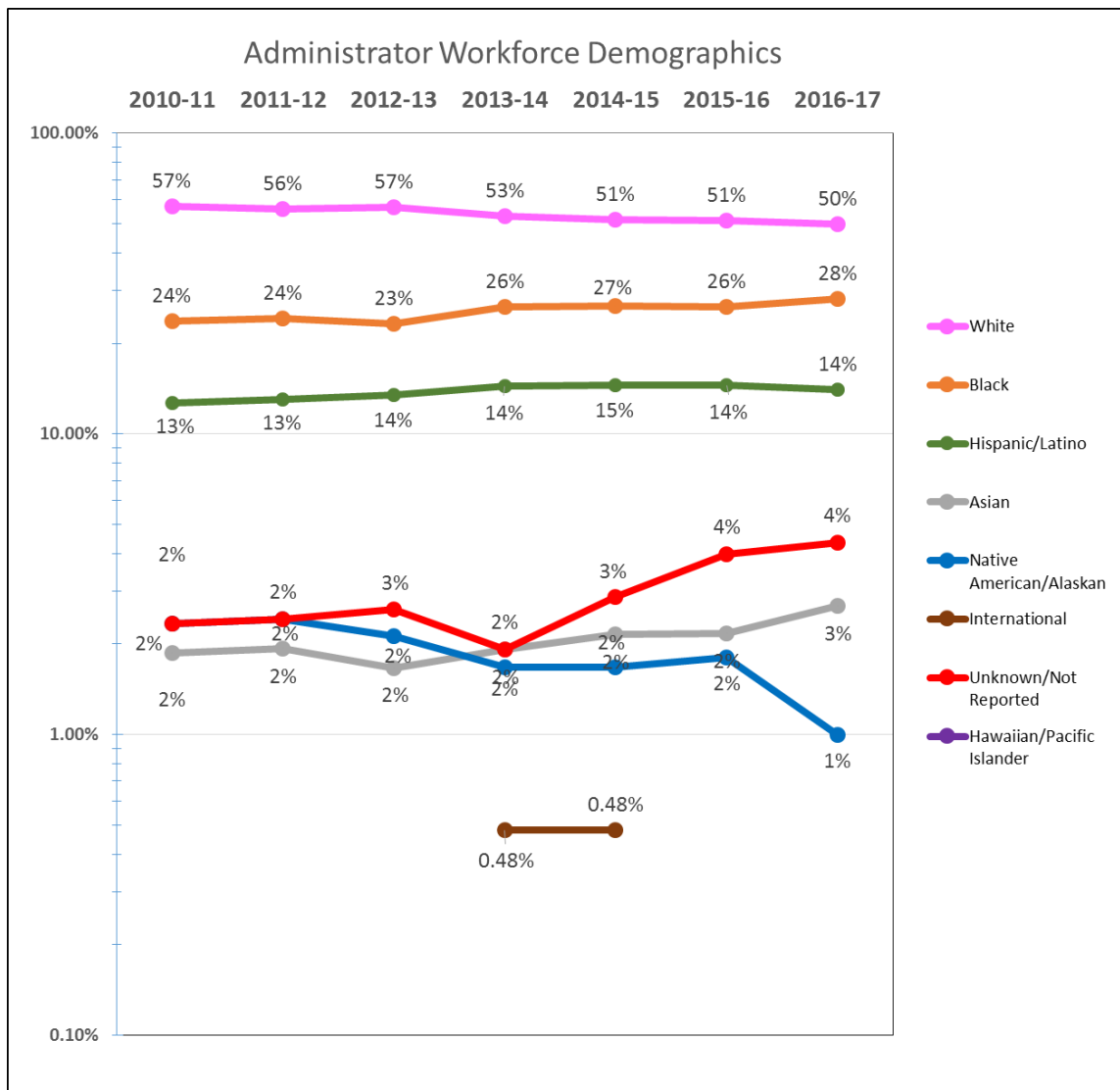
FY2017		
District	College	Total
\$140.5M	\$23.7M	\$164.2M

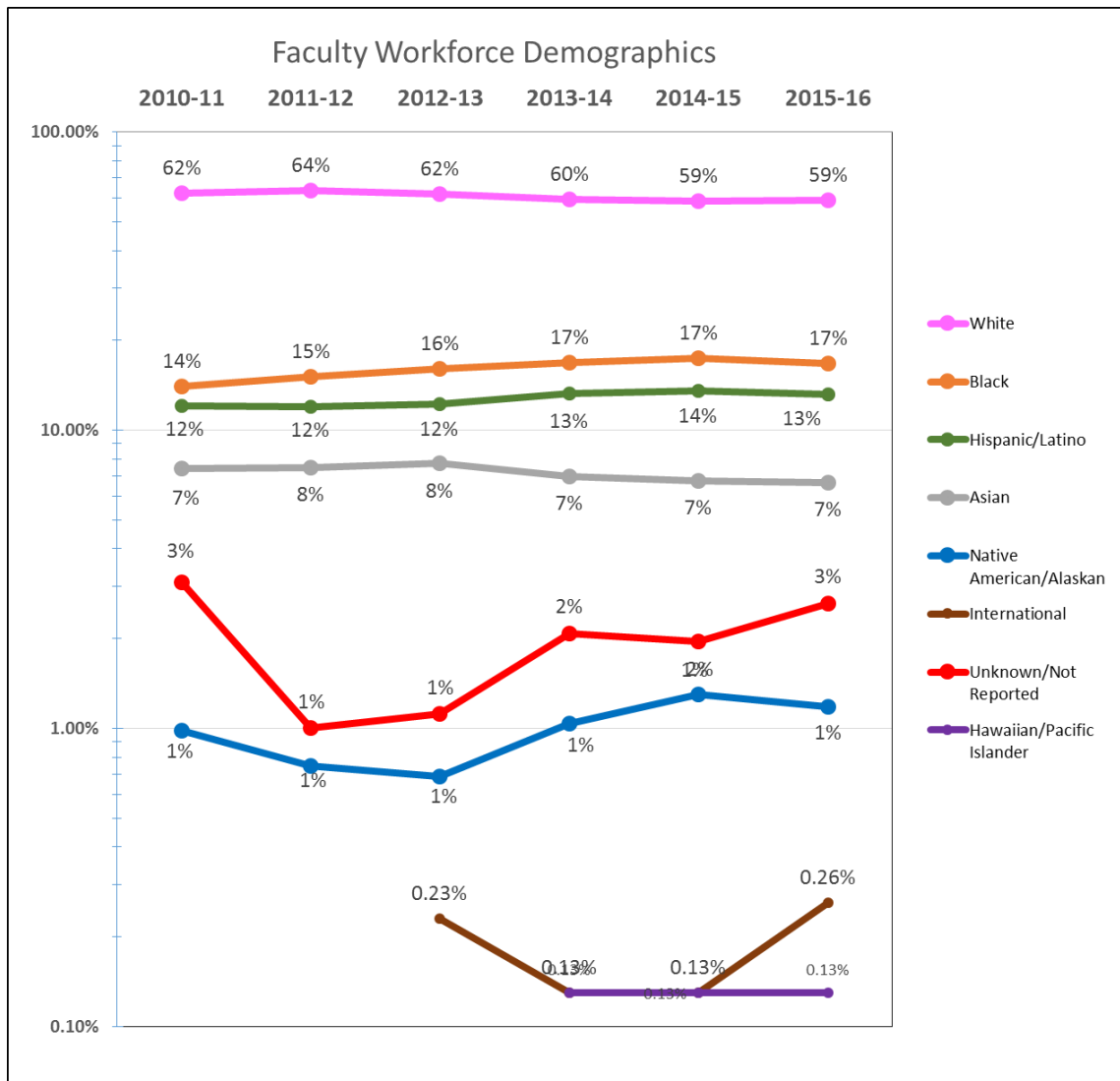
INFORMATIVE REPORT NO. 9H

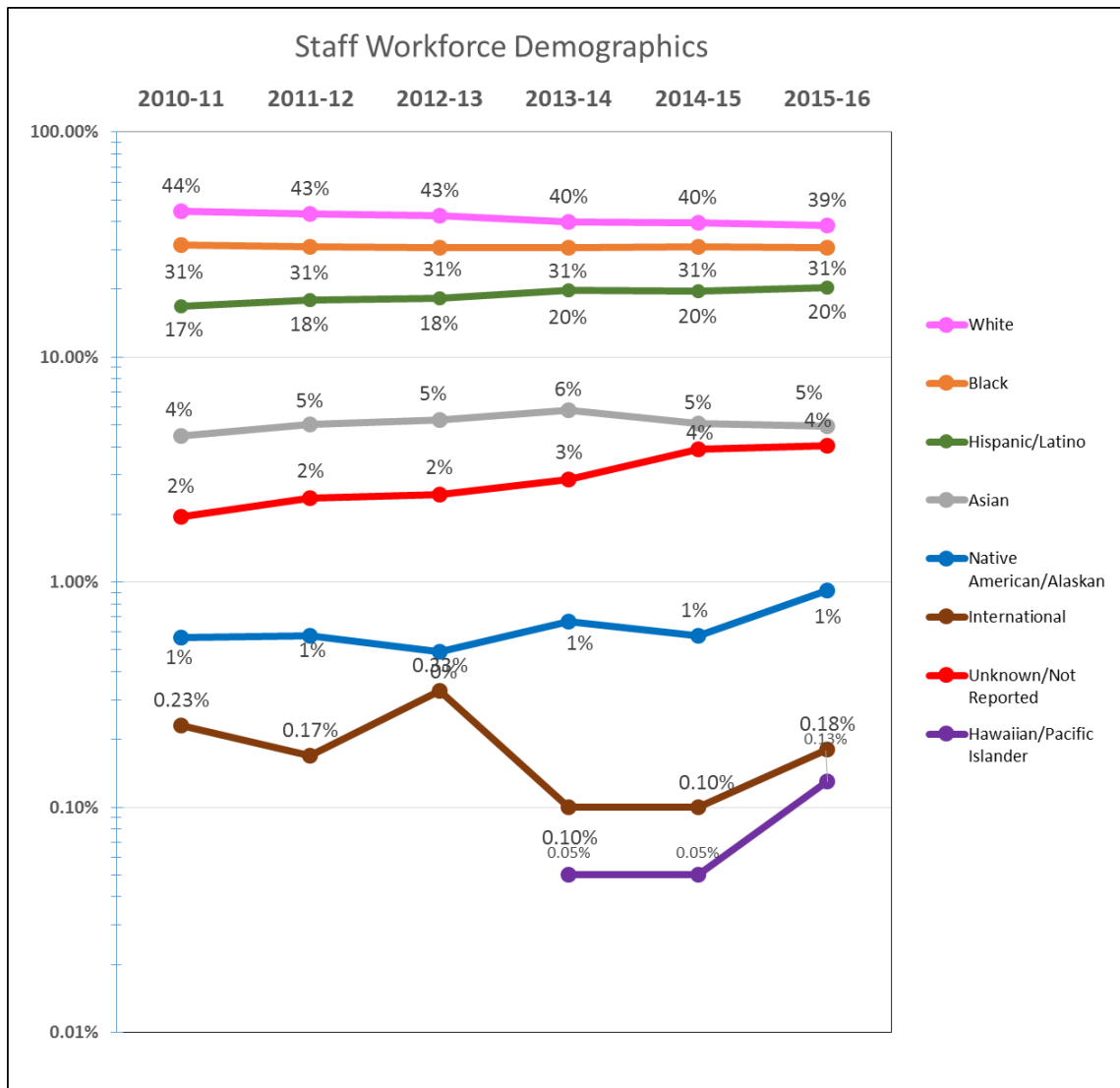
Presentation of Workforce Demographics

The chancellor presents the Workforce Demographics report as of July 31, 2017.

Workforce diversity continues to be a priority for the Dallas County Community College District, as reflected in the Board's strategic objectives. This report is designed to present workforce diversity information as a five-year trend analysis to provide a historic perspective on changes in the three major employee groups within the DCCCD.







*Pacific Islander included with Asian count prior to Fiscal Year 2012/2013