

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, February 6, 2018
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. Trustee Comments/Questions

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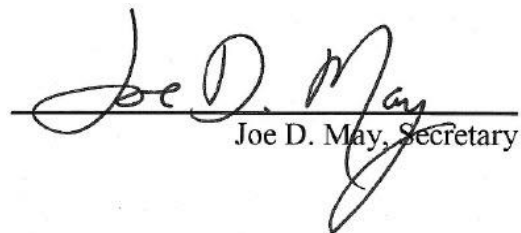
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10. Adjournment of Regular Meeting

**CERTIFICATION OF NOTICE POSTED
FOR THE FEBRUARY 6, 2018
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 2nd day of February 2018, 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 (Informative Only -No Action Required)

Education Workforce Committee Notes for November 7, 2017

An Education and Workforce Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, November 7, 2017, beginning at 11:40 a. m., in the lower level, Room 036. This meeting was convened by Committee Chair Flores.

Board Members and Officers Present:

- Ms. Monica Lira Bravo (arrived at 11:43a.m.)
- * Ms. Charletta Rogers Compton
- * Ms. Diana Flores (committee chair)
- Mr. Wesley Jameson
- Dr. Joe May (secretary and chancellor)
- Mr. Philip J. Ritter
- Mr. JL Sonny Williams (arrived at 11:41 a.m.)
- * Ms. Dorothy Zimmermann
- * *Denotes a committee member*

Board Members Absent: None

1. Certification of Notice

Posting for the meeting confirmed by Joe May, Chancellor.

2. Dallas County Promise Presentation

Presenters: Justin Lonon, Pyeper Wilkins, Hunter Hunt, Karen Stills Royster

Justin Lonon, Executive Vice Chancellor, began with details on Dallas County Promise. Hunter Hunt, DCCCD Foundation Board Chairman, shared that it is growing quicker than anticipated. The Foundation Board is incredibly supportive of reaching the 60x30TX goals. This is critical to the business community and non-profit representatives. The DCCCD Foundation Board is very supportive of the Rising Star Program and its expansion. By removing the cap, Rising Star grew from 600 new students last year to 880 students this year. The focus is moving from access to higher education to completion and outcomes. Before starting the Dallas County Promise Program, the Tennessee Promise Program was visited and benchmarked for best practices.

Pyeper Wilkins, Chief Advancement Officer and Executive Director, DCCCD Foundation, shared that after visiting the Tennessee program, a DCCCD team quickly got to work to develop the Dallas County Promise in collaboration with Commit Dallas with intent to transform the talent pipeline and align it to the regional workforce.

Tuition Free College- removes financial barriers to college and transforms local student perspective on college access.

Mentoring/Success Coaching-provides critical supports to area students who are primarily low income and first-generation college scholars starting in high school through college completion and into the workforce.

Career Pathways- tracks students' progress across education and workforce pathways and drives continuous improvement through real time reporting.

Dallas County high school students' college completion rates are low and have remained relatively unchanged.

Percent of high school graduates completing two-or four-year degrees within six years of graduation was 30% in 2012 and 27% in 2016. It is even lower for minority students and low-income students.

Cohort 1 will target high schools with less than 1/3 the college completion rate of Dallas County overall.

Cohort 1 High School

- 9,000 HS Seniors
- 82% Economically Disadvantaged
- 11% College Completion Rate

Karen Stills Royster, El Centro College Dean, shared information on the three steps for students to apply for the Dallas County Promise.

First Step: Pledge

- Make your Promise pledge at www.DallasCountyPromise.org senior year by January 31
- Your pledge is only complete once you see a submission confirmation.

Second Step: Apply

- Complete application to DCCCD through ApplyTX or the DCCCD Admissions Application senior year by March 15
- Submit free application for federal student aid (FAFSA) or Texas Application for Financial Aid (TASFA) and list a DCCCD college.

Third Step: Enroll

- Complete DCCCD Registration for Fall semester senior year by July 31.

After they complete the pledge and application, they can go to a DCCCD college of their choice. This creates opportunity and access for students.

The Board questioned do we have the people to go to the high schools to help with registration and were there seminars as well to assist the high school students? Presenters responded by affirming that we do have Outreach, Recruitment, Rising Star, Commit and community partners that are within the high schools working together to complete the pledge, college applications and TASFA. Generating many pledge completions by students. In fact, of the 9,400 eligible students, 46% of those seniors have completed the first step. A series of communication messages have been sent to counselors, parents, students. Ongoing communication continues to help the students be successful. University partners, including UNT Dallas and Southern Methodist University will provide scholarships to Dallas County Promise recipients who complete an associate degree within three years, providing a tuition-free pathway to a bachelor's degree.

Fundraiser Goal:

Pyeper indicated that the Foundation has money set aside for scholarships. The goal is to find out how much will need to be spent to support the Dallas County Promise and Rising Star programs through scholarships beyond what students receive in financial aid. There is also a goal for Level-Up, which will provide *last* dollar scholarships for adults. The goal for Level-Up is to raise \$15 million over the next three years. Trustee Diana Flores asked if they have already started with that fundraiser. Pyeper responded that approximately \$650,000 has already been raised. The Trustees noted that they were very thankful for the Foundation and excited about this partnership with DCCCD and other community organizations.

3. **Industry Sector Update: Healthcare Sector**

Presentation posted to later date.

4. **Student Barriers: Food and Hunger**

Presenters: Joe Seabrooks, Pyeper Wilkins, Trisha Cunningham, Desiree Dillion

DCCCD and the North Texas Food Bank collaborated on the Student Barrier - Food Insecurity presentation.

According to a student study done last Fall 2016, over 2,000 responses stated they needed assistance with food and housing. A total of seventy institutions participated in the survey from twenty-four states, including all seven DCCCD colleges.

Dr. May and Pyeper met with North Texas Food Bank to partner together to meet student needs. One to three students are going hungry because they have no money for food.

DCCCD & North Texas Food Bank Three Layer Approach

- Mobile Pantry: Way to get fresh fruit and vegetables
- SNAP 7 Social Service Assistance: food stamp program
- On-Site Pantry Support: Provide assistance in perishable foods, pantry management, food safety training and sensitivity training

There is a certain level of training and education at the food bank. Each campus site is very unique.

One-Site Campus Pantry Support

Current Capacity:

student volunteer groups, staff/faculty support, donated and purchased food sources, office/storage closet, hours of operations/student accessibility.

Challenges:

capacity to handle product packaged in bulk form, handling fees for NTFC non-donated items, eligibility process for USDA item, additional training and accountability (TDA), logistics delivery and pick-up of items.

Future Capacity:

district logistical and financial support, staff/faculty assistance from TDA and USDA guidelines, potential for co-op opportunity, support from local NTBFB partner agencies, transition from program to partner agency.

5. **El Centro Nursing Program Update**

Presenter: Jose Adames, Joan Becker, Greg Morris, Ceaser Espinoza

Dr. Adames referenced the steps that are being taken at El Centro with the ADN (Associate Degree of Nursing) program to address the recent low scores on the national exam required to become a nurse. After graduating from a school of nursing, a student is required to take a NCLEX Exam to receive a license. Less than 80% of El Centro graduates have achieved passing scores in the last three years. The nursing program at El Centro has been in existence since September 1966 and is also home-hosting the ADN program at North Lake College. It is accredited by the National Accreditation Commission on Education in Nursing through 2024. El Centro is proactively developing strategies to help students on the NCLEX National Licensure Exam by:

- Focusing students not only when in class, but also on breaks. (i.e. winter break)
- Test-taking strategies, focusing on the skill set that is needed to take the exam.
- Practice exams
- Focusing on student's experience and their ability to be successful

Students can address any areas of the blueprint and will be routed in a way to find the materials that they need. El Centro has a selective admissions program and is considering altering the admission criteria and determining how the prerequisite course taking patterns impact the students' success in the program. All students must complete all required courses and TSI requirements prior to being admitted, including anatomy and physiology.

Joan Becker, Dean of Nursing Program, is reviewing unit exams, blueprinting them and mapping them to every concept. She is also reviewing the curriculum/clinical activities and working with hospital partners. The intent is to provide students clinical activities that enable them to become the best critical thinker in interactions with patients.

Joan and Ceasar have reached out to hospital partners to let them know about this situation and meet with them during Advisory Committee meetings to discuss the licensure exam requirements and clinical component activities. The NCLEX changed in 2013 for the associate degree graduates and another major change will occur in 2018.

The next meeting with the Texas Board of Nursing will be in January 2018. It is anticipated that the Board will put the Nursing Program at El Centro on conditional status and it will not be able to bring a new class until at least 80% of the graduates pass the NCLEX. The next board meeting is not until the middle of October. If scores come up by October, they will be able to admit new students. The National Licensure Examination is a standardized exam that each State Board of Nursing uses to determine if a candidate is prepared for entry-level nursing practice. El Centro staff are implementing important things for students:

- Four-week session class to help students develop a study plan.
- Going back to improve weak areas from first semester.
- Success course to help students to students emotionally and psychologically to get ready for the exam.

The conditional status does not impact accreditation and will not affect any student currently in the program.

The site visits from the Board of Nursing are done anytime at their discretion. The last one was done in 2009. El Centro was not due for a new visit until 2024. The reason for the recent visit was due to low scores on the NCLEX exam.

6. **Review of Education Workforce Committee Notes for October 3, 2017**
Committee notes were reviewed.
7. **Executive Session**
Not required.
8. **Adjournment**
Committee meeting adjourned at 2:24 p.m.

COMMITTEE REPORT NO. 4C-2 (Informative Only -No Action Required)

Finance Committee Notes for December 5, 2017

A Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, December 5, 2017, beginning at 12:30 P.M. in the Lower Level, Room 036. This meeting was convened by Committee Chair Ritter.

Board Members and Officers Present:

Mrs. Monica Lira Bravo

Ms. Charletta Rogers Compton

* Ms. Diana Flores

Dr. Joe May (secretary and chancellor)

* Mr. Phil Ritter (committee chair)

Mr. JL Sonny Williams

* Mrs. Dorothy Zimmermann

* Denotes committee members.

Board Members Absent:

Mr. Wesley Jameson

1. **Certification of Notice Posted for the Meeting**

Confirmed by the Chancellor.

2. **Presentation on Cedar Valley College Master Plan**

Presenter: Joe Seabrooks

The priority findings for Cedar Valley College include developing residential living and learning communities, transforming the library to a collaborative learning pavilion, creating a student life and leadership center, establishing an integrated (one stop) enrollment and welcome center, and construction of new buildings - advanced manufacturing center, visual/performing arts/conference center, and health and wellness center with walking and biking trails.

3. **Presentation on El Centro College Master Plan**

Presenter: Jose Adames

The priority findings for El Centro College include culinary program expansion, creating a presence and connection to community, defining a clear campus identity/navigation, west campus expansion, and campus security.

4. **Amendments to Policy Concerning Authority of Chancellor to Execute Contracts Approved by the Board**

Item deferred to February 6, 2018 Finance Committee meeting.

In addition, Trustee Compton voiced concerns with transparency in relation to signature authority and budgetary information. Trustee Zimmermann asked for clarification of the changes made between the drafts and final version of the Budget Book. Trustee Ritter suggested further discussion at the February 6, 2018 Finance Committee meeting.

5. **Committee Notes for November 7, 2017**

Committee notes were reviewed.

6. **Executive Session**

Not required.

7. **Adjournment**

Committee meeting adjourned at 3:06 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.

Aries Building System, LLC
CSRS
Omniplan Incorporated Architecture, Inc.
Stravis Consulting

CONSENT AGENDA NO. 6A-1

Approval of Minutes of the November 14 and December 5, Work Sessions

It is recommended that the Board approve the summary of the compression planning sessions of the Board of Trustees Work Session meetings on November 14, 2017 and December 5, 2017.

Board Members and Officers Present:

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

Members Absent:

Ms. Diana Flores – November 14, 2017
Mr. Wesley Jameson – December 5, 2017

1. **Certification of Notice Posted for the Meeting of November 14, 2017** was made by Chancellor May.
2. **Welcome and Introduction** was made by Chair Charletta Compton and Chancellor Joe May.
3. **Discussion of Board's Goals with Chancellor**
Executive Session was held on November 14, 2017.
4. **Discussion of District Strategic Plan**
 - a. Review the Challenges of Meeting 60x30TX – Presentation by Mary Brumbach
5. **Adjournment** of November 14 Work Session was at 2:12 p.m. Second half of Work Session was rescheduled for December 5, 2017.
6. **Certification of Notice Posted for the Meeting of December 5, 2017** was made by Chancellor May.
7. **Discussion of District Strategic Plan continued** – Mary Brumbach led compression planning on the following topics.
 - b. Discuss Issues and Implication for Board Strategic Priorities
 - c. Affirm and Strengthen Board Strategic Priorities
8. **Adjournment** of second half of Board planning meeting on December 5, 2017 Work Session was at 12:01 p.m.
9. **Executive Session** was held on November 14, 2017 at 9:09 a.m. and ended at 11:55 a.m. No Executive Session was held on December 5, 2017.

**RESULTS OF THE DCCCD BOARD OF TRUSTEES STRATEGIC PLANNING SESSION
NOVEMBER 14 AND DECEMBER 5, 2017
MEETING THE CHALLENGES OF DALLAS COUNTY 2030:
TRANSFORMING LIVES AND COMMUNITIES THROUGH HIGHER EDUCATION**

Background: The Trustees' Strategic Priorities continue to guide the work of the District in its purpose to transform lives and communities through higher education and to meet the goals of 60x30TX. The Board reviewed the challenges anticipated for Dallas County in terms of lagging educational achievement, expected demographic and population shifts, and workforce demands for credentials and retraining. Each strategic priority was considered in terms of those challenges and strategic policy-level moves were identified to assure that the DCCCD is prepared for 2030.

STRATEGIC POLICY MOVES TO PREPARE FOR DALLAS COUNTY 2030	STRATEGIC PRIORITIES				
	Meet the Goals of 60x30TX	Impact income disparity throughout our community	Streamline navigation to and through our system & beyond	Implement the integrated higher education network	Serve as the primary provider in the talent supply chain in the region
Increase the diversity of District employees to reflect the students and communities we serve	♦	♦	♦	♦	
Increase community and potential employee awareness of the District/system identity and its individual colleges	♦	♦	♦	♦	♦
Reduce barriers for student access and completion	♦	♦	♦	♦	♦
Continue to position DCCCD as the primary provider in the talent supply chain for small and large businesses in the region	♦	♦	♦	♦	♦
Complete construction of the Integrated Higher Education Network Model through capacity development and aligning decisions for facility, staff, and program resources with the direction and changes for our future	♦	♦	♦	♦	♦
Align evaluation strategies with Network model development				♦	

Based on the strategic priorities, the mission to transform lives and communities through higher education, and the demands of 2030, the Trustees also identified their responsibilities in meeting the challenges of Dallas County 2030. Those responsibilities include building the reputation and influence of the District, being a sounding board for new ideas while assessing and managing risk but encouraging responsible risk taking, ensuring policies support employee growth and development, having overarching fiscal responsibility to make sound budget and allocation decisions, ensuring fairness and equal opportunity, and staying aware of the needs of the community.

CONSENT AGENDA NO. 6A-2

Approval of Minutes of the December 5, 2017 Regular Board Meeting

It is recommended that the Board approve the minutes of the December 5, 2017 Board of Trustees Regular Meeting.

Board Members and Officers Present:

Ms. Charletta Rogers Compton (chair)

Ms. Monica Lira Bravo

Ms. Diana Flores

Dr. Joe May (secretary and chancellor)

Mr. Phil Ritter

Mr. JL Sonny Williams

Ms. Dorothy Zimmermann

Members Absent:

Mr. Wesley Jameson

A regular meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, December 5, 2017. The meeting was called to order at 4:19 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. **Special Presentations**
 - A. Eastfield College Women's Volleyball NJCAA Division Three National Champions: President Jean Conway welcomed the Lady Harvesters and gave a rundown of their accomplishments and honors, as well as recognizing Coach Crisp. Coach Brandon Crisp introduced his team members and spoke about their excellence and achievements. Members of the board gave comments and congratulations. Kalli Caddell, freshman captain, said a few words on behalf of her team and recognized the support of the college and community in their success. Photographs were taken of the team with the board.
 - B. Brookhaven College Women's Soccer NJCAA Division Three National Champions: President Tom Chesney welcomed the Lady Bears and spoke about their academic, as well as athletic strengths and accomplishments. He introduced athletic director Kevin Hurst and Coach Jimmy Elder, thanking them for all their contributions to the team's success. Coach Jimmy Elder introduced each member of his team and described their accomplishments in detail. Members of the

board gave comments and congratulations to everyone. Photographs were taken of the team with the board.

4. Citizens Desiring to Address the Board

No speakers.

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

A. Chancellor's Updates

- Chancellor May thanked Trustee Diana Flores for her attendance and networking effort at the THECB leadership conference in Austin the week before. He elaborated briefly on the topics that were discussed i.e. guided pathways, internships, and financial literacy programs. As a conference speaker, he shared how we are addressing student barriers and also spoke about the launch of Dallas County Promise.
- Dr. May recognized Gloria Smith, District Director of Adult Education and Literacy, for her initiative and leadership in Work Ready U, which was recognized recently for its success in adult education.
- The Chancellor also recognized the Brookhaven journalism students for their record-setting 40 awards at the Texas Community College Journalism for the BHC Courier newspaper. Trustee Flores inquired why they were not present and Dr. May stated that we will arrange to have them here.
- Dr. May mentioned that when the board next meets in February, they will see some technology updates made to the boardroom. He stated that updates will continue in our effort to comply with ADA requirements by facilitating closed captioning of meetings when requested by a citizen or employee.
- Among legislative updates given by the Chancellor, he noted the stepping down of Representative Helen Giddings, a major contributor and champion to the district and its causes, such as our baccalaureate degree program, for which she was instrumental in achieving. Dr. May also touched on Washington DC's current activity affecting the colleges. On December 1, House Education Committee Chairwoman Virginia Foxx introduced the PROSPER Act, or HR 4508. He mentioned how she had stated that the reauthorization of HEA should make higher education flexible in training students to enter the workforce and make it easier to apply for FAFSA.

Also discussed was the importance of the Pell Grant and that Chair Foxx has included this issue into the bill.

B. Trustee Comments/Questions

C. Committee Reports

6. Consent Agenda

Trustee Flores moved Trustee Bravo seconded to approve items 6A-1, B-2, C-1, and D-1. Motion passed unanimously
Item 6B-1 was tabled.

7. Individual Items

Trustee Bravo moved and Trustee Flores seconded to approve items 7A-1, 2, & 3. Motion passed unanimously.

8. Policy Items – First Reading

Trustee Zimmerman asked for clarification on some wording in the policy about salary options and adjustments. General Council Tricia Horatio and Susan Hall both explained the finer points. Trustee Flores asked when stipends for the “hard to find” faculty began and was told that it was about 7 years ago when Ed DePlas was still in charge. Trustee Zimmerman also asked for clarification on the colors and acronyms used in the tracking of changes on the old policy and Tricia and board members discussed. Trustee Zimmerman will contact legal for requested updates to bring back to the board.

9. Informative Reports

9C – Chair Compton and board discuss Facilities Management report and John Robertson says they will correct the typo on Page 82 regarding Groves Electric Contract. Trustee Flores expressed concern over completion times for projects to which Tiska Thomas and John Robertson responded.

10. Executive Session

Board moved to Executive Session at 4:58 p.m. and returned to the regular board meeting at 5:45 p.m.

11. Adjournment of Regular Meeting

Board adjourned at 6:08 p.m.

POLICY ITEM NO. 6B-1

Approval of Amendment to Policy Concerning Compensation and Benefits – DEA (LOCAL)

Current policy authorizes the Board to provide an annual stipend or salary base adjustment for faculty in specialized fields. However, to date, the primary focus of the policy has been health-related fields. In recognition of increased competition for qualified individuals in certain specialized areas, the proposed amendment adds the following to the fields for which a stipend or adjustment may be awarded: Dental Hygiene, Cyber Security, Health Information Technology, and Emergency Medical Technician.

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

Effective date: Retroactive January 1, 2018

COMPENSATION AND BENEFITS
SALARIES AND WAGES

DEA
(LOCAL)

MARKET DISPARITY
STIPEND OR SALARY
BASE ADJUSTMENT FOR
FACULTY

The Board may provide ~~provides an~~ a annual stipend to full-time faculty teaching in the areas of Registered Nursing (RN), Surgical Technology, Veterinary Technology, Licensed Vocational Nursing (LVN), Biotechnology, Cardio Vascular Technology (CVT), Diagnostic Medical Sonography (Sonography, Medical Laboratory Technology, Echo cardiology), Magnetic Resonance Imaging (MRI), Radiological Technology, ~~and~~ Respiratory Therapy, Dental Hygiene, Health Information Technology, Emergency Medical Services (EMT), and Cybersecurity as follows:

1. Category I, \$8,000 Stipend - for ~~Category I~~ Includes ~~includes~~ those faculty teaching in:
 - a. An LVN Program;
 - b. An RN Program;

- c. Surgical Technology;
 - d. Veterinary Technology; ~~and~~
 - e. MRI (effective September 1, 2009);
 - f. Dental Hygiene (effective January 1, 2018);
 - g. Health Information Technology (effective January 1, 2018);
 - h. EMT (effective January 1, 2018); and
 - i. Cybersecurity (effective January 1, 2018).
2. Category II, \$5,000 Stipend - ~~for~~
~~Category 2~~ Includes ~~for~~ those faculty
teaching in:
- a. Biotechnology;
 - b. CVT;
 - c. Diagnostic Medical Sonography
(Sonography, Echo cardiology);
 - d. Medical Laboratory Technology;
 - e. Radiological Technology; and
 - f. Respiratory Therapy.
3. In lieu of an annual stipend, a faculty
member may choose a \$2,500 adjustment
to base salary.

The Chancellor or designee shall promulgate
procedures to implement this provision.



Existing Policy



Deleted Policy



New Policy



GC Edits

POLICY ITEM NO. 6B-2

TASB Cumulative Update 32- Part I

The Chancellor recommends that the Board of Trustees take the following actions regarding Board Policy changes proposed in the Texas Association of School Boards' (TASB*) Update 32. Part I of TASB Update 32 makes non-substantive, technical and/or organizational changes to existing policy.

*TASB deletions are shown in **red** and additions are in **blue** font. General Counsel's deletions are shown as strike through in **green** font and additions underscored in **green**. Corresponding page numbers are also shown in **green** font.

Effective Date: UPON BOARD APPROVAL

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>	<u>Pg.</u>
BBE – Board Members / Authority	TASB has reorganized Section G of the Board Policy Manual – “Community and Governmental Relations.” As a result of that reorganization, the cross-reference at “Individual Access to Information” has been updated.	1
CAA – Appropriations / Revenue Sources	Adds a cross-reference to BBFA – “Ethics/Conflict of Interest Disclosures” – at “Gifts and Gratuities.”	2
DH – Employee Standards of Conduct	Updates the link to the Code of Professional Ethics for faculty from the Texas Community College Teachers Association provided in the policy.	3
EGD – Academic Achievement / Graduation	EGD, addressing the Servicemen’s Opportunity College program and transferability of course credit, is no longer an active code. The contents of EGD have been deleted and relocated to EFB.	4
EFB – Curriculum Design / Degrees and Certificates	Contents of EGD (“Academic Achievement/Graduation”), addressing the Servicemen’s Opportunity College program and transferability of course credit, are now included in EFB – “Curriculum Design/Degree and Certificates.”	5
GAB – Public Information /	To accommodate the reorganization of Section G of the Board Policy Manual – “Community and Governmental Relations” –	6



Existing Policy



Deleted Policy



New Policy



GC Edits

Requests for Information	provisions addressing requests for information have been deleted and relocated to the new local policy code GCB. GAB is no longer an active code.	
GCB – Public Information / Requests for Information	Contents of GAB, relating to requests for information, are now included in new local policy code, GCB – “Public Information Program/Requests for Information.”	7
GAC – Public Information / Student’s Rights	To accommodate the reorganization of Section G of the Board Policy Manual – “Community and Governmental Relations” – text addressing a student’s right to know has been deleted and relocated to the new local policy code GCC. GAC is no longer an active code.	8
GCC – Public Information / Student’s Rights	Text of GAC, addressing a student’s right to know, is now included in new local policy code, GCC – “Public Information Program/Student’s Right to Know.”	9
GF – Community Use of College District Facilities	To accommodate the reorganization of Section G of the Board Policy Manual – “Community and Governmental Relations” – provisions regarding community use of College District facilities have been deleted and moved to new local policy GD. GF is no longer an active code.	10
GD – Community Use of College District Facilities	Provisions addressing community use of College District facilities have been relocated from GF to this new local policy code, GD. The General Counsel has made certain modifications as shown in green, which mirror the contents of GDA (LOCAL).	13
GDA – Community Use of Facilities/Conduct on Premises	To accommodate the reorganization of Section G of the Board Policy Manual – “Community and Governmental Relations” – provisions addressing the use of tobacco products and e-cigarettes have moved from GFA, which was previously approved for deletion at the October 2017 Board meeting, to new local policy code, GDA – “Community Use of College District Facilities/Conduct on College District Premises” –	17
GE – Advertising and Fundraising	Makes a nonsubstantive printing change to the title of the policy and updates a cross reference at “Promotional Activities.”.	18

BOARD MEMBERS
AUTHORITY

BBE
(LOCAL)

INDIVIDUAL ACCESS
TO INFORMATION

An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to College District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. [See [GCAGAA](#)]

APPROPRIATIONS AND REVENUE SOURCES
STATE AND FEDERAL REVENUE SOURCES

CAA
(LOCAL)

GIFTS AND
GRATUITIES

Employees, Board members, and agents of the College District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above \$50; or
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding \$100 in a 12-month period.

| [See [BBFA](#), BBFB, CAAB, and DBD. In the event of a violation of these requirements, see CDE and DH.]

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

ETHICAL STANDARDS All College District personnel engaged in counseling and guidance activities shall adhere to the high ethical and professional standards required by virtue of the relationship between the counselor and counselee.

. . .

In addition, the College District holds all employees to the ethical standards expressed in the Texas Community College Teachers Association Code of Professional Ethics.

Note: The Texas Community College Teachers Association Code of Professional Ethics is available at
[http://www.tccta.org/wp-content/up-
loads/2016/01/TCCTA-Ethicslinks/ethics.pdf](http://www.tccta.org/wp-content/uploads/2016/01/TCCTA-Ethicslinks/ethics.pdf).

ACADEMIC ACHIEVEMENT
GRADUATION

EGD
(LOCAL)

DELETED TEXT RELOCATED TO POLICY EFB (LOCAL)

~~TRANSFER —
SERVICEMEN'S
OPPORTUNITY
COLLEGE~~

~~In the event that a student enrolled at a District college under the Servicemen's Opportunity College program is transferred by the military to a place of assignment outside of Dallas County, the student may nevertheless be awarded a degree from such District college if:~~

- ~~1. The residency requirement has first been met at a District college;~~
- ~~2. The remaining degree requirements are completed at an accredited college outside the County; and~~
- ~~3. The registrar of such District college has approved such arrangement.~~

~~GUARANTEE~~

~~The District guarantees to its Associate in Arts and its Associate in Sciences graduates and other students who have completed a formal transfer plan the transferability of course credits to cooperating Texas colleges and universities. If such courses are rejected by a college or university, a student may take tuition-free alternate courses at a District college that are acceptable to the university.~~

~~The District guarantees the job competencies of its graduates. If an Associate of Applied Science degree or certificate graduate is judged by the graduate's employer to be lacking in technical job skills identified as exit competencies for the graduate's specific degree or certificate program, the graduate will be provided up to nine tuition-free credit hours of additional skill training by a District college.~~

TEXT RELOCATED FROM POLICY EGD (LOCAL)

TRANSFER —
SERVICEMEN'S
OPPORTUNITY
COLLEGE

In the event that a student enrolled at a College District college under the Servicemen's Opportunity College program is transferred by the military to a place of assignment outside of Dallas County, the student may nevertheless be awarded a degree from such College District college if:

1. The residency requirement has first been met at a College District college;
2. The remaining degree requirements are completed at an accredited college outside the County; and
3. The registrar of such College District college has approved such arrangement.

GUARANTEE

The College District guarantees to its Associate in Arts and its Associate in Sciences graduates and other students who have completed a formal transfer plan the transferability of course credits to cooperating Texas colleges and universities. If such courses are rejected by a college or university, a student may take tuition-free alternate courses at a College District college that are acceptable to the university.

The College District guarantees the job competencies of its graduates. If an Associate of Applied Science degree or certificate graduate is judged by the graduate's employer to be lacking in technical job skills identified as exit competencies for the graduate's specific degree or certificate program, the graduate will be provided up to nine tuition-free credit hours of additional skill training by a College of the College District.

~~PUBLIC INFORMATION PROGRAM
REQUESTS FOR INFORMATION~~

GAB
(LOCAL)

DELETED TEXT RELOCATED TO NEW POLICY GCB (LOCAL)

~~CHARGING FOR
PERSONNEL TIME~~

~~After personnel of the College District collectively have spent 36 hours of time producing public information for a requestor during the College District's fiscal year, the College District shall charge the requestor for any additional personnel time spent producing information for the requestor in accordance with law.~~

~~LEGAL DEPARTMENT
REVIEW~~

~~Any employee who receives a written request for information under the Public Information Act shall send the request immediately by facsimile or electronic means to the College District Legal Department for review.~~

PUBLIC INFORMATION PROGRAM
REQUESTS FOR INFORMATION

GCB
(LOCAL)

TEXT RELOCATED FROM POLICY GAB (LOCAL)

CHARGING FOR
PERSONNEL TIME

In addition to other labor charges permitted by law, after College District personnel have collectively spent 36 hours of time producing public information for a requestor during the College District's fiscal year, the College District shall charge the requestor for any additional personnel time spent producing information for the requestor, in accordance with law.

LEGAL DEPARTMENT
REVIEW

Any employee who receives a written request for information under the Public Information Act shall send the request immediately by facsimile or electronic means to the College District Legal Department for review.

~~PUBLIC INFORMATION PROGRAM
STUDENT'S RIGHT TO KNOW~~

GAC
(LOCAL)

DELETED TEXT RELOCATED TO NEW POLICY GCC (LOCAL)

~~CLERGY ACT~~

~~The Board will operate in all ways mindful of its trusteeship obligation to the public. It will allow no officer, individual, Trustee or committee of the Board to prevent the fulfillment of this commitment.~~

~~COURSE
INFORMATION~~

~~The Chancellor or designee shall ensure implementation regarding availability to the public of course information on the Internet and shall submit to appropriate state officials a written report of compliance by January 1 of each odd-numbered year, in accordance with *Education Code 51.974*.~~

PUBLIC INFORMATION PROGRAM
STUDENT'S RIGHT TO KNOW

GCC
(LOCAL)

TEXT RELOCATED FROM POLICY GAC (LOCAL)

CLERY ACT

The Board will operate in all ways mindful of its trusteeship obligation to the public. It will allow no officer, individual, Trustee, or committee of the Board to prevent the fulfillment of this commitment.

COURSE
INFORMATION

The Chancellor or designee shall ensure implementation regarding availability to the public of course information on the Internet and shall submit to appropriate state officials a written report of compliance by January 1 of each odd-numbered year, in accordance with *Education Code 51.974*.

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GF
(LOCAL)

DELETED TEXT RELOCATED TO NEW POLICY GD (LOCAL)

~~SALE OF
COMMODITIES ON
CAMPUS~~

~~No commodities may be sold on campus by any individual or organization not officially part of a college, except through regularly approved distribution channels such as the bookstore or food service, unless specifically approved by the College President.~~

~~DISTRIBUTION AND /
OR SALE OF
PUBLICATIONS ON
CAMPUS~~

~~A publication may be sold or otherwise distributed on campus if it:~~

- ~~1. Meets the United States postal requirements for entering as second class mail;~~
- ~~2. Is published by or with the approval of the College President;
or~~
- ~~3. Meets the following requirements:
 - ~~a. Any person, corporation, public association, or club shall make a written application to the College President for a permit to sell or distribute publications or leaflets. The application must contain the following information:
 - ~~(1) Name or names of owner.~~
 - ~~(2) Name of publishers.~~
 - ~~(3) Place where published, with the address.~~
 - ~~(4) Frequency of publication.~~
 - ~~(5) Proposed sales price.~~~~
 - ~~b. The distributor warrants hold the College District harmless in any dispute, claim, or legal action resulting from the distribution or sale of the publication.~~~~

~~COMMUNITY USE OF
COLLEGE DISTRICT
FACILITIES~~

~~In keeping with the role of the community college as a public, community institution, the College District desires that college facilities under its jurisdiction be used to help meet general educational, cultural, and recreational needs of the community. Such facilities will be made available to community groups whenever such use does not interfere with the instructional program and is consistent with the educational and community service objectives of the college.~~

~~If a Trustee receives a request from a person or organization to use College District facilities, the Trustee shall refer the request to the Chancellor or designee.~~

~~The types of groups permitted to use facilities are as follows:~~

- ~~1. Group I — Free: Groups that are integral parts of the College District made up of students, faculty, and/or staff may use such facilities without charge.~~
- ~~2. Group II — At cost: Groups that are organized for general civic improvement, welfare, or character building may use the~~

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GF
(LOCAL)

~~College District facilities without charge, unless such use constitutes a direct cost to the College District, in which case the user shall reimburse the College District for such cost. These meetings must be open to the public and charge no admission.~~

- ~~3. Group III — Semicommercial use: Semicommercial rates shall be charged to groups using College District facilities for activities to which admission fees are charged or contributions solicited, unless the total net receipts are expended for the welfare of College District students or charitable purposes.~~

~~This group shall include those organizations conducting events to which admission is charged when a percentage of the proceeds is given to a local sponsoring organization for use in a recognized local charitable purpose. The charity must benefit the people of the community generally and not merely the members of the local sponsoring agency, group or organization, and their families.~~

- ~~4. Group IV — Commercial use: This classification shall include all commercial uses by local or nonlocal groups where an admission fee is charged to make a profit for the sponsor and/or performers. Use of College District facilities for purely commercial purposes will be denied unless the public welfare is significantly served by such use because of the educational or cultural value of the event.~~

~~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~~

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GF
(LOCAL)

~~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. Youth or children's groups shall be supervised by responsible adults provided by the sponsoring organization.~~
- ~~8. College District furniture, apparatus, and/or equipment shall not be removed, altered, or displaced without permission from an authorized College District employee.~~
- ~~9. Materials used for decorations shall be flameproof. Decorations must be removed and the facility left in the same condition as before the event.~~
- ~~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.~~
- ~~11. Authorization shall be given for entrance to specific areas only and use of specific facilities only within a building.~~
- ~~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.~~
- ~~13. Each college may require as a condition of approval that the college be reimbursed for additional security officers determined necessary for such activity.~~
- ~~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.~~

FEE SCHEDULES

~~The standard schedule of fees for use of College District facilities is listed in Attachment A, Section 10 (Physical Plant), of the Business Office Procedures Manual, as amended. Additional fee guidelines are provided in Section 10.4.0 of the Business Office Procedures Manual, as amended.~~

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GD
(LOCAL)

TEXT RELOCATED FROM POLICY GF (LOCAL)

SALE OF
COMMODITIES ON
CAMPUS

No commodities may be sold on campus by any individual or organization not officially part of a college, except through regularly approved distribution channels such as the bookstore or food service, unless specifically approved by the College President.

DISTRIBUTION AND /
OR SALE OF
PUBLICATIONS ON
CAMPUS

A publication may be sold or otherwise distributed on campus if it:

1. Meets the United States postal requirements for entering as second class mail;
2. Is published by or with the approval of the College President;
or
3. Meets the following requirements:
 - a. Any person, corporation, public association, or club shall make a written application to the College President for a permit to sell or distribute publications or leaflets. The application must contain the following information:
 - (1) Name or names of owner.
 - (2) Name of publishers.
 - (3) Place where published, with the address.
 - (4) Frequency of publication.
 - (5) Proposed sales price.
 - b. The distributor warrants hold the College District harmless in any dispute, claim, or legal action resulting from the distribution or sale of the publication.

COMMUNITY USE OF
COLLEGE DISTRICT
FACILITIES

In keeping with the role of the community college as a public, community institution, the College District desires that college facilities under its jurisdiction be used to help meet general educational, cultural, and recreational needs of the community. Such facilities will be made available to community groups whenever such use does not interfere with the instructional program and is consistent with the educational and community service objectives of the college.

If a Trustee receives a request from a person or organization to use College District facilities, the Trustee shall refer the request to the Chancellor or designee.

The types of groups permitted to use facilities are as follows:

1. Group I — Free: Groups that are integral parts of the College District made up of students, faculty, and/or staff may use such facilities without charge.
2. Group II — At cost: Groups that are organized for general civic improvement, welfare, or character building may use the

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GD
(LOCAL)

College District facilities without charge, unless such use constitutes a direct cost to the College District, in which case the user shall reimburse the College District for such cost. These meetings must be open to the public and charge no admission.

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This group shall include those organizations conducting events to which admission is charged when a percentage of the proceeds is given to a local sponsoring organization for use in a recognized local charitable purpose. The charity must benefit the people of the community generally and not merely the members of the local sponsoring agency, group or organization, and their families.

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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

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GD
(LOCAL)

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 and the use of tobacco products and e-cigarettes is prohibited on College District Property, in College District vehicles, and at College District-related activities.
- ~~6.~~ is prohibited in classrooms except for those that have been designated as approved smoking areas by the College President.
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 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 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.
- ~~7.~~9. Youth or children's groups shall be supervised by responsible adults provided by the sponsoring organization.
- ~~8.~~10. College District furniture, apparatus, and/or equipment shall not be removed, altered, or displaced without permission from an authorized College District employee.
- ~~9.~~11. Materials used for decorations shall be flameproof. Decorations must be removed and the facility left in the same condition as before the event.
- ~~10.~~12. 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.
- ~~11.~~13. Authorization shall be given for entrance to specific areas only and use of specific facilities only within a building.
- ~~12.~~14. 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.

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES

GD
(LOCAL)

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

~~14.~~16. 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.

FEE SCHEDULES

The standard schedule of fees for use of College District facilities is listed in Attachment A, Section 10 (Physical Plant), of the Business Office Procedures Manual, as amended. Additional fee guidelines are provided in Section 10.4.0 of the Business Office Procedures Manual, as amended.

COMMUNITY USE OF COLLEGE DISTRICT FACILITIES
CONDUCT ON COLLEGE DISTRICT PREMISES

GDA
(LOCAL)

TOBACCO AND
E-CIGARETTES

The College District prohibits smoking and the use of tobacco products and e-cigarettes on College District property, in College District vehicles, and at College District-related activities.

**TEXT RELOCATED FROM POLICY GFA (LOCAL),
PREVIOUSLY APPROVED FOR DELETION AT OCT. 2017 BOARD MEETING**

ADVERTISING AND FUNDRAISING~~FUND-RAISING~~

GE
(LOCAL)

PROMOTIONAL
ACTIVITIES

College District facilities shall not be used to advertise, promote, sell tickets, or collect funds for any nonschool-related purpose without prior approval of the Chancellor or designee..-

[For information relating to community use of College District facilities, see GD~~GF~~.]

DATE ISSUED: 4/26/2017~~6/2015~~
UPDATE 32~~30~~
GE(LOCAL)-X~~AJC~~

ADOPTED:

POLICY ITEM NO. 6B-3

TASB Cumulative Update 32 – Part II

The Chancellor recommends that the Board of Trustees take the following actions regarding Board Policy changes proposed in the Texas Association of School Boards' (TASB) Update 32. Part II of TASB Update 32 makes more substantive changes to existing policy.

TASB deletions are shown in **red** and additions are in **blue** font. General Counsel's deletions are shown as strike through in **green** font and additions underscored in **green**. Corresponding page numbers are also shown in **green** font.

Effective Date: UPON BOARD APPROVAL

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>	Pg.
CAM – Appropriations and Revenue Sources / Grants, Funds, Donations ...	Revises local policy addressing the Board's acceptance of unsolicited gifts upon recommendation from the Chancellor and the solicitation of donations on behalf of the College District. The General Counsel has made minor modifications as shown in green.	1
CIA – Equipment and Supplies Management/ Records Management	Revises local policy with the goal of creating a single document that can be submitted to the Texas State Library and Archives Commission for compliance with record control schedule requirements under the Local Government Records Act.	3
CR – Technology Resources	Adds to local policy a general provision permitting drone activity only in accordance with law and administrative regulations. Regulations will be developed for more specific information.	6
DM – Termination of Employment	Deletes provisions addressing exit interviews and reports, with the recommendation that would be more appropriately addressed by administrative regulations.	7
DMAA – Term Contracts / Termination Mid-Contract	Revises local policy to clarify that "Suspension with Pay" is the same as being placed on administrative leave.	8



Existing Policy



Deleted Policy



New Policy



GC Edits

EBA – Alternate Methods of Instruction / Distance Education	Revises local policy to clarify that distance education courses and programs are subject to THECB regulations and guidelines, as well as applicable law.	9
EFCD – Special Programs / High School Equivalency Testing Centers	Makes minor revisions to coordinate with the change in title in order to reflect that the “GED” test is no longer the only assessment option for high school equivalency testing.	10
FB – Admissions	Revises local policy to clarify that the College District’s admissions procedures should include any specific course admission requirements such as medical insurance or criminal background checks.	11
FL – Student Rights and Responsibilities	Adds a new local policy addressing the development of a student handbook, including the scope of the Board’s review and requirements for distribution.	12
FLA – Student Rights and Responsibilities / Student Expression	Adds a new local policy providing details regarding student distribution of non-school literature and student expression. The General Counsel has made minor modifications as shown in green.	13
FM – Discipline and Penalties	Revises local policy to ensure that information regarding student discipline policies and procedures is included in the student handbook.	16

APPROPRIATIONS AND REVENUE SOURCES
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM
(LOCAL)

UNSOLICITED GIFTS

CRITERIA FOR
ACCEPTANCE
EVALUA
TION

The Board has final authority to accept unsolicited gifts. ~~All be-quests of property for the benefit of the College District shall vest the property in the Board. When not specified by the grantor, funds or other property donated, or the income therefrom, may be expended in any manner authorized by statute. The Chancellor or designee shall make recommendations to the Board regarding the acceptance of a gift. gifts and donations. The authority to accept gifts shall be vested solely with the Board.~~

The College District ~~following criteria~~ shall not accept any gift that would violate or conflict with policies of or actions by the Board or with federal or state law. The College District shall not accept be used in evaluating prospective gifts that discriminate against any person on the grounds of sex, gender, race, color, religion, national origin, age, or disability.

Before the Chancellor accepts a gift or recommends acceptance of a gift to the Board, as applicable, the Chancellor shall consider whether the gift ~~College District:~~

1. Has a ~~The purpose for which the gift is tendered must be consistent with the College District's stated goals, objectives, and educational philosophy, goals, and objectives;~~
2. Places any restrictions on a college or program of the ~~campus or of the College District. program;~~
3. Would support a ~~The nature of the gift, the identity of the donor, and the kind of program that the Board may gift is intended to support shall be unable or unwilling to continue when the donation of funds is exhausted;~~
4. Would result ~~evaluated very carefully in ancillary or ongoing costs for~~ order to avoid placing the College District;
5. Requires employment of additional personnel;
6. Requires or implies the endorsement of a specific business or product [see GE for advertising opportunities];
- 2.7. Would result in inequitable funding, equipment, or resources among ~~an undesirable controversy. A prospective gift that could subject the College District locations schools or programs; to extreme criticism and controversy must be weighed in the light of its ultimate value and contribution to the community.~~
- 3.8. Obligates ~~The donor's sincerity in supporting an educational project within the College District or a campus to to engage in specific actions; or must be established beyond question.~~

DATE ISSUED:
4/26/2017 ~~11/22/2010~~
UPDATE 32 ~~LDU 2010.04~~
CAM(LOCAL)-X

ADOPTED:

1 of 2

APPROPRIATIONS AND REVENUE SOURCES
GRANTS, FUNDS, DONATIONS FROM PRIVATE SOURCES

CAM
(LOCAL)

	<p><u>9. Affects the physical structure of a building or would require extensive maintenance on the part of the College District.</u></p> <p>4. No gift shall be considered that discriminates against or is prejudicial to persons of any race, color, creed, or ethnic background; nor shall a gift be considered that is so restrictive as to make the management of the funds unnecessarily difficult.</p> <p>The <i>Business Office Procedures Manual</i> contains guidelines and procedures for the acceptance of gifts.</p>
<u>UPON ACCEPTANCE</u>	<p><u>Once accepted, a gift becomes the sole property of the College District.</u></p>
<u>SOLICITATIONS</u>	<p><u>An employee who solicits gifts on behalf of the College District or to use in the fulfillment of his or her professional responsibilities shall comply with relevant state and federal law and College District policy and regulations, including those addressing the use of names or images of the College District, <u>its locations, campuses, employees, or students.</u></u></p> <p><u>All donations solicited on behalf of the College District, including solicitations in the name of the College District or <u>a campus one of its locations,</u> or donations solicited using College District or campus resources, become the sole property of the College District for use consistent with the terms of the solicitation.</u></p>
<u>CERTIFICATE OF RECOGNITION</u>	<p>Any bequests, gifts, or donations made by a donor totaling at least \$10,000 within a calendar year shall be acknowledged with a certificate of recognition from the Texas Higher Education Coordinating Board.</p>

DATE ISSUED:
4/26/2017~~11/22/2010~~
UPDATE 32~~LDU 2010.04~~
CAM(LOCAL)-X

ADOPTED:~~ADOPTED:~~

2 of 2

EQUIPMENT AND SUPPLIES MANAGEMENT
RECORDS MANAGEMENT

CIA
(LOCAL)

	<p>The Chancellor College District shall <u>oversee the performance of records management functions prescribed by state</u>provide for efficient, economical, and <u>federal law</u>:</p> <ul style="list-style-type: none">• <u>Records Administrator, as prescribed by Local Government Code 176.001</u>effective controls over the creation, distribution, organization, maintenance, use, and <u>176.007 [See BBFA and CFE]</u>• <u>Officer for Public Information, as prescribed by Government Code 552.201-.205 [See GCB]</u>• <u>Public Information Coordinator, as prescribed by Government Code 552.012 [See BBD]</u>
<u>LOCAL GOVERNMENT RECORDS ACT</u> <u>"LOCAL GOVERNMENT RECORD"</u>	<p>The term "<u>local government record</u>" disposition of all records management program records. A comprehensive system of integrated procedures for the management of records shall <u>pertain to all items identified as such by the</u> be developed consistent with the requirements of the Texas <u>Local Government Records Act.</u></p>
<u>RECORDS MANAGEMENT OFFICER</u>	<p><u>The Manager of Records and Retention shall serve as and perform the duties of the College District's</u>and accepted <u>records management officer, as prescribed by Local Government Code 203.023, and shall administer the College District's records management program pertaining to local government records in compliance with the Local Government Records Act</u>procedures.</p>
<u>NOTIFICATION</u> RECORDS MANAGEMENT OFFICER <u>RECORDS CONTROL SCHEDULES</u>	<p>The records management officer <u>shall file his or her name with the Texas State Library and Archives Commission (TSLAC) within 30 days of assuming the position.</u></p> <p>The <u>for the College District is</u><u>records management officer shall file with the TSLAC a written declaration that</u> the College District rec-<u>ords manager.</u></p>
RECORDS MANAGEMENT HAS ADOPTED	<p>The College District shall inform the director and librarian of the Texas State Library of the name of each successive holder of the office within 30 days of the employee's taking office.</p> <p>The Board requires no review or approval of records control schedules that <u>comply with</u>the College District <u>records manager estab-</u> <u>lishes.</u></p> <p>The retention <u>schedules</u>period for College District records may not be less than:</p>

EQUIPMENT AND SUPPLIES MANAGEMENT
RECORDS MANAGEMENT

CIA
(LOCAL)

WEBSITE POSTINGS

1. ~~The period established on a records retention schedule is-~~
sued by the TSLAC as provided by law, ~~State Library and Ar-~~
~~chives Commission; or~~
2. ~~A retention period prescribed by state or federal law, regula-~~
~~tion, or rule of court if the record is not on the schedule issued~~
~~by the Commission.~~

~~The College District records manager may establish retention peri-~~
~~ods that are greater than the periods in either item 1 or item 2~~
~~above or both.~~

~~The College District records manager shall use the methods and~~
~~procedures in Section 19 of the business procedures manual, as~~
~~amended, to fulfill the duties and responsibilities of records man-~~
~~ager.~~

~~The College District records manager shall keep accurate lists of~~
~~records that are destroyed.~~

~~DOCUMENT
DESTRUCTION
PRACTICES~~

~~The College District shall follow its records management program~~
~~regarding document destruction. However, the College District~~
~~shall preserve documents, including electronically stored infor-~~
~~mation, and suspend routine record destruction practices as appli-~~
~~cable according to procedures developed by the records manage-~~
~~ment officer.~~

1. ~~In the event of pending or reasonably anticipated litigation;~~
2. ~~In the event of an investigation by a federal agency or depart-~~
~~ment or any bankruptcy case; or~~
3. ~~In the event of a public information request.~~

~~Notification shall be given to appropriate staff of any applicable ob-~~
~~ligations to suspend routine record destruction practices.~~

~~WEBSITE POSTINGS~~

The College District's records management program shall address
the length of time records~~documents~~ will be posted on the College
District's website when the law does not specify a posting period.

RECORDS
DESTRUCTION
PRACTICES

All local government records shall be considered College District
property and any unauthorized destruction or removal shall be pro-
hibited. The College District shall follow its records control sched-
ules, records management program, and all applicable laws re-
garding records destruction. However, the College District shall
preserve records, including electronically stored information, and
suspend routine record destruction practices where appropriate
and in accordance with procedures developed by the records man-
agement officer. Such procedures shall describe the circum-
stances under which local government records scheduled for

EQUIPMENT AND SUPPLIES MANAGEMENT
RECORDS MANAGEMENT

CIA
(LOCAL)

TRAINING

destruction must be retained. Notification shall be given to appropriate staff when routine record destruction practices must be suspended and when they may be resumed.

The records management officer shall receive appropriate training regarding the Local Government Records Act and shall ensure that custodians of records, as defined by law, and other applicable College District staff are trained on the College District's records management program, including this policy and corresponding procedures.

DATE ISSUED: 4/26/2017~~3/20/2008~~
UPDATE 32~~23~~
CIA(LOCAL)-AJC~~*~~

ADOPTED:

TECHNOLOGY RESOURCES

CR
(LOCAL)

DRONES

The flying of drones from sites on College District property or as part of the College District's academic or research program is permitted only in accordance with law and College District regulations.

TERMINATION OF EMPLOYMENT

DM
(LOCAL)

~~EXIT INTERVIEWS AND
EXIT REPORTS~~

~~An exit interview shall be conducted, if possible, and an exit report shall be prepared for every employee who leaves employment with the College District.~~

DATE ISSUED: 4/26/2017 ~~24/2014~~
UPDATE ~~32~~29
DM(LOCAL)-X

ADOPTED:

TERM CONTRACTS
TERMINATION MID-CONTRACT

DMAA
(LOCAL)

SUSPENSION WITH
PAY

A term contract employee may be suspended with pay ~~and~~ placed on administrative leave by the Chancellor or designee during an investigation of alleged misconduct by the employee or at any time the Chancellor or designee determines that the College District's best interest will be served by the suspension ~~or administrative leave.~~

ALTERNATE METHODS OF INSTRUCTION
DISTANCE EDUCATION

EBA
(LOCAL)

The College District shall offer distance education courses and programs in accordance with:

- Applicable law;
- Coordinating Board regulations and guidelines, including the Principles of Good Practice for Academic Degree and Certificate Programs and Credit Courses Offered Electronically;
- Policies and guidelines of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC); and
- College District policies and procedures.

The Chancellor shall develop procedures to implement this policy.

SPECIAL PROGRAMS
HIGH SCHOOL EQUIVALENCY ~~GED~~ TESTING CENTERS

EFCD
(LOCAL)

An official high school equivalency ~~General Educational Development (GED)~~ testing center shall be located at one or more College District facilities designated by the Board.

ADMISSIONS

FB
(LOCAL)

The College District has an open admissions policy that ensures that all persons who can benefit from postsecondary education have an opportunity to enroll. The College District shall not discriminate on the basis of race, color, sex, national origin, religion, disability, age, military status, or other criteria prohibited in this manual.

Admission to the College District does not guarantee admittance to a particular course or program of study. A student may be required to satisfy certain requirements before enrolling in particular courses of study.

The Chancellor shall develop procedures for student admissions, including any additional course admission requirements. The procedures shall be published in the College District catalog and other relevant College District publications.

STUDENT RIGHTS AND RESPONSIBILITIES

FL
(LOCAL)

<u>STUDENT HANDBOOK</u>	<u>The Chancellor or designee shall develop student handbooks with information on rights, responsibilities, services, resources, extra-curricular activities, and other information required by policy or that students need to be successful during the academic year. The Chancellor or designee shall ensure that no student handbook information is in conflict with policy. In case of conflict between a Board policy and provisions of student handbooks, policy shall prevail.</u>
<u>BOARD ACTION</u>	<u>Student handbooks are subject to Board review but shall not be adopted by the Board.</u>
<u>DISTRIBUTION</u>	<u>Student handbooks shall be made available on the College District's website at the beginning of the academic year; a hard copy shall be provided upon request. Amendments to the handbook shall be communicated promptly to students.</u>

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT EXPRESSION

FLA
(LOCAL)

DISTRIBUTION OF
LITERATURE

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the College District shall not be sold, circulated, distributed, or posted on any College District premises by any College District student or registered student organization [see FKC], except in accordance with this policy.

The College District shall not be responsible for, nor shall the College District endorse, the contents of any non-school literature distributed by students or registered student organizations.

Materials distributed under the supervision of instructional personnel as a part of instruction or other authorized classroom activities shall not be considered non-school literature and shall not be governed by this policy.

[For distribution of non-school literature by nonstudents and organizations that are not registered student organizations, see GD]

LIMITATIONS ON
CONTENT

Non-school literature shall not be distributed by students or registered student organizations on College District property if:

1. The materials are obscene.
2. The materials contain defamatory statements about public figures or others.
3. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
4. The materials are considered prohibited harassment. [See DIAA, DIAB, FFDA, and FFDB]
5. The materials constitute non-permissible solicitation. [See FI]
6. The materials infringe upon intellectual property rights of the College District. [See CT]

TIME, PLACE, AND
MANNER
RESTRICTIONS

The ~~college president or a designee~~ ~~district director, student programs~~ shall designate times, locations, and means by which non-school literature that is appropriate for distribution, as provided in this policy, may be made available or distributed by students or registered student organizations to students or others at College District facilities.

Distribution of the non-school literature shall be conducted in a manner that:

1. Is not disruptive; [See FLB]
2. Does not impede reasonable access to College District facilities;

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT EXPRESSION

FLA
(LOCAL)

3. Does not result in damage to College District property;
4. Does not coerce, badger, or intimidate a person;
5. Does not interfere with the rights of others; and
6. Does not violate local, state, or federal laws or College District policies and procedures.

The distributor shall clean the area around which the literature was distributed of any literature that was discarded or leftover.

POSTING OF
SIGNS

For the purposes of this policy, "sign" shall be defined as a bill-board, decal, notice, placard, poster, banner, or any kind of hand-held sign; and "posting" shall be defined as any means used for displaying a sign.

Except for signs that violate the limitations on content, as described above, a student or registered student organization may publicly post a sign on College District property in areas or locations designated by the college president or a designee ~~district director, student programs~~. No object other than a sign may be posted on College District property.

Before publicly posting a sign, a student or registered student organization shall:

1. Deliver a copy, photograph, or description of the sign to be posted.
2. Give notice of the following information:
 - a. The name of the student or registered student organization and, if an organization, the name of its adviser;
 - b. The proposed general location for posting the sign;
 - c. The length of time the sign will be posted; and
 - d. The signature of the student or, if a registered student organization, the signature of its authorized representative and the signature of its adviser.
3. Place the date of posting on each sign posted.

RESTRICTIONS

A sign shall not be larger than 22 inches by 28 inches, unless authorized by the college president or a designee ~~district director, student programs~~. A sign shall not be attached or posted:

1. To a shrub or plant;
2. To a tree, except by string to its trunk;
3. To a permanent sign installed for another purpose;

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT EXPRESSION

FLA
(LOCAL)

4. To a fence or chain or its supporting structure;
5. To a brick, concrete, or masonry structure;
6. To a statue, monument, or similar structure;
7. On or adjacent to a fire hydrant;
8. On or between a curb and sidewalk; or
9. In a College District building, except on a bulletin board designated for that purpose.

REMOVAL

A student or registered student organization shall remove each sign not later than 14 days after posting or, if it relates to an event, not longer than 24 hours after the event to which it relates has ended.

A sign posted in accordance with this section shall not be removed without permission from the college president or designee, ~~district director, student programs,~~ the student, or the registered student organization.

DISCLAIMER

Literature distributed by a registered student organization must include a disclaimer indicating that the literature is not sponsored by the College District and does not represent the views of the College District or College District officials, faculty, or staff.

IDENTIFICATION

Students or registered student organizations distributing materials on campus shall provide identification when requested to do so by a College District representative.

VIOLATIONS OF
POLICY

Failure to comply with the policy and procedures regarding distribution of non-school literature shall result in appropriate administrative action, including but not limited to, confiscation of nonconforming materials, suspension of a student's or registered student organization's use of College District facilities, and/or other disciplinary action in accordance with the College District's discipline policies and procedures [see FM and FMA].

APPEALS

Decisions made by the administration in accordance with this policy may be appealed in accordance with FLD(LOCAL).

DISCIPLINE AND PENALTIES

FM
(LOCAL)

PUBLICATION

Information regarding student discipline described in College District policies and accompanying procedures shall be published in the student handbook.

FINANCIAL ITEM NO. 6C-1

Approval of Agreements with Omniplan Incorporated Architecture, Inc., CSRS and Stravis for District IT Equipment Room Upgrades to Support Police and Public Safety and IT Infrastructure Initiative

Purpose: To provide the following services for the implementation of District IT equipment room upgrades to support the Police and Public Safety and IT infrastructure initiative

- Architectural and engineering design
- Construction management
- Project planning and management and technology design and construction administration

The chancellor recommends approval of agreements with Omniplan Incorporated Architecture, Inc., CSRS, and Stravis in a total amount not to exceed \$6,727,851 to various design and management services as specified below for the District-wide IT equipment room upgrades. These agreements are included in the budget for Phase 1 for IT equipment room upgrades as presented by the Chief Financial Officer at the November work session. The initiative of Police and Public Safety is dependent upon the timely completion of the IT equipment room upgrades.

Architectural and engineering design (Omniplan Incorporated Architecture, Inc.)

This agreement, in an amount not to exceed \$3,338,126, will include all design and construction documents necessary to create a network of IT environments, specifically, IT rooms (closets) equipped with racks, electronics, and cabling. In renovated areas, the project will implement existing design standards defined by city codes for each applicable jurisdiction for each college campus location.

Reviewed By: Associate Vice Chancellor/District Architect.

Construction management (CSRS)

This agreement, in an amount not to exceed \$1,430,625, will include construction management services for the District-wide IT closet upgrades and IT systems upgrades in the three phases: (1) Pre-Construction Contract Services, (2) Construction Contract Administration Services and (3) Post-Construction Services. All work will be coordinated with and through Omniplan Architects.

Reviewed By: Associate Vice Chancellor/District Architect.

Project planning and management and technology design and construction administration (Stravis)

This agreement, in an amount not to exceed \$1,959,100, will include two parallel efforts for the District-wide IT equipment room upgrades: (1) Project planning, management and coordination, which includes the telephony and network implementation and (2) Technology design and construction administration services. Stravis will develop the overall project framework, schedule, and workflows as well as develop and execute the procurement strategy for the network and telephony environments.

This vendor was recommended by the project architect, Omniplan.

Reviewed By: Chief Innovation Officer and Chief Financial Officer.

It is further recommended that the Chancellor or his designee be authorized to execute these contracts.

Resource Contact: John Robertson, Chief Financial Officer

FINANCIAL ITEM NO. 6C-2

Approval of Additional Services for Omniplan Incorporated
Architecture, Inc.

Purpose: To revise and publish prototype standards for DCCCD IT District-wide Upgrades in support of Police and Public Safety and IT infrastructure initiative.

The chancellor recommends approval of additional services for Omniplan, in an amount not to exceed \$7,490, to capture revisions in standards and design criteria. This service will result in the completion of a design prototype for the District's IT equipment room upgrades, as a part of the District-wide IT equipment room upgrades. The additional services are needed to support revisions made to DCCCD's standards and criteria for this project and will not alter in substance the definition or scope of the original proposal. The revised prototype standards will be critical to the architectural, construction, and project management phases of the District-wide IT equipment room upgrades. The prototype will be the District standard for IT equipment rooms that will support the Police and Public Safety and IT infrastructure initiative.

It is further recommended that the Chancellor or his designee be authorized to execute these contracts.

Reviewed By: Associate Vice Chancellor/District Architect

Resource Contact: John Robertson, Chief Financial Officer

FINANCIAL ITEM NO. 6C-3

Approval of Amendment to Interlocal Cooperation Contract for the Urban Land Bank Demonstration Program of July 2004 with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, and Dallas County Schools District

- Purpose:
- Support the repurposing of foreclosed properties in the City of Dallas
 - Partner with other taxing entities to provide low-income housing on up to 300 parcels of property
 - Creation of affordable housing for low-income households to preserve and increase the tax base

The chancellor recommends that authorization be given to approve an amendment to an interlocal cooperation contract, extending the term for another year.

This agreement is to participate in the Urban Land Bank Demonstration Program for the period October 1, 2017 through September 30, 2018 in an amount not to exceed \$10.00.

Long-term development of these properties is expected to increase assessed valuation, which will favorably impact the District's revenue from local taxes.

Background: The City of Dallas adopted an Urban Land Bank Demonstration Program Plan for the purpose of acquiring and selling unproductive, developable, and tax-foreclosed, real property to qualified developers for the development of affordable low-income housing. The Land Bank helps to reduce unproductive costs and increase local government revenues while providing affordable housing. The County shall process cases of tax foreclosure on up to 300 parcels of real property meeting the criteria of the Code and referred by the City, as part of this program.

The contract was received via email from the City of Dallas on December 6, 2017.

Funding Source: Not Applicable

Reviewed By: Chief Financial Officer

Resource Contact: John Robertson, Chief Financial Officer

FINANCIAL ITEM NO. 6C-4

Approval of Agreement with Aries Building Systems, LLC

Purpose: Eastfield College Transitional Swing Space (Temporary Modular Building)

The chancellor recommends that authorization is given to approve an agreement with Aries Building System, LLC for a 5,200 square foot modular building for Eastfield College for a three-year period of April 1, 2018 through March 31, 2021. Eastfield College will pay Aries Building System, LLC an amount not to exceed \$214,200 (\$71,400 per year).

Background: Currently Eastfield does not have additional space to relocate services or programs when there is a need to upgrade space for improved standards (i.e., accessibility, International Building Code, local municipality building standards).

The 5,200 square foot modular building offers the swing space necessary to relocate occupants, classrooms, and services while the current spaces are being improved. The modular building supports our current need to improve academic and technology classroom(s) for areas including Mechatronics, Digital Media, and Computer Aided Design and Drafting, Admissions, Advising, and Early College High School. The complete needs for these areas and others will be addressed in our long-range master plan.

Aries Building System, LLC participates in the Texas Buy-Board which is a local government purchasing cooperative offering a variety of products at advantageous prices.

It is further recommended that the Chancellor or his designee be authorized to execute these contracts.

Reviewed By: President and Vice President of Business Svcs., Eastfield College

Resource Contact: Jean Conway, President, Eastfield College

RESOLUTION NO. 6D-1

Approval of Resolution Establishing County Voter Precinct Boundaries
for the May 5, 2018 Trustees Election

The Chancellor recommends that the Board of Trustees of the Dallas County Community College District adopt the attached resolution that establishes the same county voting precinct boundaries for the May 5, 2018 election as adopted by the Dallas County Commissioners Court for its use.

Effective Date: February 6, 2018

RESOLUTION ESTABLISHING
COUNTY VOTER PRECINCT
BOUNDARIES

WHEREAS, Section 42.061, Election Code, authorizes the Board of Trustees of Dallas County Community College District to establish election precincts for any elections ordered by the Board of Trustees; and

WHEREAS, the Board of Trustees desire to have the same voting precincts as adopted by the Commissioners Court of Dallas County for the May 5, 2018 election; NOW THEREFORE;

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF DALLAS COUNTY COMMUNITY COLLEGE DISTRICT:

Section 1. That the boundaries of the voting precincts for the May 5, 2018 election to elect two (2) members of the Board of Trustees of Dallas County Community College District in Districts 1 and 7 shall be the same precinct boundaries that were created and defined by the Commissioners Court of Dallas County, Texas for its use.

Section 2. That simultaneously with the adoption of this resolution, a Spanish version of this resolution is adopted.

Section 3. That this resolution is effective upon adoption by the Board of Trustees of Dallas Community College District and shall be signed by the Chairman of the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE
DISTRICT

By: _____

Charletta Rogers Compton, Chair
Board of Trustees

ATTEST:

By: _____

Joe D. May, Secretary
Board of Trustees

Adopted: February 6, 2018

RESOLUCIÓN QUE ESTABLECE
LOS LÍMITES DE LOS
DISTRITOS ELECTORALES PARA EL VOTANTE DEL CONDADO

POR CUANTO, el Artículo 42.061, Código Electoral, autoriza a la Junta de Síndicos del Distrito de Colegios Comunitarios del Condado de Dallas a establecer distritos electorales para una votación ordenada por la Junta de Síndicos; y

POR CUANTO, la Junta de Síndicos desea tener los mismos distritos electorales adoptados por el Tribunal de Comisionados del Condado de Dallas para la elección el día 5 de mayo de 2018; POR LO TANTO;

LA JUNTA DE SÍNDICOS DEL DISTRITO DE COLEGIOS COMUNITARIOS DEL CONDADO DE DALLAS RESUELVE QUE:

Artículo 1. Los límites de los distritos electorales para la votación el día 5 de mayo de 2018 para elegir dos (2) miembros de la Junta de Síndicos del Distrito de Colegios Comunitarios del Condado de Dallas en los Distritos 1 y 7 serán los mismos límites de los distritos electorales que fueron creados y definidos por el Tribunal de Comisionados del Condado de Dallas, Texas, para su uso.

Artículo 2. Simultáneamente con la adopción de esta resolución, se adopta la versión en idioma inglés de la misma.

Artículo 3. Esta resolución entrará en vigor en el momento en que sea adoptada por la Junta de Síndicos del Distrito de Colegios Comunitarios del Condado de Dallas. La misma será firmada por el Presidente de la Junta de Síndicos.

DISTRITO DEL COLEGIO COMUNITARIO DEL
CONDADO DE DALLAS

Por:

Charletta Rogers Compton, Presidente
Junta de Síndicos

DOY FE:

Por:

Joe D. May, Secretario
Junta de Síndicos

Adoptada: 6 de febrero de 2018

MEMORANDUM OF UNDERSTANDING NO. 6E-1

Approval of Memorandum of Understanding (MOU) with Participating Local Governments (including DCCCD) and Dallas County to Participate in the Urban Counties' Criminal Justice Techshare Juvenile Program

Purpose: As part of the public safety and security plan, a cooperative memorandum of understanding will be established between local government criminal justice agencies within Dallas County to provide extended case management information and specifically allow the viewing of juvenile information statewide.

The chancellor recommends the approval of a MOU between the Dallas County Community College District and participating local governments within Dallas County to view and share criminal case information of juvenile records.

The MOU outlines the duties and responsibilities of each entity to participate in Techshare, which is an electronic case filing system that Texas District Attorney's Offices use for the efficient transfer and review of pending criminal cases. Approval allows site-to-site virtual private network (VPN) connection between agencies and establishes encryption and firewall standards for the safe transfer of confidential information. This process is authorized by state law (Texas Family Code 58.403).

The term of the MOU shall go into effect immediately and shall be revised subject to all party agreements.

Background: Since 2013, the Dallas County District Attorney has collaborated with police agencies to align with state standards to transmit pending criminal cases for review. DCCCD Police Department has upgraded its records' management technology with the Board approved Security provision and is prepared to fully comply with the local process.

Resource Contact: Rob Wendland, General Counsel

**MEMORANDUM OF UNDERSTANDING
WITH PARTICIPATING LOCAL GOVERNMENTS AND
DALLAS COUNTY TO PARTICIPATE IN URBAN COUNTIES'
TECHSHARE.JUVENILE PROGRAM**

**I.
PARTIES**

This Memorandum of Understanding ("MOU") is entered by and between the undersigned Participating Local Governments of the State of Texas ("Participating Local Government(s)"), acting by and through their respective governing bodies, pursuant to and under authority of the Interlocal Cooperation Act, Chapter 791 of the Texas Local Government Code and for the purpose of participation in the Urban Counties' TechShare Program. The undersigned Participating Local Governments enter into this Interlocal Agreement (hereinafter, "Agreement") with Dallas County ("Dallas County" or "County"). Any and all other Participating Local Governments of the State of Texas adopting this MOU upon a formal order of their respective governing bodies as provided for herein may be referred to in this MOU individually as "Party" and collectively as "Parties."

**II.
RECITALS**

WHEREAS, Participating Local Governments desire to enter into this Agreement for the Participants' participation in TechShare.Juvenile, an extended case management system that will allow participating agencies within Dallas County to view juvenile information statewide;

WHEREAS, The Participating Local Governments will have access to TechShare.Juvenile in order to file cases electronically, perform statewide juvenile record searches, and perform other functions as allowed by statutes and role based permissions;

WHEREAS, The Participating Local Governments will be required to have a site-to-site Virtual Private Network (VPN) connection between the agency network and Dallas County in order to access TechShare.Juvenile. The basic equipment needed by the Participating Local Governments to establish the VPN connection is a site-to-site capable firewall and a circuit. The firewall must be capable of supporting a minimum of 3DES or AES encryption capability and IPsec security protocols. Further, the encryption standards must be compliant with the federal data encryption standard of FIPS-140-2. Additionally, a 3Mb circuit is recommended. Dallas County has provided each Participating local Governments with firewall cost approximations for agencies whose current infrastructure may not currently support VPN connectivity. Due to laws governing circuit location and the range of costs between providers, Participating Local Governments should contact their telecommunication service provider to determine circuit costs.

NOW, THEREFORE, in consideration of the promises, inducements, covenants, agreements, conditions, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Participating Local Government and Dallas County agree as follows:

III.

PARTICIPATION BY ADDITIONAL PARTICIPATING LOCAL GOVERNMENTS

Any local government may participate in this MOU with the signature of the designated authorized signer on signatory page 8 of this MOU. Each Participating Local Government will be required to approve and agree to the terms and conditions of this MOU. The signed agreement of this MOU will be returned as notification and presented to the Juvenile Boards as well as Commissioner's Court.

IV.

DATA OWNERSHIP, ACCESS, SECURITY AND STORAGE

- A. Ownership. It is the intention of the Parties that each Participating Local Government will remain the custodian and owner of its information and data that it created or submitted, unless expressly agreed in writing otherwise. The Parties acknowledge and agree that such information or data shall not be used by the Parties other than in connection with the performance of this MOU or as contemplated by the Parties under this MOU. Additionally, the Parties agree that the data shall not be disclosed, sold, assigned, leased or otherwise provided to third parties, or commercially exploited by or on behalf of the other Parties, their employees, officers, agents, subcontractors, invitees, or assigns in any respect without the expressed written approval of the Participating Local Government that owns such data.
- B. Interfaces. Each Party is responsible for developing and maintaining its interfaces to TechShare.Juvenile. Participating Local Governments will also be responsible for the cost of interface development and maintenance.
- C. Security and Access of Data.
 - 1) Section 58.403, Texas Family Code, permits the cross-jurisdictional sharing of information related to juvenile offenders between authorized criminal and juvenile justice agencies and partner agencies.
 - 2) Each party is responsible for ensuring its employees and other persons accessing data within TechShare.Juvenile are authorized to do so, and will use such data only as is legally permitted.
 - 3) Participating Local Governments and their representatives agree that the following terms and conditions apply regarding access to the confidential juvenile information and data maintained in TechShare.Juvenile:
 - a) Participating Local Governments and their representatives shall acknowledge and agree that the purpose of access to the juvenile information and data is to perform juvenile justice system related functions.

- b) Participating Local Governments agree that TechShare.Juvenile shall not be used for any personal purposes, including entertainment, personal business, or personal gain.
- c) Participating Local Governments understand that access to, and transmission of, any data or material deemed to be a violation of any federal, state, or local law or agency administrative rules is prohibited.
- d) Participating Local Governments shall not access or distribute any information that is deemed confidential pursuant to Chapter 58, Texas Family Code or other applicable federal or state statutes or rules, unless disclosure is specifically authorized by law.

Confidential Information. As used in this Agreement, the term “Confidential Information” means all information and specifications, designs, applications, operating systems, databases, communications and other computer software developed for use on any operating system, all modifications, enhancements and versions and all options available with respect thereto, and all products developed or derived therefrom, source and object codes, flowcharts, algorithms, coding sheets, routines, sub-routines, compilers, assemblers, design concepts and related documentation and manuals, discoveries, concepts and ideas including, without limitation, the nature and results of research and development activities, processes, formulas, inventions, computer-related equipment or technology, techniques, “know-how”, designs, drawings and specifications, all of the above which relate to TechShare.Juvenile in the case of Confidential Information belonging to Urban Counties or Dallas County. The County's confidential information includes, but is not limited to, data mapping from the County's Caseworker installation and the County's network configuration and related security specifications, and also includes, without limitation, information in tangible or intangible form relating to the coding or mapping of data from the County's legacy juvenile case management system, configuration specifications related to its network or computer systems on which the County's information services are performed and/or configuration specifications related to its implementation of Techshare.Juvenile. “Confidential Information” includes information in any form, whether written, electronic, or verbal. Additionally, the term “Confidential Information” shall include any notes, analyses, compilations, studies, interpretations, memoranda or other documents prepared by a Party or its Representatives that contain, reflect or are based upon, in whole or in part, any Confidential Information furnished to the Party (the "Recipient Party") or its Representatives by another Party (the "Disclosing Party") under this Agreement.

Survival. This Article IV. shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

V.
TERM AND TERMINATION

The terms and conditions of this MOU shall be indefinite unless terminated by one of the Parties. This MOU may be terminated by either Party with a thirty (30) day written notice to the other Party.

VI.
WARRANTIES

No Party to this MOU warrants the availability, accuracy, quality, reliability or fitness for a particular purpose of any data or information made available under this MOU. Third party warranties or guarantees may inure to the benefit of the Parties to a particular Project if such are contractually secured as part of such Project; however, no Party to this MOU shall be held liable for a warranty or guarantee offered by a third party, if any. All conditions, representations and warranties, whether express, implied, statutory or otherwise, including, without limitation, any implied warranty or merchantability, fitness for a particular purpose, or non-infringement of third party rights, are hereby disclaimed by all Parties to this MOU to the maximum extent permitted by applicable law.

Survival. This Article VI shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

VII.
NOTICE

Any and all notices to be given under this MOU by a Participating Local Government shall be deemed to have been given if reduced to writing and delivered in person or mailed by overnight or certified mail, return receipt requested, postage pre-paid, to the Parties at the addresses set forth on the signatory pages below or to such other addresses designated in writing to all the Participating Local Governments. Any notice required hereunder shall be deemed to have been given three (3) days subsequent to the date it was so delivered or mailed.

VIII.
AMENDMENT

This MOU may not be amended except in a written instrument specifically referring to this MOU and signed by the Parties hereto. Any modification, alteration, addition or deletion to the terms of this MOU which are required by changes in federal or state law are automatically incorporated herein without written amendment to this MOU and shall be effective on the date designated by said law.

IX.
CURRENT REVENUE

The Parties hereby warrant that all payments, expenditures, contributions, fees, costs, and disbursements required of each Party hereunder or required by any other agreements, contracts

and documents executed, adopted, or approved pursuant to this MOU, which shall include any exhibit, attachment, addendum or associated document, shall be paid from current revenues and resources available to each paying Party. The Parties hereby warrant that no debt is created by this MOU.

X.
FISCAL FUNDING

The obligations of the Participating Local Governments pursuant to this MOU are contingent upon the availability and appropriation of sufficient funding. Any Party may withdraw from this MOU without penalty in the event funds are not available or appropriated by giving the appropriate notice pursuant to Sections V and VII. However, no Party will be entitled to a refund of amounts previously contributed in the event of withdrawal for lack of funding, unless expressly agreed in writing by the Parties.

XI.
APPLICABLE LAW

This MOU shall be expressly subject to the participating Parties' sovereign immunity and other governmental immunity and all applicable federal and state law. This MOU shall be governed by and construed in accordance with the laws of the State of Texas. Venue shall lie exclusively in Dallas County, Texas.

XII.
SEVERABILITY

In the event that one or more of the provisions contained in the MOU shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability of the MOU shall be construed as if such invalid, illegal or unenforceable provision has never been contained herein, but shall not affect the remaining provisions of this MOU, which shall remain in force and effect.

XIII.
ASSIGNMENT

The Parties may not assign their respective rights and duties under this MOU without the prior written consent and/or approval of the remaining Participating Local Governments, acting by and through their respective governing bodies, even if such assignment is due to a change in ownership or affiliation. Any assignment attempted without such prior consent and/or approval by the remaining Participating Local Governments shall be null and void.

Survival. This Article XIII shall survive any termination, cancellation, withdrawal, or expiration of this MOU.

XIV.
ENTIRE AGREEMENT

This MOU, including any and all exhibits, attachments, and/or addendums incorporated as a part hereof, shall constitute the entire agreement relating to the subject matter herein between the Parties and supersedes any other agreement concerning the subject matter of this transaction, whether oral or written. Each Party acknowledges that the other Parties, or anyone acting on behalf of the other Parties, have made no representations, inducements, promises or agreements, orally or otherwise, unless such representations, inducements, promises or agreements are embodied in this MOU, expressly or by incorporation.

XV.
RESPONSIBILITIES

All Parties agree to be responsible for their own negligent acts or omissions, or other tortious conduct in the course of performance of this MOU without waiving any sovereign immunity, governmental immunity or other defenses available to the Parties under federal or State law. Nothing in this paragraph shall be construed to create or grant any rights, contractual or otherwise, in or to any third persons or entities. All Parties agree that any such liability or damages occurring during the performance of this MOU caused by the joint or comparative negligence of the Parties, or their employees, agents or officers, shall be determined in accordance with comparative responsibility laws of Texas.

XVI.
CJIS COMPLIANCE

All Parties and their respective employees, agents, contractors, and subcontractors agree, warrant, and represent they shall be compliant with the Federal Bureau of Investigation Criminal Justice Information Security Policy version 5.1 pursuant to this MOU. Further, all Parties agree, warrant, and represent they are compliant with the Texas Department of Public Safety policies regarding access to Criminal Justice Information. Additionally, all Parties specifically agree to be responsible for their own individual ongoing compliance with regard to the Federal Bureau of Investigation Criminal Justice Information Security Policy and the Texas Department of Public Safety criminal justice information policies.

XVII.
SOVEREIGN IMMUNITY

This MOU is subject to Dallas County's Sovereign Immunity and Dallas County expressly does not waive any applicable local, State and federal rules and laws, including Sovereign Immunity, Title 5 of the Texas Civil Practice and Remedies Code. Further, the Parties acknowledge and agree Dallas County does not have the ability under Article III, Section 49 and Article XI, Section 7 of the Texas Constitution to indemnify any party or third party damages pursuant to this MOU.

[SIGNATORY PAGES SHALL FOLLOW]

BINDING AGREEMENT, AUTHORITY, PARTIES BOUND

By signing this page, each Participating Local Government or Party represents that it has the full right, power and authority to enter and perform this *MOU Among Participating Local Governments and Dallas County for TechShare.Juvenile* in accordance with all of the terms and conditions, and that the execution and delivery of this MOU has been made by an authorized representative of each Party to validly and legally bind the same Party to all terms, performances and provisions set forth in this MOU.

DALLAS COUNTY

By: 

Name: Clay Jenkins

Title: Dallas County Judge

Date: May / 21 / 2013

Address: 411 Elm Street 2nd Floor

Dallas, Texas 75202

DALLAS COUNTY*

CRAIG WATKINS

DISTRICT ATTORNEY

TERESA GUERRA SNELSON

CHIEF, CIVIL DIVISION

BY: 

Randall Miller

Assistant District Attorney

*By law, the Dallas County District Attorney's Office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

BINDING AGREEMENT, AUTHORITY, PARTIES BOUND

By signing this page, Dallas Police Department represents that it has the full right, power and authority to enter and perform this *MOU between Dallas Police Department and Dallas County for access to the Juvenile Information System (JIS)* in accordance with all of the terms and conditions, and that the execution and delivery of this MOU has been made by an authorized representative of each Party to validly and legally bind the same Party to all terms, performances and provisions set forth in this MOU.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

Brookhaven College

Cedar Valley College

Eastfield College

El Centro College

Mountain View College

North Lake College

Richland College

Dallas Colleges Online

Name: _____

Title: _____

Date: ____/____/____

Address: _____

TALENT ITEM NO. 7A-1

Approval of Warrants of Appointment for Security Talent

The Chancellor recommends that the Board of Trustees approve the following warrants of appointment for the Peace Officers listed below for the period indicated. Peace Officers are hired through the District Police Department and assigned to various college locations.

WARRANTS OF APPOINTMENT – 6

Brandon Burney
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

Fernando Del-Rio
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

Kevin Edwards
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

Kenny B. Gonzalez
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

Jose Jimenez
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

Emily Suzette Oliver
Full-time
Effective Date: February 7, 2018
Through: Termination of employment with DCCCD

TALENT ITEM NO. 7A-2

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 – 6

Paul Birt Annual Salary: \$81,750/E03 Monthly Business and Travel Allowance: \$150.00 Business Support Services Director Biographical Sketch: M.A., University of Phoenix, Phoenix AZ Experience: Senior Business Advisor, Bill J. Priest	Bill J. Priest Effective Date: February 7, 2018 through August 31, 2018
Warren Davis Annual Salary: \$102,600/E06 Monthly Business and Travel Allowance: \$200.00 Executive Director, Human Resources Biographical Sketch: M.S., Southern Methodist University, Dallas, TX; B.A., Upsala College, East Orange, NJ Experience: Director Talent Acquisition/Workforce and Diversity and Inclusion Leader, Bell Helicopter, Hurst, TX; Senior Human Resources Business Partner, YMCA of Metropolitan of Fort Worth, Fort Worth, TX	Cedar Valley College Effective Date: February 7, 2018 through August 31, 2018
Michael Walker Annual Salary: \$146,250/E10 Monthly Business and Travel Allowance: \$300.00 Executive Vice President for Academic Affairs and Student Success Biographical Sketch: Ed.D. and M.A., Texas A&M University-Commerce, Commerce, TX; B.J., University of Texas at Austin, Austin, TX Experience: Interim Dean, Social Science/Human Services and Business and Executive Dean, Social Science/Human Services and Business, Eastfield College	Eastfield College Effective Date: February 7, 2018 through August 31, 2018
Karen Stills-Royster Annual Salary: \$101,500/E05 Monthly Business and Travel Allowance: \$150.00	El Centro College Effective Dates: February 7, 2018 through August 31, 2018

Executive Dean

Biographical Sketch: M.B.A., Amberton University, Garland, TX; B.A., University of New Orleans, New Orleans, LA

Experience: Adjunct Faculty, Associate Dean, Student Services and Dean, Student Support Services, El Centro College

Kevin Stewart, Jr.

Annual Salary: \$67,506/E01

El Centro College

Effective Dates: February 7, 2018 through August 31, 2018

Monthly Business and Travel Allowance: \$100.00

Associate Dean, Instruction

Biographical Sketch: M.B.A., University of Texas at Tyler, Tyler, TX; B.A., Southwest Baptist University, Bolivar, MO

Experience: Adjunct Faculty, College Outreach and Recruitment Coordinator and Program Manager III, El Centro College

Polly Schulle

Annual Salary: \$72,243/E01

Richland College

Effective Dates: February 7, 2018 through August 31, 2018

Monthly Business and Travel Allowance: \$100.00

Associate Dean, Instruction

Biographical Sketch: Ph.D., University of North Texas, Denton, TX; M.S. and B.S., University of Texas at Tyler, Tyler, TX

Experience: Math Lab Tutor, University of Texas at Tyler, Tyler, TX; Teaching Assistant, University of North Texas, Denton, TX; Full-time Faculty, Richland College

EXTENSION TO INTERIM ADMINISTRATIVE CONTRACT – 1

Amy Vance

Annual Salary: \$92,580/E05

Eastfield College

Effective Dates: February 28, 2018 through August 31, 2018 until filled or whichever occurs first

Interim, Executive Dean

Note: It is recommended that Ms. Vance contract be extended.

RETURNING TO ORIGINAL ADMINISTRATIVE POSITION – 1

Raymond Canham

Annual Salary: \$116,496/E05

Richland College

Effective Dates: January 1, 2018 through August 31, 2018

Executive Dean

Note: It is recommended that Dr. Canham return to his original position.

TALENT ITEM NO. 7A-3

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.

TEMPORARY APPOINTMENT FACULTY – 2

Jeanmarie Stiles Annual Salary (Range): \$63,130/F04 Instructor, Biology Biographical Sketch: Ph.D., Northern Arizona University, Flagstaff, AZ; M.S. and B.S., University of Texas at Arlington, Arlington, TX Experience: Instructor, Faustina Academy, Irving, TX; Adjunct Instructor, Tarrant County Colleges, Fort Worth, TX; Adjunct Faculty, Brookhaven College	Brookhaven College Effective Dates: February 7, 2018 through May 10, 2018
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Stanita Jackson Annual Salary (Range): \$62,883/F04 Instructor, Biology Biographical Sketch: Ph.D., Walden University, Minneapolis, MN; M.S. and B.S., Delta State University, Cleveland, MS Experience: Adjunct Faculty, Mountain View, Eastfield and Richland Colleges	Richland College Effective Dates: February 7, 2018 through May 10, 2018
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CORRECTION TO FACULTY CONTRACTS – 3

Dr. Jack Lewis Instructor, Dental Hygiene Note: It is recommended that Dr. Lewis contract be corrected from a one-year regular contract to an eleven-month alternative contract.	El Centro College Effective Date: August 20, 2017
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Kristal Robinson Instructor, Dental Hygiene Note: It is recommended that Ms. Robinson's contract be corrected from a one-year temporary contract to an eleven-month temporary alternative contract.	El Centro College Effective Date: August 20, 2017
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Donna Wicker Instructor, Dental Hygiene Note: It is recommended that Ms. Wicker's contract be corrected from a one-year regular contract to an eleven-month alternative contract.	El Centro College Effective Date: August 20, 2017
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TALENT ITEM NO. 7A-4

Approval of Long-term Sabbatical Leaves for 2018-2019

It is recommended that long-term sabbatical leaves be authorized for the following faculty listed below:

Faculty Long – Term Sabbatical

Erika Glaser STEM	Eastfield College <u>Period of Leave:</u> Fall 2018 <u>Title:</u> Open Educational Resources in College Mathematics <u>Synopsis:</u> The purpose of this proposed sabbatical is to explore openly licensed textbooks, online interactive software and other low to no cost resources for students taking math courses at Eastfield College. While there are many freely available resources for our students, the accompanying online software component is critical to student success in math. During the sabbatical, literature will be reviewed to understand which research-proven resources would best serve the unique needs of Eastfield College's faculty and student population. Using this knowledge and my teaching experience, along with knowledge of the Introductory Statistics curriculum, one such course will be developed in its entirety for pilot administration in spring 2019.
Tuesday Hambric Social Sciences	Eastfield College <u>Period of Leave:</u> Spring 2019 <u>Title:</u> Collaborative, Fun and Student-Centered Mathematics <u>Synopsis:</u> The mission of this sabbatical is to strengthen the investigator's experience, knowledge and understanding of mathematical computations and student challenges by taking Developmental Math (DMAT 0310) and College Algebra (MATH 1332). The purpose is to help Math and Learning Framework faculty, who are charged with aiding students' success in all their classes, yield higher student success and completion rates in these two gate-keeper math classes. This sabbatical will strategically allow the investigator, Dr. Tuesday Hambric, the time needed to explore this issue, to improve professionally and in turn prepare and share her developments with other interested faculties. If successfully implemented, this sabbatical will help increase the DCCCD students' advancements through both the developmental and college-level math tracks, thus benefiting Eastfield College and its participating faculty.

Larissa L. Pierce	Eastfield College
Arts and Communications	<u>Period of Leave:</u> Spring 2019
<u>Title:</u> Wish Upon a Star: Reading and Writing Children's Literature	
<u>Synopsis:</u> The purpose of this sabbatical is to create a literature course that focuses on children's literature, as well as a creative writing course that focuses on writing children's books. Children's literature is an unexplored genre in the DCCCD and at Eastfield College, which offers an Associates of Arts in Teaching, yet a children's literature class is not a part of the core curriculum. The project benefits DCCCD students by giving them an opportunity to learn and write about another literary genre. This experience allows me to become well-versed in current Children's Literature, as well as allow me to understand how to write children's books so that I can create engaging pedagogical strategies.	

Selena Stewart	Eastfield College
Arts and Communications	<u>Period of Leave:</u> Spring 2019
<u>Title:</u> Journal Writing, Blogging and Creating Wikis	
<u>Synopsis:</u> The purpose of this sabbatical is two-fold: to create a DIRW/English 1301 course that uses journals, biographies and wikis to engage students and strengthen their writing skills and utilize these same tools in other courses. The project benefits DCCCD students by giving them an opportunity to learn how to write for other genres that may be used in their future careers. This experience allows me to become well-versed in the above and maximize the use of these same tools that are in eCampus for my other courses. The goal is to create a DENG/ENGL 1301 course so that students, pursuing an Associates of Arts degree, can become well-versed in these tools. I too would incorporate these tools, journals, biographies and wikis into my face-to-face and online courses to allow students to gain experience writing in additional mediums beyond the essay that they may use to currently express themselves.	

Sherry R. Boyd	North Lake College
Visual and Performing Arts	<u>Period of Leave:</u> Fall & Spring 2018-2019
<u>Title:</u> Fellowship at a Regional Theatre	
<u>Synopsis:</u> I would like to work with theatre professionals who are actively working with youth in an urban setting. This theatrical arts-related experience and training will give me a connection with professional regional theatres in which I can help connect Dallas County Community College students who want to work in the field of theatre. This fellowship will allow me to work with regional professional educators and learn how they build their programs. The experience from this fellowship will offer hands-on experience to start a youth summer theatre program combined with reading, form stronger community bonds between North Lake College and the local independent school districts. Students would be exposed to college, prepare them for college level reading and set up pathways for those students who attend North Lake College and are also interested in theatre jobs.	

Sonya Hopkins	North Lake College
Visual and Performing Arts	<u>Period of Leave:</u> Fall 2018
<u>Title:</u> BEES Building Educated Entrepreneurs Sustainability	
<u>Synopsis:</u> I would like to increase my networking links to the Texas Department of Agriculture, Cattle Women of Texas Association, the FFA/County Ag Extension Office to expand my depth of knowledge/Urban application opportunities pertaining to Environmental Sustainability. In addition, to bolster Economic Sustainability awareness as I work with students and community leaders, I want to create paths to connect DCCCD students to the State Fair of Texas, Amazon and small business creation leaders as our District strives to strengthen connections between industry and academia. I would like to create an organizational model for entrepreneurship that is connected into our Wildfire Training and Development Center, as well as connected into the Student Services opportunities through our Student Life Center. I am aware of the offerings provided at Brookhaven College; however, I would like to create a model that could be replicated to expand the benefits of such a program throughout Dallas County.	

Enrique Otero Liberal Arts	North Lake College <u>Period of Leave:</u> Fall 2018
<u>Title:</u> Finding Meaning in a Broken World	
<u>Synopsis:</u> Study, examine and analyze available research and literature, which can then be utilized to teach students and colleagues, in order to facilitate their development of a deeper self-awareness. Subsequently, this acquired and introspective self-knowledge will lead to more personally suitable and fulfilling decisions regarding their declared majors, career choices and lives, in general. I will implement the results of this exploration by creating major units that will be incorporated into the two courses that I teach: General Psychology (PSYC 2301) and Life Span Growth and Development (PSYC 2314). Some of the specific themes that will be covered include Positive Psychology, Integral Theory, Transpersonal Psychology, self-insight, vocational choices, mindfulness, stress and coping, emotional intelligence, interpersonal communication and healthy relationships. I am hopeful that this may potentially transform into a program, a service center and/or, if approved, a distinct course in psychology.	

Wayne M. Loucas Engineering & Technology	Richland College <u>Period of Leave:</u> Fall 2018
<u>Title:</u> Exploring Cultural Identity	
<u>Synopsis:</u> Utilize photographs taken in Vietnam to create visual presentation materials to be used in the classroom as a foundation for class projects and discussions addressing cultural identity and the engagement with other cultures. Create a photographic exhibition in the Brazos Gallery where presentations to classes regarding my visual exploration of Vietnamese culture would serve as a premise for dialog about race, ethnicity and nationality. Partner with Sociology faculty to create visual presentation materials they will utilize for their class units on Asian Americans, including Vietnamese Americans, Vietnam and its history for the Minority Studies class, as a means to heighten cultural sensitivity and understanding.	

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

Resignations and Retirements

The Chancellor confirms acceptance of the following resignations and retirements:

RESIGNATIONS – 4

Phillip Wilburn Campus Peace Officer (Full-time) (Corporal) Length of Service: 5 years Reason for resigning: For personal reasons.	District Office Effective Date: December 1, 2017
George De Angelis Instructor, Criminal Justice Length of Service: 5 years Reason for leaving: For personal reasons.	Eastfield College Effective Date: December 31, 2017
James “Randy” Stewart Associate Dean Length of Service: 45 years Reason for resigning: For personal reasons.	Eastfield College Effective Date: January 5, 2018
Melissa Croasdale Instructor, Nursing Length of Service: 3 years Reason for resigning: For personal reasons.	El Centro College Effective Date: January 12, 2018

RETIREMENTS - 5

Dr. Pamela Quinn Provost Length of Service: 35 years	LeCroy Center Effective Date: August 31, 2018
Timothy Ellington Campus Peace Officer (Full-time) (Captain) Length of Service: 16 years	District Office Effective Date: January 8, 2018

Alexander Daniel Instructor, Chemistry Length of Service: 10 years	Eastfield College Effective Date: February 28, 2018
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Christopher LaLonde Instructor, Culinary Length of Service: 20 years	El Centro College Effective Date: August 31, 2018
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Markay Rister Executive Dean Length of Service: 25 years	Mountain View College Effective Date: May 12, 2018
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CORRECTION TO RETIREMENT DATE – 1

Linda Ridgway Instructor, Art Note: It is recommended that Ms. Ridgway's retirement date be corrected from July 9, 2018 to December 31, 2017.	Cedar Valley College
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FINACIAL ITEM NO. 7C-1

Approval of Agreement with Sheraton Hotel Dallas for 2018 Conference Day Event

Purpose: The annual DCCCD Conference Day incorporates employee recognition and professional development sessions for all staff, faculty and administrators, promoting a District-wide commitment to employee development and success.

The 2018 Conference Day will focus on the continued development of the DCCCD Network, building on the groundwork put in place at last year's event.

The Chancellor recommends that authorization be given to approve an agreement with Sheraton Hotel Dallas in an amount estimated at \$232,497.50 to hold the 2018 Conference Day on August 24, 2018. This venue provides a central location, next to public transportation, with enough space to host all DCCCD full-time employees together for general sessions and enough breakout session space for enhanced professional employee development.

This agreement will provide services for:

- A full day of professional development open to all DCCCD full time employees or approximately 3,000 attendees.
- Space to gather all employees in one area for the general session, keynote speaker, District award winner recognition and other important programming to kick off the 2018-2019 academic year.
- 40 rooms available for concurrent breakout sessions to accommodate a wide range of professional development programming, special interest meetings for employee groups, public safety coordination and onsite first aid services.
- Exhibit hall space that will accommodate booths for an employee services tradeshow.
- Food and beverage including breakfast, lunch, drinks and snacks.
- Onsite parking leading directly into the ballroom at \$11 off the regular parking price.
- DART rail service directly in front of venue entrance.

Comparison of 2017 approved contract and 2018 proposal:

- 2017 Kay Bailey Hutchison Convention Center: \$263,333
- 2018 Sheraton Hotel Dallas: \$232,497.50

Of the additional venues contacted for this event, the Sheraton Hotel Dallas was available for the requested date and provided the most cost-efficient contract proposal for the 2018 event:

<u>Venue</u>	<u>Capacity</u>	<u>Aug 24th availability</u>	<u>Contract proposal</u>
Anatole Dallas	2700-3000	yes	\$ 256,028
Sheraton Hotel Dallas	2700-3000	yes	\$ 232,497.50
Kay Bailey Hutchison Convention Center		no	

It is further recommended that the Chancellor or his designee be authorized to execute contracts for this award.

Reviewed By: Executive Vice Chancellor, Chief Financial Officer, Legal
General Counsel

Resource Contact: Justin Lonon, Executive Vice Chancellor

INFORMATIVE REPORT NO. 8A

Richland Collegiate High School – Performance Rating 2017

Richland Collegiate High School (RCHS) received a “Met Standard” Rating for the 2017 Texas Academic Performance Report, which is the highest possible public school rating awarded by the Texas Education Agency.

The high school received “Distinction Designations” in the following areas:

Academic Achievement in English Language Arts/Reading
Academic Achievement in Mathematics
Academic Achievement in Science
Academic Achievement in Social Studies
Top 25 Percent: Closing Performance Gaps*
Postsecondary Readiness

*Closing Performance Gaps emphasizes advanced academic achievement of economically disadvantaged students and the two lowest performing race/ethnic student groups.

RCHS is not eligible for a Distinction Designation or letter grade in the Student Progress Domain as a junior/senior-only charter high school.

As a result of the high school’s continued financial and academic performances and its unique dual credit model, RCHS was selected to participate in a Texas Education Agency’s (TEA) local accountability systems pilot with 20 other public schools. Participating districts will be required to attend four monthly meetings hosted by TEA in spring 2018 as part of the local plan development. Once a plan receives TEA approval, districts and charter schools may use locally developed domains and indicators in conjunction with the three state-mandated domains to assign overall A–F ratings for each of its campuses. Approved local accountability systems will be available for use beginning with the 2018–2019 school year. Superintendent Donna Walker, Principal Craig Hinkle and Student Services Administrator Lea Ann Munkres will represent the high school in the planning phase of the pilot.

INFORMATIVE REPORT NO. 8B

Presentation of Current Funds Operating Budget Report (November 2017)

The chancellor presents the report of the current funds operating budget for review for the period ending November 30, 2017.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2017-18 CURRENT FUNDS OPERATING BUDGET
REVENUES & EXPENDITURES
Year-to-Date November 30, 2017

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES				
State Appropriations	\$ 87,722,604	\$ 87,722,604	\$ 29,466,472	33.6%
Tuition	130,648,857	130,648,857	74,591,741	57.1%
Less: Waivers & Discounts	(16,168,420)	(16,168,420)	(1,694,905)	10.5%
Less: TPEG Set Aside	(6,813,523)	(6,813,523)	-	0.0%
Total Net Tuition	107,666,914	107,666,914	72,896,836	67.7%
Taxes	236,339,271	236,339,271	16,869,577	7.1%
Work Study	1,048,960	1,048,960	256,582	24.5%
Investment Income	2,688,506	2,688,506	764,557	28.4%
General Revenue	1,901,487	1,901,487	740,794	39.0%
Subtotal Revenue	437,367,742	437,367,742	120,994,818	27.7%
Transfers-In				
Repairs & Renovations	9,240,905	9,240,905	n/a	n/a
Special Items	41,059,635	41,059,635	-	0.0%
TOTAL REVENUE	487,668,282	487,668,282	120,994,818	24.8%

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
EXPENSES				
Salaries & Wages	\$ 265,718,228	\$ 277,643,262	\$ 71,009,687	25.6%
Staff Benefits	34,507,150	35,175,049	8,161,223	23.2%
Purchased Services	26,111,755	32,540,592	13,019,996	40.0%
Operating Expenses	54,228,781	78,460,464	22,948,860	29.2%
Supplies & Equipment	12,572,854	22,637,387	9,616,199	42.5%
Provisions (See Summary Below)	67,808,724	12,651,056	n/a	n/a
Subtotal Expenses	460,947,492	459,107,810	124,755,965	27.2%
Transfers to Other Funds:				
Debt Service Fund	-	-	-	0.0%
Institutional Matching - Contracts/Grants	-	34,375	-	0.0%
Auxiliary Fund	8,720,790	9,276,097	8,896,097	95.9%
Safety & Security and IT Infrastructure Projects	-	-	-	0.0%
Unexpended Plant Fund	18,000,000	19,250,000	19,250,000	100.0%
TOTAL EXPENSES	487,668,282	487,668,282	152,902,062	31.4%

	Approved	Allocated Budget	Adjustments	Current Unallocated
PROVISIONS SUMMARY:				
College Funded Initiatives	\$ 4,669,089	\$ (1,978,676)	\$ -	\$ 2,690,413
Compensation	9,200,000	(9,200,000)	-	-
Level-Up Scholarship	835,000	-	-	835,000
Network Model	2,500,000	(2,500,000)	-	-
Programs & Pathways	6,665,000	(183,715)	-	6,481,285
PTK Travel Scholarships	380,000	(380,000)	-	-
Recruit Texas	2,500,000	-	-	2,500,000
Special Items	41,059,635	(40,915,277)	-	144,358
TOTAL PROVISIONS	67,808,724	(55,157,668)	-	12,651,056

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Pools & Banks	\$ 137,620,972	\$ 95,286	\$ 137,716,257	\$ (42,156,266)
Commerical Paper	9,995,151	(66,576)	9,928,575	(44,148)
Total Cash	147,616,123	28,710	147,644,833	(42,200,414)

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2017-18 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date - 25.0% of Fiscal Year Elapsed

UNRESTRICTED FUND

REVENUES

	November 30, 2017			November 30, 2016		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 87,722,604	\$ 29,466,472	33.6%	\$ 85,655,418	\$ 28,769,402	33.6%
Tuition	130,648,857	74,591,741	57.1%	126,359,512	64,931,105	51.4%
Less: Waivers & Discounts	(16,168,420)	(1,694,905)	10.5%	(13,447,685)	(2,240,834)	16.7%
Less: TPEG Set Aside	(6,813,523)	-	0.0%	(6,565,336)	(2,247,794)	34.2%
Total Net Tuition	107,666,914	72,896,836	67.7%	106,346,491	60,442,477	56.8%
Taxes for Current Operations	236,339,271	16,869,577	7.1%	223,160,000	15,128,774	6.8%
Work Study	1,048,960	256,582	24.5%	1,144,137	204,794	17.9%
Investment Income	2,688,506	764,557	28.4%	2,591,746	570,206	22.0%
General Revenue	1,901,487	740,794	0.0%	2,676,536	523,713	19.6%
SUBTOTAL	437,367,742	120,994,818	27.7%	421,574,328	105,639,367	25.1%
Transfers-In						
Repairs & Renovations	9,240,905	n/a	0.0%	9,752,786	n/a	0.0%
Special Items	41,059,635	-	0.0%	42,695,321	-	0.0%
TOTAL REVENUES	487,668,282	120,994,818	24.8%	474,022,435	105,639,367	22.3%

EXPENSES

	November 30, 2017			November 30, 2016		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 277,643,262	\$ 71,009,687	25.6%	\$ 258,738,520	\$ 44,787,760	17.3%
Staff Benefits	35,175,049	8,161,223	23.2%	31,687,237	4,616,569	14.6%
Purchased Services	32,540,592	13,019,996	40.0%	24,010,600	8,692,709	36.2%
Operating Expenses	78,460,464	22,948,860	29.2%	61,004,541	16,303,214	26.7%
Supplies & Equipment	22,637,387	9,616,199	42.5%	25,595,677	8,745,637	34.2%
Provisions (See Summary Below)	12,651,056	n/a	0.0%	49,117,388	-	0.0%
Subtotal Expenses	459,107,810	124,755,965	27.2%	450,153,963	83,145,889	18.5%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	34,375	-	0.0%	2,675	184,628	6,902.0%
Auxiliary Fund	9,276,097	8,896,097	95.9%	7,865,797	-	0.0%
Unexpended Plant Fund	19,250,000	19,250,000	100.0%	16,000,000	16,000,000	0.0%
TOTAL EXPENSES	487,668,282	152,902,062	31.4%	474,022,435	99,330,517	21.0%

	Approved	Year-to-Date Allocation	Balance	Approved	Year-to-Date Allocation	Balance
Provision Summary	\$ 67,808,724	(55,157,668)	12,651,056	\$ 94,185,917	(45,068,529)	49,117,388

INFORMATIVE REPORT NO. 8C

Presentation of Current Funds Operating Budget Report (December 2017)

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2017-18 CURRENT FUNDS OPERATING BUDGET
REVENUES & EXPENDITURES
Year-to-Date December 31, 2017

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES				
State Appropriations	\$ 87,722,604	\$ 87,722,604	\$ 37,793,293	43.1%
Tuition	130,648,857	130,648,857	92,061,816	70.5%
Less: Waivers & Discounts	(16,168,420)	(16,168,420)	(5,757,815)	35.6%
Less: TPEG Set Aside	(6,813,523)	(6,813,523)	(378,611)	5.6%
Total Net Tuition	107,666,914	107,666,914	85,925,389	79.8%
Taxes	236,339,271	236,339,271	82,311,827	34.8%
Work Study	1,048,960	1,048,960	365,822	34.9%
Investment Income	2,688,506	2,688,506	1,012,501	37.7%
General Revenue	1,901,487	1,901,487	854,074	44.9%
Subtotal Revenue	437,367,742	437,367,742	208,262,906	47.6%
Transfers-In				
Repairs & Renovations	9,240,905	9,240,905	n/a	n/a
Special Items	41,059,635	41,059,635	-	0.0%
TOTAL REVENUE	487,668,282	487,668,282	208,262,906	42.7%

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
EXPENSES				
Salaries & Wages	\$ 265,718,228	\$ 277,857,579	\$ 95,446,421	34.4%
Staff Benefits	34,507,150	35,180,937	10,604,025	30.1%
Purchased Services	26,111,755	32,048,998	14,395,107	44.9%
Operating Expenses	54,228,781	78,037,071	24,483,467	31.4%
Supplies & Equipment	12,572,854	23,332,169	10,843,994	46.5%
Provisions (See Summary Below)	67,808,724	12,651,056	n/a	n/a
Subtotal Expenses	460,947,492	459,107,810	155,773,014	33.9%
Transfers to Other Funds:				
Debt Service Fund	-	-	-	0.0%
Institutional Matching - Contracts/Grants	-	34,375	-	0.0%
Auxiliary Fund	8,720,790	9,276,097	8,688,233	93.7%
Safety & Security and IT Infrastructure Projects	-	-	-	0.0%
Unexpended Plant Fund	18,000,000	19,250,000	19,250,000	100.0%
TOTAL EXPENSES	487,668,282	487,668,282	183,711,247	37.7%

	Approved	Allocated Budget	Adjustments	Current Unallocated
PROVISIONS SUMMARY:				
College Funded Initiatives	\$ 4,669,089	\$ (1,978,676)	\$ -	\$ 2,690,413
Compensation	9,200,000	(9,200,000)	-	-
Level-Up Scholarship	835,000	-	-	835,000
Network Model	2,500,000	(2,500,000)	-	-
Programs & Pathways	6,665,000	(183,715)	-	6,481,285
PTK Travel Scholarships	380,000	(380,000)	-	-
Recruit Texas	2,500,000	-	-	2,500,000
Special Items	41,059,635	(40,915,277)	-	144,358
TOTAL PROVISIONS	67,808,724	(55,157,668)	-	12,651,056

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Pools & Banks	\$ 137,716,257	\$ 54,378,274	\$ 192,094,532	\$ 12,222,008
Commercial Paper	9,928,575	9,014	9,937,589	(35,134)
Total Cash	147,644,833	54,387,288	202,032,121	12,186,874

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2017-18 CURRENT FUNDS OPERATING BUDGET

REVENUES & EXPENDITURES

Year-to-Date - 33.3% of Fiscal Year Elapsed

UNRESTRICTED FUND

REVENUES

	December 31, 2017			December 31, 2016		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 87,722,604	\$ 37,793,293	43.1%	\$ 85,655,418	\$ 36,895,975	43.1%
Tuition	130,648,857	92,061,816	70.5%	126,359,512	84,274,598	66.7%
Less: Waivers & Discounts	(16,168,420)	(5,757,815)	35.6%	(13,447,685)	(4,732,242)	35.2%
Less: TPEG Set Aside	(6,813,523)	(378,611)	5.6%	(6,565,336)	(2,586,067)	39.4%
Total Net Tuition	107,666,914	85,925,389	79.8%	106,346,491	76,956,289	72.4%
Taxes for Current Operations	236,339,271	82,311,827	34.8%	223,160,000	79,147,040	35.5%
Work Study	1,048,960	365,822	34.9%	1,144,137	384,825	33.6%
Investment Income	2,688,506	1,012,501	37.7%	2,591,746	746,220	28.8%
General Revenue	1,901,487	854,074	0.0%	2,676,536	748,867	28.0%
SUBTOTAL	437,367,742	208,262,906	47.6%	421,574,328	194,879,216	46.2%
Transfers-In						
Repairs & Renovations	9,240,905	n/a	0.0%	9,752,786	n/a	0.0%
Special Items	41,059,635	-	0.0%	42,695,321	-	0.0%
TOTAL REVENUES	487,668,282	208,262,906	42.7%	474,022,435	194,879,216	41.1%

EXPENSES

	December 31, 2017			December 31, 2016		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 277,857,579	\$ 95,446,421	34.4%	\$ 258,792,672	\$ 90,472,482	35.0%
Staff Benefits	35,180,937	10,604,025	30.1%	31,687,237	11,016,651	34.8%
Purchased Services	32,048,998	14,395,107	44.9%	29,042,057	11,727,487	40.4%
Operating Expenses	78,037,071	24,483,467	31.4%	65,148,331	23,422,433	36.0%
Supplies & Equipment	23,332,169	10,843,994	46.5%	26,128,551	10,617,046	40.6%
Provisions (See Summary Below)	12,651,056	n/a	0.0%	39,355,115	-	0.0%
Subtotal Expenses	459,107,810	155,773,014	33.9%	450,153,963	147,256,099	32.7%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	34,375	-	0.0%	2,675	201,424	7,529.9%
Auxiliary Fund	9,276,097	8,688,233	93.7%	7,865,797	-	0.0%
Unexpended Plant Fund	19,250,000	19,250,000	100.0%	16,000,000	16,364,600	102.3%
TOTAL EXPENSES	487,668,282	183,711,247	37.7%	474,022,435	163,822,123	34.6%

Provision Summary

Approved	Year-to-Date Allocation	Balance	Approved	Year-to-Date Allocation	Balance
\$ 67,808,724	(55,157,668)	12,651,056	\$ 94,185,917	(54,830,802)	39,355,115

INFORMATIVE REPORT NO. 8D

Monthly Award and Change Order Summary (November 2017)

Listed below are the awards and change orders approved by the chief financial officer in November 2017.

AWARDS

7DF2841	CARGO VAN - NLC Park Cities Ford	\$26,495
<p>This award is for one 2018 Ford Transit cargo van for the facilities Services department. The van will be used for the delivery of parts, equipment and materials, etc., by staff who are responsible for maintaining all four North Lake locations. The existing 2001 van, which was inherited as used from the District Service Center, currently has over 60,000 miles and has been taken out of service due to safety concerns.</p>		
3DB3557	POLICE ACADEMY TRAINING VEHICLE- CVC Sam Pack's Five Star Ford	\$31,998
<p>This award is for one 2017 Ford Police interceptor (utility mode) for training students in the police academy. There are two other training vehicles; a 2008 Ford Crown Victoria and a 2011 Chevrolet Impala, however, the industry standard has moved to SUVs and this will provide access to training in a vehicle that students will more likely be driving as police officers.</p>		

CHANGE ORDERS

Groves Electrical Service Inc. – Bid #12380		
Install generators - EFC		
Purchase Order No. 30296		
Change Order No. 1		
Change:	To provide materials, equipment and labor to install two main breakers. This will add additional main breakers to the panel which will support the emergency generator.	
	Original Contract Amount	\$366,815.00
	Change Order Limit/Contingency	55,022.25
	Prior Change Order Total Amounts	.00

Net Increase this Change Order	751.72
Revised Contract Amount	\$367,566.72

Iconic Consulting – Bid #N/A
Parking Lot - NLC
Purchase Order No. 29736
Change Order No. 1

Change: This request is to add two-foot candle light poles to the South and T parking lots.

Original Contract Amount	\$243,425.00
Change Order Limit/Contingency	36,513.75
Prior Change Order Total Amounts	.00
Net Increase this Change Order	22,025.00
Revised Contract Amount	\$265,540.00

TREANORHL, P.A. – Bid #N/A
Master Plan - BHC
Purchase Order No. 30294
Change Order No. 1

Change: An increase for the architectural service for the BHC Master Plan. Approved as a part of the 2017-18 Budget Book. Page 46 Line 1

Original Contract Amount	\$372,275.00
Change Order Limit/Contingency	55,841.25
Prior Change Order Total Amounts	.00
Net Increase this Change Order	90,000.00
Revised Contract Amount	\$462,275.00

Dimensions Architects – Bid #N/A
Alamito Hall - RLC
Purchase Order No. 29785
Change Order No. 1

Change: Dimensions Architects will be remodeling an additional 2,283 square feet of HVAC renovation and upgrade at the El Paso Hall Building.

Original Contract Amount	\$99,815.44
Change Order Limit/Contingency	14,972.32
Prior Change Order Total Amounts	.00

Net Increase this Change Order	10,650.00
Revised Contract Amount	\$110,465.44

Corgan Associates – Bid #N/A
Master Plan - RLC
Purchase Order No. B23746
Change Order No. 2

Change: This additional service will consist of the architectural and engineering services for the review of the proposed locations for the two bridges.

Original Contract Amount	\$190,500.00
Change Order Limit/Contingency	N/A
Prior Change Order Total Amounts	30,000.00
Net Increase this Change Order	20,450.00
Revised Contract Amount	240,950.00

Decker Mechanical - Bid#12367
Remove and replace boilers - ECC
Purchase Order No. B30014
Change Order No. 1

Change: To provide test and balance for the boilers. This change order will adjust the estimated date of completion by 120 days.

Original contract amount	\$434,490.00
Change Order Limit/Contingency	65,173.50
Prior Change Order Total Amounts	.00
Net Increase this Change Order	4,980.00
Revised Contract Amount	\$439,470.00

Mart Inc. – Bid#12365
Roof Repair - BHC
Purchase Order No. B30222
Change Order No. 1

Change: Repairs are needed to fix additional holes which were found during the project walk through. FY 16/17 Budget Book: Page 50

Original Contract Amount	\$134,390.00
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Change Order Limit/Contingency	20,158.50
Prior Change Order Total Amounts	.00
Net Increase this Change Order	17,250.00
Revised Contract Amount	\$151,640.00

INFORMATIVE REPORT NO. 8E

Monthly Award and Change Order Summary (December 2017)

Listed below are the awards and change orders approved by the chief financial officer in December 2017.

AWARDS

1DF7259	LIBRARY LICENSE RENEWAL - DSC Linkedin Corporation	\$33,500.00
<p>This award is for the annual renewal fees for Lynda.com, an extensive online library of over 2,000 training video courses. The licenses give every full and part-time employee in the District unlimited on-demand access to the entire Lynda.com course catalog. In addition, District IT uses this to help keep staff trained on current and emerging programming tools. This system has been used by the District since 2008.</p>		
1DF9203	VIDEO PRODUCTION SERVICES - DO The Barber Shop Marketing	\$49,737.50
<p>This award is for the production of six (15 second) interactive videos. The Barber Shop Marketing is the advertising agency that developed and produced DCCCD's current television commercials. This project is an extension of that original campaign therefore continuity of concept, execution, and keeping the messaging in the same voice as the current commercials require using the services of the same personnel.</p>		
31784	ADVERTISING AND BRANDING SERVICES - EFC Glint Advertising & Design, LLC	\$28,000.00
<p>This increase is needed to cover additional costs for brand strategy consulting services for the Spring 2018 registration campaign. The revised amount now exceeds the campus level for transactions for contracted items/services, and the Purchasing Department's approval level.</p>		
1D37245	REFERENCEUSA MARKETING RESEARCH LICENSE RENEWAL - BJP Info USA Marketing	\$33,250.00

This award consists of the annual renewal fees for ReferenceUSA, a web-based reference service used by the North Texas Small Business Development Center (SBDC). The total annual cost to the SBDC remains less than 50% of the normal ReferenceUSA subscription rate. The service is a vital marketing research tool used in consulting activities with clients across the North Texas SBDC network and has been used by the District since 2010.

4DE8848	WATERLINE AND VALVE REPLACEMENT - EFC Double M Plumbing, Inc.	\$32,500.00
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This award consists of the labor and materials necessary to replace approximately 300' of failed waterline, install two isolation valves and replace two gate valves in the P Building. Water is coming into the building and crawlspaces causing damage to the building structure and creating the risk of mold.

6DE4080	Welding Equipment - MVC Gas and Supply	\$49,978.00
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This award consists of equipment needed for welding classes at the Sanders Estes prison in Venus, Texas to teach work-related skills to prisoners. This award is funded through the Second Chance Pell Initiative.

CHANGE ORDERS

Enapay LLC – Bid #N/A
Architectural and design services - CVC
Purchase Order No. 30281
Change Order No. 1

Change: The estimated construction budget has been increased to an estimated range of \$500,000 after the analysis provided from the IFC drawings. Enapay will be increasing the requested amount for each phase of the project accordingly.
FY 17/18 Budget
Page 51
Line 176

Original Contract Amount	\$20,560.05
Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	20,439.95
Revised Contract Amount	\$41,000.00

Greenscape Pump Services Inc. – Bid #NA
Replace West Irrigation Pump Station - CVC
Purchase Order No. B30190
Change Order No. 1

Change: Add irrigation boost pump station due o low pressure in the water line.

Original Contract Amount	\$48,611.59
Change Order Limit/Contingency	7,291.74
Prior Change Order Total Amounts	.00
Net Increase this Change Order	4725.44
Revised Contract Amount	\$53,337.03

North Texas Contracting – Bid #12405
Replace parking lot D with Concrete - RCL
Purchase Order No. 31800
Change Order No. 2

Change: North Texas Contracting is requesting a budget increase in order to remove and replace 270 LF of sinking and broken curb and gutter to insure a smooth connection with the new pavement.

Original Contract Amount	\$1,548,398.00
Change Order Limit/Contingency	232,260.00
Prior Change Order Total Amounts	10,185.00
Net Increase this Change Order	15,762.00
Revised Contract Amount	\$1,574,345.00

INFORMATIVE REPORT NO. 8F

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 December 31, 2017.

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
BHC	M	2/2016	Hold	1	2	3	4	5	6	0%	Resurface the tennis courts	48,052	-	6,242	Pending due to funding. The original scope was for resurfacing the tennis courts. Since the re-evaluation the tennis courts need to be removed/replaced with new concrete and surface materials. Therefore, the estimated construction cost has increased twice the original estimated budget to \$339,475.
BHC	M	2/2016	12/2017	1	2	3	4	5	6	5%	Replace bldg, B, C, H, Q skylights/roof, phase 1	207,759	-	16,188	
BHC	M	2/2016	12/2017	1	2	3	4	5	6	5%	Replace bldg, A, F, L, T skylights/roof, phase 2	339,475	-	26,450	
BHC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Upgrade / retrofit library lightning bldg L	271,580	-	14,980	
BHC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Update / replace storefront windows; bldg B,D,T	339,475	-	18,725	
BHC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Update / replace storefront windows; bldg K; upper south, first north	339,475	-	18,725	
BHC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Update / replace storefront windows; bldg. C	339,475	-	18,725	
BHC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Update / replace storefront windows; bldg. L	339,475	-	18,725	
BHC	M	10/2016	1/2018	1	2	3	4	5	6	5%	Replace 300 ton screw chiller	271,580	286,560	29,960	
BHC	M	12/2016	12/2017	1	2	3	4	5	6	75%	Rehab freight elevator; bldg. B; ASME elevator code	132,423	-	132,423	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Upgrade maintenance catwalk for cooling tower	81,474	-	4,494	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Upgrade electrical phase protection w/ reset, all HVAC motors	67,895	-	3,745	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Upgrade electrical meters at bldgs.	67,895	-	3,745	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Retrofit AHU P-1, bldg P	61,106	-	3,371	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Replace HW storage tanks, bldg T	40,737	-	2,247	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Replace air compressors; bldg B(2), P(2), K(2)	33,948	-	1,873	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Replace PVI boilers, 2 each, bldg. B	99,127	-	5,468	
BHC	M	4/2017	4/2018	1	2	3	4	5	6	5%	Refurbish expansion tanks, central plant	40,737	-	2,247	

Group: Progress:
M = Maintenance 1 = A&E Selection 4 = Bid
S = Campus Project 2 = Feasibility Study 5 = Construction
 3 = Design 6 = Close-out

N/S=Not started
%=Progress in listed stage

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
BHC	S	7/2016	8/2017	1	2	3	4	5	6	35%	Bldg.S renovations	22,470	107,225	107,225	
BHC	S	10/2017	1/2018	1	2	3	4	5	6	40%	P3 parking lot	50,100	-	667,736	
BHC	S	11/2017	11/2018	1	2	3	4	5	6	65%	BHC master plan	372,275	462,275	462,275	
BHC	S	12/2017	1/2019	1	2	3	4	5	6	0%	Emergency generator, bldg. J	9,593	-	9,593	
BHC Total												3,576,126	3,765,861	1,575,162	

Group: Progress:
M = Maintenance 1 = A&E Selection 4 = Bid
S = Campus Project 2 = Feasibility Study 5 = Construction
 3 = Design 6 = Close-out

N/S=Not started
%=Progress in listed stage

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
BJP	S	2/2016	1/2018	1	2	3	4	5	6	60%	Replace chiller #1	379,060	382,560	382,560	
BJP Total												379,060	382,560	382,560	

Group:

M = Maintenance

S = Campus Project

Progress:

1 = A&E Selection

2 = Feasibility Study

3 = Design

4 = Bid

5 = Construction

6 = Close-out

N/S=Not started
%=Progress in listed stage

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
CVC	M	6/2013	6/2018	1	2	3	4	5	6	40%	Upgrade fire alarm system. bldg F and G/mass notification C-W	1,222,110	-	928,896	
CVC	M	4/2015	HOLD	1	2	3	4	5	6	0%	Replace stairs bldg. D, (NE Wall)	274,580	-	20,283	Pending due to funding. Original budget amount of \$274,580.00 was transferred to fund project for parking lots S1 & S2 to make up shortfall in budget leaving parking lots S3 & W1, stair replacement and patio repair pending funding.
CVC	M	4/2015	HOLD	1	2	3	4	5	6	0%	Repair/raise patio at lower D, lakeside	67,895	-	5,855	Pending due to funding. (See above)
CVC	M	2/2016	1/2018	1	2	3	4	5	6	10%	Exterior lighting	108,632	-	5,992	Chemical drainage cancelled
CVC	M	2/2016	12/2018	1	2	3	4	5	6	10%	Upgrade pole lights, lake side/dam HIDS to CFLS	67,895	-	3,745	
CVC	M	2/2016	11/2017	1	2	3	4	5	6	30%	Replace west irrigation pump station	122,211	-	58,134	
CVC	M	2/2016	12/2017	1	2	3	4	5	6	0%	Replace sweet gum trees w/ texas natives, courtyard	82,374	-	11,579	
CVC	M	2/2016	12/2017	1	2	3	4	5	6	0%	Add drainage H.A.R.T lab, bldg. H, patio	274,580	-	40,625	
CVC	M	8/2016	1/2018	1	2	3	4	5	6	10%	Replace lobby doors with exterior doors, bldg. H, east/west	67,895	-	3,745	
CVC	M	8/2017	9/2018	1	2	3	4	5	6	20%	Renovate bldg A first floor restrooms (women)	373,423	-	29,795	
CVC	M	8/2017	1/2018	1	2	3	4	5	6	100%	Replace glass bldg F & G	678,950	-	37,450	
CVC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace campus signage (bldg. ltrs & kiosks for wayfinding)	164,748	-	-	
CVC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair / replace bldg. A-E breezeway skylights. 6 each	339,475	-	-	
CVC	M	N/S	N/S	1	2	3	4	5	6	0%	Upgrade existing clock system in 9 bldg	40,737	-	-	
CVC	S	12/2015	12/2017	1	2	3	4	5	6	100%	Master plan	250,000	259,600	259,600	
CVC	S	5/2017	8/2018	1	2	3	4	5	6	100%	VET tech remodel	18,725	-	18,725	
CVC	S	7/2017	1/2018	1	2	3	4	5	6	5%	TDJC industrial/welding lab	20,560	-	515,560	
CVC	S	8/2017	1/2018	1	2	3	4	5	6	65%	Above ground fuel tanks	18,045	-	18,045	
CVC Total												4,192,835	4,202,435	1,958,029	

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DSC	M	4/2015	12/2017	1	2	3	4	5	6	75%	Revise irrigation system: separate planting & turf areas	13,579	-	1,058	
DSC	M	4/2015	12/2017	1	2	3	4	5	6	75%	Correct drainage around perimeter of east parking	109,832	-	13,464	
DSC	M	2/2016	12/2018	1	2	3	4	5	6	5%	Replace AHU's 1-6 cabinet insulation	20,369	-	1,124	
DSC	M	2/2016	12/2018	1	2	3	4	5	6	5%	Upgrade AHU's 1-6 to DDC including valves & dampers	108,632	-	5,992	
DSC	M	2/2016	12/2018	1	2	3	4	5	6	5%	Replace VFD's, AHU's 1-5	67,895	-	3,745	
DSC	M	2/2016	12/2018	1	2	3	4	5	6	50%	Upgrade parking lot lighting to LED	129,001	-	7,116	
DSC	M	2/2016	12/2018	1	2	3	4	5	6	5%	Replace/re-line drain pans, AHU's 1-6	16,295	-	907	
DSC	S	12/2016	4/2018	1	2	3	4	5	6	100%	Purchasing restroom renovation	13,241	-	13,241	
DSC	S	5/2017	4/2020	1	2	3	4	5	6	100%	District wide feasibility study administrating cabling infrastructure	282,571	432,371	432,371	Feasibility only
DSC	S	11/2017	on-going	1	2	3	4	5	6		District wide asbestos and environmental services	100,401	-	100,401	
DSC Total												1,289,882	1,439,682	836,391	

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ECC	M	7/2016	7/2018	1	2	3	4	5	6	100%	Replace windows/install shades, R Bldg	169,738	-	3,863	
ECC	M	7/2016	5/2018	1	2	3	4	5	6	100%	Repair stucco over dock, clean /repaint ceiling	33,948	-	773	
ECC	M	7/2016	7/2018	1	2	3	4	5	6	100%	Door/lock replacement bldg. B & C	277,012	-	6,304	
ECC	M	7/2016	5/2018	1	2	3	4	5	6	100%	Replace exterior doors, install drip shield, rechaulk, 6 ea.	115,422	-	2,627	
ECC	M	8/2016	12/2017	1	2	3	4	5	6	100%	Upgrade sprinklers / drip head irrigation in perennial & color beds	27,158	47,070	22,028	
ECC	M	10/2016	1/2018	1	2	3	4	5	6	50%	Replace carpet 'A' bldg (153,0110 sq. ft.)	930,162	-	81,193	
ECC	M	10/2016	1/2018	1	2	3	4	5	6	50%	Replace mini blinds: bldg. A, floors 3-8	129,001	-	9,600	
ECC	M	10/2016	1/2018	1	2	3	4	5	6	40%	Reduct AHU-2 OA, insulate VAV & piping	726,477	-	52,430	
ECC	M	10/2017	1/2018	1	2	3	4	5	6	50%	Replace bldg A fabric wall on floors 1-2, 4-9	101,843	-	7,592	
ECC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair dura plex through A bldg.	146,653	-	-	
ECC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace HVAC piping insulation, Bldg. R	33,948	-	-	
ECC	M	N/S	N/S	1	2	3	4	5	6	0%	Enlarge catwalks at AHU's. A Building	74,685	-	-	
ECC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace CHW isolation valves, bldg. A, AHU -2	13,579	-	-	
ECC	S	1/2014	HOLD	1	2	3	4	5	6	0%	Retaining wall repair	25,940	-	25,940	Placed back on hold per campus request
ECC	S	12/2014	1/2018	1	2	3	4	5	6	90%	Replace two hot water boilers	26,857	30,357	30,357	
ECC	S	12/2017	12/2017	1	2	3	4	5	6	90%	Interior and exterior repairs	37,771	-	464,232	July 2016 event
ECC Total												2,870,194	2,893,606	706,939	

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EFC	M	3/2016	12/2017	1	2	3	4	5	6	5%	Recoat stucco phase I; bldgs. A, F, L, S	475,265	-	37,030	
EFC	M	3/2016	12/2017	1	2	3	4	5	6	5%	Recoat stucco phase II; bldgs. C, M, N and P	407,370	-	31,740	
EFC	M	3/2016	12/2017	1	2	3	4	5	6	10%	Repair roofs; bldgs A&F, C and L.	1,784,770	-	157,040	
EFC	M	3/2016	12/2017	1	2	3	4	5	6	10%	Repair roofs; bldg M, the M/P bridge, and bldg T.	933,572	-	82,144	
EFC	M	5/2016	5/2018	1	2	3	4	5	6	100%	Weatherproof exterior windows, phase III, South & East	439,960	-	10,012	
EFC	M	10/2016	1/2018	1	2	3	4	5	6	25%	Renovate bldg. C crawlspace, OA/RA plenum/ss	169,738	-	9,363	
EFC	M	6/2017	4/2017	1	2	3	4	5	6	90%	Upgrade and extend irrigation for athletic fields, Motley (2), Oates entrance	361,201	-	19,923	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Replace existing speed drives with VFD's	67,895	-	2,247	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Remove pneumatic controls, 7 AHU's bldgs, A, L, C & M	67,895	-	3,745	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Reinsulate plant piping	271,580	-	14,980	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Replace RTU's bldg. T, 7 each	203,685	-	11,235	
EFC	M	6/2017	2/2018	1	2	3	4	5	6	100%	PG-Repair exterior bldg cracks	68,645	-	3,745	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Replace parking lot lights, 12 ea, 60-75ft, lowering system**	1,357,900	-	74,900	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Update exterior lighting controls w/parking lot lighting control system	203,685	-	11,235	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Replace return fan motors, A, C & L basements, 30 hp	81,474	-	3,408	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Repair/modify AHU bldg M	81,474	-	4,494	
EFC	M	6/2017	10/2018	1	2	3	4	5	6	90%	Refurbish cooling towers	67,895	-	3,745	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace wood trim doors and windows, bldgs. C, N	87,992	-	-	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Repaint, repair ceiling, floor, acoustic tile, relamp, L Bldg, studio	1,173,226	-	-	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair/repaint walls, L108 computer lab	123,189	-	-	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace rollup doors, M bldg. 4 ea.	55,620	-	-	

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EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair/replace ceilings. walls, floor, bldg. M warehouse	70,394	-	-	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	PG- repair/ laminate corridor walls	33,948	-	-	
EFC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace supply fan motors/starters, A1 AHU	54,316	-	-	
EFC	S	11/2014	1/2018	1	2	3	4	5	6	75%	Feasibility study / emergency generator	376,090	376,842	376,842	
EFC	S	11/2015	8/2018	1	2	3	4	5	6	100%	Re-location of boneyard	19,504	-	44,167	
EFC	S	2/2017	3/2018	1	2	3	4	5	6	40%	Bldg. N restroom	12,134	-	12,134	
EFC	S	8/2017	8/2018	1	2	3	4	5	6	75%	Master plan	294,184	-	294,184	
EFC	S	10/2017	12/2018	1	2	3	4	5	6	20%	Modular building improvement	29,863	-	29,863	
EFC Total												9,374,464	9,375,216	1,238,175	

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LCET	M	N/S	N/S	1	2	3	4	5	6	0%	Repair CHW control valves, AHU1 and AHU2	3,432	-	-	
LCET Total												3,432	3,432	-	

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MVC	M	1/2014	12/2017	1	2	3	4	5	6	100%	Replace existing south pond w/retention pond and concrete	576,618	-	345,726	
MVC	M	8/2016	1/2018	1	2	3	4	5	6	100%	Upgrade ceilings/indirect lighting classrooms & hallways	205,935	-	11,235	
MVC	M	10/2016	1/2018	1	2	3	4	5	6	95%	Replace 94 restroom partitions	144,155	-	12,178	
MVC	M	10/2016	1/2018	1	2	3	4	5	6	65%	Replace VAV's & controls, middle west, 15 each	61,781	-	5,243	
MVC	M	10/2016	8/2018	1	2	3	4	5	6	95%	Replace gym lighting with fluorescents	33,948	-	3,745	
MVC	M	3/2017	4/2018	1	2	3	4	5	6	25%	Replace southeast parking lot with concrete	432,464	-	468,474	
MVC	M	3/2017	4/2018	1	2	3	4	5	6	25%	Replace east middle parking lot with concrete	576,618	-	584,582	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Upgrade server rm. elec. emergency generator/old science	67,895	-	3,745	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Replace pipe insulation in mech rms. A, B, E & in crawl spaces	1,372,900	-	74,900	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Upgrade breaker panels and balance load: A, B, E, J Mech	678,950	-	37,450	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Repaint exterior thermal storage tank	33,948	-	25,841	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Replace can lights with fluorescents, east and west campus, LEDs	549,160	-	29,960	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Upgrade distribution panels, east and west campus	468,476	-	25,841	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Replace AHU's J-1, B-1 with hi-efficiency units	274,580	-	14,980	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Electrical substation service/maintenance	67,895	-	3,745	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Replace return air handling units, inline axial, J-1, F-1, 2, 3, 4	61,781	-	3,371	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Replace fan motors, drives, integrate, EMS: H-1, H-2	101,843	-	5,618	
MVC	M	5/2017	4/2018	1	2	3	4	5	6	10%	Upgrade campus clock system with wireless synchronized system	42,095	-	2,322	
MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Repaint exterior stucco, phase 2, North and South Courtyards	271,580	-	-	
MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Recaulk all control joints, campus wide	68,645	-	-	
MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace 3 skylights, "W" bldg	135,790	-	-	

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MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Dredge/clean up the tanks and creek	137,290	-	-	
MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace interior doors and hardware, 17 pairs	190,106	-	-	
MVC	M	N/S	N/S	1	2	3	4	5	6	0%	Feasibility study for 3-stop elevator, west campus	40,737	-	-	
MVC	S	10/2015	11/2017	1	2	3	4	5	6	5%	TDJC industrial/welding lab	8,250	-	8,250	Listed with CVC
MVC	S	12/2016	11/2017	1	2	3	4	4	6	65%	Master plan	305,500	292,500	292,500	
MVC	S	4/2017	2/2018	1	2	3	4	5	6	90%	Remodel W-20 A, B, & C, 20,000 sq ft	265,694	-	265,694	
MVC Total												7,174,634	7,161,634	2,225,399	

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NLC	M	1/2016	1/2018	1	2	3	4	5	6	75%	Replace exhaust systems bldg. A, F, K, J & N; tie into EMS	195,538	-	10,786	
NLC	M	1/2016	1/2018	1	2	3	4	5	6	30%	Replace fuses, breakers, switched, panels & controllers, c-w	492,918	-	27,189	
NLC	M	1/2016	12/2017	1	2	3	4	5	6	100%	Replace all roof access ladders OSHA, 6 ea.	82,289	-	54,412	
NLC	M	5/2016	5/2018	1	2	3	4	5	6	95%	Renovate building entrances & vestibules, 27 each	746,845	-	16,995	
NLC	M	10/2016	2/2018	1	2	3	4	5	6	20%	Renovate restrooms, 8 sets, C-W	814,740	-	60,608	
NLC	M	10/2016	2/2018	1	2	3	4	5	6	20%	Replace P235 and P233 floors	40,737	-	3,511	
NLC	M	10/2016	2/2018	1	2	3	4	5	6	20%	Recarpet cafeteria & performance hall including lobby	169,738	-	12,611	
NLC	M	11/2016	4/2018	1	2	3	4	5	6	100%	Upgrade fire sprinkler system, bldgs, A, F, H, J, K, M, N, P, & S	4,447,123	-	2,215,523	
NLC	M	2/2017	8/2018	1	2	3	4	5	6	0%	Repair drainage at bldg. L service drive	135,790	-	4,352	
NLC	M	2/2017	8/2018	1	2	3	4	5	6	0%	Repair drainage at bldg, J - Klin area & courtyard	101,843	-	3,580	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace VAV's Bldg. T, 57 each	186,032	-	10,261	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace AHUs; N1, N2 & N3; dual to single duct	2,036,850	-	112,350	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace AHU #21, and VAV boxes(with P-350 renovation)	271,580	-	14,980	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace AHU A10 & A13, convert from double to single	1,357,900	-	74,900	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace/repair dampers & louvers, 10 AHUs and 1 RTU	353,054	-	19,474	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace clock system, central campus	122,211	-	6,741	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace HW, CHW & DHW piping between N-T under drive	101,843	-	5,618	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Replace RTU's west campus, 10 each (landlord involvement)	407,370	-	22,470	
NLC	M	5/2017	1/2019	1	2	3	4	5	6	35%	Upgrade/repair/replace cathodic protection	244,422	-	13,482	
NLC	M	11/2017	8/2018	1	2	3	4	5	6	100%	Renovate south parking lot & landscape, final phase-concrete	4,277,385	-	428,885	
NLC	M	11/2017	8/2018	1	2	3	4	5	6	100%	Renovate T parking lot, add irrigation & landscape	135,790	-	12,676	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace exterior stairs bldg F south & bldg T south	109,832	-	-	

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NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace caulk joints, all cast stone coping	137,290	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Upgrade baseball dugouts, re-fence, repaint (Fund 12)	122,211	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Refurbish tennis courts and adjacent irrigation (Fund 12)	108,632	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace pool entry doors/storefront, bldg. S	81,474	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Recarpet 1550sy, cove base 2875 lf; Bldg C	101,843	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace RR counters (w/m)/RR partitions (m), -5 ea. Bldg. T	101,843	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair haydite block wall abv. catwalk performance hall	67,895	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair haydite block wall in stage wings performance hall	20,369	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair haydite block wall in F105	13,579	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace epoxy cool deck	54,316	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Refurbish corridors; A2&3, C2&3 old, J2, K2&3, P2&3	678,950	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Repair lightening protection, pool	13,579	-	-	
NLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace main circulating pumps, 2 each, pool	40,737	-	-	
NLC	S	6/2017	12/2018	1	2	3	4	5	6	90%	Science/lab utilities safety control system (5 labs)	43,068	-	43,068	
NLC	S	10/2017	11/2019	1	2	3	4	5	6	0%	Construction technology/trades building (north campus)	16,500,000	-	1,250,000	
NLC	S	11/2017	12/2018	1	2	3	4	5	6	30%	Wayfinding	43,068	-	155,150	
NLC Total												34,960,684	34,960,684	4,579,622	

Group: Progress:
M = Maintenance 1 = A&E Selection 4 = Bid
S = Campus Project 2 = Feasibility Study 5 = Construction
 3 = Design 6 = Close-out

N/S=Not started
%=Progress in listed stage

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
RLC	M	4/2015	HOLD	1	2	3	4	5	6	0%	Repair cracks in bldg. frames	205,935	-	11,235	Pending due to campus funding. Original budget amount was \$205,935. The original scope and funding was written 10 years ago with minimum repairs. The new scope entails campus-wide structural analysis and design improvements which increased the original scope to \$282,113.
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Replace motor starters, 4 ea, purchasing	16,295	-	899	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Replace sewage lift stations, 7 ea. bldgs P, S, A(2), gym	611,055	-	33,705	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Replace FPE panels, bldg B, N, A	149,369	-	8,239	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Replace MCC in central plant	142,580	-	7,865	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Replace breezeway incandescent lighting with LED (A,N,F,L)	81,474	-	4,494	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Upgrade AHU static pressure tranducer controls, 10 ea.	13,579	-	749	
RLC	M	2/2016	12/2017	1	2	3	4	5	6	10%	Upgrade AHU CO2 monitor system, 10 ea.	20,369	-	1,124	
RLC	M	7/2017	2/2018	1	2	3	4	5	6	100%	Replace lot D with concrete	1,634,447	-	1,634,447	
RLC	M	N/S	N/S	1	2	3	4	5	6	0%	Replace gasket mat'l in windows AHU 2-16 & hallways in F E halls	36,663	-	-	
RLC	S	10/2012	HOLD	1	2	3	4	5	6	0%	CCTV Fannin/EI PasoCard Access All Classrooms	65,000	-	65,000	Pending due to approval & implementation of the Districtwide safety and security plan
RLC	S	10/2013	12/2017	1	2	3	4	5	6	90%	Performance hall AHU replacement	26,750	-	26,750	
RLC	S	1/2015	8/2018	1	2	3	4	5	6	50%	Remodel alamito hall	108,737	120,252	120,252	
RLC	S	3/2015	12/2017	1	2	3	4	5	6	95%	Replace two emergency power generators	365,122	398,378	390,292	
RLC	S	12/2015	12/2017	1	2	3	4	5	6	20%	Central irrigation system	9,898	-	9,898	
RLC	S	6/2017	5/2018	1	2	3	4	5	6	85%	Lighting improvement	15,445	-	15,445	
RLC	S	9/2013	12/2017	1	2	3	4	5	6	95%	Master plan	226,000	256,000	256,000	

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 3 = Design 6 = Close-out

N/S=Not started
%=Progress in listed stage

FACILITIES MANAGEMENT PROJECTS
STATUS REPORT for the period ending December 31, 2017

Location	Group	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
RLC	S	4/2015	1/2019	1	2	3	4	5	6	80%	Wayfinding	24,717	32,767	32,767	
RLC	S	5/2015	3/2018	1	2	3	4	5	6	90%	Guadalupe hall locker room	1,523,710	1,609,481	1,437,939	
RLC	S	2/2017	1/2019	1	2	3	4	5	6	80%	Reconfiguration of 1st & 2nd floor Alamito Hall and Honors Lounge	99,815	110,465	110,465	
RLC Total												5,376,960	5,556,202	4,167,565	
											Totals	69,198,271	69,741,312	17,669,842	

Group: Progress:
M = Maintenance 1 = A&E Selection 4 = Bid
S = Campus Project 2 = Feasibility Study 5 = Construction
 3 = Design 6 = Close-out

N/S=Not started
%=Progress in listed stage

INFORMATIVE REPORT NO. 8G

DCCCD Foundation Report

February 2018

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 \$52,709,066

Gifts Reported in Fiscal Year 2017-2018

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs & Services</u>	<u>Total</u>
September 2017	\$36,770	\$106,061	\$142,831
October 2017	\$46,951	\$133,630	\$180,581
November 2017	\$10,834	\$217,381	\$228,215
December 2017	\$18,663	\$167,188	\$185,851
January 2018			
February 2018			
March 2018			
April 2018			
May 2018			
June 2018			
July 2018			
August 2018			
Total	\$113,218	\$624,260	\$737,478

Funding Priorities

Priority	Total Raised	Total Pledged
LevelUp Scholarship	\$702,325	\$40,775

Fall 2017 Scholarship Cycle (FINAL)

Applications Received	# Scholarship Awards	Total Dollars Awarded
11,419	349	\$187,710

Spring2018 Scholarship Cycle (Not Final)

Applications Received	# Scholarship Awards	Total Dollars Awarded
4,735	239	\$147,659

Rising Star

Year	New RS Students	Received RS Funds	RS Funds Awarded
2016	581	32	\$20,788.94
2017	881	77	\$67,334.90

Crowdfunding Campaigns 2017-2018

College	Campaign Name	Number of Donors	Goal/Raised	% to Goal
Brookhaven	Brookhaven Women's Soccer 2017	39	\$3,000/\$4,140	138%
Brookhaven	Brookhaven Men's Baseball 2017	64	\$5,000/\$5,760	115%
Eastfield	Eastfield Men's Baseball	72	\$5,000/\$7,105	142%
El Centro	Nathan Young Texas ProStart Culinary Arts Endowment	112	\$25,000/\$25,511	102%
El Centro	Chefs for Farmers – Chef Randall Copeland Memorial Scholarship	5	\$25,000/\$18,200	73%

2017 Employee Giving Campaign Results

Launched August 18, 2017, Ended October 31, 2017

19% Increase in Giving, 37% Increase in Number of Donors over 2016

	Total	% of Total \$	# of Donors	% of Total Donors
Brookhaven	\$ 28,363.96	17%	137	13%
Cedar Valley	\$ 12,280.00	7%	110	11%
El Centro	\$ 13,552.18	8%	85	8%
Eastfield	\$ 12,316.99	8%	94	9%
Mountain View	\$ 22,407.60	14%	127	12%
North Lake	\$ 20,775.04	13%	177	17%
Richland	\$ 25,904.08	16%	147	14%
District Office	\$ 19,921.00	12%	81	8%
District Service Center	\$ 5,335.00	3%	43	4%
LeCroy Center	\$ 3,180.00	2%	30	3%
TOTAL	\$ 164,035.85	100%	1031	100%

Priorities by Location

	Priority 1	Priority 2	Priority 3
Brookhaven	LevelUp Scholarship	BHC General Scholarship	
Cedar Valley	LevelUp Scholarship	CVC General Scholarship	CVC Student Activities Fund
Eastfield	LevelUp Scholarship	EFC Student Emergency Fund	EFC Employee Development Fund
El Centro	LevelUp Scholarship	El Centro Giving Tree	July 7 Reflection Art Installation Fund
Mountain View	LevelUp Scholarship	MVC Proud Fund	
North Lake	LevelUp Scholarship	NLC General Scholarship	
Richland	LevelUp Scholarship	41 named scholarship funds	
DCCCD (DO, DSC, LCET)	LevelUp Scholarship	DCCCD Way Fund	

INFORMATIVE REPORT NO. 8H

Presentation of Contracts for Educational Services

The chancellor presents the report of contracts for educational services entered into by the colleges for November and December 2017.

BROOKHAVEN COLLEGE - \$40,905

Ford	Automotive
Dallas Fire and Rescue	Medical Skills

CEDAR VALLEY COLLEGE - \$18,450

City Wide	various
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EASTFIELD COLLEGE - \$5,400

City of Rowlett	Supervision
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EL CENTRO COLLEGE - \$35,610

Dallas Police Department	Emergency Medical Responder
Dallas PD Basic Training Academy	Emergency Medical Assistance
Dallas County Sheriff's Department	Drawing
Dallas County Sheriff's Department	Safety
Dallas County Sheriff's Department	Computer Training
Dallas County Sheriff's Department	Interpersonal Skills
Irving ISD	Patient Care Technician Training

MOUNTAIN VIEW COLLEGE - \$25,106

Dallas Independent School District	Alternative Teacher Certification
Dallas Can Academies	Certified Nurse Aide
Mount Pleasant ISD	Alternative Teacher Certification

NORTH LAKE COLLEGE - \$39,926

Construction Education Foundation	Career Training
TEXO	Workplace Safety
Dallas Joint Plumbers Apprentice Fund	Career Training

RICHLAND COLLEGE - \$12,740

City of Garland	Business Productivity
City of Richardson	Building a Foundation of Trust
City of Richardson	Emotional Intelligence
Dallas County	Coaching Fundamentals
Dallas County	Constructive Feedback
Dallas County	Emotional Intelligence
General Dynamics	Train the Trainer
General Dynamics	ARC Flash Protection
Kirchhoff Van-Rob	Developing your Team (Grp A)
Kirchhoff Van-Rob	Developing your Team (Grp B)

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 2017	\$ 13,934	\$ 2,250	\$ 4,320	\$ 27,526	\$ 47,099	\$ 112,614	\$ 9,280	\$ 217,023
October 2017	\$ 40,905	\$ 18,450	\$ 5,400	\$ 35,610	\$ 25,106	\$ 39,926	\$ 12,740	\$ 178,137
November 2017	\$	\$	\$	\$	\$	\$	\$	\$
December 2017	\$	\$	\$	\$	\$	\$	\$	\$
January 2018	\$	\$	\$	\$	\$	\$	\$	\$
February 2018	\$	\$	\$	\$	\$	\$	\$	\$
March 2018	\$	\$	\$	\$	\$	\$	\$	\$
April 2018	\$	\$	\$	\$	\$	\$	\$	\$
May 2018	\$	\$	\$	\$	\$	\$	\$	\$
June 2018	\$	\$	\$	\$	\$	\$	\$	\$
July 2018	\$	\$	\$	\$	\$	\$	\$	\$
August 2018	\$	\$	\$	\$	\$	\$	\$	\$
September 2018	\$	\$	\$	\$	\$	\$	\$	\$
Total To Date	\$ 54,839	\$ 20,700	\$ 9,720	\$ 63,136	\$ 72,205	\$ 152,540	\$ 22,020	\$ 395,160

Contracts for Educational Services Reported in Fiscal Years 2009-10 through 2014-15

<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

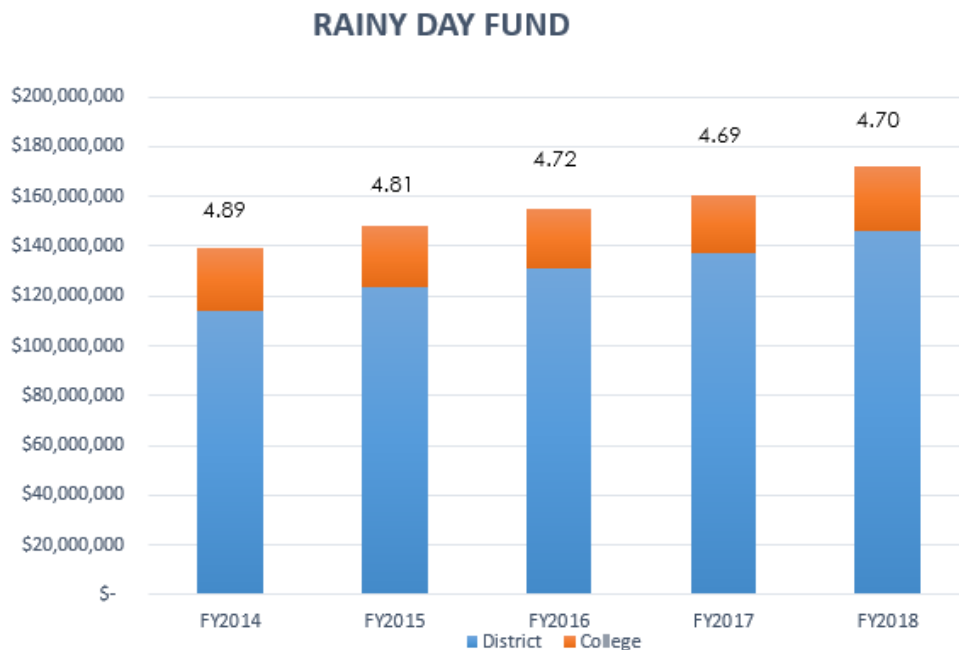
INFORMATIVE REPORT NO. 8I

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.



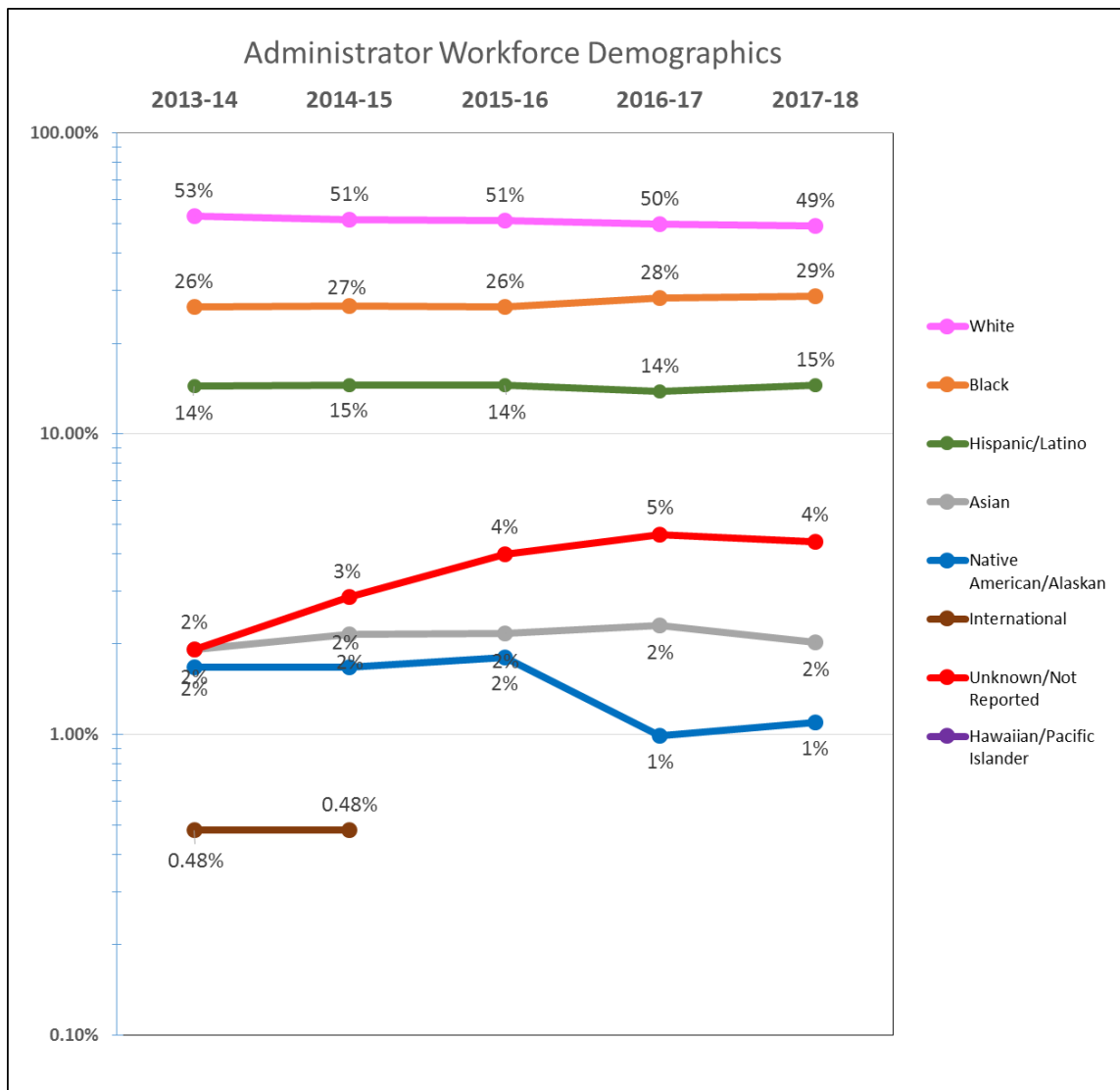
FY2018		
District	College	Total
\$148.0M	\$25.7M	\$173.7M

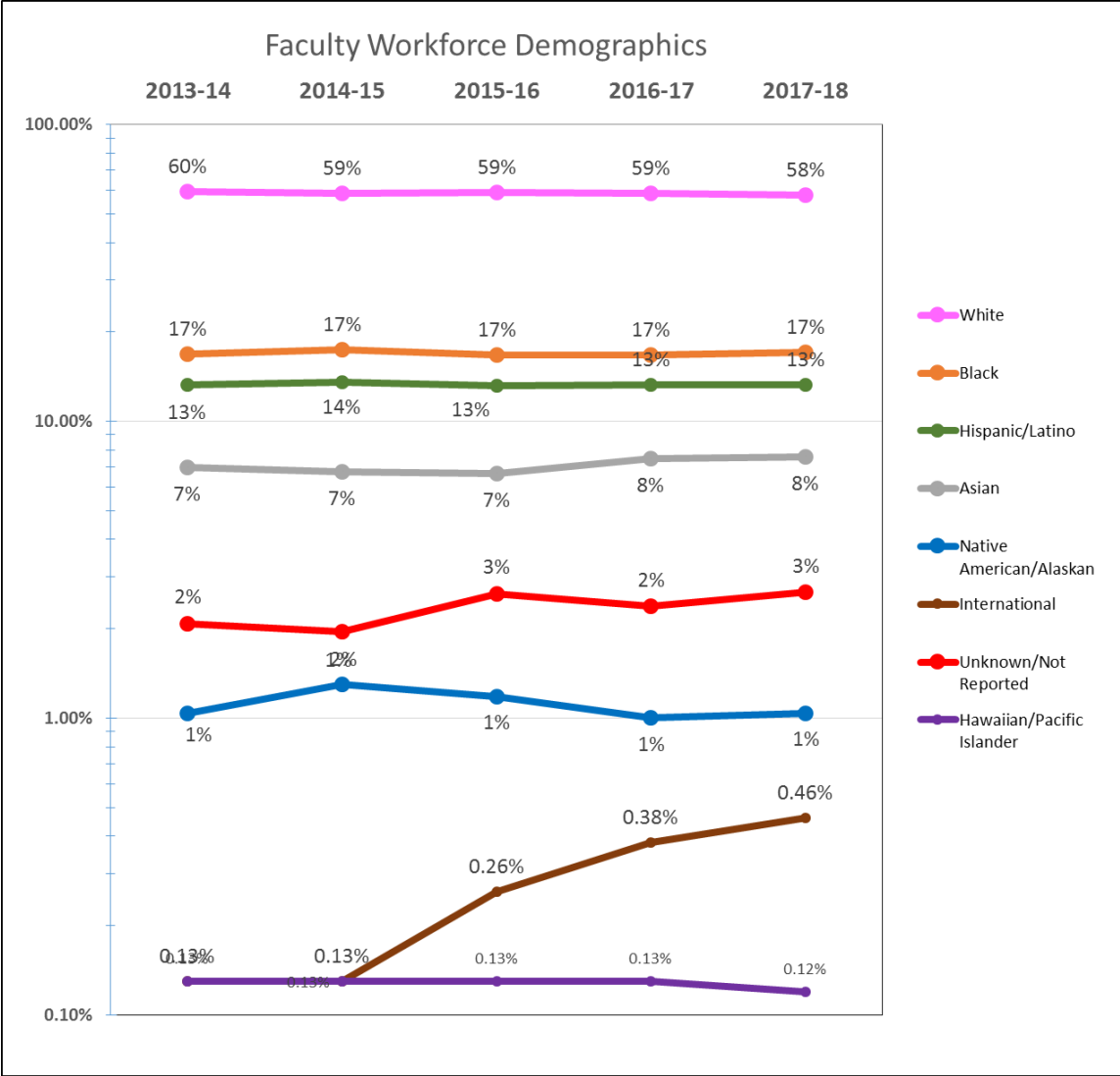
INFORMATIVE REPORT NO. 8J

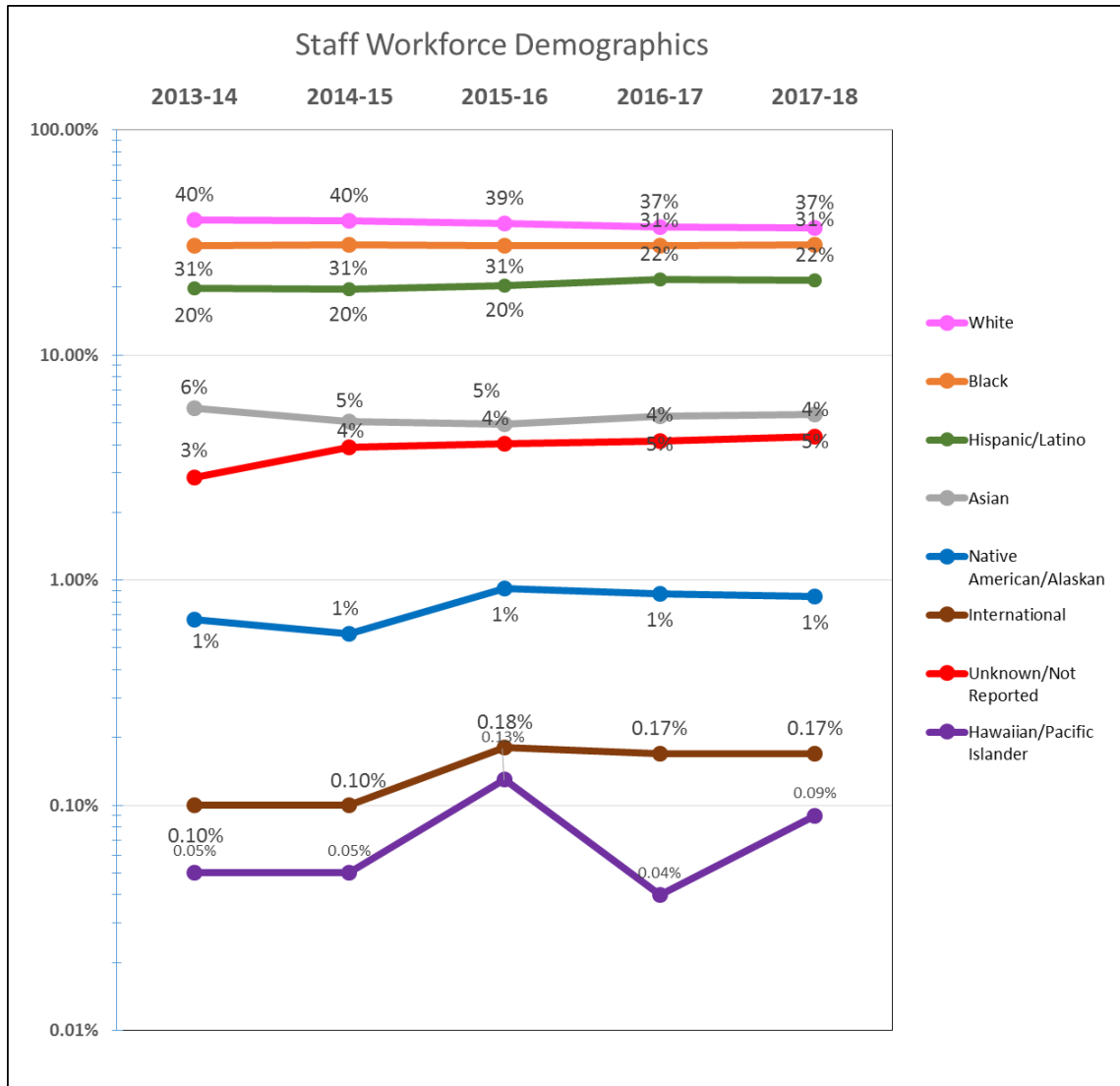
Presentation of Workforce Demographics

The Chancellor presents the Workforce Demographics report as of December 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

INFORMATIVE REPORT NO. 8K

Presentation of 1st Quarter Investment Transactions

The 1st Quarter investment transactions are presented as provided by Board Policy CAK (Legal), which states: *Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act.*

The 1st Quarter investment transaction report is typical for this phase of the annual financial cycle.

Dallas County Community College District
Investment Portfolio Summary Report
Activity for the 1st Quarter Ended November 30, 2017

INVESTMENTS	QUARTER ENDING	MARKET VALUE	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
Beginning Portfolio Balance	August 31, 2017	\$ 391,755,630	\$ 453,770	340	1.30%
Purchases		80,500,478			
Matured/Sold		(121,355,544)			
Market Value Change		(623,921)			
Ending Portfolio Balance	November 30, 2017	\$ 350,276,644	\$ 517,502	329	1.34%

This report is prepared in compliance with generally accepted accounting principles, the investment strategy expressed in the Investment Policy of the DCCCD Board of Trustees, and the Public Funds Investment Act, as amended.

/s/ John Robertson

John Robertson, Chief Financial Officer

/s/ Tiska Thomas

Tiska Thomas, Associate Chief, Business Affairs

Investment Portfolio Transaction Report

Investment ID	Cusip No.	Description	Purchase Date	Maturity Date	Face Amount	Yield
Investment Pools						
73190		JPMC ACCESS DDA	3-Aug-10	N/A	\$ 4,521,933	0.50%
73190		FROST CASH MGR DDA	1-Sep-13	N/A	10,920,905	0.50%
1111		TEXPOOL	30-Jul-90	N/A	263,857	1.07%
46		LOGIC (DEBT SERVICE F4)	14-Jan-14	N/A	8,851,696	1.29%
		LOGIC Op	19-Dec-12	N/A	15,070,046	1.29%
1111		LOGIC M&O	1-Nov-15	N/A	18,956,737	1.29%
1111		LONE STAR INVESTMENTS	3-Dec-12	N/A	33,455,905	1.29%
1111		Texas TERM	17-Nov-15	N/A	20,623,414	1.09%
		Texas CLASS	17-Nov-15	N/A	25,250,696	1.30%
1111		TEXSTAR 11110	23-Jun-03	N/A	315,081	1.07%
2003		TEXSTAR (TAX NOTE)	6-Aug-03	N/A	-	1.07%
2004		TEXSTAR (TAX NOTE)	6-Apr-04	N/A	-	1.07%
40-0		TEXSTAR (GO)	14-Sep-04	N/A	-	1.07%
40-1		TEXSTAR (CP)	9-Oct-07	N/A	-	1.07%
40-2		TEXSTAR (GO 2009)	5-Jun-09	N/A	-	1.07%
45		TEXSTAR (F45)	4-Mar-13	N/A	8,337,683	1.07%
Subtotal					\$ 146,567,953	
Commercial Paper						
17026-D	09659JYF4	Commercial Paper	17-May-17	15-Nov-17	-	1.37%
17027-D	22533UEE9	Commercial Paper	15-Nov-17	14-May-17	10,000,000	1.60%
Subtotal					\$ 10,000,000	
Treasury Securities						
13092-D	912828UU2	U.S. T Notes	29-Mar-17	31-Mar-18	5,000,000	1.03%
13093-D	912828Q94	U.S. T Notes	29-Mar-17	30-Apr-18	5,000,000	1.05%
Subtotal					\$ 10,000,000	
Agency Securities						
16348	3136G0J51	FNMA	26-Sep-12	26-Sep-18	\$ 7,500,000	1.25%
16350-D	3134G3N22	FHMLC	27-Sep-12	27-Mar-18	5,305,000	1.00%
16353	3136G06Q9	FNMA	26-Nov-12	26-Nov-18	9,000,000	1.05%
16355	313381ME2	FHLB	28-Dec-12	28-Dec-17	7,500,000	1.55%
16358	3134G33S7	FHMLC	16-Jan-13	16-Jul-18	7,000,000	1.00%
16360-D	3135G0TP8	FNMA	30-Jan-13	30-Jan-19	8,000,000	1.28%
16366-D	3136G1BE8	FNMA	19-Feb-13	25-Jul-18	7,000,000	1.09%
16368-D	3136G1F53	FNMA	28-Feb-13	28-Aug-18	10,000,000	1.25%
16374	3130A0SA9	FHLB	24-Jan-14	13-Aug-18	10,000,000	1.54%
16385	3134G7T68	FHLMC	27-Oct-15	27-Jul-18	5,000,000	1.00%
16391-D	3133EFD20	FFCB	23-Feb-16	23-May-19	6,000,000	1.31%
16392	3134G8L56	FHLMC	26-Feb-16	26-Feb-19	7,500,000	1.42%
16393	3136G3AU9	FNMA	24-Feb-16	24-May-19	7,000,000	1.25%
16394	3136G3BK0	FNMA	26-Feb-16	24-May-19	5,000,000	1.28%
16395	3136G3BK0	FNMA	26-Feb-16	24-May-19	5,000,000	1.28%
16406	3134G9JW8	FHLMC	25-May-16	25-May-21	1,250,000	1.75%
16407	3134G9JZ1	MT16257000723	25-May-16	25-May-21	5,000,000	2.03%
16408	3134G9KB2	FHLMC	9-Jun-16	9-Jun-21	5,000,000	1.93%
16409	3134G9KX4	FHLMC	25-May-16	25-May-21	5,000,000	2.09%
16410	3136G3TD7	FNMA	28-Jun-16	28-Jun-19	5,000,000	1.20%
16411	3136G3TD7	FNMA	28-Jun-16	28-Jun-19	5,000,000	1.20%
16412	3134G9VL8	FHLMC	30-Jun-16	30-Jun-21	5,000,000	2.01%
16413	3134G9UX3	FHLMC	30-Jun-16	30-Jun-21	4,750,000	1.70%
16414-D	3133EGJY2	FFCB	7-Jul-16	7-Oct-19	5,000,000	1.15%
16416	3136G4NE9	FNMA	29-Mar-17	29-Jun-20	5,000,000	1.75%
16417	3134G8HP0	FHLMC	13-Apr-17	13-Jul-20	10,000,000	2.17%
16418	3134G8FW7	FHLMC	13-Apr-17	13-Jul-20	10,000,000	2.06%
16420	3134GBLG5	FHLMC	22-May-17	22-May-20	5,450,000	1.82%
16421	3134GBXT4	FHLMC	27-Jul-17	27-Jul-20	5,325,000	1.70%
16422	3134GBXT4	FHLMC	27-Jul-17	27-Jul-20	1,385,000	1.70%
Subtotal					\$ 184,965,000	
Portfolio Volume					\$ 351,532,953	

- TexSTAR yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.0343%. The Average Monthly Rate as of 11/30/2017 was 1.0695%
- TexPool yields vary daily. The Average Monthly Rate as of 08/31/17 was 0.9989%. The Average Monthly Rate as of 11/30/2017 was 1.0705%
- LOGIC yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.2660%. The Average Monthly Rate as of 11/30/2017 was 1.2913%
- Lone Star yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.2055%. The Average Monthly Rate as of 11/30/2017 was 1.2903%
- Texas TERM yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.0%. The Average Monthly Rate as of 11/30/2017 was 1.0900%
- Texas CLASS yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.23%. The Average Monthly Rate as of 11/30/2017 was 1.3000%

Market Transactions

Investment ID	Market Value 08/31/2017	Securities Purchased	Securities Matured/Sold	Market Value Change	Market Value 11/30/2017
Investment Pools					
73190	\$ 3,549,197	\$ 972,736		\$ -	\$ 4,521,933
73190	8,160,685	2,760,220		-	10,920,905
1111	263,179	678	-	-	263,857
46	7,470,995	1,380,701	-	-	8,851,696
	25,504,646	11,065,400	(21,500,000)	-	15,070,046
1111	16,216,417	35,595,864	(32,855,544)	-	18,956,737
1111	50,829,253	9,126,652	(26,500,000)	-	33,455,905
1111	33,556,331	7,067,083	(20,000,000)	-	20,623,414
	33,162,707	2,587,990	(10,500,000)	-	25,250,696
1111	314,256	825	-	-	315,081
2003	-	-	-	-	-
40-2	-	-	-	-	-
45	8,315,854	21,829	-	-	8,337,683
Subtotal	\$ 187,343,519	\$ 70,579,978	\$ (111,355,544)	\$ -	\$ 146,567,953
Commercial Paper					
17026-D	9,972,723	-	(10,000,000)	27,277	-
17027-D	-	9,920,500		8,075	9,928,575
Subtotal	\$ 9,972,723	\$ 9,920,500	\$ (10,000,000)	\$ 35,352	\$ 9,928,575
Treasury Securities					
13092-D	\$ 4,987,890	-		1,955	4,989,845
13093-D	\$ 4,985,545	-		1,565	4,987,110
Subtotal	\$ 9,973,435	\$ -	\$ -	\$ 3,520	\$ 9,976,955
Agency Securities					
16348	\$ 7,498,133			\$ (21,428)	\$ 7,476,705
16350-D	5,300,528			(1,958)	5,298,570
16353	8,969,670			(26,946)	8,942,724
16355	7,486,763			8,280	7,495,043
16358	6,989,444			(15,232)	6,974,212
16360-D	7,982,160			(36,704)	7,945,456
16366-D	6,983,620			(8,120)	6,975,500
16368-D	9,998,480			(24,040)	9,974,440
16374	10,032,290			(28,790)	10,003,500
16385	4,990,715			(8,840)	4,981,875
16391-D	5,981,220			(29,922)	5,951,298
16392	7,497,892			(13,732)	7,484,160
16393	6,939,660			(31,815)	6,907,845
16394	4,967,745			(24,265)	4,943,480
16395	4,967,745			(24,265)	4,943,480
16406	1,237,060			(9,037)	1,228,023
16407	4,961,125			(28,660)	4,932,465
16408	4,991,700			(23,640)	4,968,060
16409	4,967,140			(27,845)	4,939,295
16410	4,969,060			(21,130)	4,947,930
16411	4,969,060			(21,130)	4,947,930
16412	4,954,695			(29,760)	4,924,935
16413	4,710,518			(47,167)	4,663,351
16414-D	4,955,945			(25,750)	4,930,195
16416	5,000,020			(44,800)	4,955,220
16417	9,998,690			(14,660)	9,984,030
16418	10,001,090			(10,730)	9,990,360
16420	5,447,760			(19,691)	5,428,069
16421	5,329,782			(40,486)	5,289,296
16422	1,386,244			(10,530)	1,375,714
Subtotal	\$ 184,465,953	\$ -	\$ -	\$ (662,793)	\$ 183,803,161
Portfolio Volume	\$ 391,755,630	\$ 80,500,478	\$ (121,355,544)	\$ (623,921)	\$ 350,276,644

- TexSTAR yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.0343%. The Average Monthly Rate as of 11/30/2017 was 1.0695%
- TexPool yields vary daily. The Average Monthly Rate as of 08/31/17 was 0.9989%. The Average Monthly Rate as of 11/30/2017 was 1.0705%
- LOGIC yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.2660%. The Average Monthly Rate as of 11/30/2017 was 1.2913%
- Lone Star yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.2055%. The Average Monthly Rate as of 11/30/2017 was 1.2903%
- Texas TERM yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.0%. The Average Monthly Rate as of 11/30/2017 was 1.0900%
- Texas CLASS yields vary daily. The Average Monthly Rate as of 08/31/17 was 1.23%. The Average Monthly Rate as of 11/30/2017 was 1.3000%

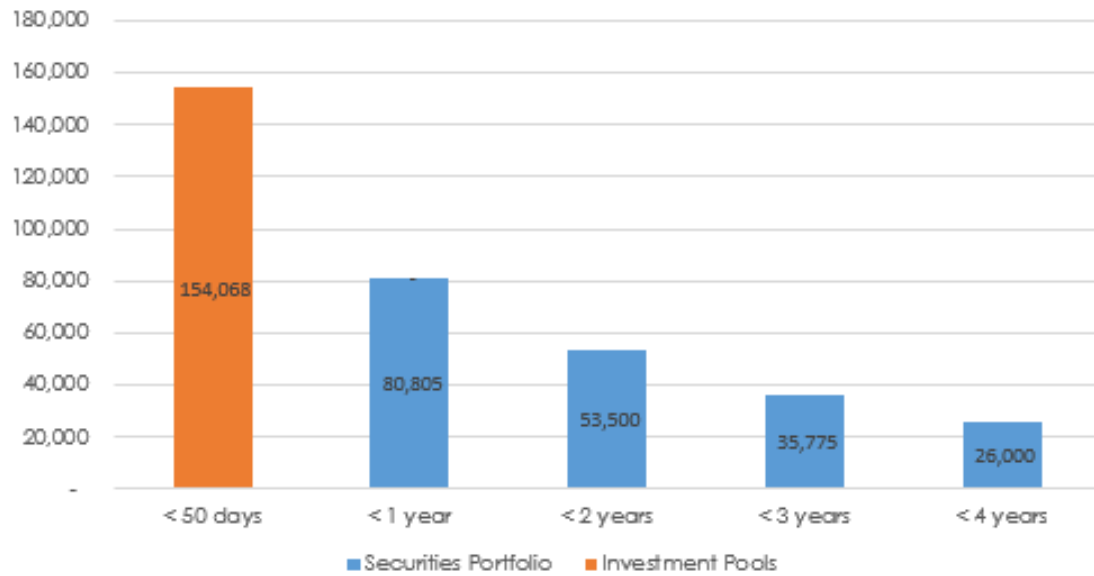
Investment Portfolio Market Transaction Summary

Security Type	Market Value 8/31/17	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 11/30/2017	Face Value 11/30/2017
Investment Pools	\$ 187,343,519	\$ 70,579,978	\$ (111,355,544)	\$ -	\$ 146,567,953	\$ 146,567,953
Commercial Paper	9,972,723	9,920,500	(10,000,000)	35,352	9,928,575	10,000,000
Treasury Securities	9,973,435	-	-	3,520	9,976,955	10,000,000
Agency Securities	184,465,953	-	-	(662,793)	183,803,161	184,965,000
Portfolio Total	\$ 391,755,630	\$ 80,500,478	\$ (121,355,544)	\$ (623,921)	\$ 350,276,644	\$ 351,532,953

Investment Portfolio By Percentage

Security Type	Maximum Allowable	Portfolio % 08/31/2017	Market Value 8/31/17	Portfolio % 11/30/2017	Market Value 11/30/2017
Investment Pools	85.00%	47.82%	\$ 187,343,519	41.84%	\$ 146,567,953
Commercial Paper	30.00%	2.54%	9,972,723	2.84%	9,928,575
Treasury Securities	100.00%	2.55%	9,973,435	2.85%	9,976,955
Agency Securities	85.00%	47.09%	184,465,953	52.47%	183,803,161
Portfolio Total		100.00%	\$ 391,755,630	100.00%	\$ 350,276,644

**Dallas County Community College District
Investment Portfolio Maturity Analysis
as of November 30, 2017 (in thousands)**



**Dallas County Community College District
Securities Yield - To - Maturity Analysis by year (Excluding Pools)**

