



This Open Meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, §§551.001 through 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of Board Relations. Per Texas Government Code §551.1282, this meeting is being broadcast over the Internet in the manner prescribed by Texas Government Code, §551.128. In accordance with Texas Government Code §551.127 one or more members of the Board of Trustees may participate in the meeting via videoconference in accordance with the provisions thereof.

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

Tuesday, June 27, 2023 | 4:00 PM

**Administrative Office
1601 Botham Jean Blvd., Room #007
Dallas, TX 75215**

[Live Streaming of Meeting](#)

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.

Special Meeting Agenda

- 1. Roll Call - Announcement of a Quorum**
- 2. Certification of Notice Posted for the Meeting**

3. Citizens Desiring to Address the Board

4. Consent Agenda

- 4.1 Policy Items
 - a. Approval of Amendments to Policy BG (LOCAL) – 4 - 7
Administrative Organization Plan
[Approval of Amendments to Policy BG \(LOCAL\) –
Administrative Organization Plan](#) 
 - b. Approval of Amendments to Policy EFB (LOCAL) – 8 - 9
Curriculum Development
[Approval of Amendments to Policy EFB \(LOCAL\) – Curriculum
Development](#) 
 - c. Approval of Amendments to Policy EE (LOCAL) – Curriculum 10 - 12
Development
[Approval of Amendments to Policy EE \(LOCAL\) – Curriculum
Development](#) 

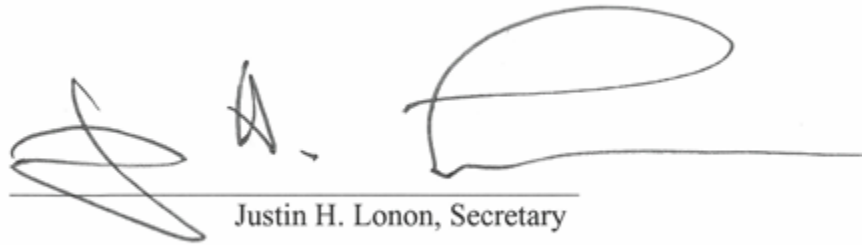
5. Executive Session (if required)

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

6. Adjournment

*CERTIFICATION OF NOTICE POSTED FOR THE JUNE 27, 2023 SPECIAL MEETING OF DALLAS
COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF TRUSTEES*

I, Justin H. Lonon, Secretary of the Board of Trustees of Dallas College, do certify that a copy of the notice for this meeting was posted on the 23rd day of June 2023 in compliance with the applicable provisions of the Texas Open Meetings Act.



Justin H. Lonon, Secretary

POLICY ITEM NO. 4.1.a.

Approval of Amendments to Policy BG (LOCAL) – Administrative
Organization Plan

To better align policies relating to instruction with the College’s new organizational structure, and to ensure compliance with the principles of accreditation, as prescribed by the College’s accrediting agency, the Chancellor recommends the following amendments to local policy.

EFFECTIVE DATE

Upon Board Approval

LOCAL POLICY

EXPLANATORY NOTES

BG –
Administrative
Organization Plan

Revisions to policy would remove language relating to the College’s old organizational structure and add language articulating the College’s practice of shared governance, including the roles of each stakeholder in that practice.

ADMINISTRATIVE ORGANIZATION PLAN

BG
(LOCAL)

~~The College District~~ Dallas College is a singularly structured and accredited college, system of seven comprehensive, separately accredited, community colleges that comprise ~~one legal entity of seven campuses~~. The ~~colleges, including five community campuses, are~~ campuses are served by the R. Jan LeCroy Center for Educational Telecommunications and other College District offices ~~multiple satellite locations that are whose role charged with it is to coordinate coordinating, facilitate facilitating,~~ and otherwise supporting the work of the ~~colleges~~ College District.

The ~~highest-ranking~~ highest-ranking administrative officer of the College District is the Chancellor, who is responsible to the Board for administering the programs of the ~~colleges~~ College District in accordance with the policies of the Board and applicable local, state, and national laws, and for ensuring that the College District's strategic direction and operations are consistent with its mission, purpose and core values.

The Board directs that the College District shall be organized to ensure that:

1. The Chancellor represents the Board and is responsible for the overall management of the College District.
2. The programs, procedures, and practices of the ~~colleges~~ College District advance the College District's purpose and goals.
3. The College District's offices, including the LeCroy Center, are organized to support ~~college~~ College District operations.
- ~~4. The Board Policies and Administrative Procedures Manual~~ College District policies and regulations shall define the relationship between the College District and college operations and shall delegate responsibilities for the development of detailed administrative procedures ~~at the colleges.~~

4.

Statement of Shared Governance

The Board recognizes shared governance as the principal mechanism through which College District stakeholders, as subject matter experts in their respective disciplines and practice areas, are afforded an opportunity to provide input, particular to their area of responsibility, and to participate in the development of strategic priorities, instructional programs (i.e., curriculum, subject matter, and methods of instruction) educational programs (i.e., degrees and certificates) and the institutional policies that guide the central mission of the College District.

For purposes of this policy, shared governance shall refer to the structures and processes through which stakeholders have regular

ADMINISTRATIVE ORGANIZATION PLAN

BG
(LOCAL)

	<p><u>and sustained opportunities to participate in the discussion of important issues affecting the operations of the College District enterprise. Shared governance does not refer to decision-making authority, which vests solely with the Board, the Chancellor or a designee, after due consideration of the input and recommendations of stakeholders, as appropriate, the interests of the College District, and all applicable laws and policies, including without limitation, criteria for accreditation.</u></p> <p><u>In all matters, the process of shared governance shall foster discussion and collaboration and maintain adequate communication channels among the various stakeholders of the College District.</u></p>
<u>Stakeholders</u>	<p><u>College District stakeholders include, but are not limited to, College District faculty, staff and administrators.</u></p>
<u>Faculty</u>	<p><u>Through broad participation from every campus of the College District and a cross-section of disciplines, faculty, subject to the powers vested in the Board and the Chancellor, may through a variety of Dallas College-wide committees and task forces, consider and/or submit recommendations to the Chancellor, Provost or a designee concerning the instructional programs of the College District, including but not limited to curriculum, pedagogy, teaching methods, course modalities, and requirements for the development of instructional programs. In addition, College District faculty may consider and/or provide input on any matter of College-District-wide concern.</u></p>
<u>Staff</u>	<p><u>Through participation in and service on the various councils and committees of the College District, College District staff may provide input on College District operational procedures and practices that affect the work environment and staff-employee welfare, as well as other matters of College District-wide concern.</u></p>
<u>Administrators</u>	<p><u>Administrators, vested with oversight of the administrative functions of the College District, shall exercise leadership in the development of institutional policies and programs, and shall advise in the determination of curricula, as appropriate, and concerning all the interests of their functional area, including its relationships to other areas of the College District and the College District as a whole.</u></p> <p><u>The Chancellor shall promulgate procedures to ensure the effectiveness of shared governance.</u></p>
<u>Internal Councils</u>	<p><u>The College recognizes the following employee groups:</u></p> <ul style="list-style-type: none"><u>• Employee councils representing faculty, administrators and staff</u>

ADMINISTRATIVE ORGANIZATION PLAN

BG
(LOCAL)

- Functional committees representing certain functional areas of responsibility.

POLICY ITEM NO. 4.1.b.

Approval of Amendments to Policy EFB (LOCAL) – Curriculum Development

To better align policies relating to instruction with the College's new organizational structure, and to ensure compliance with the principles of accreditation, as prescribed by the College's accrediting agency, the Chancellor recommends the following amendments to local policy.

EFFECTIVE DATE

Upon Board Approval

LOCAL POLICY EXPLANATORY NOTES

EFB - Curriculum Development	TASB recommended revisions would add new policy language relating to state law requiring colleges to develop at least one recommended course sequence for each undergraduate degree or certificate program offered.
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The Board shall delegates to the Chancellor or a designee the authority to determine, in accordance with applicable College District policies and procedures, the types of degrees and certificates to be awarded by the College District. The degrees and certificates offered by the College District and the associated recommended course sequences developed by the College District administration shall be described in the College District online catalog and on the College District website.

POLICY ITEM NO. 4.1.c.

Approval of Amendments to Policy EE (LOCAL) – Curriculum Development

To better align policies relating to instruction with the College's new organizational structure, and to ensure compliance with the principles of accreditation, as prescribed by the College's accrediting agency, the Chancellor recommends the following amendments to local policy.

EFFECTIVE DATE

Upon Board Approval

LOCAL POLICY

EXPLANATORY NOTES

EE – Curriculum Development

Revisions to policy would make clear that primary responsibility for the content, quality and effectiveness of the College curriculum rests with faculty and removes from policy outdated criteria for course creation, course capacity and research and development.

**Curriculum
Development and
Revision**

All educational programs of the College District ~~colleges~~ will be continually reappraised to ensure that the offered courses meet the needs of the College District, its students, and the community ~~and the students it serves~~. Under the direction of the Chancellor or a designee and subject to all applicable laws and accreditation criteria, faculty shall have primary responsibility for the content, quality and effectiveness of the College District curriculum. The Board encourages faculty involvement in the planning of course offerings and in the development of new techniques for meeting course objectives. The Chancellor and college presidents are authorized to establish detailed procedures for curriculum development. The Chancellor or a designee shall establish procedures for curriculum development.

**Criteria for Course
Creation**

~~The Board may create adult education, evening college, or community service courses, whether credit or noncredit, when there is an apparent need for it in the community, when the course is primarily educational, when qualified instructors and funds are available, and when a minimum of 15 students are likely to enroll. Under unusual circumstances (e.g., acute community need, initiation of new programs) some latitude in class size will be allowed. A course may be discontinued when it ceases to meet these criteria.~~

Course Capacity

~~Course enrollment capacity (i.e., the total number of available seats) for all sections of a course shall be a consistent range across the colleges of the College District and determined in accordance with the following guidelines:~~

- ~~1. Discipline, modality, and course;~~
- ~~2. Evidence-based pedagogical recommendations; and~~
- ~~3. Practical considerations, including public safety requirements, curricular requirements, instructional periods, equipment, and immediate faculty availability.~~

~~The minimum and maximum course enrollment for each course section shall be set by the designated administrator, in accordance with College District procedures. A course section for which enrollment is less than the minimum enrollment capacity shall be canceled. If enrollment in a course section exceeds the maximum enrollment allowed, a new course section shall be created in accordance with College District procedures.~~

~~Modifications or exceptions to established course enrollment capacity ranges or limitations shall be made in accordance with College District procedures.~~

**Research and
Development
Programs**

~~The Board encourages the research and development of creative and imaginative educational programs. The Chancellor shall request budget appropriations for research and development projects, both at the colleges and in the College District office, and shall develop procedures to fund and review the same.~~