

## CONSENT AGENDA NO. 8A-3

### Approval of Minutes of the June 25, 2019 Work Session

It is recommended that the Board approve the minutes of the June 25, 2019 Work Session.

The Board of Trustees of Dallas County Community College District held a Work Session on Tuesday, June 25, 2019, beginning at 9:05 a.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

#### Board Members and Officers Present

Ms. Monica Lira Bravo (arrived at 11:10 a.m.)

Ms. Charletta Rogers Compton

Ms. Diana Flores (chair)

Mr. Wesley Jameson (vice chair)

Dr. Joe May (secretary and chancellor)

Mr. Phil Ritter

Mr. JL Sonny Williams

Ms. Dorothy Zimmermann

#### Members Absent

None.

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

**2. Summary of the Day**  
**Presenter: Joe May**

Chancellor Joe May started the Work Session by informing the committee about the agenda for the day. Which included a visit to the Paramount Building for a press conference to announce that DCCCD received a \$12m grant. The award was presented by the Secretary of Labor.

Chancellor Joe May also informed the committee, that for the next two days the committee would be able to see the conclusion of the education plan come together with the facilities plan, the people and budget plan. The Board attended a DCCCD press conference and went to lunch from 11 a.m. to 2 p.m. They returned to the Work Session at 2 p.m.

### **3. Board of Trustees Education Plan**

**Presenters: SmithGroup - Marty Maher and Frank Markley, Mary Brumbach, Justin Lonon, John Robertson**

Marty Maher, Frank Markley, from SmithGroup, Mary Brumbach, Justin Lonon and John Robertson presented the Education Plan. Marty Maher and Frank Markley reviewed the following information with the Committee as follows:

The Purpose of the Education Plan:

- The purpose of the education plan is a long-range, broad-based planning and implementation to meet the unique challenges of the Dallas region and align with the District's Mission and Board Strategic Priorities. The education plan is intended to guide program strategy and to create alignment in the network. Recommendations would guide decisions about growth, development and resource allocation.

The Education Plan takes a network lens to create one unified District plan and will:

- Plan to meet the needs of students, employers and the communities.
- Plan to optimize space use and develop environments needed for the educational plan.
- Plan to attract, develop and retain a high quality, diverse faculty, staff and administration.
- Plan the operating and capital budget to be driven by education, facilities and peoples plan.

Key Analysis Questions:

- How successful is the DCCCD in suppling the employees for high demand jobs in Dallas County?
- What impact does the lack of alignment with industry needs have on individual incomes and economic growth in our community?
- What strategic framework will allow DCCCD to optimize program locations and increase the number of graduates?
- What structure and organizational changes are needed to create nimble and responsive solutions to the labor market high demand gap?

There is a total income opportunity in high-demand job vacancies in Dallas County which comes to \$3,513,034,064, total AAS is \$1,873,194,819 and total in certificates is \$1,639,839,245.

Program Strategy Framework:

- High Job Demand – Low Supply: How can we expand program opportunities?

- High Job Demand – High Supply: Maintain focus on program Quality and Student Success.
- Low Job Demand – Low Supply: Should we discontinue these programs?
- Low Job Demand – High Supply: Can we consolidate or reduce enrollment in these programs?

#### Program Categories:

- Focused
  - A program is exclusive to each site with little overlap.
  - General education and elective courses are provided to fulfill program requirements.
- Signature
  - Addresses a high demand program which future job growth is expected.
  - Program is a major supplier of skilled workers.
  - Demonstrates high placement and success rates.
  - Innovative educational delivery or curricular.
  - Has broad impact on the region.
  - State-of-the-art facilities.
- Distributed
  - Similar programs or concentrations are distributed among multiple sites.
  - Good strategy for program progression.
  - Broad array of general education courses at lower level might be limited at upper level.
  - Provides greater program access.

#### Education Plan Findings:

- DCCCD has seven clusters of programs. These programs are the same as the Guided Pathways clusters. The seven clusters include Education, Social Science and Public Service, STEM, Industry, Manufacturing and Construction, Arts, Communications, Humanities & Design, Health Science and Business.
- Each of the seven clusters must be examined in-depth, to determine strategy framework and category. Also, to make decisions on closure, consolidation and expansion of existing programs or initiation of new programs based on demand and wage.
- In the program strategy framework, the priority should be given to the programs with the highest demand and the lowest supply, producing living wages of greater income. The review should include the utilization of program assessments within the network.
- Preliminary analysis indicates that the seven clusters have programs that should be expanded as well as others that should be maintained at the current level or considered for consolidation or closure.

- In addition to supply and demand in the labor market, other factors will need to be considered in the decision-making process:
  - Local employer and community needs.
  - Optimal geographic locations with high need population.
  - Transportation barriers.
  - Existing facilities and equipment.
  - Existing program capacity.
  - Potential for living wage or greater income.
- The occupational program gap analyses have, documented significant gaps in occupational demand and a supply of graduates to fill those jobs.
- While progress has been made, there is worked to be done if DCCCD is to meet its own strategic priority to serve as the primary provider in the talent supply chain throughout the region.

#### Case Study - A Student Experience:

- In 2016-17 and 2017-18 a total of 1,618 students were eligible for reverse transfer degrees. 84% (1,356) did not receive degrees due to the SACSCOC 25% rule.
- In academic year 2018-19 a total of 10,577 students were enrolled in 2 DCCCD Colleges. 2,485 students were at 3 colleges, 510 students were at 4 colleges, 64 students were at 5 colleges and 2 students were at six colleges.

In the Education Plan, it was found that DCCCD has a deep commitment to student success, completions and economic mobility. DCCCD is committed to responsiveness, adaptability and consistency in addressing skill gaps and workforce requirements across the seven program clusters. Fulfilling these priorities will require an expansion and initiation of programs as well as consolidation and closure of other programs. A consistent student experience with efficient access to courses, when and where needed. An increase of degrees and certificates in high demand areas.

#### Education Plan Next Steps:

- Address the most significant labor market gaps through program expansion strategies and realigning programs to streamline navigation, remove barriers and meet community needs.
- Remove barriers for students and hurdles for program skills and expansion that exist in the current structure.
- Eliminate structural barriers to solve labor market gaps and support student completion.
- Review the seven program clusters to determine framework strategies and categories using GIS and program review outcomes.
- Perform updated program utilization studies to understand space capacities.

#### **4. Capital Planning: Network Review Thresholds and Committee Guidelines**

**Presenter: John Robertson**

The Capital Planning Network Review Committee includes both campus and District representatives. Working directly with Colliers, the committee reviewed projects to see if they met strategic priorities, guiding principles, and the Education Plan. The committee then ranked projects based on how they aligned with the Board's strategic priorities. Estimated completion of Capital Planning projects is two years, while most Facility Improvement Plan (FIP) projects will be completed in one year.

#### **5. Integrated Facility Plans and General Obligations Bonds**

**Presenter: John Robertson**

The General Obligation (GO) Bonds approved by the trustees and voters were designated for projects for Students, Industry Aligned Workforce and the Downtown Education and Innovation Complex. Phase 1 projects total \$297.2 million and focus on workforce and ECHS students. Building renovations and expansions will address space needs across the District.

Concurrently, planning will begin for the Downtown Education and Innovation Complex, Innovation Hub, and Administration building. The next step is creating a RFQ for Development Services to plan and construct the Downtown Complex, including shared services with education partners, mixed use retail, affordable student housing, park and green space and an Innovation Hub.

Program managers will be utilized to oversee projects and ensure that projects are built according to plan. DCCCD will approve the selection of all architectural and engineering firms and construction contracts. A quarterly report will be presented to the Board with the project information, completion status, architects and contractors assigned, and MWBE participation.

The trustees consented to move forward with the Phase 1 project list.

Chair Flores asked for an update on the timeline for the new ERP. Tim Marshall responded that work was on schedule with the readiness assessment in progress. Software should be implemented by next fall with full implementation in the next 3-4 years.

#### **6. Facility Improvement Plan for FY20 (Deferred Maintenance)**

**Presenters: John Robertson, Sharon Wilson, Scott Wright**

The Facility Improvement Plan (FIP) is the annual process to review and prioritize deferred maintenance projected identified by the Campus Facilities Directors. The full list of districtwide projects, not including El Centro College, totals \$250 million. The year one list of projects totals \$25 million and includes replacing 17 roofs districtwide. This includes a \$2 million contingency for emergency repairs.

Trustees Ritter and Jameson spoke about sustainability. Chair Flores confirmed the need for a sustainability plan.

Trustee Compton shared the Advisory List as provided by the Chancellor. Chancellor May is forming a MWBE Advisory Committee to restructure and strengthen the current MWBE program and was taking recommendations for committee members. Dr. Mary Brumbach stated that the initial committee meeting was scheduled for July 1.

## **7. Operating Budget**

**Presenters: John Robertson, Tiska Thomas**

This item was tabled until the June 26 Work Session.

## **8. Executive Session**

An Executive Session was not held.

## **9. Adjournment**

The Work Session adjourned at 4:43 p.m.

*Captioned video and transcripts for DCCCD Board Committee Meetings, Work Session and Regular Board Meetings are available at our website, [www.dcccd.edu/boardmeetingslive](http://www.dcccd.edu/boardmeetingslive), under the Archived Videos section.*