

*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 FOR THE  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL**

**District Office  
1601 South Lamar Street  
Lower Level, Room 007  
Dallas, TX 75215  
Tuesday, September 10, 2019  
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. Chancellor and Board Announcements  
Comments on Workshops, Seminars, and Conferences taking place  
at the District or any of its Colleges; Awards Received;  
Accomplishments; Appointments at the Local, State, and National  
Level; Published Articles and Newspaper Reports; District/College  
Reports/Metrics, and Upcoming Events

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B. Announcements from the Board Chair and/or Trustees

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*(Consent Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)*

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Dallas Central Appraisal District

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*(Individual Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)*

### A. Financial Items

- 1) Approval of Resolution Levying the Interest and Sinking 30  
(I&S) Component of the Ad Valorem Tax Rate for Tax Year  
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A. Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071	
B. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074	

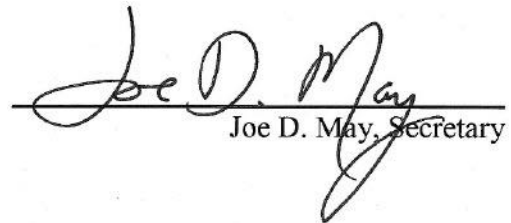
C. Deliberate Regarding Real Property Since Open Deliberation  
would have a Detrimental Effect Upon Negotiations with a Third  
Person - Section 551.072

D. Deliberate Regarding Security Devices or Security Audits-  
Sections 551.076 and 551.089

## 10. Adjournment

**CERTIFICATION OF NOTICE POSTED FOR THE  
SEPTEMBER 10, 2019 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 6th day of September 2019, 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

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.

City of Dallas  
Garland Chamber of Commerce

## CONSENT AGENDA NO. 6A-1

### Approval of Minutes of the August 6, 2019 Regular Meeting

It is recommended that the Board approve the minutes of the August 6, 2019 Regular Meeting.

The Board of Trustees of Dallas County Community College District held a Regular Board Meeting on Tuesday, August 6, 2019, beginning at 4:19 p.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

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

Ms. Monica Lira Bravo

1. **Certification of Notice** posted for the meeting by Joe May.
2. **Pledges of Allegiance** to U.S. and Texas Flags were recited.
3. **Public Hearing on Richland Collegiate High School Budget for 2019-2020**  
The Public Hearing was opened at 4:22 p.m. and closed at 4:23 p.m. There were no speakers.
4. **Public Hearing on DCCCD Budget for 2019-2020**  
The Public Hearing was opened at 4:23 p.m. Mr. Jimmy Hosch addressed the Board about the Texas Renewable Energy Coop. Chair Flores suggested to Trustee Ritter that he follow up with CFO, John Robertson, about a Finance Committee Meeting to address the topic brought up by Mr. Hosch, if deemed necessary. The Public Hearing was closed at 4:28 p.m.



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

None.

## **6. Chancellor and Board Announcements**

Comments on Workshops, Seminars, and Conferences taking place at the District or any of its Colleges; Awards Received; Accomplishments; Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; District/College Reports/Metrics, and Upcoming Events

- A.
- Announcements from the Chancellor  
Dr. May mentioned that we were starting a new Fall semester and thousands more students were expected than last year. In light of the events in El Paso over the weekend, he pointed out that education really matters and while we cannot stop senseless acts, DCCCD is committed to doing everything possible to help educate and keep students safe.
  - The Chancellor spoke on the initiative to becoming One College and One Network – there will be challenges but also real benefits to students’ needs. He thanked the Board for their support and leadership in moving forward with this discussion.
  - Conference Day was coming August 23 and the Chancellor encouraged Trustee attendance. The theme would be “Shaping the Future: Promises, Partnerships, & Unlimited Possibilities”.
  - Employee Giving would be kicking off during Conference Day and the focus would be on raising money for emergency aid for students. The District has been working to roll out a program to help students with many different needs, such as food and transportation. The District was working with the Dallas Housing Authority to help students with housing needs.
- B. Announcements from the Board Chair and/or Trustees
- Chair Flores announced that the new Governance Committee would be chaired by Trustee Williams, with members being herself and Vice Chair Jameson. The first meeting would be held on August 27, at 3:00 p.m.
  - She thanked Dr. Tealer and Dr. Olguin from Eastfield College and Pleasant Grove campus for hosting the Dallas I.S.D. Teacher Assistant Opportunities and College Fair.
  - Chair Flores also thanked Dr. Adames and staff for hosting the El Centro College Resilience and Remembrance unveiling of a new installation commemorating the fallen and wounded officers from the July 7, 2016 incident.

**7. Opportunity for Members of the Board and Chancellor to Declare Conflicts of Interest Specific to this Agenda**

None.

**8. Consent Agenda**

*(Consent Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)*

Vice Chair Jameson moved and Trustee Williams seconded the motion to approve Items 8A-1 through 8A-5, 8B-1, 8C-1 & 8C-2, 8D-1 and 8E-1. The motion was approved and passed unanimously.

**A. Minutes**

- 1) Approval of Minutes of the June 4, 2019 Work Session
- 2) Approval of Minutes of the June 4, 2019 Regular Meeting
- 3) Approval of Minutes of the June 25, 2019 Work Session
- 4) Approval of Minutes of the June 26, 2019 Work Session
- 5) Approval of Minutes of the June 26, 2019 Special Meeting

**B. Policy Items**

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

**C. Financial Items**

- 1) Approval of Amendment to Agreement with Iconic Consulting for Emergency Repairs and Ensure City of Dallas Code Compliance of CVC Standpipe Systems
- 2) Approval of Brokers-Dealers List for 2019-2020

**D. Curriculum Item**

- 1) Approval of Associate Degree in Cloud Computing for Brookhaven College, El Centro College, North Lake College, and Richland College

**E. Richland Collegiate High School Item**

- 1) Approval of Richland Collegiate High School 2019-2020 Student Handbook  
Trustee Zimmermann pointed out that it looked like some of the corrections to the handbook had already been handled as phone numbers had been added. Craig Hinkle stated that this was an oversight and to please disregard.

## 9. Individual Items

*(Individual Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)*

Vice Chair Jameson moved and Trustee Ritter seconded the motion to approve Items 9A-1 through 9A-3 and 9B-1 through 9B-9. The motion was approved and passed unanimously. Items 9A-4 and 9A-5 were considered separately. See individual items.

### A. Financial Items

- 1) Approval of Revised Budget for Richland Collegiate High School (RCHS) for 2018-19
- 2) Approval of Budget for Richland Collegiate High School (RCHS) for 2019-20
- 3) Approval of Phase 1 of General Obligation (GO) Bond Projects
- 4) Approval of Resolution for Budget 2019-20  
Trustee Ritter mentioned discussion from the Finance Committee regarding a 3% salary increase to part-time employees and Rob Wendland confirmed that there was to be a reallocation of funds, per that conversation. Dr. May authorized the reallocation. Trustee Ritter moved and Trustee Compton seconded the motion to approve Item 9A-4. The motion was approved and passed unanimously.
- 5) Approval of Date to Adopt Ad Valorem Tax Rate for 2019 Tax Year  
Trustee Williams moved and Trustee Ritter seconded the motion to approve 9A-5.

The roll call vote on this item was as follows: Trustee Zimmermann – for; Trustee Ritter – for; Vice Chair Jameson – for; Chair Flores – for; Trustee Williams – for; Trustee Compton – for. Trustee Bravo was absent. The motion was approved and passed unanimously.

### B. Talent Items

Chair Flores recognized those employees who were retiring and had at least 25 years of service: Candice Castillo of North Lake College after 28 years, Samuel Germany of Cedar Valley College after 37 years, and Tim Sullivan of Richland College with 44 years of service.

- 1) Approval of Amendment to Chancellor's Employment Agreement
- 2) Approval of Fourth Amendment to the Dallas County Community College District Supplemental Executive Retirement Plan for the Chancellor
- 3) Employment of Contractual Talent - Administrator Related Actions

- 4) Employment of Contractual Talent – Faculty Related Actions
- 5) Reclassification of Instructors
- 6) Reemployment of Faculty: Three-Year Contracts
- 7) Reemployment of Faculty: One-Year Temporary Contracts
- 8) Reemployment of Alternative Faculty
- 9) Reemployment of Administrators for 2019-2020
- C. Talent Item (Informative Only - No Action Required)
  - 1) Resignations, Retirements and Terminations

## 10. Informative Reports

### A. Committee Reports

*(Committee notes are listed only after they have been reviewed and approved by the committee in question.)*

- 1) Education Workforce Committee Notes for May 7, 2019
- 2) Finance Committee Notes for May 7, 2019
- 3) Chancellor Performance Review Committee Meeting Notes for June 4, 2019

### B. 3rd Quarter Investment Transaction

- Trustee Zimmermann asked for clarification on this item which listed numbers but lacked names. Tiska Thomas responded that this was a list of transactions that were conducted, as well as current portfolio holdings. She explained that the purpose of the report was to list the transaction numbers for the investments that were made.
- Trustee Zimmermann stated that the numbers didn't mean anything to the Board without knowing what the transaction was for. Trustee Ritter agreed, and said he was also perplexed by this report and suggested some type of explanatory memorandum be included with such a report. Vice Chair Jameson also agreed that a summary telling the Board what each of these portfolios is would be helpful. Robertson took note of the suggestion made by the Board

### C. Quarterly Budget Book Vendor Summary

- Trustee Zimmermann asked for clarification on wording regarding entry level prospective workers and predicting success rates, etc. Mark Hays explained that a number of employers have requested an assessment tool that considers behavioral characteristics of an

applicant to ascertain whether or not they met the goals of that particular job. This District-offered service is designed to help employers in selecting the proper candidates for jobs. Dr. May added that this is part of a package to help them customize programs and ensure they were making good hiring decisions.

- Trustee Zimmermann suggested we were sending out requests to the wrong companies based on the poor response we are getting from suppliers. Robertson responded that a list of anything that we do goes out to vendors who have made that request. Sometimes vendors ask for everything whether or not they provide that service or product. With E-Procurement, there is an effort to go back and reclassify vendors by what they actually sell, so has been an issue being worked on.

D. Current Funds Operating Budget Report (June 2019)

E. Monthly Award and Change Order Summary

F. Facilities Management Reports

G. DCCCD Foundation Report (August 2019)

H. Notice of Grant Awards (August 2019)

I. Contracts for Educational Services

J. Rainy Day Fund

K. Report from Investment Officers on Training

L. Workforce Demographics

M. Workforce Demographics by Salary Range

## **11. Executive Session**

None.

## **12. Adjournment**

The Regular Meeting was adjourned at 5:02 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.*

## CONSENT AGENDA NO. 6A-2

### Approval of Minutes of the August 20, 2019 Work Session

It is recommended that the Board approve the minutes of the August 20, 2019 Work Session.

The Board of Trustees of Dallas County Community College District held a Work Session on Tuesday, August 20, 2019, beginning at 10:02 a.m. in the lower level, room 036. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo

Ms. Charletta Rogers Compton (arrived at 1:13 p.m., left at 2:15 p.m.)

Ms. Diana Flores (chair)

Mr. Wesley Jameson (vice chair)

Dr. Joe May (secretary and chancellor)

Mr. Phil Ritter (left at 1:03 p.m., returned at 2:35 p.m.)

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. Board Workshop: Higher Ed Bonds - Fiscal Responsibility**

**Facilitated by Kennon D. Briggs, ACCT Consultant**

Kennon D. Briggs presented the Higher Ed Bonds – Fiscal Responsibility presentation. Briggs reviewed the following information with the committee as follows:

- Briggs began the presentation by discussing the fiduciary responsibilities that accompany being a Board of Trustee Member which include the duty of care, the duty of loyalty and the duty of obedience.
- Briggs asked the Committee to keep the following question in mind during the presentation, “How do you see yourself as a Trustee fulfilling your role as a Fiduciary?”
  - In a Shared Governance?
  - In Fiscal Accountability?
  - In utilizing the “Rainy Day Fund”?

- In determining facilities and deploying the Bonds?
  - In institutional affairs?
- Briggs went over his presentation on Fiscal Affairs: Shared Governance & Fiscal Accountability.
- Monitoring College Financial Health, includes maintaining a healthy fund balance, managing a cash flow, establishing tuition charges and setting tax rates that reflect operational needs and debt service requirements.
  - Six suggestions about monitoring college financial health:
    1. Be a thought partner with your CFO and focus on strategic priorities.
    2. Continually ask yourself, “Does this expenditure best serve students, employers and community?”
    3. Monitor all aspects of DCCCD business model.
    4. Continue to ask for periodic reports and data analytics.
    5. Ask administration to provide a risk assessment periodically.
    6. Take a long-term view of budgets, not just one year.
- Utilization of a Rainy-Day Fund.
  - Four things to think about that the Rainy-Day funds can be used for:
    1. To cover the general fund from year to year.
    2. To cover the difference in the current fiscal year between the budget and revenue expenditures.
    3. Cost imposed by a court order or administrator officer of the court.
    4. To provide relief and assistance from the effects of an emergency.

Trustee Ritter requested a set of financial parameters to guide the Board in decision making as it relates to spending.

Mr. Briggs opened the second segment of the presentation Facilities and Bonds – The Relationship Between Plans and Programs.

The following was reviewed and discussed by the Board:

- Lessons Learned in North Carolina from \$3.1 billion Higher Ed Bonds.
  - Briggs reviewed the following topics:
    - Distribution of funds and leveraging dollars
    - New construction vs. renovation/repair
    - Academic programming vs. other space needs
    - Facilities plans
    - Advanced planning funding

- Operational costs and cashflow model vs. debt issuance.
  - He suggested that the District be cognizant of new facilities vs. renovation and repair and think carefully regarding this. Resizing presented a great opportunity to put bond dollars to work and advanced planning was critical.
- Linking Academic Programs, Skills Training, & Facilities.
  - He continued that the District had a unique opportunity and had the right pathway but the job was to create optimal balance between quality academic programs, student services, and community interests. Dr. May shared about the District's master plan. Chair Flores pointed out that program review was an ongoing cycle. Mr. Briggs stated that the challenge was to think about spaces for jobs that don't exist yet and how flexible the spaces could and should be. Dr. May mentioned the replacement of some buildings with more changeable ones.
  - The group discussed apprenticeship programs that to help fill the need for healthcare workers. Efforts to increase distance learning, and the need to think about job spaces for skilled labor with the demand for construction trades were also discussed.
- "P-3" – What Public/Private Partnerships Make Sense?
  - Briggs explained the concept of P-3s and gave examples from UNC Asheville, N.C. He suggested careful thought about student housing/residence halls, as they created a learning community and although not all community colleges were traditionally housing inclusive, students stayed enrolled when connected in this way.
  - Chair Flores asked if any P-3s have failed and Briggs said no and gave an example of one that was very successful. Chair Flores, Vice Chair Jameson, Rob Wendland, Dr. May, and group discussed the institution of P-3s in the District. Chair Flores asked if this would maximize the bond dollars and Wendland answered that yes, we could leverage more effectively using P-3s. Robertson further explained the feasibility of freeing up money in other areas as needed.
  - Briggs reviewed the difference between public/public vs. public/private. Chair Flores asked if new wording regarding public/public partnerships could be added to policy and Wendland agreed. Workforce development and incubation facilities for P-3s were discussed.
- Institutional Affairs – A Case Study of a Multi-Campus District. The following was reviewed and discussed by the Board.



- Instructional Program Review
- Human Resource Purification
- Right-sizing an Institution for Optimal Effectiveness
- “Here We Grow” – What to Offer and Where do we Locate it?
- Economic Mobility
- Challenges and Opportunities – Top Policy Issues Facing Community Colleges.
  - The group reviewed slides on the case-study and Briggs related his experience. Trustee Ritter mentioned students who accumulated unnecessary credits and wasted time and asked how this fit into the analysis. Briggs suggested giving them something they really wanted to do while shortening the number of credit hours for a degree but consider what were true requisites. Dr. May stated that Guided Pathways program had helped.
  - The group discussed topics of span of control, salaries & benefits, and human capital. Briggs said that even affluent communities never stop looking for efficiencies. Chair Flores asked that the Finance Committee look at topics such as personnel. Trustee Ritter asked if there is benchmark data on span of control and Wendland answered not that he was aware of. Dr. May spoke on how we would align with many different factors when we operated as One College as opposed to seven.
- Campus Utilization.
  - Briggs asked that the Board revisit course scheduling in an effort to match demand with scheduling, and also rethink academic spaces and how and if they were being used. Dr. May pointed out that BCG was helping the District with these issues too. Single accreditation would make things easier but there was a lot to do. Space, people, student needs, and pathway needed to come together.

Briggs closed with the importance of good shared governance and public trust, and the key question of what we build, where, what we taught in it, and how it would lead to successful outcomes in our students and communities.

### **3. Executive Session**

None.

#### **4. Adjournment**

The Work Session was adjourned at 3:35 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.*

## CONSENT AGENDA NO. 6A-3

### Approval of Minutes of the August 20, 2019 Special Meeting

It is recommended that the Board approve the minutes of the August 20, 2019 Special Meeting.

The Board of Trustees of Dallas County Community College District held a Special Meeting on Tuesday, August 20, 2019, beginning at 4:10 p.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo  
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 by Joe May.
2. **Public Hearing on the Proposed Tax Rate** was opened at 4:10 p.m. and closed at 4:12 p.m. with no speakers.
3. **Consent Agenda**  
*(Consent Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)*  
Trustee Compton moved and Trustee Zimmermann seconded the motion to approve Items 3A-1, 3B-2 and 3C-1. The motion was approved and passed unanimously. Trustee Compton requested that Item 3B-1 be considered separately and voted on with a roll call. See individual item.
  - A. Audit Item
    - 1) Approval of the Annual Audit Plan for FY2019-20
  - B. Education Workforce Items

1) Approval of Resolution Authorizing the Move to One College  
Trustee Bravo moved and Trustee Ritter seconded the motion to approve Item 3B-1. The roll call vote on this item was as follows: Trustee Zimmermann – against, Trustee Ritter – for, Vice Chair Jameson – for, Chair Flores – for, Trustee Bravo – for, Trustee Williams – for and Trustee Compton - for. The motion was carried by majority vote.

- Trustee Compton was concerned about the urgency of this matter. She asked Dr. May when he expects to see concrete data in terms of increasing degrees/certificates, to justify that this was a good decision. He answered that would be shared when data was available.
- Trustee Zimmermann stated that in all the discussions the Board had, there were many questions still unanswered regarding the challenges. She was concerned about legacy students and federal funding, and that we were not prepared for all the challenges and changes. Trustee Flores pointed out that although this was discussed over the years, it was accelerated in the last two years and it was time to act.
- Trustee Ritter stated that he felt, after the presentation earlier on unified accreditation, that they must act right away. He believed that the process of separate accreditation had become a barrier and that there was no reason to doubt the numbers and findings that were shared. The District would have more resources for success if it moved in this direction and there was no compelling reason to wait.
- Trustee Compton reiterated Trustee Zimmermann's concerns regarding seven colleges doing things individually and supporting their need to keep their identity in some way.
- Chancellor May mentioned the need to do a parallel track with the Baccalaureate submission along with this move to One College entity at the same time. Five colleges were submitting reports that would be considered by the SACS commission in December. After December we could address all the issues when we had the benefit of the commission's reactions and feedback.
- Chair Flores asked if we could go back to those students who were unable to get the degree they earned and tell them that they could now have their degree. Dr. May answered yes, we could.

2) Approval of the Brookhaven College Mission and Vision Statements

C. Special Request

- 1) Acceptance of Gift of Travel Expenses for Planet P-TECH Conference, hosted by IBM Corporate Citizenship

**4. Executive Session**

None.

**5. Adjournment**

The Special Meeting was adjourned at 4:34 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.*

CONSENT AGENDA NO. 6A-4

Approval of Minutes of the August 27, 2019 Special Meeting

The Board of Trustees of Dallas County Community College District planned a Special Meeting on Tuesday, August 27, 2019, beginning at 1 p.m. in the lower level, room 007, which was not held due to an absence of a quorum.

## CONSENT AGENDA NO. 6A-5

### Approval of Minutes of the August 27, 2019 Special Meeting

It is recommended that the Board approve the minutes of the August 27, 2019 Special Meeting.

The Board of Trustees of Dallas County Community College District held a Special Meeting on Tuesday, August 27, 2019, beginning at 4:08 p.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo  
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 by Joe May.
2. **Public Hearing on the Proposed Tax Rate**  
The Public hearing was opened at 4:09 p.m. and closed at 4:11 p.m. with no speakers.
3. **Executive Session**  
Executive Session was held at 4:12 p.m. and adjourned at 4:35 p.m.
4. **Adjournment**  
The Special Meeting adjourned at 4:36 p.m.

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## FINANCIAL ITEM NO. 6B-1

### Approval of Interlocal Agreement with the City of Dallas to Participate in the Land Transfer Program

The Chancellor recommends that authorization be given to approve an interlocal agreement between the Dallas County Community College District and the City of Dallas to participate in the Land Transfer Program.

#### Purpose

To partner with other local agencies in the Land Transfer Program as part of the City of Dallas overall strategies to overcome poverty and racial segregation in Dallas Housing.

The Land Transfer Program sets procedures for the Department of Housing and Neighborhood Revitalization that:

- Enable the sale of properties that could be previously only sold to qualified non-profit developers to both for-profit and non-profit qualified developers
- Provide a significant increase in development capacity to more effectively meet the needs of affordable housing

It is important to note that the Land Transfer Program is separate and apart from the Land Bank Program.

#### Background

On May 9, 2018, Dallas City Council adopted a Comprehensive Housing Policy that set citywide production goals for homeownership and rental units for the next three years along various programs, tools and strategies to be used to meet the production goals while also overcoming concentrations of poverty and racial segregation.

As a part of that policy, a Land Transfer Program was added which gave the City Manager the authority to enter into the Land Transfer Interlocal Agreement.

Additionally, the Dallas City Council passed a resolution authorizing the City Manager to enter into an interlocal agreement with Dallas County, including Dallas County Hospital District, Dallas County Community College District, and Dallas Independent School District to allow the City to resell tax foreclosed property that has a tax delinquency of six or more years to be developed for a purpose consistent with the City's urban redevelopment plans or the City's affordable housing policy.



Funding Source

N/A

Resource Contacts

John Robertson, Chief Financial Officer

Robert Wendland, General Counsel

## FINANCIAL ITEM NO. 6B-2

### Approval of Lease Agreement with Garland Chamber of Commerce to Provide a Shared Benefit to the Garland Community

The Chancellor recommends that authorization be given to approve an agreement between the Dallas County Community College District, on behalf of Richland College and the Garland Chamber of Commerce.

#### Purpose

- To continue to provide workforce training services to the Garland community
- To continue to develop relationships, economic growth, and business expansion in the Garland community

Richland College Garland Campus will lease to the Garland Chamber of Commerce 12 offices, consisting of approximately 2,965 sq. ft., scheduled use four times per month of Conference Room A and Conference Room B and periodic scheduled use of the Gallery meeting space.

The terms of the rental space are to be an "in-kind" match of no less than \$50,000 annually. The "in-kind" match will be in the form of services provided by the Chief Executive Officer and Director of Economic Development of the Garland Chamber of Commerce for the period of five years from September 11, 2019, through September 11, 2024.

The rental payment by the Garland Chamber of Commerce will be \$1.00 per year payable on or before September 11, of each year. Termination of the lease by the Garland Chamber of Commerce or Richland College Garland Campus requires six months advance written notice by either party.

#### Background

This agreement is to provide a shared benefit to the Garland community, Garland Chamber of Commerce, and Richland College through corporate and workforce training services. The Garland Chamber of Commerce will provide on-going introductions to local companies and governmental entities to develop and enhance relationships, economic growth, and business expansion in the communities served by the Garland Chamber of Commerce and Richland College Garland Campus.

#### Funding Source

College Operating Budget

Resource Contact

Kay Eggleston, President, Richland College

RESOLUTION ITEM NO. 6C-1

Approval of Resolution Nominating Trustee Wesley Jameson as a  
Candidate to be a Member of the Board of Directors of the Dallas Central  
Appraisal District

The District has been made aware of an opportunity to nominate a member of the Board of Directors of the Dallas Central Appraisal District. Accordingly, it is recommended that the Board of Trustees nominate Trustee Wesley Jameson by official resolution as one (1) of the candidates to be considered as the fifth member to the Board of Directors of the Dallas Central Appraisal District.

The term of office for each member is two years beginning on January 1, 2020.

Effective Date: Upon Board Approval

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT, NOMINATING TRUSTEE WESLEY JAMESON AS A CANDIDATE TO BE A MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT**

**WHEREAS**, The Chief Appraiser of the Dallas Central Appraisal District has been charged with the responsibility of conducting the election process to determine the membership of the Board of Directors of the Dallas Central Appraisal District, according to the Property Tax Code of Texas; and

**WHEREAS**, each of the independent school districts, except for the Dallas Independent School District, along with other selected taxing entities, shall have the right to nominate by an official resolution one (1) candidate as a member of the Board of Directors; and

**WHEREAS**, said independent school districts and other taxing entities shall, from among the nominations received, elect by a majority vote, with each taxing entity being entitled to one (1) vote, a member of the Board of Directors.

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

The Board of Trustees of the **Dallas County Community College District** does hereby nominate **Trustee Wesley Jameson** as a candidate to be a member of the Board of Directors of the Dallas Central Appraisal District.

**APPROVED AND ADOPTED BY THE BOARD OF TRUSTEES OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT ON THIS 10<sup>TH</sup> DAY OF SEPTEMBER 2019, AS EVIDENCED BY THE SIGNATURES AFFIXED HERETO.**

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Diana Flores, Chair, Board of Trustees

ATTEST:

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Joe D. May, Secretary, Board of Trustees

SEAL:

## FINANCIAL ITEM NO. 7A-1

### Approval of Resolution Levying the Interest and Sinking (I&S) Component of the Ad Valorem Tax Rate for Tax Year 2019

The Chancellor recommends that the Board of Trustees adopt the attached resolution establishing the tax rate of \$0.020000 per \$100 valuation for tax year 2019.

#### Purpose

Interest and Sinking Fund (I&S) Tax Rate will remain the same for Tax Year 2019 compared to Tax Year 2018

#### Background

The Interest & Sinking (I&S) rate of \$0.020000 per \$100 of assessed valuation is based on the debt payment requirements and projected collection rate as seen in the debt service fund budget for 2019-2020, the line item "Taxes (General Obligation Bonds)"; this rate is the same as the 2018-2019 I&S rate of \$0.020000. This rate allows the District to accelerate debt payoff and take advantage of lower interest rates on refunded bonds to maximize taxpayer savings. The Administration estimates the levy on an average home value attributable to the I&S rate will be \$41.32 for the year. This will pay the \$54.5 million in principal, interest, and other expenses of the general obligation bonds.

Provided the Board approves each component, DCCCD's tax rate for 2019 will be \$0.124000 (\$0.104 for M&O plus \$0.020 for I&S), which is higher than the effective rate of \$0.117599 but lower than the rollback rate of 0.126522.

As required by law, the District published effective and rollback rates, statements and schedules on August 13, 2019.

#### Resource Contact

John Robertson, Chief Financial Officer

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

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2019, FOR THE DEBT SERVICE OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT.

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

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

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

WHEREAS, the Board of Trustees of the District has complied with all the procedural requirements for the setting of the 2019 ad valorem tax rate as specified by the Tax Code and Education Code:

NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2019, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2019, as follows:

Ad valorem tax at a rate of \$0.020 on each one hundred dollar (\$100) increment of assessed valuation of property for debt service interest and sinking requirements on the general obligation bonds of the District as authorized by law;

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

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

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

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

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Diana Flores, Chair  
Board of Trustees  
Dallas County Community College District

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



THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chair of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the tenth day of September 2019, establishing the tax rate to levy taxes for the 2019 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the tenth day of September 2019.

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Diana Flores, Chair  
Board of Trustees  
Dallas County Community College District

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

(SEAL)

THE STATE OF TEXAS

COUNTY OF DALLAS

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

GIVEN UNDER MY HAND AND SEAL of office this tenth day of September 2019.

Notary Public: \_\_\_\_\_  
My Commission  
Expires: \_\_\_\_\_

## FINANCIAL ITEM NO. 7A-2

### Approval of Resolution Levying the Maintenance and Operation (M&O) Component of the Ad Valorem Tax Rate for Tax Year 2019

The Chancellor recommends that the Board of Trustees adopt the attached resolution establishing the Maintenance and Operation tax rate of \$0.104000 per \$100 valuation for tax year 2019.

#### Purpose

The proposed M&O rate to support the 2019-2020 budget of \$0.104 per \$100 assessed valuation is higher than the effective M&O rate of \$0.098632 per \$100 assessed valuation and is lower than the rollback rate of \$0.106522 per \$100 assessed valuation.

#### Background

The average taxable value of a residence homestead in 2019 tax year is \$206,577 compared to \$190,600 for 2018. The Administration estimates that the levy on an average home value attributable to the M&O rate will be \$214.84, representing an annual increase of \$15.58.

Revenue generated by the M&O tax rate supports the line item "Taxes for Current Operations" in the unrestricted fund. The projected revenues for M&O taxes for FY20 are \$278,800,000 which is an \$18.1 million increase over FY19.

As required by law, the District published effective and rollback rates, statements and schedules on August 13, 2019.

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

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2019, FOR THE  
MAINTENANCE AND OPERATION OF THE DALLAS COUNTY  
COMMUNITY COLLEGE DISTRICT.

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

WHEREAS, at an election held in Dallas County, Texas, on the 25th day of May, 1965, the qualified voters approved the creation of the Dallas County Community College District, and the election also authorized a levy of taxes for the maintenance and operation of the College District;

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

WHEREAS, the Board of Trustees of the District has complied with all the procedural requirements for the setting of the 2019 ad valorem tax rate as specified by the Tax Code and Education Code:

NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2019, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2019, as follows:

Ad valorem tax at a rate of \$0.104 on each one hundred dollars (\$100) increment of assessed valuation of property for the maintenance and operation of the colleges;

THIS RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THIS TAX RATE WILL EFFECTIVELY BE RAISED BY 5.44 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0 PER YEAR;

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

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

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

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

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Diana Flores, Chair  
Board of Trustees  
Dallas County Community College District

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

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chair of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the tenth day of September 2019, establishing the maintenance and operations tax rate to levy taxes for the 2019 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the tenth day of September 2019.

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Diana Flores, Chair  
Board of Trustees  
Dallas County Community College District

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

(SEAL)

THE STATE OF TEXAS

COUNTY OF DALLAS

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

GIVEN UNDER MY HAND AND SEAL of office this tenth day of September 2019.

Notary Public: \_\_\_\_\_

My Commission

Expires: \_\_\_\_\_

TALENT ITEM NO. 7B-1

Employment of Contractual Talent – Administrator Related Actions

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

REGULAR APPOINTMENT ADMINISTRATORS – 3

Jacquelyn Glee

District Office

Annual Salary/Range: \$75,000/E02    Effective Dates: September 4, 2019 through August 31, 2020

Monthly Business and Travel: \$100

Title: Associate Director, Articulation /Transfer Services

Biographical Sketch: M.S., Amberton University, Garland, TX

Experience: Senior Program Services Coordinator, Cedar Valley College, Lancaster, TX; Coordinator, Transfer Services and Senior Manager, Transfer Services, District Office, Dallas, TX

Michael Bisceglia

El Centro College

Annual Salary Range: \$75,727/E02    Effective Dates: September 4, 2019 through August 31, 2020

Monthly Business and Travel: \$100

Title: Associate Director, Student and Academic Programs

Biographical Sketch: M.B.A., University of Texas at Arlington, Arlington, TX; B.B.M., University of Central Florida, Orlando, FL

Experience: Team Lead/Executive, Target, Dallas TX and Orlando, FL; Owner, Winter Springs Rental, Dallas, TX and Orlando, FL; Adjunct Faculty, El Centro College, Dallas, TX



## INTERIM APPOINTMENT ADMINISTRATOR - 2

Kenneth Alferts

Mountain View College

Annual Salary Range: \$98,273/E05

Effective Dates: August 19, 2019 through August 31, 2019; September 1, 2019 through August 31, 2020

Monthly Business and Travel: \$150

Title: Executive Dean

Biographical Sketch: Ph.D., George Washington University, Washington, DC; M.A. and B.A., Creighton University, Omaha, NE

Experience: Interim Vice President, Instruction and Full-time Faculty, Mountain View College, Dallas, TX

James Jones

North Lake College

Annual Salary/Range:  
\$120,000/E09

Effective Dates: September 4, 2019 through August 31, 2020

Monthly Business and Travel: \$200

Title: Interim Vice President, Business Services

Biographical Sketch: M.A., Amberton University, Garland, TX

Experience: Associate Director and Vice President of Business Services, Cedar Valley College, Lancaster, TX; Director of Business Operations, District Service Center, Mesquite, TX

## CORRECTION TO TITLE ADMINISTRATORS – 2

Iva Bergeron

Mountain View College

Effective Dates: August 7, 2019 through August 31, 2019; September 1, 2019 through August 31, 2020

Title: Dean Planning, Research and Institutional Effectiveness

Note: It is recommended that Ms. Bergeron's title be corrected.

Dr. Dwight Randle

Richland College

Effective Dates: August 7, 2019 through August 31, 2019; September 1, 2019 through August 31, 2020

Title: Executive Dean

Note: It is recommended that Dr. Randle's title be corrected.

## MONTHLY BUSINESS AND TRAVEL ALLOWANCE INCREASE ADMINISTRATORS – 3

Isaac Faz

District Office

Chief Legislative Counsel

Effective Date: September 4, 2019

Monthly Business and Travel: \$500

Note: It is recommended that Mr. Faz's business and travel allowance be increased.

Dr. Iris Freemon

District Office

Chief of Staff

Effective: September 4, 2019

Monthly Business and Travel Allowance: \$500

Note: It is recommended that Dr. Freeman's business and travel be increased.

Perla Molina

District Office

Board Relations Executive

Effective: September 4, 2019

Monthly Business and Travel Allowance: \$500

Note: It is recommended that Ms. Molina's business and travel be increased.

**CORRECTION TO JOB TITLE CHANGE/SALARY ADJUSTMENT BASED ON  
2018-2019 JOB CYCLE REVIEW - ADMINISTRATOR - 1**

Keisha Farrington

El Centro College

Current Annual Salary/Range:  
\$75,342/E02

Proposed Annual Salary/Range:  
\$85,342/E03

Title: Director, Business Office  
Operations

Effective Dates: August 7, 2019 through  
August 31, 2019; September 1, 2019 through  
August 31, 2020

Monthly Business and Travel: \$150

Note: It is recommended that Ms. Farrington's job title be changed and salary adjusted due to results of the 2018-2019 job cycle review.

TALENT ITEM NO. 7B-2

Employment of Contractual Talent– Faculty Related Actions

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

TEMPORARY APPOINTMENT FACULTY – 6

Sheila Baker

Brookhaven College

Annual Salary/Range: \$57,500/F01    Effective Dates: September 4, 2019 through May 14, 2020

Instructor: Health Information Technology

Biographical Sketch: M.B.A. and B.S., Jackson State University, Jackson, MS; B.S., University of Alabama at Birmingham, Birmingham, AL

Experience: Medical Coder, Parkland Health and Hospital System, Dallas, TX; Adjunct Instructor, Mercer County Community College, Trenton, NJ; Adjunct Faculty, Brookhaven College

Dr. Lauren Gonzalez

Brookhaven College

Annual Salary/Range: \$67,555/F04    Effective Dates: September 4, 2019 through May 14, 2020

Instructor: Child Development

Biographical Sketch: M.Ed and B.S., Texas Woman's University, Denton, TX; Ed.D., University of North Texas, Denton, TX

Experience: Adjunct Instructor, University of North Texas, Denton, TX; Assistant Professor, Stephen F. Austin, Nacogdoches, TX; Adjunct Faculty, Brookhaven College

Kathryn Johanon

Brookhaven Lake College

Annual Salary/Range: \$52,000/F01

Effective Dates: September 4, 2019 through May 14, 2020

Instructor, Mathematics

Biographical Sketch: M.S. and B.S., Texas Woman's University, Denton, TX

Experience: Adjunct Instructor and Full-time Instructor, Collin College, McKinney, TX; Adjunct Faculty, Brookhaven College

Stephanie Wells

Brookhaven College

Annual Salary/Range: \$57,500/F01

Effective Dates: September 4, 2019 through May 14, 2020

Instructor, Radiological Technology

Biographical Sketch: B.S.R.S. and A.A.S., Midwestern State University, Wichita Falls, TX

Experience: Full-time Faculty and Adjunct Faculty, Brookhaven College; General Radiographer, Diagnos Temps, Dallas, TX

Dr. Celyna Rackov

El Centro College

Annual Salary/Range: \$59,885/F04

Effective Dates: September 4, 2019 through May 14, 2020

Instructor: Chemistry

Biographical Sketch: Ph.D., University of Sao Paulo, Sao Paulo, Brazil; M.S. and B.S., Federal University of Rio Grande do Norte, Rio Grande, Brazil

Experience: Teacher, Escola Estadual Varela Barca, Rio Grande, Brazil; Instructional Specialist and Adjunct Faculty, El Centro College

William Godbey

North Lake College

Annual Salary/Range: \$53,250/F01

Effective Dates: September 4, 2019  
through May 14, 2020

Instructor: English

Biographical Sketch: M.A., University of Dallas, Irving, TX; B.A., University of North Texas, Denton, TX

Experience: Adjunct Faculty, North Lake College

#### REGULAR APPOINTMENT FACULTY – 1

Melissa Croasdale

El Centro College

Annual Salary/Range: \$54,500/F01

Effective Dates: September 4, 2019  
through May 14, 2020

Instructor: Nursing

Biographical Sketch: M.S.N. and B.S.N, University of Texas Medical Branch at Galveston, Galveston, TX; A.S., Laboure College, Boston, MA

Experience: Full-time Faculty, El Centro College; Registered Nurse, Baylor University Medical Center, Dallas, TX; Transport Registered Nurse, Medical City Children's Hospital, Dallas, TX

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

Resignations and Retirement

The Chancellor confirms acceptance of the following resignations and retirement.

RESIGNATIONS – 5

David Belcher	District Office (Eastfield College)
Campus Police Officer	<u>Effective Date:</u> August 16, 2019
<u>Length of Service:</u> 6 years	
<u>Reason for resigning:</u> Accepted a position with an outside organization.	
Cliff Atkins	District Office (North Lake College)
Campus Police Officer	<u>Effective Date:</u> September 10, 2019
<u>Length of Service:</u> 7 years	
<u>Reason for resigning:</u> Personal reasons.	
Ashmi Patel	Eastfield College
Associate Director	<u>Effective Date:</u> August 9, 2019
<u>Length of Service:</u> 9 months	
<u>Reason for resigning:</u> Personal reasons.	
Shannon Samples	Mountain View College
Instructor, Occupational Therapy	<u>Effective Date:</u> August 12, 2019
<u>Length of Service:</u> 1 year	
<u>Reason for resigning:</u> Relocating to Atlanta, Georgia.	

Raymond O'Daniel	Richland College
Instructor, Cyber Security	<u>Effective Date:</u> August 16, 2019
<u>Length of Service:</u> 1 year	
<u>Reason for resigning:</u> Personal reasons.	

#### RETIREMENT - 1

Brian Hall	District Office (North Lake College)
Campus Police Officer	<u>Effective Date:</u> August 31, 2019
<u>Length of Service:</u> 18 years	



## COMMITTEE REPORT NO. 8A-1

### Finance Committee Notes for August 6, 2019

The Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 6, 2019, beginning at 1:03 p.m. in the lower level, room 036. This meeting was convened by Committee Chair Phil Ritter.

#### Board Members and Officers Present

- Ms. Monica Lira Bravo (left at 2:35 p.m., returned at 3:20 p.m.)
- \* Ms. Charletta Rogers Compton
  - Ms. Diana Flores
  - Mr. Wesley Jameson
  - \* Mr. Philip J. Ritter (committee chair)
  - Dr. Joe May (secretary and chancellor)
  - \* Mr. JL Sonny Williams
  - Ms. Dorothy Zimmermann

#### Board Members Absent

None.

\* *Denotes a committee member*

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

#### **2. Committee Presentations**

##### A. FY2019-2020 Budget Review

Presenters: John Robertson, Tiska Thomas

Tiska Thomas presented an overview of the FY 2019-2020 budget, including the capital budget and facilities improvement plan.

At the June 26 Workshop, the Trustees asked to see scenarios for adjustments to the *Over 65/Disabled Persons Exemption*. Comparisons with Collin and Tarrant Colleges showed that DCCCD had a significantly higher exemption rate. At this time, no recommendations were made to raise this exemption.

Trustees also asked to see districtwide cost savings. Cost savings were identified in the areas of technology, facilities, contracted services, instructional contracts, and personnel for a total of over \$2.5 million. Anna Mays spoke about the e-transcript savings of \$454,000 by reducing postage, paper, and labor costs. The total taxpayer savings with the bond refunding and *Over 65/Disabled Exemption* are \$55.2 million.

Committee Chair Ritter asked about the impact that these savings have on the I&S tax rate. John Robertson replied that the I&S rate will remain unchanged for the 2019 tax year.

Chair Flores and Committee Chair Ritter asked for hiring data in regard to diversity and inclusion.

Trustee Compton questioned as to why the proposed compensation increase excluded part-time staff and adjunct faculty. Tiska Thomas responded that part-time employees were paid hourly and were difficult to track because of high employee turnover. The cost to include part-time staff in the 3% increase would be between \$400,000 and \$800,000.

Committee Chair Ritter asked that a compensation review for adjuncts, part-time and full-time staff, and administrators be conducted. Chair Flores asked for data concerning how many part-time staff were students. Thomas reported that as of July 2019, there were 207 work-study students and 1,076 part-time staff.

After further discussion, the Board made a decision to include part-time employees in the 3% across the board pay increase. The adjustment would be made officially during the Regular Board meeting.

### **3. Overview of Regular Agenda Items**

#### **A. Amendment to Policy Concerning Investments – CAK (LOCAL)**

The amendment to the investment policy was a language revision that removed the specific list of documents required from broker-dealers. The revision was consistent with Texas Association of School Boards' (TASB) policy.

The State Legislature made changes to the Public Funds Investment Act in House Bill 2706. The changes fell in line with existing District policy.

## B. Phase 1 of General Obligation (GO) Bond Projects

Phase 1 of the General Obligations Bond projects were submitted for approval at the Regular Board meeting and were included in the Budget Book. At the October committee meeting, the financial advisors would give a presentation on interim financing.

Committee Chair Ritter asked that issues relating to organizational capacity be discussed during the interim financing presentation.

## C. Amendment to Agreement with Iconic Consulting for Emergency Repairs and Ensure City of Dallas Code Compliance of CVC Standpipe Systems

The City Fire Marshal office identified that the standpipe system at Cedar Valley was not operational. Deficiencies have been addressed and work continued with the City Fire Marshall.

Committee Chair Ritter asked about the internal process for review and compliance. John Robertson stated that the District had a firm that conducted reviews and that District was checking the internal process.

Trustee Compton asked if Iconic Consulting is a minority firm and if they had ever worked with minority contractors or companies. John Robertson responded that Iconic was an MWBE company.

## D. Brokers-Dealers List for 2019-2020

The updated brokers-dealers list would be presented at the August Regular Board meeting.

## 4. **Items for Review**

### A. Committee Notes

- 1) No changes were made.

## 5. **Executive Session**

Trustees moved to Executive Session at 2:47 p.m. and returned at 3:20 p.m.

## 6. **Adjournment** was at 3:20 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.*

## COMMITTEE REPORT NO. 8A-2

### Education Workforce Committee Notes for August 6, 2019

An Education Workforce meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 6, 2019, beginning at 3:21 p.m. in the Lower Level, Room 036. This meeting was convened by Vice Chair Wesley Jameson.

#### Board Members and Officers Present

Ms. Charletta Rogers Compton  
\* Ms. Diana Flores (chair)  
\* Mr. Wesley Jameson (vice chair)  
Mr. Philip J. Ritter  
Dr. Joe May (secretary and chancellor)  
Mr. JL Sonny Williams  
Ms. Dorothy Zimmermann

#### Members Absent

\* Ms. Monica Lira Bravo (committee chair)

\* *Denotes a committee member*

1. **Certification of Notice** posted for the meeting was confirmed by Chancellor Joe May.

#### 2. **Committee Presentations**

A. Becoming One College: Benefits and Challenges  
Presenter: Joe May

Chancellor Joe May presented the Becoming One College: Benefits and Challenges presentation. Chancellor May reviewed the following information with the Committee as follows:

Chancellor May informed the Committee that it would be easier to stop the process of the consolidation, rather than start with a deadline of September 1, 2019. Chancellor May also informed the Committee about the benefits of consolidating to One College. Chancellor May reviewed five key factors that would better support DCCCD students:

1. Becoming One College would increase the number of degrees and certificates awarded.
2. Becoming One College would decrease the time to obtain a degree.

3. Becoming One College would reduce the impact of SACSCOC 25% rule.
4. Becoming One College would increase the ability to take courses at more than one location.
5. Becoming One College would necessitate a consistent experience.

Four key ways that DCCCD would strengthen by becoming One College:

1. Maximizing faculty resource.
2. Centralizing and standardizing major operational processes.
3. Creating opportunity for shared resources.
4. Yielding the increases in efficiency and effectiveness.

Chancellor May informed the Committee about the challenges of consolidating to One College. Chancellor May reviewed four key ways DCCCD could face challenges:

1. DCCCD would want to preserve the uniqueness of all seven campuses while standardizing and streamlining shared processes.
2. DCCCD would redesign leadership roles and build capacity at system-level and campuses.
3. DCCCD would want to support employees and peers throughout the change process.
4. DCCCD would want to fulfill the promise of the integrated network with real change.

Chancellor May reviewed specific concerns with the Committee. One concern that was mentioned by Chancellor May, was the impact that of the changes on DCCCD personnel. Another concern would be the speed of SACSCOC substantive change process. Another impact is the potential limitations on federal grant applications. The last concern would be the clarification of designations and institutional affiliations.

Chancellor May informed the Committee about the commitment to the new DCCCD, which was created by the DCCCD Leadership Team. The new commitment stated the following:

“DCCCD has a 50-year history of positively impacting the lives of students and communities. But times have changed, as have our students and communities. We must change as an organization as well. Reality shows that our current structure is leaving students and employers behind.”

The Executive Team is unified in our commitment to work collaboratively to merge the strength of our network into an even better DCCCD so we can meet the demands of our students, communities, and

employers we serve. Together, we're laying the groundwork for the DCCCD for the next 50 years.

The next steps for the new DCCCD:

- Develop and submit the Substantive Change application to SACSCOC upon approval of the Board of Trustees. (Inform Higher Education Coordinating Board.)
- Continue and complete the current centralization, standardization, and technology projects including Public Safety and Security, Guided Pathways, Websites, ERP Design and Acquisition, and Corporate Training.
- Initiate and implement centralization, standardization and modernization of major functions.
- Implement the recommendations of the Education Plan including designation of Distributes, Focused and Signature programs by cluster.
- Review and amend the current budget allocation/accountability process to reduce competition and support cooperative ventures.

### **3. Overview of Regular Agenda Item**

- A. Associate Degree in Cloud Computing for Brookhaven College, El Centro College, North Lake College and Richland College  
Resource: Mark Hays

Mark Hays presented the overview of the Associate Degree in Cloud Computing for Brookhaven College, El Centro College, North Lake College and Richland College. Hays informed the Committee that Cloud Computing is desperately needed not only in the Dallas County but also around the country. Starting salary for Cloud Computing could be anywhere from mid \$60,000 to mid \$70,000. The Associate Degree in Cloud Computing was a program that would be beneficial at all seven colleges due to the demand of Cloud Computing.

Trustee Flores, Compton, Jameson and Zimmermann had concerns about the Associate Degree in Cloud Computing not being offered in the Southern Sector. Chancellor May informed the Committee that he could not have agreed more about adding a southern sector to also house this program.

### **4. Items for Review**

- A. Committee Notes

1) Education Workforce Committee Notes for May 7, 2019

There were no questions regarding the items for review.

5. **Executive Session**

An Executive Session was not held.

6. **Adjournment**

The Education Workforce Committee adjourned at 4:08 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.*



INFORMATIVE REPORT NO. 8B

Current Funds Operating Budget Report for July 2019

The Chancellor presents the report of the current funds operating budget for review for the period ending July 31, 2019.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2018-19 CURRENT FUNDS OPERATING BUDGET

**REVENUES & EXPENDITURES**

Year-to-Date July 31, 2019

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
<b>REVENUES</b>				
State Appropriations	\$ 87,722,604	\$ 87,722,604	\$ 79,468,574	90.6%
Tuition	136,825,161	136,825,161	130,199,799	95.2%
Less: Waivers & Discounts	(19,361,133)	(19,361,133)	(18,015,799)	93.1%
Less: TPEG Set Aside	(6,972,463)	(6,972,463)	(6,335,273)	90.9%
Total Net Tuition	110,491,565	110,491,565	105,848,727	95.8%
Taxes	260,739,716	260,739,716	259,841,200	99.7%
Federal Grants & Contracts (Work Study)	1,048,960	1,048,960	1,074,143	102.4%
Investment Income	4,341,572	4,341,572	7,057,399	162.6%
General Revenue	1,973,179	1,973,179	2,177,100	110.3%
Subtotal Revenue	466,317,596	466,317,596	455,467,143	97.7%
Enrollment Growth				
Transfers-In				
Repairs & Renovations	9,889,328	9,889,328	n/a	n/a
Special Items	35,559,452	35,559,452	0	0.0%
<b>TOTAL REVENUE</b>	511,766,376	511,766,376	455,467,143	89.0%

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
<b>EXPENSES</b>				
Salaries & Wages	\$ 285,975,412	\$ 286,408,094	\$ 257,895,691	90.0%
Staff Benefits	36,161,949	36,258,387	32,368,193	89.3%
Purchased Services	29,402,748	38,321,653	31,809,035	83.0%
Operating Expenses	66,272,845	72,571,701	48,628,743	67.0%
Supplies & Equipment	20,616,420	34,674,751	20,021,566	57.7%
Provisions (See Summary Below)	45,138,212	12,414,778	n/a	n/a
Subtotal Expenses	483,567,586	480,649,365	390,723,228	81.3%
Transfers to Other Funds:				
Institutional Matching - Contracts/Grants	223,388	274,908	252,393	91.8%
Auxiliary Fund	9,975,402	9,975,402	9,975,402	100.0%
Unexpended Plant Fund	18,000,000	20,866,701	20,866,701	100.0%
<b>TOTAL EXPENSES</b>	511,766,376	511,766,376	421,817,724	82.4%

	Approved	Allocated Budget	Adjustments	Current Unallocated
<b>PROVISIONS SUMMARY:</b>				
Compensation	\$ 1,000,000	\$ (1,000,000)	\$ -	\$ -
Dallas Promise	500,000	-	-	500,000
Level-Up Scholarship	835,000	-	-	835,000
New Program Development	4,743,760	(1,300,871)	-	3,442,889
Baccalaureate Program	2,500,000	(209,742)	-	2,290,258
Special Items	35,559,452	(30,212,821)	-	5,346,631
<b>TOTAL PROVISIONS</b>	45,138,212	(32,723,434)	-	12,414,778

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
<b>CASH ON HAND</b>				
Pools & Banks	\$ 255,514,831	\$ (9,994,164)	\$ 245,520,667	\$ 65,648,144
Commercial Paper	39,822,488	(9,919,427)	29,903,061	19,930,338
Total Cash	295,337,319	(19,913,591)	275,423,728	85,578,482

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2018-19 CURRENT FUNDS OPERATING BUDGET

**REVENUES & EXPENDITURES**

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

**UNRESTRICTED FUND**

**REVENUES**

	July 31, 2019			July 31, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 87,722,604	\$ 79,468,574	90.6%	\$ 87,722,604	\$ 79,473,442	90.6%
Tuition	136,825,161	\$ 130,199,799	95.2%	130,648,857	132,341,139	101.3%
Less: Waivers & Discounts	(19,361,133)	\$ (18,015,799)	93.1%	(16,168,420)	(12,213,042)	75.5%
Less: TPEG Set Aside	(6,972,463)	\$ (6,335,273)	90.9%	(6,813,523)	(5,176,613)	76.0%
Total Net Tuition	110,491,565	105,848,727	95.8%	107,666,914	114,951,484	106.8%
Taxes for Current Operations	260,739,716	259,841,200	99.7%	236,339,271	238,403,090	100.9%
Work Study	1,048,960	1,074,143	102.4%	1,048,960	891,587	85.0%
Investment Income	4,341,572	7,057,399	162.6%	2,688,506	4,152,396	154.4%
General Revenue	1,973,179	2,177,100	110.3%	1,901,487	2,677,721	140.8%
SUBTOTAL	466,317,596	455,467,143	97.7%	437,367,742	440,549,720	100.7%
Transfers-In						
Repairs & Renovations	9,889,328	n/a	0.0%	9,240,905	n/a	0.0%
Special Items	35,559,452	-	0.0%	42,985,595	-	0.0%
<b>TOTAL REVENUES</b>	<b>511,766,376</b>	<b>455,467,143</b>	<b>89.0%</b>	<b>489,594,242</b>	<b>440,549,720</b>	<b>90.0%</b>

**EXPENSES**

	July 31, 2019			July 31, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 286,408,094	\$ 257,895,691	90.0%	\$ 272,125,206	\$ 246,491,844	90.6%
Staff Benefits	36,258,387	32,368,193	89.3%	35,335,372	31,667,907	89.6%
Purchased Services	38,321,653	31,809,035	83.0%	36,018,081	27,033,387	75.1%
Operating Expenses	72,571,701	48,628,743	67.0%	77,548,224	41,768,647	53.9%
Supplies & Equipment	34,674,751	20,021,566	57.7%	24,690,156	20,554,681	83.3%
Provisions (See Summary Below)	12,414,778	n/a	0.0%	10,665,416	n/a	0.0%
Subtotal Expenses	480,649,365	390,723,228	81.3%	456,382,456	367,516,466	80.5%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	274,908	252,393	n/a	1,059,729	221,551	n/a
Auxiliary Fund	9,975,402	9,975,402	100.0%	9,246,097	9,246,097	100.0%
Unexpended Plant Fund	20,866,701	20,866,701	100.0%	22,905,960	23,113,824	100.9%
<b>TOTAL EXPENSES</b>	<b>511,766,376</b>	<b>421,817,724</b>	<b>82.4%</b>	<b>489,594,242</b>	<b>400,097,938</b>	<b>81.7%</b>

**Provision Summary**

	Approved	Year-to-Date Allocation	Balance		Approved	Year-to-Date Allocation	Balance
	\$ 45,138,212	(32,723,434)	12,414,778		\$ 69,734,684	(59,069,268)	10,665,416

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
BHC	4/2017	10/2019	1	2	3	4	5	6	75%	Upgrade electrical meters at bldgs.	67,895	-	3,745	
BHC	4/2017	10/2019	1	2	3	4	5	6	75%	Replace HW storage tanks, bldg T	40,737	-	5,618	
BHC	4/2017	10/2019	1	2	3	4	5	6	75%	Replace air compressors; bldg B(2), P(2), K(2)	33,948	-	1,873	
BHC	4/2017	10/2019	1	2	3	4	5	6	75%	Replace PVI boilers, 2 each, bldg. B	99,127	-	9,213	
BHC	4/2017	10/2019	1	2	3	4	5	6	75%	Refurbish expansion tanks, central plant	40,737	-	2,247	
BHC Total											282,444	282,444	22,696	

Group:  
M = Maintenance  
S = Campus Project  
NS = Not Started

Progress:  
1 = A&E Selection    4 = Bid  
2 = Feasibility Study    5 = Construction  
3 = Design    6 = Close-out

% = Progress In Listed Stage

FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
CVC	2/2016	1/2020	1	2	3	4	5	6	10%	Exterior lighting	108,632	-	5,992	
CVC	4/2018	Hold	1	2	3	4	5	6	90%	Replace campus signage (bldg. ltrs & kiosks for wayfinding)	164,748	-	155,150	Per campus request
CVC	N/S	N/S	1	2	3	4	5	6	0%	Upgrade existing clock system in 9 bldg	40,737	-	-	
CVC	7/2017	TBD	1	2	3	4	5	6	5%	TDJC industrial/HVAC lab	515,560	548,403	548,403	Awaiting construction schedule
CVC Total											829,677	850,117	709,545	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
DSC	5/2017	4/2020	1	2	3	4	5	6	30%	District wide cabling infrastructure	7,304,123	7,692,118	7,409,547	
DSC	11/2017	on-going	1	2	3	4	5	6		District wide asbestos and environmental services	100,401	-	100,401	
DSC Total											8,493,193	8,642,993	8,067,046	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
ECC	10/2016	12/2019	1	2	3	4	5	6	95%	Replace carpet 'A' bldg (153,0110 sq. ft.)	930,162	1,031,436	1,031,436	
ECC	10/2016	12/2019	1	2	3	4	5	6	95%	Replace mini blinds: bldg. A, floors 3-8	129,001	9,600	9,600	
ECC	10/2016	9/2019	1	2	3	4	5	6	5%	Reduct AHU-2 OA, insulate VAV & piping	950,530	-	309,074	
ECC	6/2019	6/2020	1	2	3	4	5	6	50%	EI Centro - West Atrium	187,250		187,250	
ECC Total											2,196,943	2,242,378	1,350,110	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
EFC	5/2016	TBD	1	2	3	4	5	6	10%	Weatherproof exterior windows, phase III, South & East	439,960	-	10,012	Awaiting construction schedule
EFC	1/2016	12/2019	1	2	3	4	5	6	0%	Renovation of the mechatronics lab	1,000,000	1,342,777	1,470,107	
EFC	1/2016	TBD	1	2	3	4	5	6	0%	Chemistry lab renovation	699,200		100,101	Awaiting construction schedule
EFC	8/2018	TBD	1	2	3	4	5	6	100%	Renovate A(2), A(3), L bldg. and the coffee shop	207,000		207,000	Awaiting construction schedule
EFC	2/2019	12/2019	1	2	3	4	5	6	30%	Family restroom installation	239,000		14,980	
EFC	3/2019	12/2019	1	2	3	4	5	6	10%	Stem Labs C317 & PG 213-214	125,000		125,000	
EFC Total											2,710,160	2,757,891	1,787,220	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Replace pipe insulation in mech rms. A, B, E & in crawl spaces	1,372,900	-	74,900	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Upgrade breaker panels and balance load: A, B, E, J Mech	678,950	-	37,450	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Repaint exterior thermal storage tank	33,948	-	25,841	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Replace can lights with fluorescents, east and west campus, LEDs	549,160	-	29,960	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Upgrade distribution panels, east and west campus	468,476	-	25,841	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Replace AHU's J-1, B-1 with hi-efficiency units	274,580	-	14,980	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Electrical substation service/maintenance	67,895	-	3,745	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Replace return air handling units, inline axial, J-1, F-1, 2, 3, 4	61,781	-	3,371	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Replace fan motors, drives, integrate, EMS: H-1, H-2	101,843	-	5,618	
MVC	5/2017	10/2019	1	2	3	4	5	6	100%	Upgrade campus clock system with wireless synchronized system	42,095	-	2,322	
MVC Total											3,651,628	3,651,628	224,028	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
NLC	1/2016	12/2019	1	2	3	4	5	6	80%	Replace exhaust systems bldg. A, F, K, J & N; tie into EMS	195,538	-	160,541	
NLC	1/2016	12/2019	1	2	3	4	5	6	20%	Replace fuses, breakers, switched, panels & controllers, c-w	492,918	-	330,284	
NLC	5/2016	TBD	1	2	3	4	5	6	0%	Renovate building entrances & vestibules, 27 each	746,845	-	374,924	
NLC	10/2016	8/2019	1	2	3	4	5	6	30%	Renovate restrooms, 8 sets, C-W	814,740	-	744,146	
NLC	2/2017	12/2019	1	2	3	4	5	6	80%	Repair drainage at bldg. L service drive	135,790	-	4,352	
NLC	2/2017	12/2019	1	2	3	4	5	6	80%	Repair drainage at bldg, J - Klin area & courtyard	101,843	-	3,580	
NLC	7/2018	12/2019	1	2	3	4	5	6	20%	Replace exterior stairs bldg F south & bldg T south	109,832	-	3,863	
NLC	7/2018	12/2019	1	2	3	4	5	6	0%	Replace caulk joints, all cast stone coping	137,290	-	3,090	
NLC	7/2018	12/2019	1	2	3	4	5	6	100%	Upgrade baseball dugouts, re-fence, repaint (Fund 12)	122,211	-	2,781	
NLC	7/2018	12/2019	1	2	3	4	5	6	100%	Refurbish tennis courts and adjacent irrigation (Fund 12)	108,632	-	2,472	
NLC	6/2017	12/2019	1	2	3	4	5	6	5%	Science/lab utilities safety control system (5 labs)	43,068	-	43,068	
NLC	10/2017	11/2019	1	2	3	4	5	6	35%	Construction technology/trades building (north campus)	37,681,333	38,488,982	2,163,355	
NLC	11/2017	Hold	1	2	3	4	5	6	80%	Wayfinding	43,068	155,150	155,150	
NLC	5/2019	11/2019	1	2	3	4	5	6	10%	Gender neutral restroom	30,000		5,350	
NLC Total											40,733,108	41,553,382	3,991,605	

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FACILITIES MANAGEMENT PROJECTS  
STATUS REPORT for the period ending July 31, 2019

Location	Start Date	Estimated Completion Date	Progress						%	Project Description	Project Budget	Revised Budget	Contracts Awarded	Comments
RLC	2/2016	12/2019	1	2	3	4	5	6	90%	Replace sewage lift stations, 7 ea. bldgs P, S, A(2), gym	611,055		33,705	
RLC	2/2016	12/2019	1	2	3	4	5	6	80%	Replace FPE panels, bldg B, N, A	149,369		8,239	
RLC	2/2016	12/2019	1	2	3	4	5	6	80%	Replace MCC in central plant	142,580		7,865	
RLC	8/2017	TBD	1	2	3	4	5	6	0%	Fannin hall renovation	738,000	-	594,739	Pending Change Order Request
RLC	2/2017	9/2019	1	2	3	4	5	6	100%	Reconfiguration of 1st & 2nd floor Alamito Hall and Honors Lounge	300,000	310,650	110,465	
RLC Total											1,941,004	1,951,654	755,013	.
										Totals	60,838,157	61,932,488	16,907,262	

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% = Progress In Listed Stage

## INFORMATIVE REPORT NO. 8D

### DCCCD Foundation Report (September 2019)

The Foundation presents the monthly activity report reflecting incoming donations for scholarships, programs, and services.

#### **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  
09/01/18 \$56,485,722

#### **Gifts Reported in Fiscal Year 2018-2019**

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs &amp; Services</u>	<u>Total</u>
September 2018	\$17,368		\$142,904
October 2018	\$20,426	\$125,536	\$689,904
November 2018	\$20,968	\$669,478	\$356,272
December 2018	\$20,242	\$335,304	\$194,183
January 2019	\$46,299	\$173,941	\$179,068
February 2019	\$53,364	\$132,769	\$105,867
March 2019	\$47,199	\$ 52,503	\$721,185
April 2019	\$23,006	\$673,986	\$ 90,499
May 2019	\$ 5,862	\$ 67,493	\$299,496
June 2019	\$ 4,282	\$293,634	\$101,710
July 2019	\$10,666	\$ 97,428	\$315,714
August 2019		\$305,048	
<b>Total</b>	<b>\$269,682</b>	<b>\$2,927,120</b>	<b>\$3,196,802</b>

#### **Funding Priorities**

Priority	Total Raised	Total Pledged
LevelUp Scholarship	\$1,255,355	

**Crowdfunding Campaigns 2019-2020**

College	Campaign Name	# of Donors	Goal/Raised	% to Goal or End Date
Brookhaven	Brookhaven Women's Volleyball 2019	33	\$4,000/\$2,210	Closes 9/9/2019
Eastfield	Eastfield Women's Volleyball 2019	16	\$8,000/\$1,825	Closes 9/29/2019

## INFORMATIVE REPORT NO. 8E

### Notice of Grant Awards (September 2019)

The Notice of Grants Awards report reflects alignment with current DCCCD Strategic Priorities. The report references the following five priorities:

- 1) Impact Income Disparity throughout our community;
- 2) Streamline Navigation to and through our system and beyond;
- 3) Implement the Integrated Higher Education Network;
- 4) Serve as the primary provider in Talent Supply Chain throughout the region; and
- 5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.

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

Recipient: District Office

Purpose: DCCCD is one of the three partner community colleges along with Austin Community College, and Alamo Community College District on this grant to meet the needs of middle and small IT businesses looking to strengthen their workforce to meet the labor market changing demands. The grant will serve 5000 participants including incumbent IT workers, underemployed, women, veterans, and formerly incarcerated in various IT fields.

Priority: 1) Impact Income Disparity throughout our community;  
2) Streamline Navigation to and through our system and beyond  
4) Serve as the primary provider in Talent Supply Chain throughout the region; and  
5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.

Funding Source: U.S. Department of Labor

Students Served: 356

Amount: \$379,411(initial award) \$1,464,195 (award total)

Term: 7/15/2019- 8/31/2020 (year-1 of 4)

Recipient: District Office  
Purpose: THECB views the long-term continuation of the work established by the Texas Regional Alignment Network (TXRAN) with local area school districts and other higher education institutions to be important to student success and meets the goals of 60x30TX.  
Priority: 1) Impact Income Disparity throughout our community  
Funding Source: Texas Higher Education Coordinating Board (THECB)  
Students Served: All Dallas County High Schools Students  
Amount: \$15,000 (increase) \$69,000 (award total)  
Term: 5/11/2016 - 8/31/2020

Recipient: Cedar Valley College  
Purpose: Train Small business employees  
Priority: 5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.  
Funding Source: Texas Workforce Commission (TWC)  
Students Served: Incumbent and new workers at small business  
Amount: \$210,000 (increase) \$552,500 (total award)  
Term: 07/15/2019 – 02/29/2020

Recipient: Cedar Valley College  
Purpose: The purpose of this skills development fund grant is to improve skills in operating new equipment and implementing new operational procedures. By increasing the number of skilled employees, the business partners will produce better quality products, create new jobs and enable additional growth.  
Priority: 5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.  
Funding Source: Texas Workforce Commission (TWC)  
Students Served: 278 employees  
Amount: 500,101  
Term: 07/31/2019 – 07/31/2020

Recipient: Eastfield College  
Purpose: To provide tuition, classroom materials and books for students/incumbent workers of small businesses to enroll and complete technical training to enhance industry skills and wages.  
Priority: 5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.  
Funding Source: Texas Workforce Commission- Federal  
Students Served: TBA  
Amount: \$21,000  
Term: 06/17/2019 - 6/30/2020

Recipient: North Lake College  
Purpose: Increase numbers of low-income, first generation college students attaining a degree.  
Priority: 1) Impact Income Disparity throughout our community  
Funding Source: U.S. Department of Education  
Students Served: 187  
Amount: \$347,562 (increase) \$1,310,448 (total award)  
Term: 09/01/2019 – 08/31/2020

Recipient: Richland College  
Purpose: Provide academic and other support services to low-income, first generation or disabled college students to increase student's retention and graduation rates, facilitate their transfer from two year to four-year colleges and foster an institutional climate supportive of these students.  
Priority: 2) Streamline Navigation to and through our system and beyond  
Funding Source: US Department of Education-TRIO Services  
Students Served: 270  
Amount: \$336,234 (increase) \$ 1,560,077 (total award)  
Term: 09/01/2019 – 8/31/2020



Grant Awards Reported in Fiscal Year 2018-2019

September 2019	\$1,809,308
October 2019	
November 2019	
December 2019	
January 2020	
February 2020	
March 2020	
April 2020	
May 2020	
June 2020	
July 2020	
August 2020	
Total to Date	\$1,809,308

## INFORMATIVE REPORT NO. 8F

### Contracts for Educational Services

The Chancellor presents the report of contracts for educational services entered into the colleges in the past month.

#### **BROOKHAVEN COLLEGE - \$73,377**

Ford	Automotive
Dallas Fire and Rescue	ACLS Cardiology Assess
Dallas Fire and Rescue	Skills Refresher

#### **CEDAR VALLEY COLLEGE - \$47,340**

KLLM	Co-Enrollment in Logistics Training
Youth with Faces	Industrial Maintenance Training
RMS Aerospace	Small UAV Design and Construction/ UAS Flight/Ground
Npower	Cyber Security Training

#### **EASTFIELD COLLEGE - \$0**

Nothing to Report for the month

#### **EL CENTRO COLLEGE - \$47,300**

Dallas Police Department	Basic Training and In-Service Training
Dallas Fire Rescue	Firefighter Certification and In-Service Training

#### **MOUNTAIN VIEW COLLEGE – \$80,269**

Dallas Independent School District	Alternative Teacher Certification
Connectrac	ESL Basic
Faith Family Academy Charter Schools	ESL
AT&T	AccTT Technical Training

#### **NORTH LAKE COLLEGE - \$10,820**

Construction Education Foundation	CE Courses
TEXO	CE Courses

### RICHLAND COLLEGE - \$26,790

City of Plano	Organizational Empowerment
City of Plano	MS Word 2016, Level I
City of Plano	MS Word 2016, Level II
City of Plano	MS Word 2016, Level III
City of Plano	Building an Environment of Trust
City of Richardson	Presentation Skills
Dallas County	Generations in the Workplace
Dallas County	Building an Environment of Trust
Dallas County	Unconscious Bias
Dallas County	Choosing Extraordinary Productivity
General Dynamics	Behavioral Interviewing
Landon at Lake Highlands	Retirement Center Lecture Series

#### Contracts for Educational Services Reported in 2018-19

	<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 2018	\$ 7,347	\$ 2,655	\$ 14,040	\$ 2,280	\$ 26,599	\$ 114,126	\$ 5,640	\$ 172,687
October 2018	\$ 51,464	\$ 3,390	\$ 2,804	\$ 9,567	\$ 62,951	\$ 27,011	\$ 7,795	\$ 164,982
November 2018	\$ 28,979	\$ 2,730	\$ 2,300	\$ 648	\$ 0	\$ 18,770	\$ 9,020	\$ 62,447
December 2018	\$ 63,273	\$ 4,638	\$ 2,300	\$ 0	\$ 16,878	\$ 7,085	\$ 4,720	\$ 98,894
January 2019	\$ 12,795	\$ 4,637	\$ 5,170	\$ 4,420	\$ 1,598	\$ 216,826	\$ 7,450	\$ 252,896
February 2019	\$ 13,898	\$ 2,410	\$ 2,550	\$ 0	\$ 12,388	\$ 125,921	\$ 6,645	\$ 163,812
March 2019	\$ 10,373	\$ 8,230	\$ 13,199	\$ 4,420	\$ 40,700	\$ 8,182	\$ 4,440	\$ 89,544
April 2019	\$ 37,780	\$ 11,652	\$ 850	\$ 6,630	\$ 55,395	\$ 17,414	\$ 8,040	\$ 137,761
May 2019	\$ 11,037	\$ 22,345	\$ 300	\$ 22,535	\$ 17,165	\$ 21,167	\$ 23,418	\$ 117,967
June 2019	\$ 13,390	\$ 6,880	\$ 300	\$ 1,920	\$ 53,754	\$ 22,936	\$ 26,790	\$ 125,970
July 2019	\$ 73,377	\$ 47,340	\$ 0	\$ 47,300	\$ 80,269	\$ 10,820	\$ 11,460	\$ \$270,566
August 2019	\$ 111,709	\$ 12,250	\$ 8,600	\$ 5,780	\$ 0	\$ 178,505	\$ 13,775	\$ 330,619
Total to Date	\$ 323,713	\$ 116,907	\$ 43,813	\$ 99,720	\$ 367,697	\$ 590,258	\$ 115,418	\$ 1,657,526

#### Contracts for Educational Services Reported in Fiscal Years 2011-12 through 2017-18

<u>Campus</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>
BHC	\$ 295,804	\$ 301,369	\$ 195,018	\$ 210,171	\$ 172,151	\$ 448,589	\$ 453,890
CVC	\$ 206,792	\$ 109,913	\$ 188,340	\$ 174,546	\$ 4,420	\$ 223,423	\$ 43,287
EFC	\$ 25,800	\$ 51,800	\$ 20,225	\$ 10,130	\$ 175,095	\$ 94,216	\$ 76,600
ECC	\$ 339,423	\$ 290,895	\$ 269,327	\$ 444,171	\$ 489,753	\$ 443,500	\$ 264,370
MVC	\$ 86,943	\$ 89,876	\$ 167,566	\$ 252,798	\$ 377,121	\$ 310,452	\$ 175,657
NLC	\$ 466,720	\$ 494,958	\$ 497,515	\$ 519,540	\$ 740,256	\$ 691,962	\$ 726,409
RLC	\$ 143,847	\$ 204,246	\$ 220,229	\$ 210,637	\$ 144,972	\$ 145,488	\$ 198,066
Total	\$1,565,329	\$1,543,057	\$1,558,220	\$1,558,220	\$2,103,588	\$2,357,630	\$ 1,938,279

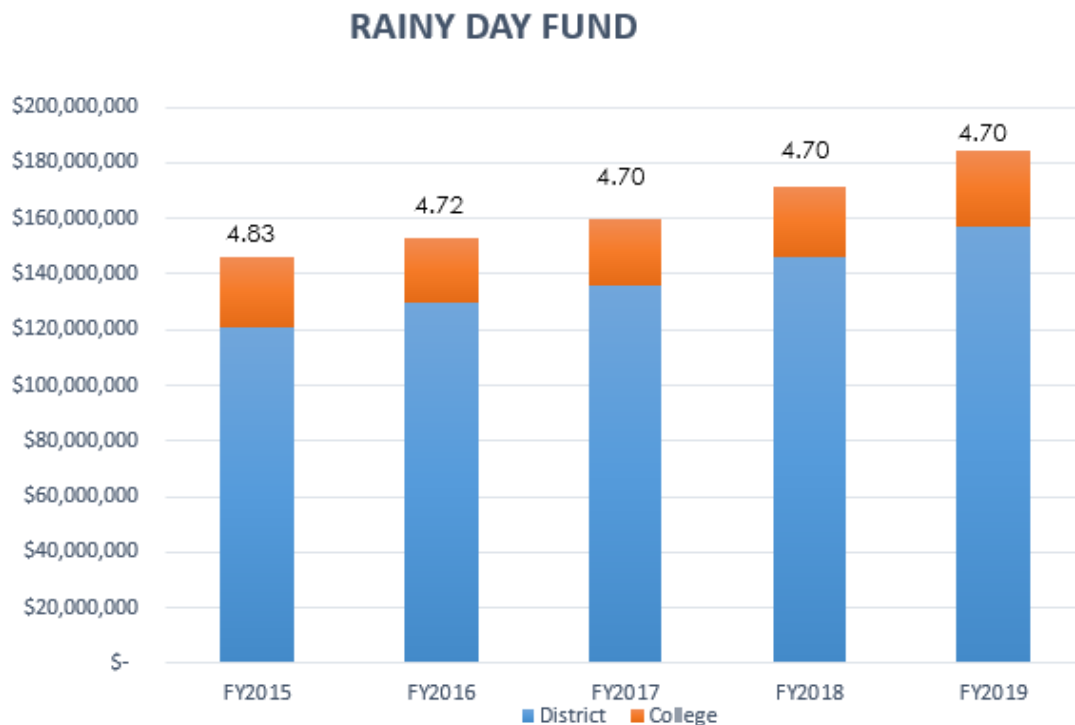
## INFORMATIVE REPORT NO. 8G

### 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.



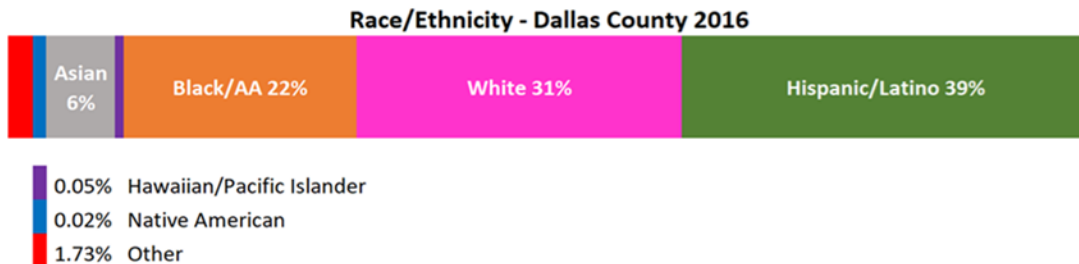
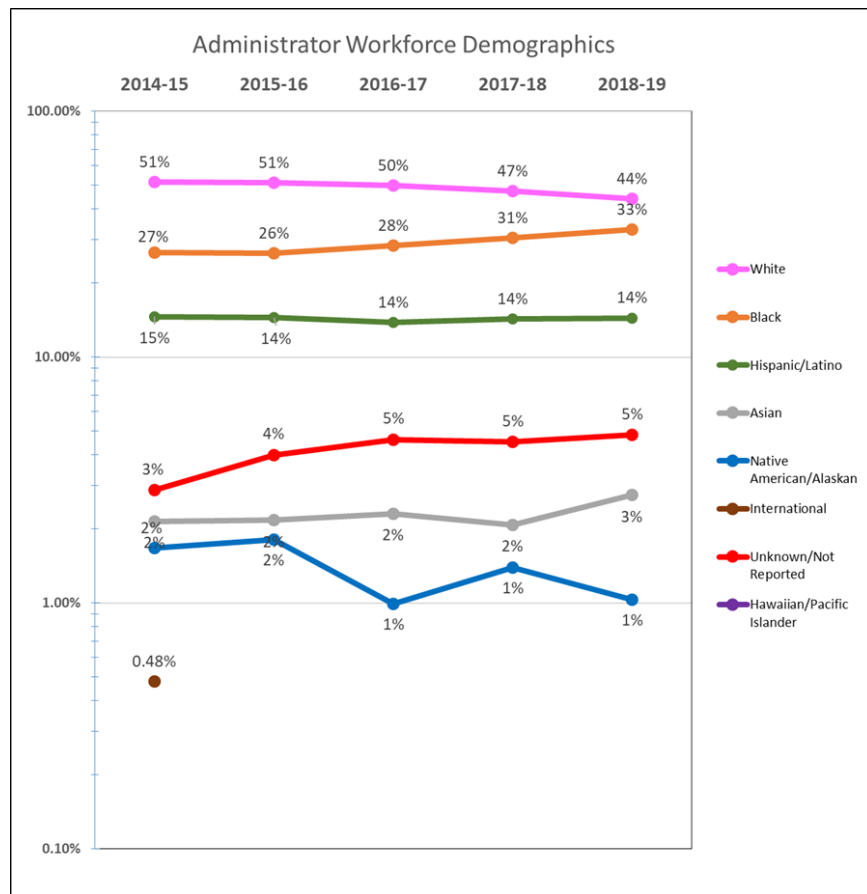
FY2019		
District	College	Total
\$157.2M	\$27.3M	\$184.5M

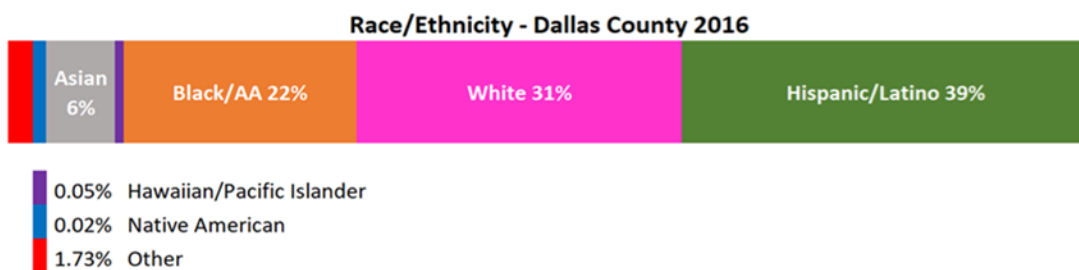
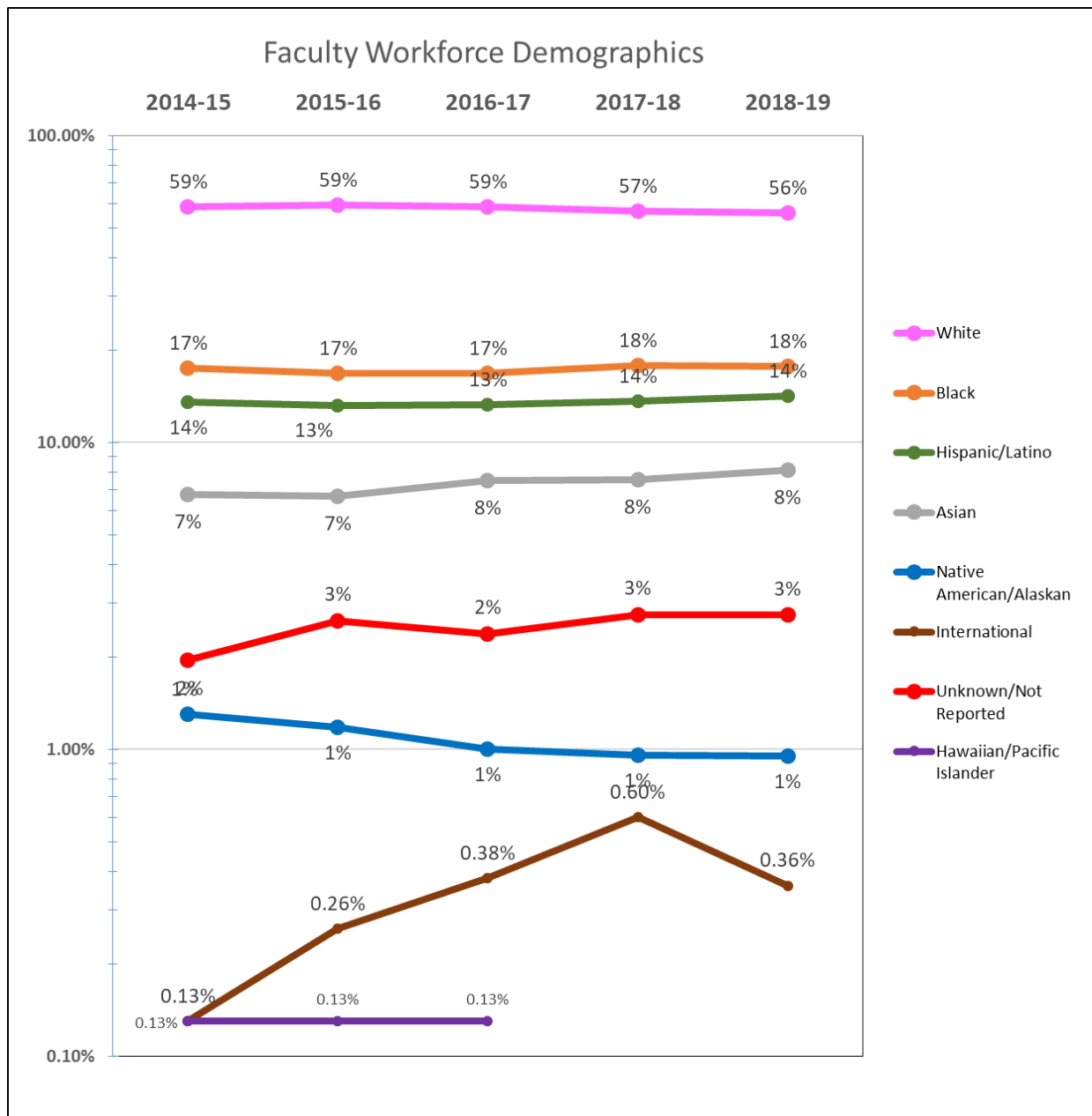
## INFORMATIVE REPORT NO. 8H

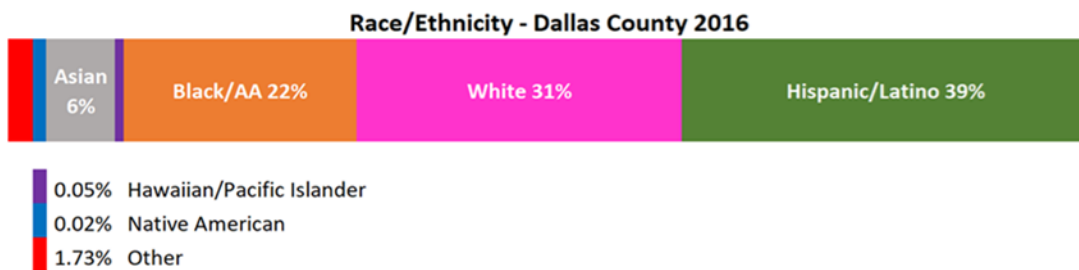
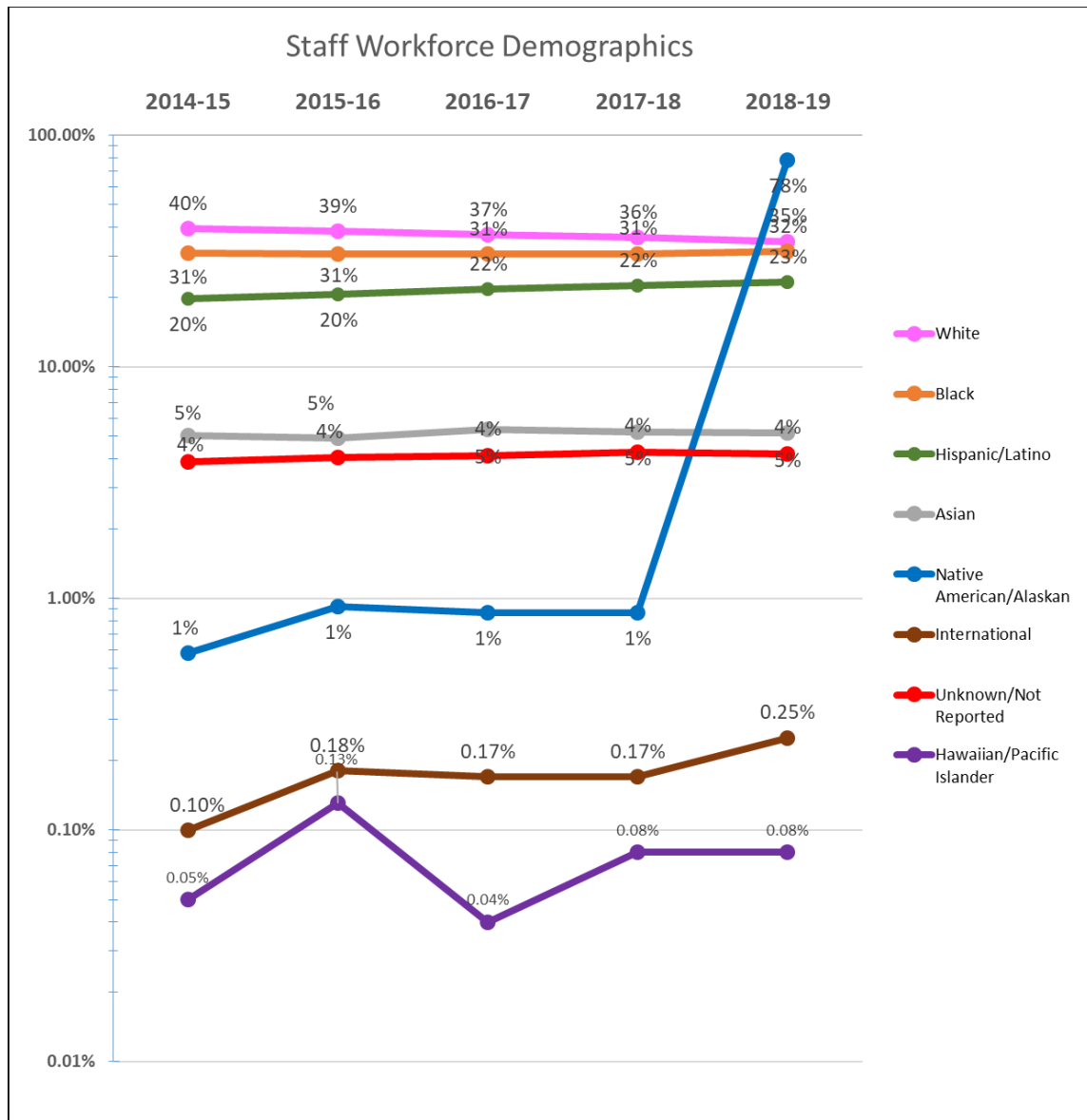
### Presentation of Workforce Demographics

The Chancellor presents the Workforce Demographics report as of July 31, 2019.

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. 8I

### Presentation of Workforce Demographics by Salary Range

The Chancellor presents the Workforce Demographics by Salary Range report as of July 31, 2019.

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 related to the race/ethnicity of staff and administrators across three (3) ranges - upper, middle and lower ranges as indicated below.

