

*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, November 5, 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

A. Announcements from the Chancellor

B. Announcements from the Board Chair and/or Trustees

5. 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.)*

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B. Policy Items

1) Approval of Amendment to Policy Concerning Academic Achievement – EGA (LOCAL) Revising Grade Point System Policy to Further Clarify Student Grade Reporting 12

C. Resolutions

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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.)*

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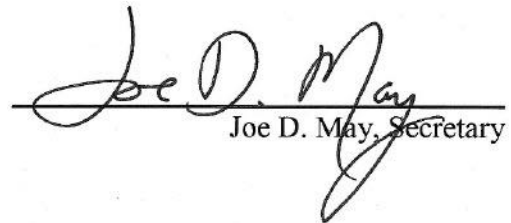
9. Executive Session (if required)

- 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  
NOVEMBER 5, 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 1st day of November 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

## CONSENT AGENDA NO. 5A-1

### Approval of Minutes of the October 1, 2019 Regular Meeting

It is recommended that the Board approve the minutes of the October 1, 2019 Regular Meeting.

The Board of Trustees of Dallas County Community College District held a Regular Board Meeting on Tuesday, October 1, 2019, beginning at 4:21 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 Chancellor May.
2. **Pledges of Allegiance** to U.S. and Texas Flags were recited.
3. **Citizens Desiring to Address the Board**  
Mr. Luis Fuentes, member of Phi Theta Kappa at North Lake College, addressed the Board on the topic of chapter status of Alpha Zeta Eta.
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
  - A. Announcements from the Chancellor
    - Dr. May acknowledged former Trustee Bob Ferguson who was honored with the Kerney Laday Trustee of the Year award.

- The Chancellor mentioned the Amazon Web Services partnership and press conference, thanked Joyce Williams and Mark Hays for their work, as well as Chair Flores and Trustee Bravo for their attendance.
- The DCCCD Labor Market Intelligence Center was selected to provide labor market intelligence to the Texas Higher Education Coordinating Board for all the community college districts in the state. Dr. May thanked Justin Lonon, Mark Hays and Ben Magill for a great job putting the proposal together.
- Dr. May stated progress was being made in Washington on the Higher Education Act and gave an update on House Bill 3.
- The Employee Giving Campaign ends October 1, and we already exceeded our goal of \$160,000. Mountain View and Cedar Valley Colleges were over 100% of their goals. In addition to all the employees who gave, Dr. May gave a special thanks to Suzanne Bristol in the Foundation and Campaign Chair Jose Adames.
- Leadership has made efforts to engage employees as we move forward to becoming One College. It is an exciting, yet challenging process and he thanked the Trustees for supporting the effort.

B. Announcements from the Board Chair and/or Trustees

- Trustee Bravo mentioned the “How to Pay for College” fair that was held at Eastfield College with State Representative Victoria Neave. She thanked leadership and team from Eastfield College who helped with the event.
- Chair Flores spoke about the opportunity she had speaking about Hispanic Heritage to the staff of the federal prison in Seagoville. She thanked Cedar Valley and WorkReadyU for the programs they offer and was looking further into programs for the inmate students who needed them.
- Chair Flores mentioned the September 24 event where 18 community organizations came together to host a reception for the new mayor and city council for the City of Dallas. It was well attended, and communities found many commonalities.
- Chair Flores added that the ACCT Conference in San Francisco, would be attended by Trustee Bravo and Vice Chair Jameson along with Executive Vice Chancellor Justin Lonon who would be doing a presentation.



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

None.

**6. 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 Ritter moved and Vice Chair Jameson seconded the motion to approve Items 6A-1 through 6C-1. The motion was approved and passed unanimously.

A. Minutes

- 1) September 10, 2019 Regular Meeting

B. Financial Items

- 1) Approval of Amendment to Agreement with Follett Higher Education Group, Inc. to Provide Digital and Print Course Material to Students

C. Resolution

- 1) Approval of Resolution to Transfer Funds to Institutional Scholarships to Better Meet the Financial Need of Students with Limited Financial Resources

**7. 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 Bravo seconded the motion to approve Items 7A-1 through 7D-1. The motion was approved and passed unanimously.

A. Financial Items

- 1) Approval of Order Authorizing the Issuance of General Obligation Refunding Bonds, Series 2019; Delegating the Sale of the Bonds to the Designated Financial Officer Named in this Order; Establishing Parameters Regarding the Sale of the Bonds; and Approving and Authorizing Instruments and Procedures Relating Thereto

## **B. Policy Items**

- 1) Approval of Amendment to Policy Concerning Tuition and Fees – FD (LOCAL) to Fund the Implementation of the All-Inclusive Learning Materials by Increasing Current Tuition Rates

## **C. Talent Items**

- 1) Employment of College President for Brookhaven College

- Dr. May introduced and welcomed Dr. Linda Braddy, as new President of Brookhaven College.
- Dr. Braddy thanked Chancellor May and the Board for the opportunity to serve as the next Brookhaven President.

- 2) Warrants of Appointment for Police Officers

Chair Flores pointed out the hiring of three new police officers for the District as she knows there had been concern over the loss of officers.

- 3) Employment of Contractual Talent - Administrator Related Actions

Trustee Zimmermann stated that she had great concern over the corrections that were made on a regular basis. Rob Wendland apologized for the errors that the system does not always pick up, but assured the Board they would continue to do their best to avoid errors whenever possible.

- 4) Employment of Contractual Talent – Faculty Related Actions

- 5) Reclassification of Instructors

## **D. Talent Item (Informative Only - No Action Required)**

- 1) Resignations and Retirements

Trustee Zimmermann acknowledged the 21 years of service from Eastfield College's Associate Dean Bush.

## **8. Policy Items - First Reading**

- A. Approval of Amendment to Policy Concerning Academic Achievement – EGA (LOCAL) Revising Grade Point System Policy to Further Clarify Student Grade Reporting

## **9. Informative Reports**

### **A. Committee Reports**

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

- 1) Governance Committee Notes for August 27, 2019
- 2) Education Workforce Committee Notes for September 10, 2019
- 3) Finance Committee Notes for September 10, 2019

### **B. Tuition Rate Summary Per Credit Hour**

### **C. 4th Quarter Investment Transactions**

### **D. Quarterly Budget Book Supplier Summary**

### **E. Current Funds Operating Budget Report (August 2019)**

### **F. Facilities Management Reports**

### **G. DCCCD Foundation Report (October 2019)**

### **H. Notice of Grant Awards (October 2019)**

#### **I. Rainy Day Fund**

#### **J. Workforce Demographics**

### **K. Workforce Demographics by Salary Range**

### **L. Workforce Demographics by Salary Range - September Correction**

## **10. Executive Session**

Executive session convened at 4:41 p.m. and ended at 5:30 p.m.

## **11. Adjournment**

The Regular Meeting was adjourned at 5:32 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.*

POLICY ITEM NO. 5B-1

Approval of Amendment to Policy Concerning Academic Achievement – EGA  
(LOCAL) Revising Grade Point System Policy to Further Clarify Student Grade  
Reporting

Aligned with the College District’s commitment to high-quality teaching and student success is the awarding of academic credit and the provision of ongoing feedback to students about their progress and performance in a given course.

To that end, the Chancellor recommends the following amendments to the grade point system policy to provide further clarity, context and meaning to student grade reporting.

Effective Date: January 21, 2020

LOCAL POLICY

EXPLANATORY NOTES

EGA – Grade Point  
System

Revises local policy to provide consistent numeric values in the reporting of final performance grades.

ACADEMIC ACHIEVEMENT  
GRADING AND CREDIT

EGA  
(LOCAL)

\*\*\*

**Grade Point System**

Grading is based on the quality of a student's work in relation to the criteria set by faculty for the given course. Final performance grades ~~are~~ shall be reported for each student for every course undertaken according to the following grading system, unless an alternative grading system is required to comply with state or national accrediting agency or licensure requirements.

<u>Letter Grade*</u>	<u>Grade Score*</u>	<u>Grade Point Value</u>	Interpretation
A	<u>90-100</u>	<u>4 Points</u>	Excellent
B	<u>80-89</u>	<u>3 Points</u>	Good
C	<u>70-79</u>	<u>2 Points</u>	Average
D	<u>60-69</u>	<u>1 Point</u>	Poor
<u>F</u>	<u>Below 60</u>	<u>0 Points</u>	<u>Failing</u>
E	=	=	Effort
CR	=	=	Equivalent
I	=	=	Incomplete
W	=	=	Withdrawn
WX	=	=	Progress; Reenrollment <del>required</del> <u>Required</u>

\* Performance Grades

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RESOLUTION NO. 5C-1

Approval of Resolution on Authorizing Reappraisal by the Dallas County  
Appraisal District for Disaster-Declared Areas Impacted by October 20, 2019  
Storms

The Chancellor recommends that, pursuant to Section 23.02 of the Texas Tax Code, authorization be given to approve a resolution for a reappraisal by the Dallas County Appraisal District (“DCAD”) of those portions of Dallas County that are included within the area declared to be a disaster as a result of the storms that impacted said areas on October 20, 2019, and that the Board of Trustees direct the Chancellor to communicate said request to DCAD for reappraisal of all impacted properties and a proration of the taxes for the year 2019.

Resource Contact

John Robertson, Chief Financial Officer

## **RESOLUTION EXPRESSING OFFICIAL INTENT OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**

WHEREAS, portions of Dallas County were struck by tornadoes and violent storms on October 20, 2019, that resulted in tremendous property damage and loss of life in such impacted areas; and

WHEREAS, on October 21, 2019, Governor Abbott issued a disaster declaration for 16 counties, including Dallas County, which were impacted by the violent storms; and

WHEREAS, Section 23.02 of the Texas Tax Code authorizes taxing units to request a reappraisal of those areas in which a disaster declaration has been issued by the Governor; and

WHEREAS, the Dallas County Community College District recognizes the immediate need for enhanced training and workforce education to meet needs presented by damage sustained as a result of the storms:

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

Section 1. The Dallas County Community College District (“District”), as a taxing unit in Dallas County, Texas, hereby requests, in accordance with Section 23.02 of the Texas Tax Code, that the Dallas County Appraisal District reappraise those properties in Dallas County, Texas that lie within those areas declared to be a disaster by Governor Abbott as a result of the tornadoes and violent storms that occurred on October 20, 2019; and

Section 2. That upon such reappraisal, the taxes on such properties be prorated for the tax year 2019, as provided by applicable law, and that the District share proportionately in the cost of such reappraisal, as provided in Section 23.02 of the Texas Tax Code.

Section 3. The Board of Trustees, further, directs the Chancellor, or designee, to develop and offer training and workforce education, as may be necessary, to help meet the immediate need for skilled personnel to assist in the rebuilding and recovery efforts in those areas which were devastated by the tornadoes and violent storms which struck Dallas County on October 20, 2019; providing that the District may expend necessary funds in connection with the establishment and provision of such educational programs; and providing that the District may seek recoupment of monies expended, as may be possible, from federal, state and/or local emergency management or disaster funds.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: \_\_\_\_\_  
Diana Flores, Chair  
Board of Trustees

ATTEST

By: \_\_\_\_\_  
Joe D. May, Secretary  
Board of Trustees

Adopted: \_\_\_\_\_



**AMENDED (11/04/2019)**

TALENT ITEM NO. 6A-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.

IN-RANGE ADJUSTMENT ADMINISTRATORS - 7

Benjamin Magill	District Office
<u>Current Annual Salary/Range:</u> \$110,133/E07	<u>Proposed Annual Salary/Range:</u> \$117,842/E07
<u>Effective Dates:</u> November 6, 2019 through August 31, 2020	
<u>Monthly Business and Travel:</u> \$200	
<u>Note:</u> It is recommended that Mr. Magill's salary be adjusted due to additional duties and responsibilities.	

Gloria Smith	District Office
<u>Current Annual Salary/Range:</u> \$119,107/E05	<u>Proposed Annual Salary/Range:</u> \$127,445/E05
<u>Effective Dates:</u> November 6, 2019 through August 31, 2020	
<u>Monthly Business and Travel:</u> \$150	
<u>Note:</u> It is recommended that Ms. Smith's salary be adjusted due to additional duties and responsibilities.	

Dr. Shirley Higgs	District Service Center
<u>Current Annual Salary/Range:</u> \$126,212/E07	<u>Proposed Annual Salary/Range:</u> \$135,047/E07
<u>Effective Dates:</u> September 1, 2019 through August 31, 2020	
<u>Monthly Business and Travel:</u> \$200	
<u>Note:</u> It is recommended that Dr. Higgs' salary be adjusted due to additional duties and responsibilities.	

***AMENDED (11/04/2019)***

Solomon Cross

Cedar Valley College

Current Annual Salary/Range:

\$98,346/E05

Proposed Annual Salary/Range:

\$105,230/E05

Effective Dates: November 6, 2019 through August 31, 2020

Monthly Business and Travel: \$150

Note: It is recommended that Dr. Cross' salary be adjusted due to additional duties and responsibilities.

Eddy Rawlinson

Cedar Valley College

Current Annual Salary/Range:

\$100,267/E05

Proposed Annual Salary/Range:

\$107,286/E05

Effective Dates: November 6, 2019 through August 31, 2020

Monthly Business and Travel: \$150

Note: It is recommended that Mr. Rawlinson's salary be adjusted due to additional duties and responsibilities.

Stephen DeShazo

El Centro College

Current Title: Director, Food and Hospitality

Current Annual Salary/Range: \$91,612/E02

Proposed Title: Senior Director, Culinary and Hospitality Program

Proposed Annual Salary/Range:

\$100,773/E05

Effective Dates: November 6, 2019 through August 31, 2020

Monthly Business and Travel: \$150

Note: It is recommended that Mr. DeShazo's job title be changed and salary adjusted due to additional duties and responsibilities.

**AMENDED (11/04/2019)**

OUT OF CYCLE REVIEW ADMINISTRATOR - 1

Berna Thomas

Richland College

Current Title: Director, College Programs

Proposed Title: Associate Dean, Health Occupations/EMS

Current Annual Salary/Range:  
\$60,774/N05

Proposed Annual Salary/Range:  
\$66,852/E01

Effective Dates: November 6, 2019 through August 31, 2020

Monthly Business and Travel: \$100

Note: It is recommended that Ms. Thomas' job title be changed and salary adjusted due to additional duties and responsibilities.

## TALENT ITEM NO. 6A-2

### Employment of Contractual Talent– Faculty Related Actions

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

#### REGULAR APPOINTMENT FACULTY – 1

Krista Coryell-Troup

Eastfield College

Annual Salary/Range: \$52,250/F01    Effective Dates: January 13, 2020 through May 14, 2020

Instructor: Criminal Justice/Forensic

Biographical Sketch: M.S., University of Central Oklahoma, Edmond, OK; B.S., Southern Nazarene University, Bethany, OK; A.A., Oklahoma City Community College, Oklahoma City, OK

Experience: Death Investigator, Dallas County Medical Examiner, Dallas, TX; Adjunct Faculty, Eastfield College, Mesquite, TX; Adjunct Professor, University of Maryland, College Park, MD

#### TEMPORARY APPOINTMENT FACULTY - 2

Chukwuka Iwundu

Mountain View College

Annual Salary/Range: \$56,560/F03    Effective Dates: November 6, 2019 through May 14, 2020

Instructor: Computer Information Technology

Biographical Sketch: M.S., Eastern Mediterranean University, North Famagusta, Cyprus, Turkey

Experience: Instructional Specialist and Adjunct Faculty, Cedar Valley College, Lancaster, TX; Teaching Fellow, University of North Texas, Denton, TX

Ron Russell

North Lake College

Annual Salary/Range: \$57,000/F01

Effective Dates: November 6, 2019 through  
May 14, 2020

Instructor: Construction Management

Biographical Sketch: M.A., Southern Methodist University, Dallas, TX

Experience: Senior Construction Manager, PBK Architects, Dallas, TX; Facilities  
Manager, Universal Technical Institute, Dallas, TX; Adjunct Faculty, North Lake  
College, Irving, TX

TALENT ITEM NO. 6A-3

Reclassification of Instructors

In accordance with District policy, the following instructors has met requirements to reclassify on the 2019-2020 Faculty Salary Schedule through the attainment of additional college hours and/or degrees.

NAME	COLLEGE	NEW CLASSIFICATION
Hudson, Bridgette	El Centro	F03
McAtee, Jennifer	El Centro	F02
Caston, Terrence	Eastfield	F02

TALENT ITEM NO. 6B-1 (INFORMATIVE ONLY - NO ACTION REQUIRED)

Resignations and Retirements

The Chancellor confirms acceptance of the following resignations and retirements.

RESIGNATIONS – 3

Brandon Burney	District Office
Police Office	<u>Effective Date:</u> September 28, 2019
<u>Length of Service:</u> 1 year	
<u>Reason for resigning:</u> Accepted a position with Tarleton University.	

Oscar Longoria	District Office
Police Officer	<u>Effective Date:</u> October 15, 2019
<u>Length of Service:</u> 9 years	
<u>Reason for resigning:</u> Personal reasons.	

Laura McKinnon	Richland College
Dean, Educational Resources	<u>Effective Date:</u> October 4, 2019
<u>Length of Service:</u> 3 years	
<u>Reason for resigning:</u> Personal reasons.	

RETIREMENTS – 3

Kathryn Wetzel	Brookhaven College
Executive Dean	<u>Effective Date:</u> December 31, 2019
<u>Length of Service:</u> 4 years	

Sandra Scott	Eastfield College
Instructor, Child Development	<u>Effective Date:</u> August 6, 2020
<u>Length of Service:</u> 32 years	

William Drake	Mountain View College
Instructor, Criminal Justice	<u>Effective Date:</u> January 2, 2020
<u>Length of Service:</u> 21 years	



POLICY ITEM – FIRST READING NO. 7A

Approval of Amendment to Policy Concerning Technology Resources - CR  
(LOCAL) Technology Resources - Computer Use Policy that Requires Creation  
of a Cyber Security Training Program for the District

In accordance with the requirements of Texas House Bill 3834 (86<sup>th</sup> Legislature), the Chancellor recommends the following amendments to the College District's technology resource policy to ensure cyber security awareness and provide the appropriate training controls to protect the confidentiality, integrity, and availability of the District's technology resources.

Effective Date: Upon Board Approval

LOCAL POLICY    EXPLANATORY NOTES

CR – Cyber Security	Adds to local policy provisions requiring the creation of a Cyber Security Training Program and training of College District employees and Board members.
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TECHNOLOGY RESOURCES

CR  
(LOCAL)

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Cyber Security

The College District shall implement a cyber-security training program to increase users' awareness of information security responsibilities in protecting the confidentiality, integrity, and availability of College District information technology resources. The Chancellor shall promulgate regulations for the implementation of a cyber-security training program

Training

College District employees (including student employees) and Board members shall complete cyber-security awareness training in accordance with College District regulations. Additional cyber-security-based training may be required for employees of the College District whose responsibilities require elevated access to information technology resources, including access to information deemed private or confidential by law or District policy. Failure to comply with College District training requirements may result in disciplinary action, including, but not limited to, restricted network access.

Compliance

The College District shall initiate mechanisms for tracking and reporting compliance with this policy.

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## COMMITTEE REPORT NO. 8A-1

### Governance Committee Notes for October 1, 2019

A Governance Committee meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, October 1, 2019, beginning at 1:03 p.m. in the Lower Level, Room 036. This meeting was convened by Committee Chair JL Sonny Williams.

#### Board Members and Officers Present

- Ms. Monica Lira Bravo
- Ms. Charletta Compton (arrived at 1:26 p.m.)
- \* Ms. Diana Flores (chair)
- \* Mr. Wesley Jameson (vice chair)
- Mr. Philip J. Ritter
- Dr. Joe May (secretary and chancellor)
- \* Mr. JL Sonny Williams (committee chair)
- Ms. Dorothy Zimmermann

#### Members Absent

None.

\* *Denotes a committee member*

1. **Certification of Notice** posted for the meeting by Chancellor Joe May.
2. **Discussion on BCG (LOCAL) Board Internal Organization - Board Evaluation**
  - Rob Wendland reviewed the draft policy with new language for completion timeline of SACS accreditation requirement, reflective of what was heard in the last Governance Committee meeting. It includes *no later than October 31* of each year.
  - Trustee Zimmermann suggested taking out the phrase “at least” regarding annual evaluation frequency and make it “annually”; the group agreed.
  - Chair Flores asked to strike the specific date of October 31, in favor of conducting the evaluation in September and October with a summary in November; the group agreed.
  - Trustee Zimmermann and the group discussed what “relationship with others” meant in the policy. Vice Chair Jameson pointed out it dealt with the Board as a whole and not individuals.
  - Trustee Ritter suggested the Board discuss on annual basis, what about this process they would want to specifically improve. Dr. May

stated strategic planning was an important process in addition to the self-evaluation. Jameson pointed out that the Governance Committee is a good place to have these conversations, such as compiling ideas and initiatives. Trustee Williams, along with Chair Flores and group, agreed on this separate conversation of performance and Board self-evaluation becoming part of the Governance Committee.

**3. Discussion on BCA (LOCAL) Board Internal Organization - Board Officers and Officials**

Wendland reviewed the changes to the wording that were made based on the requests from the last meeting, i.e. chairperson instead of chairman. The second change was regarding term limit of two consecutive terms for a Board Chair. The group was satisfied with the changes.

**4. Revised Governance Committee Topics for 2019-2020**

Trustee Sonny Williams reviewed with the Board, the three broad topics developed from the discussions at the ACCT presentation with Dr. Fisher. Chair Flores brought up the question of when to address these three categories and the topics that fall under them. Perla Molina stated they could be addressed on a quarterly basis. The group agreed. Trustee Ritter and group discussed thoughts regarding prioritizing the topics and discussions.

**5. Discussion on Potential Training and Professional Development**

- Trustee Sonny Williams asked the Board on which topics they would like to receive training. Chair Flores gave some example suggestions and the Board discussed some ideas. Dr. May pointed out that they were in the process of engaging outside legal counsel with expertise in these areas. For topics to address in April, Chair Flores asked for any ideas. Trustee Zimmermann suggested cyber security, which was added to the list along with risk management.
- Vice Chair Jameson mentioned legislative advocacy training such as what was being currently voted on.
- Trustee Ritter asked if Molina would look into training apps that were available. She replied that she would include this in the monthly memo when available. Chair Flores said she would prefer some in email form so that they could click on the link. Wendland stated that legal counsel could also send links to free webinars as they came along which might be of interest to the Board.

**6. Discussion on Current Practices of Committee Note Taking and Board Minutes**

Wendland stated that the minutes and notes taken during meetings were not intended to be a verbatim transcription of what was said but a summary that was reflective of the main points of the general discussion. People could refer to the video and transcription which were available if they desired more detail. Trustee Ritter stated that he liked the detail of the most recent version of notes and minutes from the last meeting.

**7. Items for Review**

A. Committee Notes

- 1) Governance Committee Notes for August 27, 2019  
Discussed and no changes were made.

**8. Executive Session**

None.

**9. Adjournment**

The Governance Committee meeting was adjourned at 1:35 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*

## COMMITTEE REPORT NO. 8A-2

### Education Workforce Committee Notes for October 1, 2019

An Education Workforce meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, October 1, 2019, beginning at 1:37 p.m. in the Lower Level, Room 036. This meeting was convened by Committee Chair Monica Lira Bravo.

#### Board Members and Officers Present

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

#### Members Absent

None.

- \* *Denotes a committee member*

1. **Certification of Notice** posted for the meeting was confirmed by Committee Chair Monica Lira Bravo.

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

- A. 2019 Fall Enrollment Update  
Presenters: Justin Lonon, Giles Hawkins

Justin Lonon and Giles Hawkins presented the 2019 Fall Enrollment Update presentation. Justin Lonon and Giles Hawkins reviewed the following information with the Committee as follows:

- Enrollments
  - Fall 2019 enrollment was up 3.4% over the last fall and is up 13.4% over the last five fall semesters.
  - Mountain View, Cedar Valley and El Centro College showed significant growth in enrollment. While Brookhaven, Eastfield, North Lake and Richland College were essentially steady and consistent.
  - Fall to fall retention has dropped by 2 points. The benchmark has also dropped by 56% from last year.

- The number of Hispanic students increased more than any other demographic groups.
  - The Southern Sector had a significant area for growth within the geographic change, due to Dallas Promise.
- Population Changes – Dallas County Growth Rate 2013 through 2017
  - The age group of under 55-years of age showed a slow growth rate in population.
  - In the age group of 55 to 79, the growth was four times more than the other groups.
- Subject Area
  - DCCCD had 25-30% more dual credit students annually taking Core Curriculum and CTE courses.
  - Effective 2019-2020 Academic year, EDUC 1300 will be a new requirement for all AA and AS degrees.
  - COSC, which refers to a Computer Literacy course, was part of the core curriculum but will no longer be required. ACGM has removed several other COCS courses.
  - By state legislative requirement, 50% of eligible Developmental students were required to be enrolled in Developmental Math and Reading/Writing courses as corequisites with a college-level Math and English in 2019-20. This explained why there was a significant decrease in Developmental Reading and Math.
- Dual Credit
  - In the last five fall semesters, the percentage of dual credit, as a portion of regular college instruction, almost doubled.
  - Early College High School now accounted for just over 1/3 of all dual credit instruction.
  - El Centro College and Eastfield College had the highest percentage of Dual Credit Enrollment with 31% each. Brookhaven College and North Lake College had the least percentage of Dual Credit Enrollment at 13% and 16%.
- Promise Students
  - Fall 2019 was the start of the second Dallas Promise cohort.
  - Cohort 1 began in Fall 2018, with 2,575 students. Out of that 1,546 students retained to Fall 2019, for a retention rate of 60%
  - Cohort 2 began with 5,135 students, which was more than twice the size of cohort 1.
  - Minority students were the greater part of the cohort population.

- Success Points
  - The Texas Higher Education Coordinating Board awards Success Points in 11 categories, making momentum points for students. The 11 Success Points included:
    1. Pass First College Math
    2. Pass First College Reading
    3. Pass First College Writing
    4. Awards in Critical Fields
    5. Awards
    6. Transfer with 15 SCH
    7. Met TSI Math
    8. Met TSI Reading
    9. Met TSI Writing
    10. Completed 15 SCH
    11. Completed 30 SCH
  - DCCCD made an increase in almost all categories in the number of Success Points.
  - Statewide Success Points are rising at 7.5% annually.
  - DCCCD academic year 2017 to academic year 2018, had a change of 9.5%.
  - DCCCD academic year 2014 to academic year 2018, had a total change of 27.58%.
  - The 86<sup>th</sup> legislature increased funding from \$171.56 per unweighted points to \$203.03. If \$203.03 was applied to the 2018 Success Points, it would come to an additional \$3,704,104 income.

#### B. Network Approach to Dual Credit and Early College High School Expansion

Presenters: Anna Mays, Justin Lonon, LaQuesha Foster

Anna Mays, Justin Lonon and LaQuesha Foster reviewed the following information with the Committee as follows:

Anna Mays informed the Committee that the Legislature passed bills that required dual credit students to file a degree plan to ensure that they were adequately advised and were taking coursework relevant to their intended major.

Anna Mays informed the Committee that to solve the talent problem, it would take the entire community to address the equity and poverty challenge.



- 2019-20 Dual Credit Partnerships
  - 14 ISD, Charter College and Career Readiness Partnerships
  - 14 Early College High Schools
  - 22 P-TECH's
  - 17 other College and Career Readiness models of Dual Credit (T-STEM, ICIA)
  - There were additional Collegiate Academies and Career Institutes in planning.
- Dual Credit Enrollment Increase
  - For the academic year of 2018-19, there were 980 dual credit students who completed a certificate of degree with DCCCD College.
  - Fall 2019 enrollment, came to 22,150 students.
- Dual Credit Research
  - Between 2012 and 2017, the annual dual credit enrollment at DCCCD increased 78%. 58% of the increase occurred between 2015 and 2017.
  - There was a 41% increase in Hispanic Dual Credit students.
  - Over 69% of DCCCD dual credit students who graduated high school in 2016 were enrolled in higher education the following year.

Anna Mays informed the Committee that DCCCD dual credit students who enrolled at Texas universities as first-time-in-college (FTIC) students the year after graduating high school outperformed FTIC students who did not take dual credit.

LaQuesha Foster informed the Committee that a new college public high school model focused on STEM fields and Career and Technical Education (CTE). The P-TECH early college model enables students to:

- Master the academic skills that were needed to earn a high school diploma and an Associates Degree in Applied Science.
- Learn the professional skills through internships.
- Secure middle level careers through a growing STEM or CTE industry.

LaQuesha Foster informed the Committee about the Network Approach Benefits, which included:

- DCCCD Colleges to partner with ISD's in applying the largest national scale of P-TECH's.

- Both organizations implemented systemic changes in policies and processes.
- A redesign of course scheduling, enrollment and textbook ordering processes were being planned for Spring 2020.

#### C. Texas Can Partnership with Richland College

Presenters: Shawntae Minyard, Richard Marquez, President and CEO, Texas Can Academies

Justin Lonon highlighted one of DCCCD's partnerships - Texas Can Partnership with Richland College. Shawntae Minyard works at Richland College and was a graduate from Texas Can. Minyard shared with the Committee how one phone call started a statewide partnership. This partnership has allowed for Texas Can students to take dual credit courses and help them succeed. These students know they can achieve a goal that they may not have thought of as an option, previously.

### **3. Items for Review**

#### A. Committee Notes

- 1) Education Workforce Committee Notes for September 10, 2019

### **4. Executive Session**

An Executive Session was not held.

### **5. Adjournment**

The Education Workforce Committee adjourned at 3:05 p.m.

*Captured video and transcripts for DCCCD Board Committee Meetings, Work Sessions and Regular Board Meetings are available at our website [www.dcccd.edu](http://www.dcccd.edu).*

## COMMITTEE REPORT NO. 8A-3

### Finance Committee Notes for October 1, 2019

The Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, October 1, 2019, beginning at 3:16 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
- \* Ms. Charletta Rogers Compton
- Ms. Diana Flores
- Mr. Wesley Jameson
- \* Mr. Philip J. Ritter (committee chair)
- Dr. Joe May (secretary and chancellor)
- Mr. Philip J. Ritter
- \* Mr. JL Sonny Williams
- Ms. Dorothy Zimmermann

#### Board Members Absent

None.

- \* *Denotes a committee member*

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

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

- A. IncludEd: Follett Learning Materials  
Presenter: John Robertson

John Robertson presented an update of the Follett Learning Materials program, now referred to as IncludEd. The program would ensure that students have learning materials by the first day of school. IncludEd is being utilized currently by early college high school and dual credit students. Fall semester 2020, IncludEd will be available to all students.

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

- A. Approval of Order Authorizing the Issuance of General Obligation Refunding Bonds, Series 2019; Delegating the Sale of the Bonds to the Designated Financial Officer Named in this Order; Establishing Parameters Regarding the Sale of the Bonds; and Approving and Authorizing Instruments and Procedures Relating Thereto

This authorization allows the District to payoff debt early.

- B. Approval of Amendment to Agreement with Follett Higher Education Group, Inc. to Provide Digital and Print Course Material to Students

This amendment is an update to the existing agreement with Follett.

- C. Approval of Amendment to Policy Concerning Tuition and Fees – FD (LOCAL) to Fund the Implementation of the All-Inclusive Learning Materials by Increasing Current Tuition Rates

This amendment includes a tuition increase of \$20 for the Included program and removes the out-of-state tuition cost for online courses.

Trustee Compton questioned the language referring to mandatory fees and asked that the policy be reviewed. Rob Wendland stated that DCCCD does not currently have any mandatory fees. Legal will review the policy and report findings to the board.

- D. Approval of Resolution to Transfer Funds to Institutional Scholarships to Better Meet the Financial Need of Students with Limited Financial Resources

This resolution is for a transfer of funds to increase institutional scholarships for FY20.

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

- A. Committee Notes

- 1. Finance Committee Notes for September 10, 2019  
No changes were made.

### **5. Executive Session** was not required.

### **6. Adjournment** was at 4:07 p.m.

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## INFORMATIVE REPORT NO. 8B

### Current Funds Operating Budget Report for September 2019

The Chancellor presents the report of the current funds operating budget for review for the period ending September 30, 2019.

#### Expenditures

- *Supplies and Equipment* reflect a higher percentage due to Facilities Improvement Plan projects, as well as other maintenance projects that are ahead of schedule.
- *Institutional Matching* reflects \$840,000 Department of Labor match and \$235,170 Department of Defense match.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2019-20 CURRENT FUNDS OPERATING BUDGET

**REVENUES & EXPENDITURES**

Year-to-Date September 30, 2019

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
<b>REVENUES</b>				
State Appropriations	\$ 94,495,215	\$ 94,495,215	\$ 11,381,553	12.0%
Tuition	135,475,137	135,475,137	53,979,899	39.8%
Less: Waivers & Discounts	(21,904,878)	(21,904,878)	(1,501,883)	6.9%
Less: TPEG Set Aside	(6,897,912)	(6,897,912)	(2,506,896)	36.3%
Total Net Tuition	106,672,347	106,672,347	49,971,120	46.8%
Taxes	278,882,917	278,882,917	183,443	0.1%
Federal Grants & Contracts (Work Study)	1,145,477	1,145,477	59,108	5.2%
Investment Income	3,900,000	3,900,000	603,448	15.5%
General Revenue	2,057,328	2,057,328	88,684	4.3%
Subtotal Revenue	487,153,284	487,153,284	62,287,356	12.8%
Transfers-In From Other Funds	8,341,412	8,341,412	n/a	n/a
<b>TOTAL REVENUE</b>	495,494,696	495,494,696	62,287,356	12.6%

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
<b>EXPENSES</b>				
Salaries & Wages	\$ 299,402,667	\$ 296,459,495	\$ 25,850,259	8.7%
Staff Benefits	36,675,429	36,746,925	2,584,498	7.0%
Purchased Services	33,263,055	35,744,312	13,398,129	37.5%
Operating Expenses	66,417,898	66,221,399	16,541,915	25.0%
Supplies & Equipment	34,698,524	35,260,486	27,255,892	77.3%
Provisions (See Summary Below)	8,760,000	8,760,000	n/a	n/a
Subtotal Expenses	479,217,573	479,192,617	85,630,693	17.9%
Transfers to Other Funds:				
Institutional Matching - Contracts/Grants	875,000	877,675	1,075,170	122.5%
Auxiliary Fund	9,902,123	9,924,404	9,902,123	99.8%
Capital Budget Projects	5,500,000	5,500,000	-	0.0%
<b>TOTAL EXPENSES</b>	495,494,696	495,494,696	96,607,986	19.5%

	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
Program & Pathways	6,425,000	-	-	6,425,000
<b>TOTAL PROVISIONS</b>	8,760,000	-	-	8,760,000

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
<b>CASH ON HAND</b>				
Pools & Banks	\$ 268,339,984	\$ (40,861,107)	\$ 227,478,877	\$ (40,861,107)
Commerical Paper	19,959,797	(11,764)	19,948,033	3,709
Total Cash	288,299,782	(40,872,871)	247,426,910	(40,857,398)

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2019-20 CURRENT FUNDS OPERATING BUDGET

**REVENUES & EXPENDITURES**

Year-to-Date - 8.33% of Fiscal Year Elapsed

**UNRESTRICTED FUND**

**REVENUES**

	September 30, 2019			September 30, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 94,495,215	\$ 11,381,553	12.0%	\$ 87,722,604	\$ 10,568,838	12.0%
Tuition	135,475,137	\$ 53,979,899	39.8%	136,825,161	54,124,834	39.6%
Less: Waivers & Discounts	(21,904,878)	\$ (1,501,883)	6.9%	(19,361,133)	(2,297,203)	11.9%
Less: TPEG Set Aside	(6,897,912)	\$ (2,506,896)	36.3%	(6,972,463)	(2,377,461)	34.1%
Total Net Tuition	106,672,347	49,971,120	46.8%	110,491,565	49,450,170	44.8%
Taxes for Current Operations	278,882,917	183,443	0.1%	260,739,716	135,383	0.1%
Work Study	1,145,477	59,108	5.2%	1,048,960	143,926	13.7%
Investment Income	3,900,000	603,448	15.5%	4,341,572	444,058	10.2%
General Revenue	2,057,328	88,684	4.3%	1,973,179	96,957	4.9%
SUBTOTAL	487,153,284	62,287,356	12.8%	466,317,596	60,839,332	13.0%
Transfers-In From Other Funds	8,341,412	n/a	n/a	9,889,328	n/a	n/a
<b>TOTAL REVENUES</b>	<b>495,494,696</b>	<b>62,287,356</b>	<b>12.6%</b>	<b>476,206,924</b>	<b>60,839,332</b>	<b>12.8%</b>

**EXPENSES**

	September 30, 2019			September 30, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 296,459,495	\$ 25,850,259	8.7%	\$ 290,083,818	\$ 24,827,088	8.6%
Staff Benefits	36,746,925	2,584,498	7.0%	36,161,949	2,425,364	6.7%
Purchased Services	35,744,312	13,398,129	37.5%	29,093,236	7,405,233	25.5%
Operating Expenses	66,221,399	16,541,915	25.0%	61,597,370	13,890,488	22.6%
Supplies & Equipment	35,260,486	27,255,892	77.3%	21,441,376	6,239,297	29.1%
Provisions (See Summary Below)	8,760,000	n/a	0.0%	9,578,760	n/a	0.0%
Subtotal Expenses	479,192,617	85,630,693	17.9%	447,956,509	54,787,470	12.2%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	877,675	1,075,170	n/a	226,063	-	n/a
Auxiliary Fund	9,924,404	9,902,123	99.8%	9,975,402	-	0.0%
Capital Budget Projects	5,500,000	-	0.0%	18,048,950	-	0.0%
<b>TOTAL EXPENSES</b>	<b>495,494,696</b>	<b>96,607,986</b>	<b>19.5%</b>	<b>476,206,924</b>	<b>54,787,470</b>	<b>11.5%</b>

**Provision Summary**

	Approved	Year-to-Date Allocation	Balance		Approved	Year-to-Date Allocation	Balance
	\$ 8,760,000	-	8,760,000		\$ 9,578,760	-	9,578,760



## Facilities Improvement Plan - Vendor Selection

Project Number	Project	Estimated Cost (TOTAL)	A/E Firm	Is A/E Firm MWBE ? H=Hispanic WO=Woman Owned NA=Native American AA=African American	Construction Manager	Is CM MWBE?	Construction Contractor	Is Construction Contractor MWBE?	A/E Actual Cost	CM Actual Cost	Construction Actual Cost	Total Project Actual Cost	Notes
BHC - D 305	Replace Federal Pacific Panels, Building B	\$700,000	Torres Engineering	H	Lemco	WO			\$26,645	\$1,950			Design PO issued
BHC - D 305	Replace Federal Pacific Panels, Building H	\$780,000	Torres Engineering	H	Lemco	WO			\$13,320	\$16,995			Design PO issued
BHC - D 305	Replace Federal Pacific Panels, Building F	\$780,000	Torres Engineering	H	Lemco	WO			\$13,320	\$16,995			Design PO issued
BHC - D 302	Replace Roof/drains, Building T	\$750,000	-	-	GCC Enterprise	AA	Coyrell Roofing	No	-	\$16,717	\$371,689	\$388,406	Construction PO issued
BHC - D 302	Replace Roof/drains, Building M	\$420,000	-	-	GCC Enterprise	AA	Coyrell Roofing	No	-	\$9,270	\$274,727	\$283,997	Construction PO issued
BHC - D 302	Replace Roof/drains, Building K	\$530,000	-	-	GCC Enterprise	AA	Coyrell Roofing	No	-	\$11,433	\$500,972	\$512,405	Construction PO issued
BHC - D 302	Replace Roof/drains, Building U	\$590,000	-	-	GCC Enterprise	AA	Coyrell Roofing	No	-	\$12,824	\$242,406	\$255,230	Construction PO issued
BHC - D 302	Replace Roof/drains, Building A	\$530,000	-	-	GCC Enterprise	AA	Coyrell Roofing	No	-	\$11,371	\$226,245	\$237,616	Construction PO issued
CVC - D 300	Fire Code Analysis	\$420,000	Reed Fire Protection	NA	-	-	-	-	\$294,369	-	-	\$294,369	PO Issued
CVC - D 301	Replace Roof/drains, Building B	\$350,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$7,725	\$337,750	\$345,475	Construction PO issued
CVC - D 301	Replace Roof/drains, Building E	\$900,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$20,085	\$863,250	\$883,335	Construction PO issued
CVC - D 301	Replace Roof/drains, Building D	\$280,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$6,180	\$270,000	\$276,180	Construction PO issued
CVC - D 301	Replace Roof/drains, Building A	\$340,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$7,416	\$327,750	\$335,166	Construction PO issued
CVC - D 301	Replace Roof/drains, Building G	\$420,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$9,270	\$408,000	\$417,270	Construction PO issued
CVC - D 310	Replace Air Handling Units, Building B	\$1,100,000	Reed, Wells Benson	No	Lemco	WO			\$59,920	\$24,720			Design PO issued
CVC - D 309	Refurbish Cooling Towers (3)	\$620,000	-	-	Lemco	WO			-	\$13,905			Multiple bids received
CVC - D 301	Replace Roof/drains, Building F	\$240,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$4,944	\$225,500	\$230,444	Construction PO issued
CVC - D 301	Replace Roof/drains, Building C	\$330,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$7,107	\$317,750	\$324,857	Construction PO issued
CVC - D 301	Replace Roofs/drains, Building L	\$360,000	-	-	GCC Enterprise	AA	ERC Roofing	No	-	\$7,725	\$350,000	\$357,725	Construction PO issued
EFC - D 308	Performance Hall Safety (stairs, electric)	\$2,150,000	Dimensions Architects	H	Lemco	WO			\$71,500	\$47,586			Design PO issued
EFC - D 307	Elevator modernizations/Upgrades, (13)	\$3,500,000	Lerch Bates	No	Lemco	WO			\$48,300	\$77,250			\$22,360 - LB's assessment.
MVC - D 306	Replace and Relocate Cooling Tower	\$1,400,000	DFW Consulting	AA	Lemco	WO			\$115,300	\$30,900			Design PO issued
NLC - D 311	Upgrade Obsolete Fire Alarm (campus wide)	\$2,400,000	Reed Fire Protection	NA	Lemco	WO			\$166,694	\$54,075			Contract moving toward PO.
NLC - D 303	Replace Roof/drains, Building T	\$410,000	-	-	GCC Enterprise	AA	Parsons Roofing	No	-	\$9,270	\$376,203	\$385,473	Construction PO issued
RLC - D 303	Replace Roof/drains, Wichita	\$700,000	-	-	GCC Enterprise	AA	Parsons Roofing	No	-	\$15,450	\$407,098	\$422,548	Construction PO issued
RLC - D 303	Replace roof/drains, Sabine	\$630,000	-	-	GCC Enterprise	AA	Parsons Roofing	No	-	\$13,905	\$436,358	\$450,263	Construction PO issued
RLC - D 303	Replace roof/drains, Pecos	\$360,000	-	-	GCC Enterprise	AA	Parsons Roofing	No	-	\$8,034	\$226,188	\$234,222	Construction PO issued
District	Facilities Condition Assessment	\$590,000	-	-	-	-	-	-	-	-	-	-	Have \$215k from Georgeann
District	Program Management Software	\$140,000	-	-	-	-	-	-	-	-	-	\$158,500	Projectmates
District - D 304	Utilities Survey	\$280,000	Dal-Tech Engineering, Inc	WO	-	-	-	-	\$258,003	-	-	\$258,003	2 campuses -- RLC and MVC
	<b>TOTAL</b>	<b>\$23,000,000</b>							<b>\$1,067,371</b>	<b>\$463,102</b>	<b>\$6,161,886</b>	<b>\$7,051,484</b>	

# INFORMATIVE REPORT NO. 8D

## Facilities Maintenance Projects Status Report for the Period Ending September 30, 2019

Campus	Project Description	Project Budget	Contracts Awarded	Start Date	Completion Date
BHC	Upgrade Electrical Meters	\$ 147,345	\$ 147,345	4/2017	4/2020
	Replace Hot Water Storage Tanks	67,068	67,068	4/2017	4/2020
	Replace Air Compressors	14,743	14,743	4/2017	4/2020
	Replace PVI Boilers	344,363	344,363	4/2017	4/2020
	Refurbish Expansion Tanks at Central Plant	25,577	25,577	4/2017	4/2020
		<u>599,096</u>	<u>599,096</u>		
CVC	Upgrade of Exterior Lighting	108,632	5,992	2/2019	1/2020
	Replace Campus Signage	164,748	155,150	4/2019	4/2020
	Upgrade Existing Clock System	40,737	-	N/S	N/S
	TDJC Industrial and Welding Lab	548,403	548,403	7/2017	6/2020
		<u>821,783</u>	<u>709,545</u>		
DSC	District Wide Cabling Infrastructure Upgrades	7,692,118	7,409,547	5/2017	4/2020
	District Wide Asbestos and Environmental Services	100,401	100,401	11/2017	On-Going
		<u>7,792,519</u>	<u>7,509,948</u>		
ECC	Replace Carpet in Building A	1,031,436	1,031,436	10/2016	12/2019
	Replace Blinds in Building. A	9,600	9,600	10/2016	12/2019
	Reduct and Insulate Air Handling Units	309,074	309,074	10/2016	11/2019
	Replace HVAC Piping Insulation	187,250	187,250	6/2019	6/2020
		<u>1,537,360</u>	<u>1,537,360</u>		
EFC	Weatherproof Exterior Windows, Phase III	439,960	10,012	5/2016	5/2020
	Renovate Buildings A and L	207,000	207,000	1/2016	12/2019
	Stem Lab Renovation	125,000	125,000	3/2019	3/2020
	Installation of Family Restroom	239,000	14,980	8/2018	4/2020
	Mechatronics Lab Renovation	1,470,107	1,470,107	2/2019	12/2019
	Chemistry Lab Renovation	699,200	100,101	3/2019	12/2019
		<u>3,180,267</u>	<u>1,927,200</u>		
MVC	Replace Crawl Space Pipe Insulation	1,372,900	74,900	5/2017	4/2020
	Upgrade Breaker Panels	678,950	37,450	5/2017	4/2020
	Repaint Exterior Thermal Storage Tank	33,948	25,841	5/2017	4/2020
	Upgrade Lighting System	549,160	29,960	5/2017	4/2020
	Upgrade Distribution Panels at East and West Campus	468,476	25,841	5/2017	4/2020
	Upgrade Air Handling Units	274,580	14,980	5/2017	4/2020
	Electrical Substation Maintenance	67,895	3,745	5/2017	4/2020
	Replace Return Air Handling Units Buildings J and F	61,781	3,371	5/2017	4/2020
	Replace and Intergrate Fan Motors and Drives	101,843	5,618	5/2017	4/2020
	Upgrade Campus Clock System	42,095	2,322	5/2017	4/2020
		<u>3,651,628</u>	<u>224,028</u>		
NLC	Replace Exhaust Systems	195,538	160,541	1/2016	12/2019
	Replace Electrical Control System	492,918	330,284	1/2016	12/2019
	Renovate Building Entrances	746,845	374,924	5/2016	5/2020
	Restroom Renovations; Buildings C - W	814,740	744,146	10/2016	11/2019
	Repair Drainage System at Building L	135,790	4,352	2/2017	11/2019
	Repair Drainage System at Buildings J and K	101,843	3,580	2/2017	11/2019
	Replace Exterior Stairs at Buildings F and T	109,832	3,863	7/2018	11/2019
	Replace Caulk Joints	137,290	3,090	7/2018	12/2019
	Upgrade Baseball Dugouts	122,211	2,781	7/2018	12/2019
	Refurbish Tennis Courts	108,632	2,472	7/2018	12/2019
	Upgrade Science Lab Safety Control System	43,068	43,068	6/2017	12/2019
	Construction Technology/Trades Building	38,488,982	2,163,355	10/2017	11/2019
	Installation of Gender Neutral Restroom	30,000	5,350	5/2019	11/2019
		<u>41,527,689</u>	<u>3,841,805</u>		
RLC	Replace Sewage Lift Stations	611,055	33,705	2/2016	12/2019
	Replace Federal Pacific Electric Panels	149,369	8,239	2/2016	12/2019
	Replace Central Plant Motor Control Center	142,580	7,865	2/2016	12/2019
	Fannin Hall Renovation	738,000	594,739	8/2017	2/2020
	Reconfiguration of First & Second Floor	310,650	110,465	2/2017	3/2020
		<u>1,951,654</u>	<u>755,013</u>		
		<u>61,061,996</u>	<u>17,103,994</u>		

N/S: Not Started

# INFORMATIVE REPORT NO. 8E

## Facilities Improvement Projects Status Report for the Period Ending September 30, 2019

Campus	Project Description	Project Budget	Contracts Awarded	Start Date	Completion Date
BHC	Replace Federal Pacific Panels, Building B	\$ 700,000	\$ 42,095	9/2019	8/2020
	Replace Federal Pacific Panels, Building H	780,000	30,315	9/2019	8/2020
	Replace Federal Pacific Panels, Building F	780,000	30,315	9/2019	8/2020
	Replace Drains and Roof, Building T	750,000	356,568	9/2019	8/2020
	Replace Drains and Roof, Building M	420,000	216,192	9/2019	8/2020
	Replace Drains and Roof, Building K	530,000	474,605	9/2019	8/2020
	Replace Drains and Roof, Building U	590,000	204,346	9/2019	8/2020
	Replace Drains and Roof, Building A	530,000	214,930	9/2019	8/2020
		<u>5,080,000</u>	<u>1,569,366</u>		
CVC	Fire Code Analysis	420,000	294,368	9/2019	8/2020
	Replace Drains and Roof, Building B	350,000	285,130	9/2019	8/2020
	Replace Drains and Roof, Building E	900,000	809,085	9/2019	8/2020
	Replace Drains and Roof, Building D	280,000	52,792	9/2019	8/2020
	Replace Drains and Roof, Building A	340,000	147,570	9/2019	8/2020
	Replace Drains and Roof, Building G	420,000	7,650	9/2019	8/2020
	Replace Drains and Roof, Building F	240,000	71,173	9/2019	8/2020
	Replace Drains and Roof, Building C	330,000	138,953	9/2019	8/2020
	Replace Drains and Roof, Building L	360,000	112,012	9/2019	8/2020
	Replace Air Handling Units, Building B	1,100,000	80,160	9/2019	8/2020
	Refurbish Cooling Towers	620,000	13,905	9/2019	8/2020
		<u>5,360,000</u>	<u>2,012,798</u>		
District	Facilities Condition Assessment	590,000	-	9/2019	8/2020
	Program Management Software	140,000	-	9/2019	8/2020
	Utilities Survey	280,000	-	9/2019	8/2020
	Contingency	2,000,000	-	9/2019	8/2020
		<u>3,010,000</u>	<u>-</u>		
EFC	Performance Hall Safety Upgrades	2,150,000	120,886	9/2019	8/2020
	Elevator Modernizations and Upgrades	3,500,000	77,250	9/2019	8/2020
		<u>5,650,000</u>	<u>198,136</u>		
MVC	Replace and Relocate Cooling Tower	1,400,000	157,865	9/2019	8/2020
		<u>1,400,000</u>	<u>157,865</u>		
NLC	Upgrade Campus Fire Alarm System	2,400,000	220,769	9/2019	8/2020
	Replace Drains and Roof, Building T	410,000	110,966	9/2019	8/2020
		<u>2,810,000</u>	<u>331,735</u>		
RLC	Replace Drains and Roof, Wichita Hall	700,000	235,683	9/2019	8/2020
	Replace Drains and Roof, Sabine Hall	630,000	209,517	9/2019	8/2020
	Replace Drains and Roof, Pecos Hall	360,000	99,147	9/2019	8/2020
		<u>1,690,000</u>	<u>544,347</u>		
	Totals	<u>25,000,000</u>	<u>4,814,247</u>		

## INFORMATIVE REPORT NO. 8F

### DCCCD Foundation Report (November 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  
09/01/19 \$57,812,606

#### **Gifts Reported in Fiscal Year 2019-2020**

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs &amp; Services</u>	<u>Total</u>
September 2018	\$35,505	\$234,695	\$270,200
<b>Total</b>	\$35,505	\$234,695	\$270,200

#### **Funding Priorities**

<u>Priority</u>	<u>Total Raised</u>	<u>Total Pledged</u>
LevelUp Scholarship	\$1,255,475	

#### **Crowdfunding Campaigns 2019-2020**

<u>College</u>	<u>Campaign Name</u>	<u># of Donors</u>	<u>Goal/Raised</u>	<u>% to Goal or End Date</u>
Brookhaven	Brookhaven Women's Volleyball 2019	36	\$4,000/\$2,585	65%
Eastfield	Eastfield Women's Volleyball 2019	56	\$8,000/\$6,960	87%
Eastfield	Eastfield Women's Soccer 2019	15	\$3,000/\$999.50	33%
Cedar Valley	Cedar Valley Students Green Club	31	\$2,540/\$1,800	70%

Brookhaven	Brookhaven College Women's Soccer 2019	52	\$8,000/\$7,565	95%
Brookhaven	Brookhaven College Men's Basketball 2019	29	\$2,000/\$2,060	103%
Brookhaven	Brookhaven College Men's Baseball 2019	121	\$10,000/\$8,820	88%

## INFORMATIVE REPORT NO. 8G

### Notice of Grant Awards (November 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:	Dallas County Community College District
Purpose:	To provide adult education and literacy services.
Priority:	1) Impact Income Disparity throughout our community
Funding Source:	Workforce Solutions Greater Dallas/Adult Education Literacy Program
Students Served:	12,246
Amount:	Increase \$4,412,950 Total Award: \$9,070,347
Term:	July 1, 2018 through June 30, 2020

Recipient:	Brookhaven College
Purpose:	Improve Hispanic and low-income students retention and completion, Brookhaven College will operate an Academic Engagement and Support Center called "HUB" that provides student-centered academic advising and comprehensive case management services.
Priority:	2) Streamline Navigation to and through our system and beyond; Implement the Integrated Higher Education Network
Funding Source:	United State Department of Education

Students Served: 7,000  
Amount: Increase amount: \$525,000 Total Award Amount: \$2,740,722  
Term: October 1, 2019 through September 30, 2020

Recipient: El Centro College  
Purpose: The purpose of the grant is to integrate student services and transfer/articulation pathways that converge to support an increase in Hispanic and low-income students attaining STEM degrees.  
Priority: 3) Implement the Integrated Higher Education Network  
Funding Source: United States Department of Education  
Students Served: 1,075  
Amount: Increase: \$1,180,894 Total Award: \$4,711,811  
Term: October 1, 2019 through September 30, 2020

Recipient: Eastfield College  
Purpose: Student support services provides opportunities for academic development, assist students with basic college requirements, and to motivate students toward the successful completion of their postsecondary education.  
Priority: 2) Streamline Navigation to and through our system and beyond  
Funding Source: U.S. Department of Education  
Students Served: 283  
Amount: Increase: \$348,419 Total Award: \$1,616,613  
Term: September 1, 2019 through August 31, 2020 (Yr. 5)

Recipient: Eastfield College  
Purpose: The purpose of the project is to provide faculty and staff at institutions throughout the DCCCD higher educational network and state of TX with the knowledge and skills to evaluate industry curricula to develop credit for prior learning and competency-based education pathways to degree completion.

Priority: 2) Streamline Navigation to and through our system and beyond

Funding Source: Texas Higher Education Coordinating Board

Students Served: Approximately 100 students

Amount: \$136,577

Term: September 1, 2019 through August 31, 2021

Recipient: Mountain View College

Purpose: Educating future technology is becoming increasingly crucial due to the speed of change in 3D technology. This project will expose students to futuristic education environments through innovative 3D modules.

Priority: 4) Serve as the primary provider in Talent Supply Chain throughout the region

Funding Source: National Science Foundation

Students Served: 100

Amount: \$298,272

Term: October 1, 2019 through September 30, 2022

Grant Awards Reported in Fiscal Year 2018-2019

September 2019	\$1,809,308
October 2019	\$2,830,915
November 2019	\$6,902,112
December 2019	
January 2020	
February 2020	
March 2020	
April 2020	
May 2020	
June 2020	
July 2020	
August 2020	
Total to Date	\$11,542,335



## INFORMATIVE REPORT NO. 8H

### Contracts for Educational Services

The Chancellor presents the report of contracts for educational services entered not the colleges in the past month.

#### **BROOKHAVEN COLLEGE - \$7,952**

Ford	Automotive
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#### **CEDAR VALLEY COLLEGE - \$1,840**

Desoto Fire	Fire Fighter
Npower	A+ Certification (Tech Fundamentals); Coding
RMS AeroSpace	UAS Image Sensor Technology; UAS Operator Certification; Image

#### **EASTFIELD COLLEGE - \$60,305**

IEC	Pre-apprentice Electrical
A+ Secondary Academy	Allied Health-PCT
North Mesquite HS	Allied Health-CNA

#### **EL CENTRO COLLEGE - \$41,620**

Dallas Fire Rescue	Firefighter Certification and In-Service Training
Dallas Area Rapid Transit	Project Management
University Emergency Medical Response	Emergency Medical Technician

#### **MOUNTAIN VIEW COLLEGE – \$207,237**

Dallas Independent School District	Alternative Teacher Certification
AT&T	AccTT Technical Training
Desoto Independent School District	Phlebotomy
Desoto Independent School District	Certified Nurse Aid
DFW Airport	Intro to Aviation

#### **NORTH LAKE COLLEGE - \$152,650**

Construction Education Foundation	CE Courses
TEXO	CE Courses
North Texas Electrical & Joint Apprentice Fund	CE Courses
Dallas Joint Plumber and Pipefitters Training School	CE Courses

**RICHLAND COLLEGE - \$11,720**

Aloe Vera of America	Teambuilding
City of Plano	Accountability
City of Plano	Coping with Stress
Dallas County	Achieving Success with Difficult People
Dallas County	Building an Environment of Trust
Dallas County	Authentic Self
Dallas County	Emotional Intelligence
Garland Chamber	DCMA Leadership Academy
HMS	VBA Advanced

**Contracts for Educational Services Reported in 2019-20**

	<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 2019	\$ 7,952	\$ 1,840	\$ 60,305	\$ 41,620	\$ 207,237	\$ 152,650	\$ 11,720	\$ 483,324
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	\$ 7,952	\$ 1,840	\$ 60,305	\$ 41,620	\$ 207,237	\$ 152,650	\$ 11,720	\$ 483,324

**Contracts for Educational Services Reported in Fiscal Years 2012-13 through 2018-19**

<u>Campus</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>	<u>2018-19</u>
BHC	\$ 301,369	\$ 195,018	\$ 210,171	\$ 172,151	\$ 448,589	\$ 453,890	\$ 453,422
CVC	\$ 109,913	\$ 188,340	\$ 174,546	\$ 4,420	\$ 223,423	\$ 43,287	\$ 129,157
EFC	\$ 51,800	\$ 20,225	\$ 10,130	\$ 175,095	\$ 94,216	\$ 76,600	\$ 52,413
ECC	\$ 290,895	\$ 269,327	\$ 444,171	\$ 489,753	\$ 443,500	\$ 264,370	\$ 105,500
MVC	\$ 89,876	\$ 167,566	\$ 252,798	\$ 377,121	\$ 310,452	\$ 175,657	\$ 367,697
NLC	\$ 494,958	\$ 497,515	\$ 519,540	\$ 740,256	\$ 691,962	\$ 726,409	\$ 768,763
RLC	\$ 204,246	\$ 220,229	\$ 210,637	\$ 144,972	\$ 145,488	\$ 198,066	\$ 129,193
Total	\$1,543,057	\$1,558,220	\$1,821,993	\$2,103,768	\$2,357,630	\$1,938,279	\$ 2,006,145

## INFORMATIVE REPORT NO. 8I

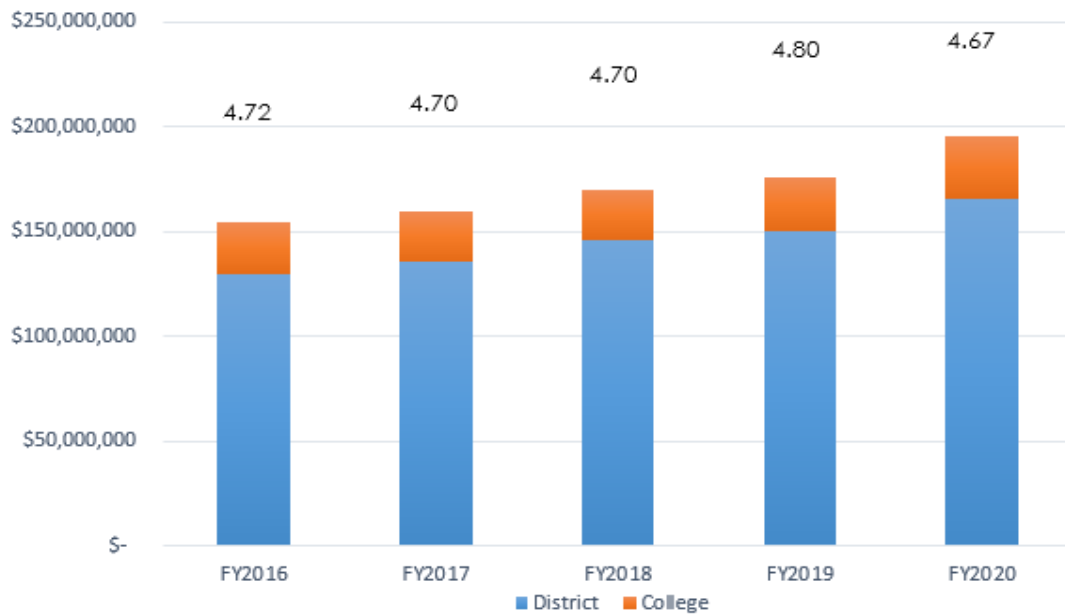
### Rainy Day Fund

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.

#### **RAINY DAY FUND**



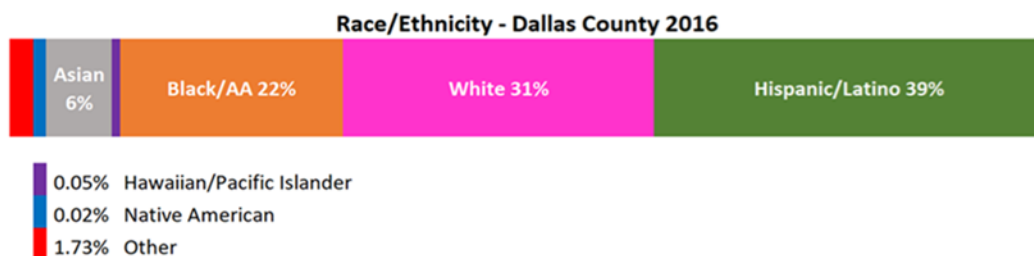
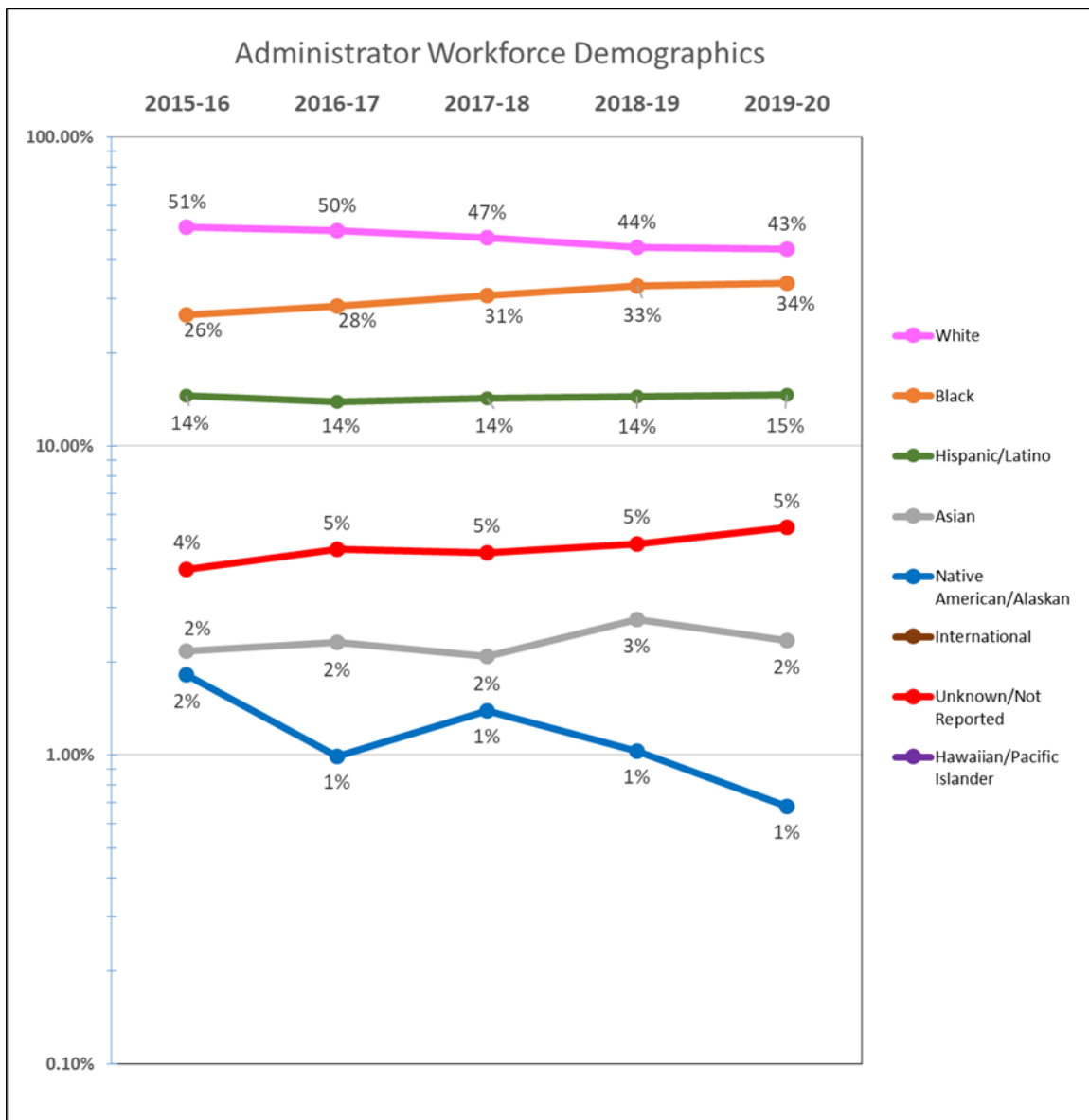
FY2020		
District	College	Total
\$165.2M	\$27.7M	\$192.9M

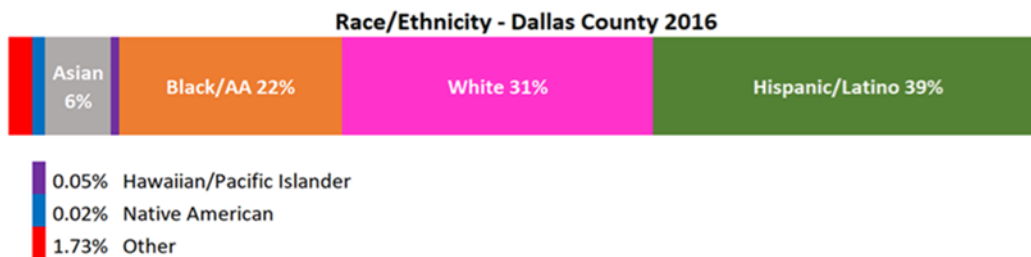
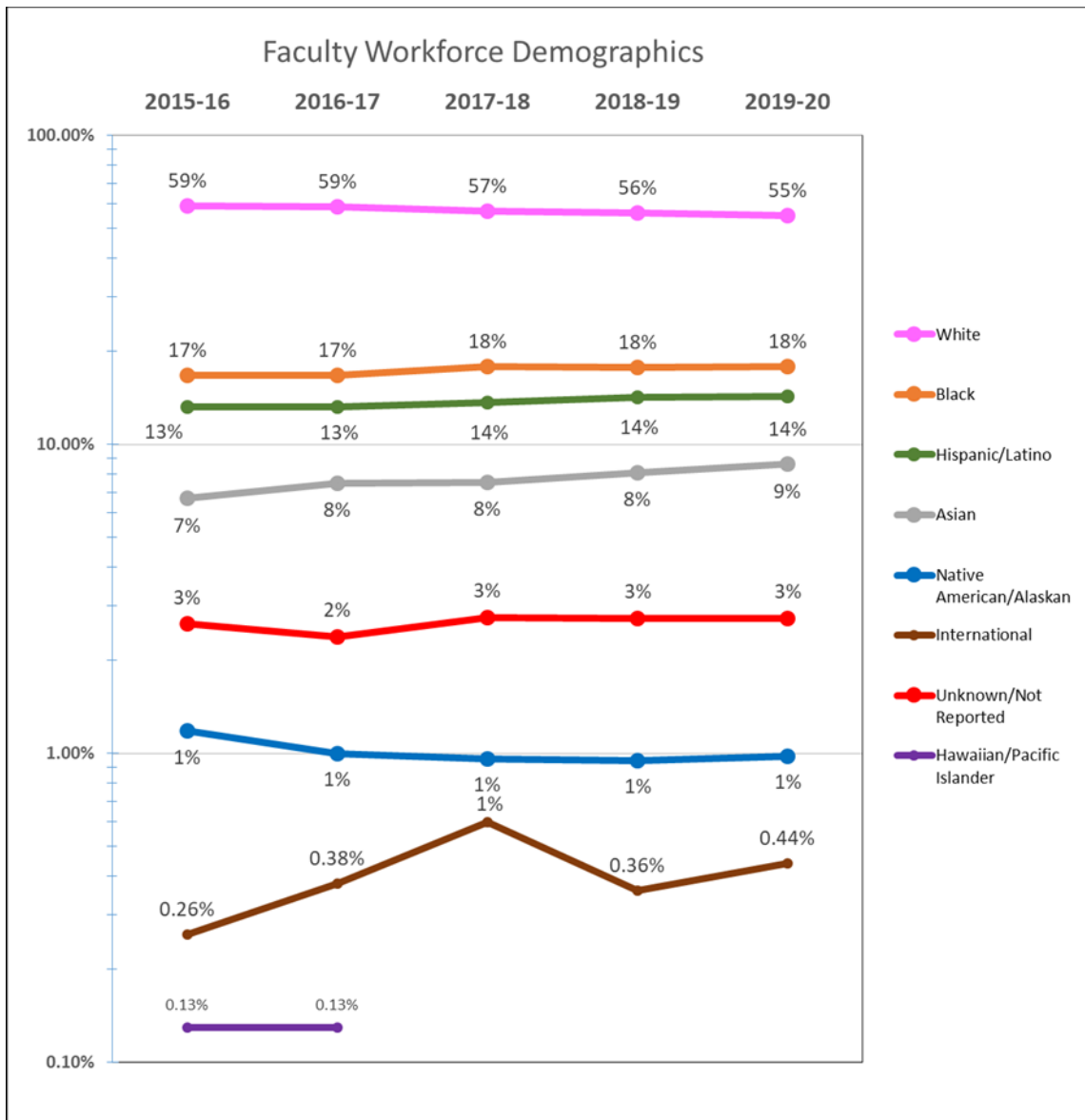
## INFORMATIVE REPORT NO. 8J

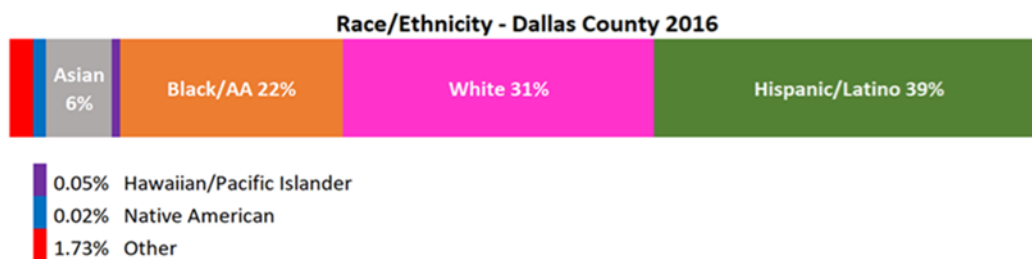
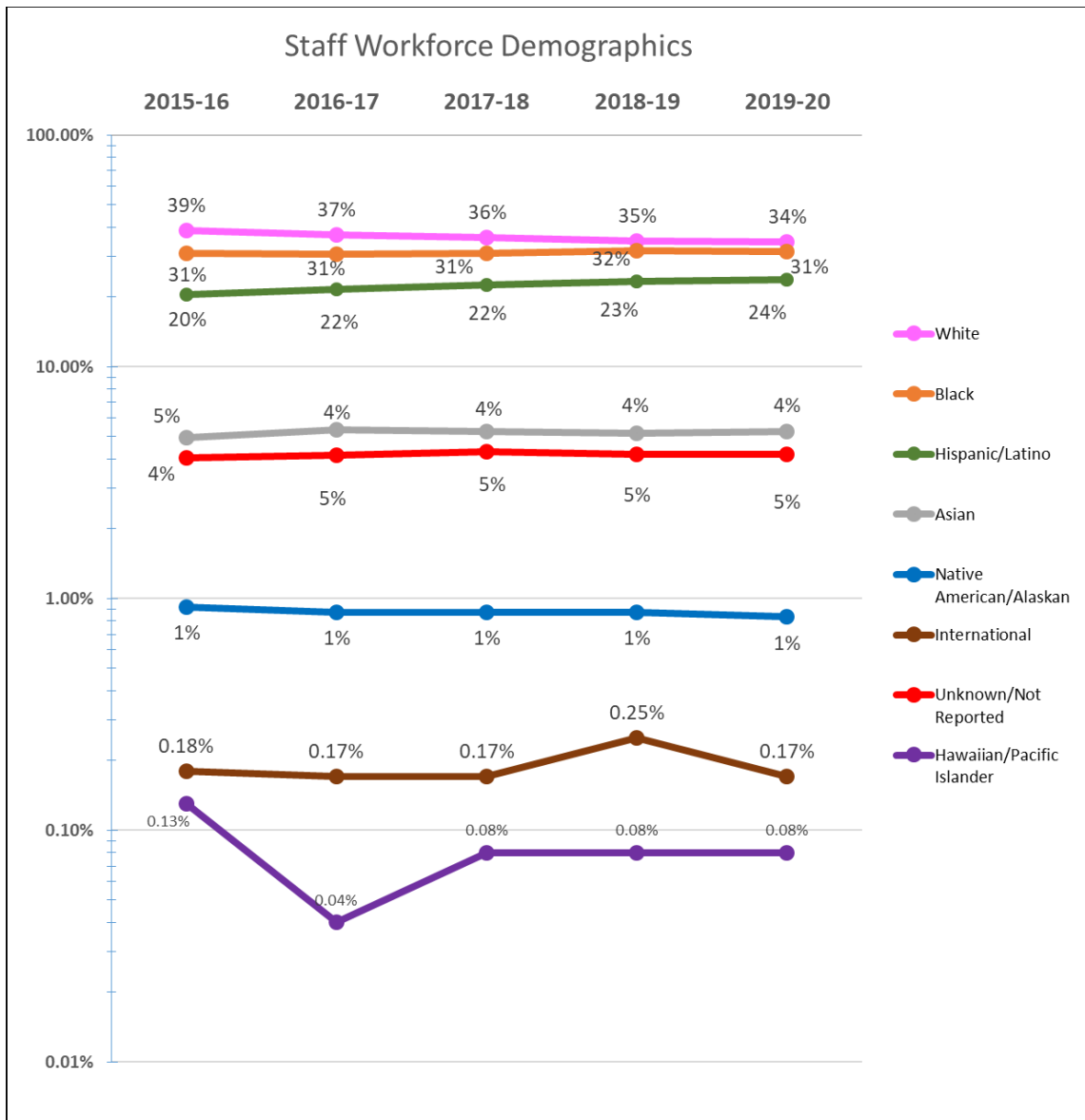
### Workforce Demographics

The Chancellor presents the Workforce Demographics report as of September 30, 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.







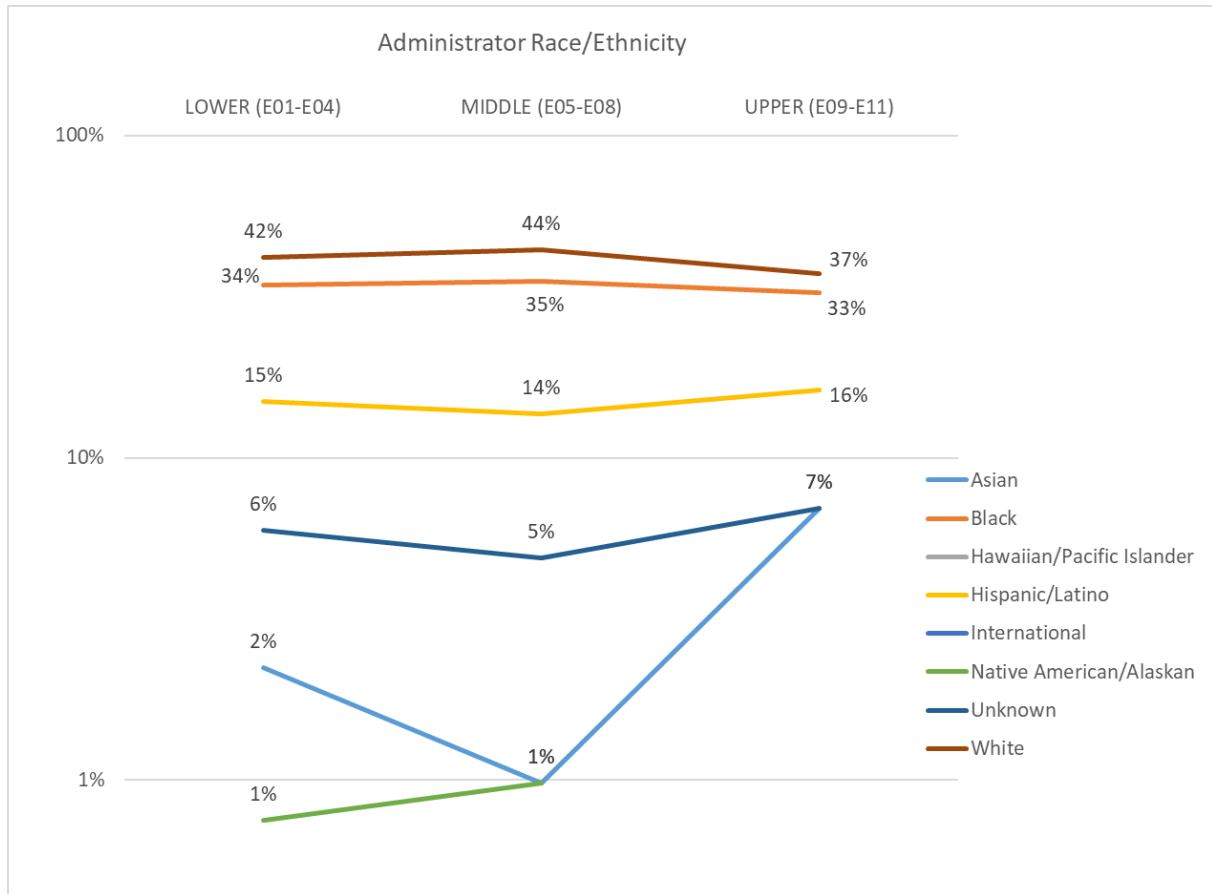
\*Pacific Islander included with Asian count prior to Fiscal Year 2012/2013

## INFORMATIVE REPORT NO. 8K

### Workforce Demographics by Salary Range

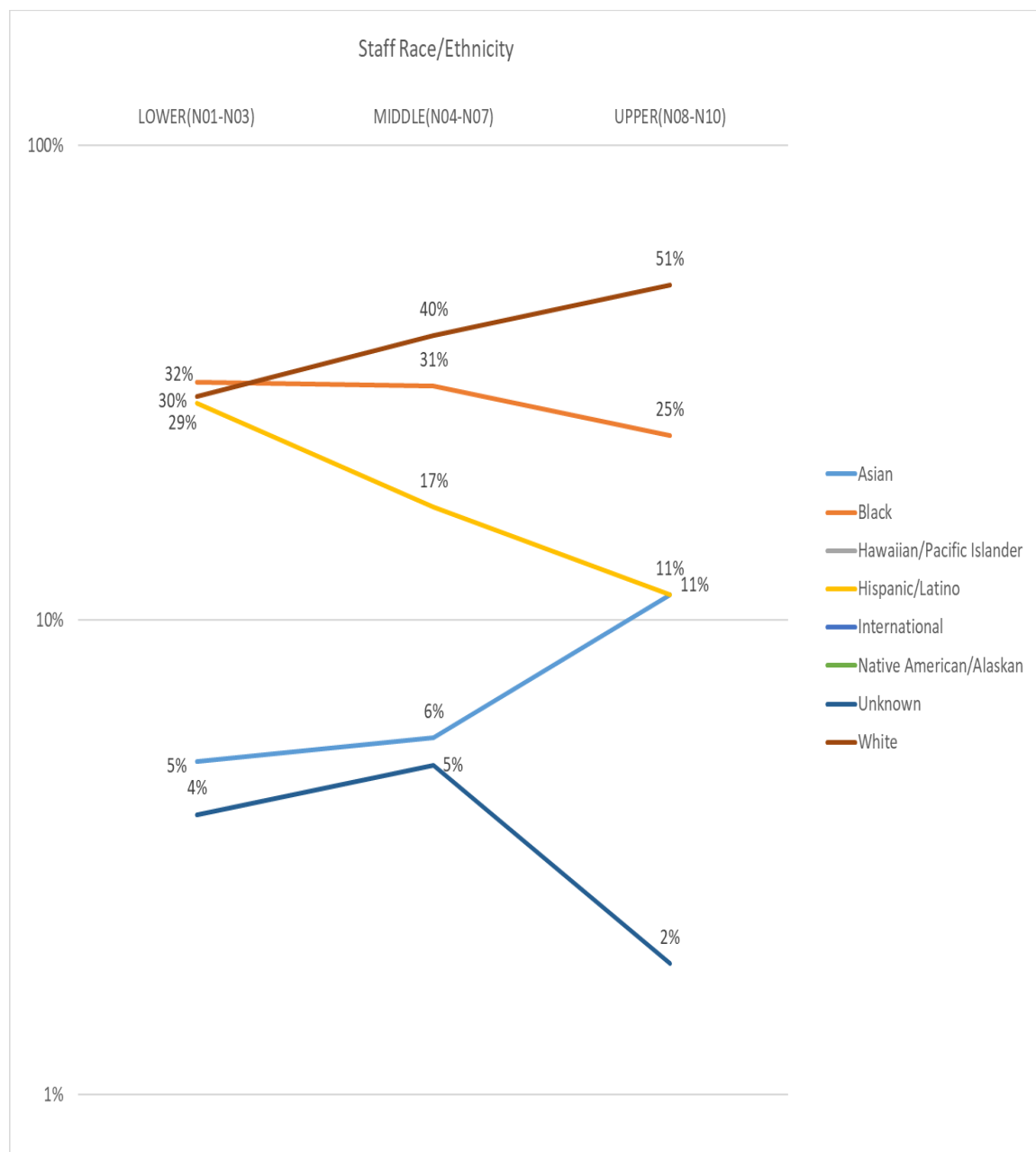
The Chancellor presents the Workforce Demographics by Salary Range report as of September 30, 2019.

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.



	LOWER(N01-N04)		MIDDLE(N05-0N07)		UPPER(N08-N10)	
Asian	3	2%	1	1%	3	7%
Black	46	34%	36	35%	14	33%
Hispanic/Latino	20	15%	14	14%	7	16%
Native American/Alaskan	1	1%	1	1%	0	0%
Unknown	8	6%	5	5%	3	7%
White	56	42%	45	44%	16	37%
TOTAL	134		102		43	





	LOWER(N01-N04)		MIDDLE(N05-0N07)		UPPER(N08-N10)	
Asian	5.03%	62	5.66%	55	11.32%	6
Black	31.66%	390	31.10%	302	24.53%	13
Hawaiian/Pacific Islander	0.08%	1	0.10%	1	0.00%	0
Hispanic/Latino	28.65%	353	17.30%	168	11.32%	6
Intern'l	0.24%	3	0.10%	1	0.00%	0
Native American/Alaskan	0.89%	11	0.93%	9	0.00%	0
Unknown	3.90%	48	4.94%	48	1.89%	1
White	29.55%	364	39.86%	387	50.94%	27
TOTAL		1232		971		53