

This Open Meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, §§ 551.001 through 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of 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 036
Dallas, TX 75215
Tuesday, December 3, 2019
4:00 PM**

AGENDA

1. Certification of Notice Posted for the Meeting
2. Pledges of Allegiance to U.S. and Texas Flags
3. Special Presentation: Brookhaven Women's Soccer---NJCAA
DIII National Champions and Richland Men's Soccer---NJCAA
DIII National Champions
4. Citizens Desiring to Address the Board
5. 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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Section 551.071

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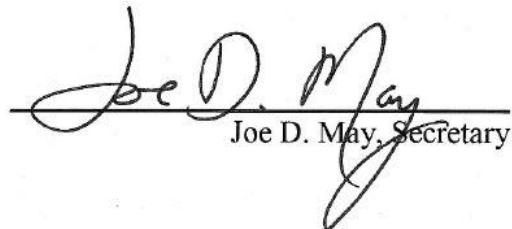
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**CERTIFICATION OF NOTICE POSTED FOR THE
DECEMBER 3, 2019 REGULAR MEETING OF THE DALLAS
COUNTY COMMUNITY COLLEGE DISTRICT AND
RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF
TRUSTEES**

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 27th 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

6. 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.

ChildCare Group
PUSH
WCWAPP, LLC

CONSENT AGENDA NO. 7A-1

Approval of Minutes of the November 5, 2019 Regular Meeting

It is recommended that the Board approve the minutes of the November 5, 2019 Regular Meeting.

The Board of Trustees of Dallas County Community College District held a Regular Board Meeting on Tuesday, November 5, 2019, beginning at 4:22 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 Joe May.
2. **Pledges of Allegiance** to U.S. and Texas Flags were recited.
3. **Citizens Desiring to Address the Board**
None.
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
 - The Chancellor met with Satya Nadella, the CEO of Microsoft. This

followed last month's roundtable with Google CEO, Sundar Pichai and Presidential Advisor, Ivanka Trump at El Centro College to announce a major workforce expansion of their internal IT Support Professional program certificate. Dr. May thanked Chair Flores and Trustees Compton and Bravo for attending that announcement.

- Dr. May acknowledged that the Regional Black Contractors' Association recently presented the Industry Partner of the Year Award to the DCCCD, highlighting a partnership focused on construction education to prepare formerly incarcerated people's reentry into the workforce. This initiative involved WorkReadyU and Cedar Valley College staff. He thanked all those involved in this partnership.
- The Southeast Dallas Hispanic Chamber of Commerce recently recognized Chair Diana Flores for her contributions to higher education since 1996 and for support of the Pleasant Grove area. She was presented with the SEHCC award.
- Dr. May acknowledged the unique partnership between Forney Independent School District, Eastfield College and Texas Tech University, beginning in the Spring of 2020, to allow an associate degree that would transfer seamlessly into a 4-year degree at Texas Tech.
- The Chancellor mentioned that he met with the new Commissioner of Higher Education and was happy to announce that DCCCD is now officially a Baccalaureate granting institution.
- The Chancellor recognized all the colleges and leadership as they mobilized to assist the students and employees who were impacted by the recent devastating storms. On that subject, the District had simultaneously launched their Emergency Aid platform which helped award immediate monetary help.

B. Announcements from the Board Chair and/or Trustees

- Vice Chair Wesley Jameson thanked the District for allowing him to attend the ACCT (Association of Community College Trustees) Leadership Conference in October which was very educational. He stated these types of conferences were informative and important for Trustees to attend. He thanked Trustee Bravo and Executive Vice Chancellor, Justin Lonon for their involvement in the presentation at the conference.
- Trustee Bravo encouraged other trustees to attend in the future as it was a valuable experience. She also attended the HACU (Hispanic Association of Colleges and Universities) conference in October and encouraged more colleges to send employees to this conference as it would benefit the District and help obtain HSI designation and the

funding that goes with that.

- Trustee Bravo also mentioned, as a follow up to the college fair that she and State Representative Neave recently hosted, they will be having FAFSA/TASFA completion workshops in conjunction with Eastfield College in November.
- Chair Flores echoed Dr. May's recognition of how the District responded to those impacted by the storms. She also thanked Vice Chair Jameson, Trustee Bravo and Executive Vice Chancellor, Justin Lonon for representing the District and the Board at the ACCT Conference.
- Chair Flores mentioned that she was asked by Cedar Valley College's Latino Action Team to speak to Hispanic Heritage in October. She thanked Dr. Seabrooks and staff for the invitation. She also mentioned the affinity group, Latino Resource Group, which was launched at El Centro's West Campus. She thanked Dr. May for his support and those present as well for their efforts regarding these resource groups.
- Chair Flores stated that she was inspired when attending the Southeast Dallas Hispanic Chamber Banquet, where many students were awarded scholarships, including certificate students. She thanked Dr. Olguin and Dr. Tealer for their efforts with these students.

Chair Flores thanked Dr. Joseph and staff at Mountain View College for helping to host the Bi-National Health Fair in October, in collaboration with LULAC. Partnership with the community and free diagnostics were offered.

- Trustee Compton asked for clarification regarding the Bi-National Health Fair event with LULAC, at Mountain View College. She was under the impression that vendors who wanted to participate needed to pay for the space and asked, if that were true, who received those funds. Dr. Joseph stated that Mountain View provided the space and there were no charges by the college; so, any charge would have been made by LULAC, sponsoring partner, and she was not aware of any such charges. Dr. Joseph stated she would further investigate. Trustee Compton was concerned that all community organizations may not be getting the same opportunity. Dr. May asked Rob Wendland to review the policy as well and respond at a later date.

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.)

Vice Chair Jameson moved and Trustee Bravo seconded the motion to approve Items 5A-1, 5B-1 and 5C-1. The motion was approved and passed unanimously.

A. Minutes

- 1) Approval of Minutes of the October 1, 2019 Regular Meeting

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

C. Resolutions

- 1) Approval of Resolution on Authorizing Reappraisal by the Dallas County Appraisal District for Disaster-Declared Areas Impacted by October 20, 2019 Storms
 - To Trustee Ritter's question referring to "loss of life" stated in the agenda, Rob Wendland responded that there was an inadvertent reference to that but thankfully there was no loss of life in the storm events; however, there is a corrected version which referred only to property damage and destruction.
 - Trustee Zimmermann asked if the resolution approved would be for more than one year. Robertson and Dr. May clarified that it was referring to the current tax year, as in the next tax year. The Appraisal District would do a whole new appraisal the following year. Wendland explained how this resolution is affected by the current elections taking place.

6. 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 6A-1 through 6A-3 and Item 6B-1. Trustee Ritter asked to be considered present but not for or against the Talent Items. The motion passed by majority.

A. Talent Items

- 1) Employment of Contractual Talent - Administrator Related Actions
- 2) Employment of Contractual Talent – Faculty Related Actions
 - Trustee Zimmermann suggested that as Ron Russell was going to be working on construction management, if he could get his students in on the bond projects, it would be great hands-on

background for them. Chair Flores said that such apprenticeships could be addressed at another meeting or work session.

- Trustee Compton requested that all titles could be listed for future reports.

3) Reclassification of Instructors

B. Talent Item (Informative Only - No Action Required)

1) Resignations and Retirements

Chair Flores thanked the retirees for their many years of service.

7. Policy Items - First Reading

A. 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

Trustee Zimmermann asked if there were any way to strengthen the policy in terms of consequences of disregarding cybersecurity measures. Tiska Thomas, Rob Wendland and Tim Marshall explained current training and procedures which were robust and ahead of most systems for developing ways to deal with cyber security, including ongoing enhancements. There were some automatic procedures in place that would not allow certain actions; other actions would not only break policy, but also the law.

8. 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 October 1, 2019
- 2) Education Workforce Committee Notes for October 1, 2019
- 3) Finance Committee Notes for October 1, 2019

Trustee Ritter stated that it was important to articulate the rationale behind the discussion when adding details to minutes. Therefore, he added the following addendum to the Finance Committee Notes: *The Board engaged in a discussion about the cost savings students would receive by not having to buy instructional materials/textbooks; savings that would more than offset the increased fees/tuition the Board approved at the recommendation of the Chancellor. There was also discussion of the improvement in student achievement that will be realized by making these materials*

available to all students on the first day of class.

- B. Current Funds Operating Budget Report for September 2019
- C. Facilities Improvement Plan Vendor Selections (Quarterly Report)
- D. Facilities Maintenance Projects Status Report (Ending 9/30/2019)
- E. Facilities Improvement Projects Status Report (Ending 9/30/2019)
- F. DCCCD Foundation Report
- G. Notice of Grant Awards
- H. Contracts for Educational Services
- I. Rainy Day Fund
- J. Workforce Demographics
- K. Workforce Demographics by Salary Range

9. Executive Session

None.

10. Adjournment

The Regular Meeting was adjourned at 5:00 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, under the Archived Videos section.

POLICY ITEM NO. 7B-1

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 (86th 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.

TECHNOLOGY RESOURCES

CR
(LOCAL)

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.

FINANCE ITEM NO. 7C-1

Approval of Lease Agreement with WCWAP, LLC as part of the Reimagine Redbird Workforce Development Center Project Partnership in South Dallas, Funding Source: District Operating Funds

The Chancellor recommends that authorization be given to approve a 10-year lease agreement with WCWAPP, LLC in an amount not to exceed \$4,000,000 in an effort to address the income disparity and lack of workforce training opportunities in underserved communities.

Purpose

Impact income disparity and provide educational opportunities leading to high-demand jobs.

After more than 18 months of preliminary research, negotiation and resource-gathering, the DCCCD's Satellite WorkReadyU program has developed a partnership with Reimagine Red Bird. This partnership will identify and deliver entry level training options for middle skills employment in high-demand career pathway sectors of manufacturing, health science, information technology and transportation, distribution and logistics in South Dallas.

Background

One of the strategic priorities for the Dallas County Community College District (DCCCD) is to impact income disparity by targeting underserved communities and individuals by providing educational opportunities leading to high-demand jobs. This initiative will create innovative education, research & development and community space in a shopping mall redevelopment labeled *The Shops at Red Bird*. DCCCD would bring our approach to educating traditional, transitional, adult-learning, non-consumer, and continuing education students to enhance the 'place-making' effects of overall mall redevelopment.

The Reimagine Redbird Workforce Development Center Project includes the leasing and buildout of 25,000 square feet of space by the developer. The landlord will forego all potential profit for the 10 year term, requiring DCCCD to reimburse buildout plus interest expenses and a percentage of operating cost such as repair and maintenance of common areas for the duration of the lease. The landlord estimates, if he were to lease this space at market value, he would receive in excess of 5 million dollars in profit over the term of the agreement. This estimate does not adequately reflect annual basic rent escalation amounts that are placed in long term lease agreements similar to this one. Major tenants who have already entered into lease agreements at market value include Parkland Hospital, Workforce Solutions Greater Dallas and Chime Solutions.

The programs envisioned to occupy this innovative space aim to:

- 1) Serve economically disadvantaged populations by providing direct access to community resources
- 2) Ensure alignment of technical programs with local needs
- 3) Incentivize students to pursue technical certificates, complete associates degrees and certificates and transfer to four-year institutions
- 4) Expand external partnerships
- 5) Improve student recruitment, retention, and success, particularly for underrepresented students

Funding Source

District Operating Funds

Contract Reviewed By

John Robertson, Chief Financial Officer

Rob Wendland, General Counsel

Resource Contacts

Mark Hayes, Vice Chancellor Workforce & Economic Development

John Robertson, Chief Financial Officer

FINANCIAL ITEM NO. 7C-2

Approval of Facilities Use License Agreement Between The Dallas County Community College District (DCCCD) And The ChildCareGroup (CCG) to Run an Early Childhood Center at Eastfield College that Meets Students' and Community Childcare Needs, Funding Source: District Operating Funds

The Chancellor recommends that authorization be given to approve ChildCareGroup for an agreement effective January 1, 2020 through December 31, 2025 in an amount not to exceed \$25,000 in an effort to address the lack of child care for many student-parents at Eastfield and among Dallas County Community Colleges. The agreement will have the option of one five-year renewal term.

Purpose

Meet student and community childcare needs.

For several years, the District has been seeking solutions to address this significant obstacle to student success. ChildCareGroup and the District have agreed to the following:

- DCCCD: A one-time payment to ChildCareGroup in the amount of \$25,000 payable by May 29th, 2020.
- CCG: All currently enrolled tuition-based CLS children will be served through December 31, 2020.
- CCG: The current tuition rate will remain unchanged for the period: January 1, 2020 - May 31, 2020.
- CCG: Effective June 1, 2020, there will be a modest tuition increase. CCG will notify parents as soon as the new rates are finalized.

Background

Founded in 1901, ChildCareGroup is a recognized leader in early childhood education in North Texas. The organization's mission is to champion a strong two-generation system that teaches children and parents, trains and employs early childhood professionals, and assists families. All CCG early childhood centers hold accreditation through the National Association for the Education of Young Children. CCG is the most tenured, largest, and comprehensive provider of early childhood programs and services in the region.

Funding Source

District Operating Funds

Contract Reviewed By

John Robertson, Chief Financial Officer
Rob Wendland, General Counsel

Resource Contact

John Robertson, Chief Financial Officer
Eddie Tealer, Eastfield College President

RECOMMENDATION FROM AUDIT COMMITTEE NO. 7D-1

Approval of Comprehensive Annual Financial Report for the District and Richland Collegiate High School and Single Audit Report of Federal and State Awards together with Reports of Independent Auditors, for the Fiscal Years Ended August 31, 2019 and 2018

The Audit Committee recommends that the Board of Trustees approve the Comprehensive Annual Financial Report for the District and the Richland Collegiate High School.

AMENDED

RESOLUTION NO. 7E-1

Adoption of Resolution Ordering Election for May 2, 2020 in Trustee Districts 5 and 6

The Chancellor recommends that the Board of Trustees of the Dallas County Community College District order an election and other matters related to the election by adopting the attached Election Order Resolution. The election will be held on May 2, 2020 in Trustee Districts 5 and 6.

Effective Date: Upon Board Approval

Policy Reminders

Board policies pertinent to evaluating a recommendation for ordering the Board of Trustees election include:

The Board has the legal power and duty to:

13. Order elections as required by law. BAA (LEGAL), POWERS, DUTIES, RESPONSIBILITIES: ELECTIONS, Education Code 130.082(f), 130.122(b)

For an election to be held on a uniform election date, the Board shall order the election not later than the 78th day before election day. Election Code 3.004(a)(3)-3.005(c)

Each election order must state the date of the election, the offices or measures to be voted on, the location of the main early voting polling place, the dates and hours for early voting, the dates and hours of any Saturday and Sunday early voting, and the early voting clerk's official mailing address. The Board shall retain the election order for at least 6 months after election day. BBB (LEGAL), BOARD MEMBERS ELECTIONS, ELECTION ORDER, Election Code 3.006, 3.008, 66.058(a), 83, 010, 85.004, 85.007

AMENDED

ELECTION ORDER RESOLUTION

WHEREAS, Section 3.004, Election Code, and Section 130.082, Education Code, requires the Board of Trustees of Dallas Community College District to order an election to elect certain members of the Board of Trustees in even-numbered years; and

WHEREAS, various provisions of the Election Code require the election order to contain certain information; NOW THEREFORE,

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

Section 1. That an election shall be held on the first Saturday in May 2020 which is the second day of May 2020, to elect two (2) members of the Board of Trustees of Dallas County Community College District in Trustee Districts 5 and 6.

Section 2. That Toni Pippins-Poole is the early voting clerk for the May 2, 2020 election. Early voting by mail shall be conducted at Dallas County Elections Department, Eighth Floor, 2377 North Stemmons Freeway, Suite 820, Dallas, Texas 75207. Early voting by mail begins January 1, 2020 and ends **April 20, 2020** ~~April 17, 2020~~.

The main early polling location for voting by personal appearance is the George L. Allen Sr., Courts Building, 600 Commerce Street, Dallas, Texas 75202 and other locations as designated by the Board of Trustees of Dallas County Community College District.

Early voting by personal appearance dates and times:

April 20 thru April 24	(Monday thru Friday)	8:00 a.m. to 5:00 p.m.
April 25	(Saturday)	8:00 a.m. to 5:00 p.m.
April 26	(Sunday)	1:00 p.m. to 6:00 p.m.
April 27 & April 28	(Monday & Tuesday)	7:00 a.m. to 7:00 p.m.

Section 3. That the date of the final canvass of returns for the May 2, 2020 election is Wednesday, May 13, 2020, at 1601 South Lamar Street, Dallas, Texas 75215 and the presiding officer of the canvass is Diana Flores.

Section 4. That simultaneously with the adoption of this resolution, a Spanish version of this resolution is adopted.

Section 5. That this resolution is effective upon adoption by the Board of Trustees of Dallas County Community College District and that this resolution shall be signed by the Chair of the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE
DISTRICT

By: _____
Diana Flores,
Chair, Board of Trustees

ATTEST:

By: _____
Joe D. May
Secretary, Board of Trustees

Adopted: December 3, 2019

AMENDED

RESOLUCIÓN DE LA ORDEN DE ELECCIÓN

POR CUANTO, el Artículo 3.004, Código Electoral, y el Artículo 130.082, Código de Educación, requieren que la Junta de Síndicos del Distrito del Colegio Comunitario del Condado de Dallas ordene una elección para elegir a ciertos miembros de la Junta de Síndicos en años pares; y

POR CUANTO, varias disposiciones del Código Electoral requieren que la orden de elección contenga cierta información, POR LO TANTO;

LA JUNTA DE SÍNDICOS DEL DISTRITO DEL COLEGIO COMUNITARIO DEL CONDADO DE DALLAS RESUELVE QUE:

Artículo 1. Se celebrará una votación el primer sábado de mayo de 2020, el cual es el segundo día de mayo de 2020, para elegir dos (2) miembros de la Junta de Síndicos del Distrito del Colegio Comunitario del Condado de Dallas en los Distritos de Síndicos 5 y 6.

Artículo 2: Toni Pippins-Poole es la empleado a cargo de la votación anticipada para la elección del 2 de mayo de 2020. La votación anticipada por correo se realizará en el Departamento de Elecciones del Condado de Dallas, Octavo Piso, 2377 North Stemmons Freeway, Oficina 820, Dallas, Texas 75207. La votación anticipada por correo comienza el 1 de enero de 2020 y concluye el **20 de abril de 2020** ~~17 de abril de 2020~~.

El principal lugar para votar en forma anticipada en persona es en George L. Allen Sr., Courts Building, 600 Commerce Street, Dallas, Texas 75202 y los demás lugares designados por la Junta de Síndicos del Distrito del Colegio Comunitario del Condado de Dallas.

Días y horario para votar en forma anticipada:

20 de abril hasta el 24 de abril	lunes a viernes	8:00 a.m. hasta las 5:00 p.m.
25 de abril	sábado	8:00 a.m. hasta las 5:00 p.m.
26 de abril	domingo	1:00 p.m. hasta las 6:00 p.m.
27 y 28 de abril	lunes y martes	7:00 a.m. hasta las 7:00 p.m.

Artículo 3. La fecha para presentar el escrutinio final de la elección del 2 de mayo de 2020 es el miércoles, 13 de mayo de 2020, 1601 S. Lamar Street, Dallas, Texas 75215 y Diana Flores es el funcionario que preside el escrutinio electoral.

Artículo 4. Simultáneamente con la adopción de esta resolución, se adopta la versión

en idioma español de la misma.

Artículo 5. Esta resolución entrará en vigor en el momento en que sea adoptada por la Junta de Síndicos del Distrito del Colegio Comunitario del Condado de Dallas. La misma será firmada por el Presidente de la Junta de Síndicos.

DISTRITO DEL COLEGIO COMUNITARIO DEL
CONDADO DE DALLAS

Por: _____
Diana Flores, Presidente
Junta de Síndicos

DOY FE:

Por: _____
Joe D. May., Secretario
Junta de Síndicos

Adoptada: 3 de diciembre de 2019

RESOLUTION NO. 7E-2

Adoption of Resolution of The Board of Trustees of The Dallas County
Community College District Casting Its Vote for The Fifth Member of The
Board of Directors of The Dallas Central Appraisal District

The Chancellor recommends that the Board of Trustees of the Dallas County Community College District adopt the attached official ballot resolution and officially cast a vote in the election of Suburban Districts' Representative to the Dallas Central Appraisal District Board of Directors.

The 1979 resolution adopted by the taxing units participating in Dallas Central Appraisal District, which govern board elections, requires that a candidate receive a majority of the votes in order to be elected to the Board of Directors.

Effective Date: Upon Board Approval

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT CASTING ITS VOTE FOR THE FIFTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.

WHEREAS, Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member to the Board.
2. The Dallas Independent School District shall appoint one (1) member to the Board.
3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.
4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.
5. Each of the School Districts, and the Dallas County Community College District, except the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said school districts shall, from the nominations received, elect by a majority vote, with each school district and the community college district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum, and

WHEREAS, the Dallas County Community College District does hereby cast its vote by marking the ballot below: (Check one only)

- ☐ **Steve Pryor**
- ☒ **Wesley Jameson**
- ☐ **Cassandra Phillips**

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of the Dallas County Community College District does hereby confirm its one (1) vote for the election of Wesley Jameson as the school districts' representative to the Board of Directors of the Dallas Central Appraisal District.

BE IT SO ORDERED.

PASSED AND APPROVED, this the 3rd day of December 2019.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Diana Flores, Chair of the Board of Trustees

Attest:

By: _____
Joe D. May, Secretary to the Board of Trustees

SEAL:

RESOLUTION NO. 7E-3

Adoption of Resolution Certifying 2019 Board Self-Assessment

The Chancellor recommends that the Board of Trustees of the Dallas County Community College District adopt the attached resolution to certify that the Board of Trustees has completed its annual self-evaluation for the academic year 2019-20, following a process recommended by the Governance Committee.

Effective Date: Upon Board Approval

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT REGARDING COMPLETION OF THE ANNUAL BOARD SELF-EVALUATION PROTOCOL

WHEREAS, the accrediting body for the District's Colleges, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), has instituted a standard for accreditation requiring that an institution's governing board regularly conduct a self-evaluation of its responsibilities and expectations; and

WHEREAS, Board Policy BCG (LOCAL) requires the Board to annually conduct a self-evaluation of the Board; and

WHEREAS, the Board has implemented a self-evaluation protocol and completed a Board self-evaluation for academic year 2019-2020:

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

- Section 1. This Resolution, when approved and adopted by the Board of Trustees, will serve to certify that the Board of Trustees has completed its annual self-evaluation for the academic year 2019-2020, following a process and protocol recommended by the Governance Committee and approved by the Board of Trustees, in accordance with Board Policy BCG (LOCAL) and all applicable standards of SACSCOC.
- Section 2. That this Resolution is effective upon adoption by the Board of Trustees.

BE IT SO ORDERED.

Adopted on this 3rd day of December 2019.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Diana Flores, Chair of the Board of Trustees

Attest:

By: _____
Joe D. May, Secretary to the Board of Trustees

PURCHASING ITEM NO. 8A-1

Approval of Award for Creating One College Brand Identity for DCCCD -
Recommendation: Push; Funding Source: Operating Budget

BEST PROPOSAL
BRANDING SERVICES
RFP NO. 2019-10
DISTRICTWIDE
November 4, 2019 through November 3, 2020

Purpose

Support transition to One College by providing branding services and marketing plan in order to create a new brand identity.

Recommendation for Award

PUSH	\$180,000
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Comparison of Proposals

PUSH	\$180,000
STRATEGAR	\$ 75,000

Background

Push was selected based on the qualifications and experience listed in their RFP submission and their response to the technical proposal. This award is for the comprehensive internal and external communications and rebranding plan for the move to One College. Deliverables include:

- brand positioning, brand guidelines, style guide and possible logo development
- marketing plans to launch the new brand to employees, students and community members
- wayfinding and signage plan for the campuses in order to transparently communicate the changes on campus
- a marketing plan for the launch of the El Centro College Culinary, Pastry and Hospitality program

Push has 23 years of experience working with brands who need to define their identity and working with brands who are rebranding, changing names or changing focuses. Push specializes in working with education, restaurant/culinary and retail clients.

Comments

Push earned the highest score from the evaluation committee in technical requirements, qualifications and cost weighted criteria. The award will be for one year, with the option to renew up to one additional year totaling two years.

Administration further recommends the Chief Financial Officer be authorized to execute contracts for this award.

Response

Requests for bids were sent to 36 entities and two responses were received.

Funding Source

Operating Budget

Contract Reviewed By

John Robertson, Chief Financial Officer

Rob Wendland, General Counsel

Resource Contact

Patty Arellano-Tolotta, Chief Marketing Officer

TALENT ITEM NO. 8B-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 ADMINISTRATOR – 1

Cynthia Paschall	Eastfield College
<u>Annual Salary/Range:</u> \$67,410/E01	<u>Effective Dates:</u> December 9, 2019 through August 31, 2020
<u>Monthly Business and Travel:</u> \$100	
<u>Title:</u> Associate Dean, Workforce Development	
<u>Biographical Sketch:</u> M.A., Amberton University, Dallas, TX; B.A., University of Texas at Dallas, Dallas, TX	
<u>Experience:</u> Family Planning Assistant III, Planned Parenthood of North Texas, Dallas, TX; Instructional Specialist and Program Coordinator, Continuing Education and Workforce Development, El Centro College, Dallas, TX	

TALENT ITEM NO. 8B-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 – 5

Kelli McCarthy	El Centro College
<u>Annual Salary/Range</u>	<u>Effective Dates</u>
\$52,125/F01	January 13, 2020 through May 14, 2020
<u>Instructor:</u> Interior Design	
<u>Biographical Sketch:</u> B.A., The Art Institute of Dallas, Dallas, TX	
<u>Experience:</u> Senior RID, LEED AP, Leo A. Daly, Dallas, TX; Head of Interior Design, Hardwood International, Dallas, TX; Director of Design, Olympus Property, Fort Worth, TX	

Dr. Padmal Mahawanniarachchi	Richland College
<u>Annual Salary/Range</u>	<u>Effective Dates</u>
\$66,623/F04	January 13, 2020 through May 14, 2020
<u>Instructor:</u> Mathematics	
<u>Biographical Sketch:</u> Ph.D. and M.S., University of Alabama, Tuscaloosa, AL; B.S., University of Colombo, Sri Lanka	
<u>Experience:</u> Instructor, University of Alabama, Tuscaloosa, AL; Instructor, Shelton State Community College, Tuscaloosa, AL; Teacher, The Capitol School, Tuscaloosa, AL	

Angela McCovery

Richland College

Annual Salary/Range

\$60,245/F03

Effective Dates

January 13, 2020 through May 14, 2020

Instructor: English

Biographical Sketch: M.A., University of Texas at Arlington, Arlington, TX; B.S., Texas Woman's University, Denton, TX

Experience: Associate Faculty, Collin College, McKinney, TX; Adjunct Faculty, Eastfield College; Teacher, Poteet High School-Mesquite Independent School District, Mesquite, TX

Desiree Nachawati

Richland College

Annual Salary/Range

\$52,875/F01

Effective Dates

January 13, 2020 through May 14, 2020

Instructor: Mathematics

Biographical Sketch: M.A.T., University of Texas at Dallas, Richardson, TX; B.A., University of Texas at Arlington, Arlington, TX

Experience: Teacher, James Bowie High School-Arlington, Independent School District, Arlington, TX; Adjunct Faculty, Southeast Community College, Lincoln, NE; Adjunct Faculty, Richland College, Dallas, TX

Amanda Torres

Richland College

Annual Salary/Range

\$50,835/F01

Effective Dates

January 13, 2020 through May 14, 2020

Instructor: English

Biographical Sketch: M.A. and B.A., University of Texas at Arlington, Arlington, TX

Experience: Adjunct Faculty, Mountain View College; Teacher, Trinidad Garza Early College High School-Dallas Independent School District, Dallas, TX

TEMPORARY APPOINTMENT FACULTY - 2

Kimberly Russell	El Centro College
<u>Annual Salary/Range</u> \$53,795/F02	<u>Effective Dates</u> January 13, 2020 through May 14, 2020
<u>Instructor:</u> Art	
<u>Biographical Sketch:</u> M.F.A., Houston Baptist University, Houston, TX; B.A., Texas Tech University, Lubbock, TX	
<u>Experience:</u> Teacher, First Baptist Academy, Dallas, TX; Instructor, Craft Guild of Dallas, Dallas, TX; Adjunct Instructor, Tarrant County Community College, Fort Worth, TX	

Anna Zamorano	North Lake College
<u>Annual Salary/Range</u> \$51,625/F01	<u>Effective Dates</u> January 13, 2020 through May 14, 2020
<u>Instructor:</u> Art Appreciation	
<u>Biographical Sketch:</u> M.A. and B.A., University of North Texas, Denton, TX	
<u>Experience:</u> Adjunct Instructor, North Central Texas College, Corinth, TX; Adjunct Faculty, North Lake College	

CORRECTION TO JUNE 4, 2019 TALENT REPORT - 1

Jessica Guerrero	Cedar Valley College
<u>Corrected Annual Salary/Range</u> \$59,360/F03	<u>Previously Submitted Annual Salary/Range</u> \$56,180/F02
<u>Effective Dates:</u> Academic Year 2019-2020	
<u>Instructor:</u> Biology	
<u>Note:</u> It is recommended that Ms. Guerrero's salary and range be corrected due to receipt of updated credentials.	

CORRECTION TO NOVEMBER 5, 2019 TALENT REPORT - 1

Ronald Russell

North Lake College

Corrected Annual Salary

\$57,500

Previously Submitted Annual Salary

\$57,000

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

Instructor: Construction Management

Note: It is recommended that Mr. Russell's salary be corrected due to typographical error.

TALENT ITEM NO. 8B-3

Reclassification of Instructor

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

NAME	CAMPUS	NEW CLASSIFICATION
Thomas, Stephen	Eastfield	F04

TALENT ITEM NO. 8C-1 (INFORMATIVE ONLY - NO ACTION REQUIRED)

Resignations and Retirements

The Chancellor confirms acceptance of the following resignations and retirements.

RESIGNATIONS – 3

David Beideck	District Office
Police Officer	<u>Effective Date:</u> November 10, 2019
<u>Length of Service:</u> 1 year	
<u>Reason for resigning:</u> Personal reasons.	

Harlan Thompson	District Office
Police Officer	<u>Effective Date:</u> November 12, 2019
<u>Length of Service:</u> 2 years	
<u>Reason for resigning:</u> Accepted a position with Collin College Police Department.	

Raymond Rivera	Cedar Valley College
Associate Dean, Workforce Development	<u>Effective Date:</u> November 8, 2019
<u>Length of Service:</u> 4 years	
<u>Reason for resigning:</u> Accepted a position with a college in west Texas.	

RETIREMENTS – 2

Augustus Herring	Brookhaven College
Instructor, Economics	<u>Effective Date:</u> January 12, 2020
<u>Length of Service:</u> 47 years	

Ann Friederich	Eastfield College
Instructor, English	<u>Effective Date:</u> December 31, 2019
<u>Length of Service:</u> 19 years	

POLICY ITEM – FIRST READING NO. 9A

Approval of Amendment to Policy Concerning Board Legal Status – BAA
(LOCAL) Management of College District Funds

To align with industry standards and best practices, the Chancellor recommends the following amendments to local policy relating to the management of College District Funds.

Effective Date: Upon Board Approval

LOCAL POLICY

EXPLANATORY NOTES

BAA – Management
of College District
Funds

Revises the cash reserve minimum and adds clarifying language
regarding the use of cash reserves.

BOARD LEGAL STATUS
POWERS, DUTIES, RESPONSIBILITIES

BAA
(LOCAL)

MANAGEMENT OF
COLLEGE DISTRICT
FUNDS

The guidelines for management of College District funds are as follows:

1. Board members must not use their positions to obtain employment by the College District or the furnishing of services or goods to the College District for or by themselves, family members, friends, or associates.
2. The Board shall secure an external assessment of the College District's internal control structure and procedures for financial reporting at least once every three years.
3. The College District shall maintain ~~a prudent amount of a undesignated fund balance~~ cash reserve—equivalent to not less than ~~four and not more than six months~~ two months of operating ~~expenses~~ revenue—to ensure continuity in case of economic downturn, emergency, or catastrophic loss and to maintain the most favorable credit ratings for financing debt.
4. To ensure that public funds are put to their highest and best use in pursuit of the College District's purposes and goals, the Board's policy is to discontinue educational programs that are under-performing based on the Coordinating Board's evaluation criteria.
5. The Board holds the Chancellor responsible for allocating the College District's resources, financial and other, in ways that provide the best return to the public in the form of educational opportunities that are of the highest quality and relevance.
6. Until explicitly discontinued by Board action, the Board requires the Chancellor to provide a rolling three-year (current plus two) financial plan that projects the College District's operating revenue and expenditures.

COMMITTEE REPORT NO. 10A-1

Audit Committee Notes for August 20, 2019

The Audit Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, August 20, 2019, beginning at 3:35 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 Rogers Compton
- Ms. Diana Flores
- Mr. Wesley Jameson
- Mr. Philip J. Ritter
- Dr. Joe May (secretary and chancellor)
- * Mr. JL Sonny Williams (committee chair)
- * Ms. Dorothy Zimmermann

Board Members Absent

None.

- * *Denotes a committee member*

1. **Certification of Notice** posted for the Meeting was certified by Dr. Joe May.

2. Committee Presentation

- A. Presentation of the Audit Plan for Year 2019-20
Presenter: Paul Styrvoky

Mr. Styrvoky stated that feedback from the Board and senior leadership at other campus locations was incorporated in the Audit Plan through the use of a risk assessment survey instrument. The risk assessment process mirrors the strategic priorities approved by the Board. The process also includes operational and financial areas based on the input received from the college locations. The core audit plan will focus on the following risk areas: colleges, district operations, grants, financial management, information security technology, and student services. There were several tables included in the audit plan which include carryforward audits and recurring audits. To address Trustee Zimmermann's comment in the prior

Audit Committee meeting, the standard verbiage for audits performed has been updated to include three different levels which would be utilized in status reports going forward and Internal Audit would perform more active follow-up in the fall for Richland Collegiate High School. Also, a grant was selected at each college location which consisted of U.S. Department of Education and Higher Education Coordinating Board grants. The board approved up-to two additional positions, which would increase capacity and ability to perform additional review such as operational, financial, and management service reviews as requested. The additional positions would be filled when the Chief Internal Auditor position was filled in the fall.

Robert Wendland stated there was currently a search underway with the assistance of a search firm for the Chief Internal Audit position. The budget for the new fiscal year included two additional full-time equivalents because of the vital importance of internal audit to the operations of the District which increased internal audit's ability to perform various audits. The scope of internal audit would be expanded to include more programmatic audits which examined the effectiveness of the current initiatives in place.

Trustee Williams inquired if Mr. Styrvoky would be able to fill the Chief Internal Auditor position. Wendland stated that the current job description required a CPA certification for the position which was recommended by the external auditor. However, the search consultant raised the possibility to expand the credentials to increase the scope and pool of qualified candidates for the position. A final decision had not been made regarding modifying the credential requirements but would be revisited. Mr. Styrvoky's credentials included Certified Information Systems Auditor (CISA) and Information Technology Infrastructure Library (ITIL).

Trustee Ritter mentioned how a robust performance evaluation capability within internal audit that could partner with management and the Board with critiquing and evaluating programs, moving forward, would be very beneficial to the District. Wendland noted that internal audit was moving toward developing more of these capacities which potentially could be used to inform Board decisions.

Trustee Compton inquired of the "interim" policy in place that prohibited individuals from applying for a position if they were currently serving as interim. Dr. May noted that this was a practice and not policy. Trustee Compton stated that this practice should not be selectively done.

Chair Flores inquired of how the risk assessment process and survey would be incorporated into the audit plan. Wendland noted that Mr. Styrvoky worked with the Chief Risk Officer, David Williams, to develop the audit plan and begin developing an enterprise risk management model. The model once developed would serve the entire District as well as inform the audit plan in upcoming years to identify areas of higher risk that needed to be the focus of internal audit activities.

Trustee Zimmermann suggested implementing surprise elements to the audits. Wendland and Styrvoky emphasized that surprise elements were built into the capacity of the internal audit department.

Chair Flores requested that direct references from survey results to be identified/included with each audit that correlate to survey responses.

Styrvoky stated that internal audit going forward would provide audit status updates. Also, Wendland stated that internal audit was developing a “dashboard” of color-coded charts that would allow the Board to quickly identify audits that required management responses to audit findings and the status of those actions.

3. Items for Review

A. Chancellor’s Travel Report
No committee action required.

B. Committee Notes

1) June 4 Audit Committee Meeting Notes

Trustee Zimmermann noted an update needed to be made to section 3b of the audit committee notes.

Dr. May presented an item regarding Deferred Action for Childhood Arrivals (DACA), the Supreme Court had agreed to hear consolidated cases relating to DACA and Dr. May recommended the Board to sign on to the brief.

The Board discussed the various items concerning the governance committee meeting for the following week such as the Board assessment tool, pamphlets, agenda, and best practices for Board governance.

4. Executive Session

None.

5. Adjournment

The audit committee adjourned at 4:03 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, under the Archived Videos section.

COMMITTEE REPORT NO. 10A-2

Finance Committee Notes for November 5, 2019

The Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, November 5, 2019, beginning at 1:10 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) (arrived at 1:55 p.m.)
- 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 Trustee Phil Ritter.

2. **Citizens Desiring to Address the Board**

None.

3. **Committee Presentations**

- A. ChildCareGroup: Introduction to CCG for Eastfield College
Presenters: Tori Mannes (ChildCareGroup), John Robertson, Eddie Tealer

Dr. Eddie Tealer provided an overview of Eastfield College Children's Laboratory School, which opened in 1970. A proposed partnership with ChildCareGroup (CCG) would begin January 1, 2020 contingent upon board approval. By assuming management of the childcare

program, CCG would offer Early Head Start and Head Start programs, which would provide childcare at no cost to those qualified based on need. The current enrollment of 36 children would increase to 84 children through improved space utilization. CCG would explore options of evening hours and possible drop-in services.

Partnering with CCG would provide additional specialized staff: Family Advocate and Health/Inclusion staff. A Family Advocate would meet with families through home visits, establish family goals, and connect the families with resources and services. Health/Inclusion staff performed assessments that identified child development delays; the staff would also arrange for therapists as needed. Existing teachers and employees of the Children's Laboratory School may be reassigned based on need and interest. All current employees would have a guaranteed job and CCG would match current salaries.

Trustee Compton requested an implementation update of the Eastfield childcare program under the management of CCG, contingent upon board approval.

B. The Role of Program Manager and Construction Delivery Methods
Presenters: John Robertson, Christopher Fields (CBRE HEERY)

CBRE HEERY discussed phases of the bond program, program manager services, procurement methods, and MWBE efforts.

As program managers, CBRE HEERY would manage the budget, timeline, and quality throughout the entire process. Program launch would start the initial phase of the bond program by creating standard operating procedures, master budget, and schedule. Planning design would then begin with design standards, program requirements, and education specifications, followed by conceptual designs. Once designs were finalized, the construction phase would begin.

During the initial phase, DCCCD Facilities personnel and CBRE HEERY identified architectural firms with experience on similar educational projects from the District's Architect/Engineering list. Those firms were interviewed by district facilities personnel, vice presidents of business services, and a representative with CBRE. Architects have not been awarded contracts for specific projects at this time except for the 3 projects started earlier.

MWBE efforts included communication and outreach with minority contractors, architects, and engineering firms, along with local chambers and associations. As contracts are awarded, participation would be tracked, monitored, and reported.

CBRE HEERY scheduled an outreach event for Nov. 6 for contractors, engineers, architects, and subcontractors to meet and learn more about the bond program. Minority Contractors Associations, Regional Black Contractors, Dallas Fort Worth Development Council, and other professional groups would also have booths at the event.

Chair Flores received questions and concerns from architects about the A&E selection process, not having an RFQ issued, and having outdated company information in the database. Chair Flores discussed specific questions with the committee regarding the Bond Program procurement process (hand-out is attached at end of minutes). Trustees Compton and Ritter received similar questions and concerns. John Robertson stated that there were 300 companies in the database and that approximately 80% have updated their information profiles in the past three years.

Trustee Compton also spoke about the lack of communication, the need for minority architect participation, and equality in selection of architectural firms. She mentioned that minority firms are frustrated with being given small projects rather than the larger bond projects. Trustee Compton asked for clearer communication about on project opportunities.

Committee Chair Ritter recommended having better communication and public access to information. With respect to communication and public access to information, Robertson confirmed that a Bond Program website was being created for public communication and transparency purposes and would be live by the end of the year. Trustee Ritter also requested that the discussion, including sustainability, continue at a subsequent finance committee meeting.

C. Review of Policy on Fund Balance and Cash Reserves
Presenters: John Robertson, Tiska Thomas

Tiska Thomas presented an overview of Fund Balance and Cash Reserves. Fund Balance refers to total amount of unspent funds accumulated year-over-year. Cash Reserves refers to the reserved

amount of funds to ensure business continuity in the event of revenue reduction and emergencies, such as natural disasters.

Current policy states that the district shall maintain funds equivalent to 4 months and not more than 6 months of operating expenses. Based on industry best practices, a proposed policy change includes maintaining the equivalent of not less than 2 months of revenues. The first reading of a proposed policy change would be presented at the December Board meeting.

Chair Flores asked that the Board discuss annually the allocation of excess funds for non-recurring expenditures, along with a 5-year average of reserves. Dr. May suggested that this could be included in the budget book process.

Chair Flores also asked that two items be explored: Equity and Inclusion and Employee Tuition Assistance.

4. Overview of Regular Agenda Items

A. Resolutions

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

5. Items for Review

A. Committee Notes

- 1) Finance Committee Notes for October 1, 2019 were amended to include a statement by Trustee Ritter about cost savings for students through the IncludEd program. The statement was as follows:
The Board engaged in a discussion about the cost savings students would receive by not having to buy instructional materials/textbooks; savings that would more than offset the increased fees/tuition the Board approved at the recommendation of the Chancellor. There was also discussion of the improvement in student achievement that will be realized by making these materials available to all students on the first day of class.

6. Executive Session was not required.

7. Adjournment was at 3:27 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, under the Archived Videos section.

Inquiry Received 11-1-19 from Dallas County Resident as Regards Bond Program Procurement

Please find questions and requests summarized below for your consideration.

PROCUREMENT

- Provide internal procurement document, procedures, processes, etc.
- Has procurement process been audited? Any lessons learned or best practices identified? Any best practices implemented?
- Procurement of Program Management Contract
 - What firms were notified?
 - How was the consultant community notified about the RFQ or RFP?
 - Was the RFP/RFQ made available to the consultant community? How?
 - Were firms prequalified?
 - How did you identify local WMBE firms?
 - Provide RFP/RFQ Program Management advertisements
 - Provide copy of RFP/RFQ
 - Explain the procurement process. Were firms shortlisted and then interviews performed?
 - What is the overall WMBE goal?
 - Was it considered to award three contracts instead of one? To build local capacity, one or two contracts could be considered for local WMSBEs.
 - Was it considered to score a team higher with a corporate local office in Dallas County?
 - Was it considered to score a prime higher with a Joint Venture WMBE partner?
 - Provide Selection Committee names
 - What are the qualifications of the selection committee members?
 - What is the selection committee ethnic breakdown?
 - Is Ethnic breakdown representative of the community?
 - Are there any potential conflicts of interest with team members?
 - Copy of scores and evaluations.
 - Was procurement process audited?
 - Have the Brooks Act and Texas procurement legal requirements been followed?
 - What procedures were utilized to maintain transparency and ensure a fair process?
- Program Management Team selected
 - What team members have the corporate office in Dallas County?
 - What team members have an office in Dallas County? How many staff in the Dallas County office for each firm?
 - Eleven projects
 - What is the procurement process?
 - How is the consultant community and contractors being made aware of these opportunities?
 - What are the WMBE goals?

From: Katrina Keyes <kkeyes@kstrategies.com>

Sent: Wednesday, October 30, 2019 10:55 AM

To: Sagrario Ortiz <Sortiz@gdhcc.com>

Subject: IMPORTANT - DCCCD 2019 Bond Program Contractor Engagement Event 11/6

Hi Sagrario:

Could you please send the attached flier to the chamber's membership today or tomorrow? The flier is attached in English and Spanish.

This is the kickoff event for the DCCCD 2019 Bond Program.

Thank you.

Dallas County Community College District **BUILDING FOR TOMORROWS LEADERS**

2019 BOND PROGRAM

Bond Program Contractor Engagement Kickoff Event

Please join us for the Dallas County Community College District (DCCCD) 2019 Bond Program Contractor Engagement Kickoff Event. This is a great opportunity for M/WBE and non-M/WBE subcontractors, suppliers and consultants to learn about the bond program, schedule, upcoming bid opportunities and to network.

You will also learn about M/WBE policies, goals and requirements, along with the opportunity to meet with key representatives from the DCCCD and CBRE/Heery Program Management Team.

Wednesday, November 6, 2019
4-8 p.m.

Bill J. Priest Institute
Small Business & Entrepreneur Innovation
Dallas County Community College District
1402 Corinth Street, Dallas, TX 75215

RSVP
Click [here](http://www.bit.ly/DCCCDKickOff) or visit www.bit.ly/DCCCDKickOff

Contact Us
For questions or M/WBE assistance, please contact Denetta Harris
diversity@kstrategies.com // 214-599-9766

Katrina Keyes

CEO and President



K Strategies Group LLC | 2777 N. Stemmons Freeway Suite 1540, Dallas TX 75207

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COMMITTEE REPORT NO. 10A-3

Governance Committee Notes for November 5, 2019

A Governance Committee meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, November 5, 2019, beginning at 3:28 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
- * 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 was confirmed by Chancellor Joe May.

2. **Citizens Desiring to Address the Board**
None.

3. **Review of 2019 Board Self-Assessment Summary**

Trustee Williams informed the Committee that there were sixty items that were needed to be completed for the 2019 Board Self-Assessment Summary, which were ranked and graded. The following four findings were discussed:

- 1) All seven Board members participated in the survey.
- 2) Most of the Board agreed or strongly agreed with the majority of the statements in the survey, with a few Don't Knows, and No Responses.
- 3) Areas where 1-2 Board members disagreed with statements included in Policy Direction and Advocacy for the District.
- 4) Only two statements showed that half of the Board agreed, and half disagreed:
 - The Board focuses on policy in Board discussions, not on administrative matters.

- The Board has clear protocols for communicating with District employees that include the Chancellor.

Chair Flores had informed the Committee that she thought it was great all the Board members responded.

Trustee Zimmermann was pleased with the results of the 2019 Board Self-Assessment.

Trustee Ritter requested to have open-ended commentary, at the end of each section for the 2020 Board Self-Assessment to have the ability to expand on individual answers.

4. Items for Review

A. Committee Notes

1) Governance Committee Notes for October 1, 2019

There were no questions regarding the items for review.

5. Executive Session

An Executive Session was not held.

6. Adjournment

The Governance Committee 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, under the Archived Videos section.

INFORMATIVE REPORT NO. 10B-1

Financial Integrity Rating System of Texas Financial Management Report

Richland Collegiate High School (RCHS)'s 2018-2019 Financial Integrity Rating System of Texas (FIRST) Financial Management Report includes the status ratings and summary schedule for compensation and/or reimbursements to the RCHS Superintendent and Board of Trustees members.

Status Rating for Fiscal Year Ending August 31, 2018

RCHS received an overall "PASS" rating, the highest rating for which it is eligible under the FIRST guidelines.

Report Requirements

Indicator Description	Score
1. Was the comprehensive annual financial report (CAFR) and charter school financial data submitted to TEA within 30 days of the November 27 or January 28 deadline depending on the charter school's fiscal year end date of June 30 or August 31, respectively?	PASS
2. Was there an unmodified opinion in the AFR on the financial statements as a whole? The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.	PASS
3. Was the charter school's administrative cost ratio equal to or less than the threshold ratio?	PASS
4. Did the charter school not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? (If the student enrollment did not decrease, the charter school will automatically pass this indicator.)	PASS
5. Did the comparison of Public Education Information Management System (PEIMS) data to like information in the charter school's Annual Financial Report result in a total variance of less than 3% of all expenses by function?	PASS
6. Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)	FAIL **
7. Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.)	PASS

***RCHS did not receive a passing score on indicator 6 as a result of the external audit conducted on the Dallas County Community College District's disbursements to veterans.*

Total Salaries & Benefits Received by the Superintendent and Board Members

Name or Title	Compensation
Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Wesley Jameson	\$0
Philip Ritter	\$0
JL Sonny Williams	\$0
Dorothy Zimmermann	\$0
Donna Walker, Superintendent	\$78,866.95

Total Reimbursements & Compensations Received by Superintendent and Board Members

Reimbursements received by the superintendent and Board members for the twelve-month period ended August 31, 2018. Description of reimbursements: meals, lodging, transportation, fuel, other items excluding supplies and materials purchased for the school.

Name or Title	Reimbursements
Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Wesley Jameson	\$0
Philip Ritter	\$0
JL Sonny Williams	\$0
Dorothy Zimmermann	\$0
Donna Walker, Superintendent	\$1,445.37

Description of Reimbursements for Superintendent Walker

Meals	\$207.00
Lodging	\$653.37
Other*	\$585.00

**Conference registration fees, parking, taxi fares*

Outside compensation and/or fees received by the superintendent for professional consulting and/or other personal services for the twelve-month period ended August 31, 2018.

Donna Walker, Superintendent	\$0
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Gifts received by executive officers and Board members (and first-degree relatives, if any) (gifts that had an economic value of \$250 or more in the aggregate in the fiscal year) for the twelve-month period ended August 31, 2018.

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Wesley Jameson	\$0
Philip Ritter	\$0
JL Sonny Williams	\$0
Dorothy Zimmermann	\$0
Donna Walker, Superintendent	\$0

Business transactions between school district and Board members for the twelve-month period ended August 31, 2018.

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Wesley Jameson	\$0
Philip Ritter	\$0
JL Sonny Williams	\$0
Dorothy Zimmermann	\$0
Donna Walker, Superintendent	\$0

Background

The Texas Education Agency and the Texas Administrative Code, Chapter 19.109.1002(e) require charter schools to report to the Board of Trustees the school's most recent FIRST status which includes a schedule of summary of total reimbursements and compensation received by the superintendent or Board members.

Beginning with fiscal year 2018-2019, Richland Collegiate High School is under a new rating system, which is limited to the seven charter schools governed by a state university or community college system. These charters can be awarded one of two ratings – “Pass” or “Substandard Achievement.” The following criteria is used to determine the charter school's rating.

1. Did the University Charter School fail either of the critical indicators of 1 or 2. If so, the University Charter School rating is Substandard Achievement, regardless of whether any other indicators failed.
2. Did the University Charter fail three of more the non-critical indicators, 3, 4, 5, 6, and 7? If so, the University Charter School rating is Substandard Achievement.

The RCHS rating reflects the highest attainable rating under the RCHS organizational structure and relationship with Richland College.

INFORMATIVE REPORT NO. 10C

Current Funds Operating Budget Report for October 2019

The Chancellor presents the report of the current funds operating budget for review for the period ending October 31, 2019 with comments as follows:

Revenues

Waivers and Discounts reflect a lower percentage due to a timing issue in posting.

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 District matching for the Department of Labor and Department of Defense in the amount of \$840,000 and \$235,170 respectively.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT				
2019-20 CURRENT FUNDS OPERATING BUDGET				
REVENUES & EXPENDITURES				
Year-to-Date October 31, 2019				
	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES				
State Appropriations	\$ 94,495,215	\$ 94,495,215	\$ 22,763,102	24.1%
Tuition	135,475,137	135,475,137	55,769,300	41.2%
Less: Waivers & Discounts	(21,904,878)	(21,904,878)	(1,831,799)	8.4%
Less: TPEG Set Aside	(6,897,912)	(6,897,912)	(2,506,896)	36.3%
Total Net Tuition	106,672,347	106,672,347	51,430,606	48.2%
Taxes	278,882,917	278,882,917	7,609,185	2.7%
Federal Grants & Contracts (Work Study)	1,145,477	1,145,477	150,371	13.1%
Investment Income	3,900,000	3,900,000	1,145,049	29.4%
General Revenue	2,057,328	2,057,328	363,345	17.7%
Subtotal Revenue	487,153,284	487,153,284	83,461,658	17.1%
Enrollment Growth				
Transfers-In From Other Funds	8,341,412	8,341,412	n/a	n/a
Special Items	37,883,751	37,883,751	n/a	n/a
TOTAL REVENUE	533,378,447	533,378,447	83,461,658	15.6%
	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
EXPENSES				
Salaries & Wages	\$ 299,402,667	\$ 302,264,704	\$ 51,815,425	17.1%
Staff Benefits	36,675,429	36,750,509	5,644,814	15.4%
Purchased Services	33,263,055	44,388,229	15,998,924	36.0%
Operating Expenses	66,417,898	66,209,531	21,133,464	31.9%
Supplies & Equipment	34,698,524	60,603,395	24,243,102	40.0%
Provisions (See Summary Below)	46,643,751	6,860,000	n/a	n/a
Subtotal Expenses	517,101,324	517,076,368	118,835,729	23.0%
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	9,924,404	100.0%
Capital Budget Projects	5,500,000	5,500,000	5,500,000	100.0%
TOTAL EXPENSES	533,378,447	533,378,447	135,335,303	25.4%
	Approved	Allocated Budget	Adjustments	Current Unallocated
PROVISIONS SUMMARY:				
Small Business Innovation Center (BJP)			-	-
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	-	(1,900,000)	4,525,000
Special Items	37,883,751	(37,883,751)	-	-
TOTAL PROVISIONS	46,643,751	(37,883,751)	(1,900,000)	6,860,000
	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
CASH ON HAND				
Pools & Banks	\$ 227,478,877	\$ (26,494,819)	\$ 200,984,058	\$ (67,355,926)
Commerical Paper	19,948,033	(9,962,310)	9,985,723	(9,966,019)
Total Cash	247,426,910	(36,457,129)	210,969,781	(77,321,945)

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT						
2019-20 CURRENT FUNDS OPERATING BUDGET						
REVENUES & EXPENDITURES						
Year-to-Date - 16.7% of Fiscal Year Elapsed						
UNRESTRICTED FUND	October 31, 2019			October 31, 2018		
REVENUES	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 94,495,215	\$ 22,763,102	24.1%	\$ 87,722,604	\$ 21,137,675	24.1%
Tuition	135,475,137	\$ 55,769,300	41.2%	136,825,161	55,829,383	40.8%
Less: Waivers & Discounts	(21,904,878)	\$ (1,831,799)	8.4%	(19,361,133)	(2,663,055)	13.8%
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	51,430,606	48.2%	110,491,565	50,788,867	46.0%
Taxes for Current Operations	278,882,917	7,609,185	2.7%	260,739,716	4,926,820	1.9%
Work Study	1,145,477	150,371	13.1%	1,048,960	94,207	9.0%
Investment Income	3,900,000	1,145,049	29.4%	4,341,572	901,870	20.8%
General Revenue	2,057,328	363,345	17.7%	1,973,179	353,191	17.9%
SUBTOTAL	487,153,284	83,461,658	17.1%	466,317,596	78,202,630	16.8%
Transfers-In From Other Funds	8,341,412	n/a	n/a	-	n/a	n/a
Repairs & Renovations	-	n/a	n/a	9,889,328	n/a	-
Special Items	37,883,751	-	n/a	35,559,452	-	-
TOTAL REVENUES	495,494,696	83,461,658	16.8%	511,766,376	78,202,630	15.3%
	October 31, 2019			October 31, 2018		
EXPENSES	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 302,264,704	\$ 51,815,425	17.1%	\$ 290,759,888	\$ 49,740,334	17.1%
Staff Benefits	36,750,509	5,644,814	15.4%	36,053,637	5,404,744	15.0%
Purchased Services	44,388,229	15,998,924	36.0%	33,798,373	10,994,911	32.5%
Operating Expenses	66,209,531	21,133,464	31.9%	71,220,136	22,954,269	32.2%
Supplies & Equipment	60,603,395	24,243,102	40.0%	32,458,965	7,153,762	22.0%
Provisions (See Summary Below)	6,860,000	n/a	0.0%	19,185,061	n/a	0.0%
Subtotal Expenses	517,076,368	118,835,729	23.0%	483,476,061	96,248,020	19.9%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	877,675	1,075,170	n/a	226,063	-	n/a
Auxiliary Fund	9,924,404	9,924,404	100.0%	9,975,402	-	0.0%
Capital Budget Projects	5,500,000	5,500,000	100.0%	18,088,850	48,950	0.3%
TOTAL EXPENSES	533,378,447	135,335,303	25.4%	511,766,376	96,296,970	18.8%
	Approved	Year-to-Date Allocation	Balance	Approved	Year-to-Date Allocation	Balance
Provision Summary	\$ 46,643,751	(37,883,751)	8,760,000	\$ 45,138,212	(25,953,151)	19,185,061

INFORMATIVE REPORT NO. 10D

Award and Change Order Summary

Listed below are the awards and change orders approved by the Chief Financial Officer in October 2019.

CHANGE ORDERS

Omniplan IT Closets/IT Environment - Districtwide Purchase Order No. 32597 Change Order No. 4	
<u>Scope</u> Districtwide IT environment upgrades.	
<u>Change</u> This additional service provides for modifications to the electrical and mechanical infrastructure of the uninterruptable power system at Mountain View and Richland Colleges. The intermediate distribution frame (IDF) equipment changed during the design development prompting the reevaluation of the electrical requirements.	
Original Contract Amount	\$3,338,126
Prior Change Order Total Amounts	\$230,705
Net Increase this Change Order	\$16,251
Revised Contract Amount	\$3,585,082

TD Industries – NIPA Contract #R150202 IT Electrical Upgrades – Mountain View and Richland colleges Purchase Order No. B35202 Change Order No. 1	
<u>Scope</u> IT electrical upgrades at Mountain View and Richland colleges.	
<u>Change</u> This change order provides for the installation of a new switch and parallel voltage cables rated for 1200 amps. The existing electrical bus bar is not capable of handling the new load of 1200 amps.	
Original Contract Amount	\$208,228
Prior Change Order Total Amounts	\$0
Net Increase this Change Order	\$10,245
Revised Contract Amount	\$218,473

Infinity Contractors – Bid #12520
Science Lab Upgrades – North Lake College
Purchase Order No. B35027 Change Order No. 1

Scope

Remove and replace nineteen (19) fume hoods, exhaust fans, energy/temperature controls, laboratory systems, safety controls and balance of room/lab hood airflow in five science labs.

Change

This change order allows for additional test and balance (TAB) funding. EAB is to be used for the test and balance of the hoods. An allowance of \$12,000 was given for EAB. This change represents the difference of price in allowance given and the bid from EAB.

Original Contract Amount	\$1,015,957
Change Order Limit/Contingency	\$152,394
Prior Change Order Total Amounts	\$0
Net Increase this Change Order	\$11,860
Revised Contract Amount	\$1,027,817

Mart Inc. – Bid #12548
Fannin Hall Renovation – Richland College
Purchase Order No. B35218 Change Order No. 3

Scope

Renovation of existing areas, furniture procurement and theater upgrades in Fannin Hall.

Change

This change order adds lighting and electrical changes in the green room, flooring at dressing rooms, door and locker changes and additional restroom mirrors required due to removal and demo of originals during the abatement process.

Original Contract Amount	\$1,284,000
Change Order Limit/Contingency	\$192,600
Prior Change Order Total Amounts	\$-41,560
Net Increase this Change Order	\$34,374
Revised Contract Amount	\$1,276,814

INFORMATIVE REPORT NO. 10E

Facilities Maintenance Projects Status Report for the Period Ending October 31, 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	8/2020
	Replace Campus Signage	164,748	155,150	4/2019	9/2020
	Upgrade Existing Clock System	40,737	21,267	11/2019	1/2020
	TDJC Industrial and Welding Lab	548,403	548,403	7/2017	1/2020
		<u>821,783</u>	<u>730,812</u>		
DSC	District Wide Cabling Infrastructure Upgrades	32,435,900	8,763,513	5/2017	4/2020
	District Wide Asbestos and Environmental Services	100,401	100,401	11/2017	On-Going
		<u>32,536,301</u>	<u>8,863,914</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
		<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	12/2019	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	8/2020
	Upgrade Breaker Panels	678,950	37,450	5/2017	8/2020
	Repaint Exterior Thermal Storage Tank	33,948	25,841	5/2017	8/2020
	Upgrade Lighting System	549,160	29,960	5/2017	8/2020
	Upgrade Distribution Panels at East and West Campus	468,476	25,841	5/2017	8/2020
	Upgrade Air Handling Units	274,580	14,980	5/2017	8/2020
	Electrical Substation Maintenance	67,895	3,745	5/2017	8/2020
	Replace Return Air Handling Units Buildings J and F	61,781	3,371	5/2017	8/2020
	Replace and Intergrate Fan Motors and Drives	101,843	5,618	5/2017	8/2020
	Upgrade Campus Clock System	42,095	2,322	5/2017	8/2020
		<u>3,651,628</u>	<u>224,028</u>		
NLC	Replace Exhaust Systems	195,538	160,541	1/2016	12/2019
	Replace Electrical Switchgear	492,918	330,284	1/2016	2/2020
	Renovate Building Entrances	746,845	374,924	5/2016	5/2020
	Restroom Renovations; Buildings C - W	814,740	744,146	10/2016	8/2020
	Repair Drainage System at Building L	135,790	4,352	2/2017	8/2020
	Repair Drainage System at Buildings J and K	101,843	3,580	2/2017	8/2020
	Replace Exterior Stairs at Buildings F and T	109,832	3,863	7/2018	8/2020
	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	3/2020
	Installation of Gender Neutral Restroom	30,000	5,350	5/2019	11/2019
		<u>3,038,707</u>	<u>3,841,805</u>		
RLC	Replace Sewage Lift Stations	611,055	33,705	2/2016	1/2020
	Replace Federal Pacific Electric Panels	149,369	8,239	2/2016	1/2020
	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>47,316,796</u>	<u>17,103,994</u>		

INFORMATIVE REPORT NO. 10F

Facilities Improvement Projects Status Report for the Period Ending October 31, 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	388,406	9/2019	8/2020
	Replace Drains and Roof, Building M	420,000	283,997	9/2019	8/2020
	Replace Drains and Roof, Building K	530,000	512,405	9/2019	8/2020
	Replace Drains and Roof, Building U	590,000	255,230	9/2019	8/2020
	Replace Drains and Roof, Building B	296,183	296,189	9/2019	8/2020
	Replace Drains and Roof, Building C	499,819	499,819	9/2019	8/2020
	Replace Drains and Roof, Building D	129,583	129,583	9/2019	8/2020
	Replace Drains and Roof, Building A	530,000	237,617	9/2019	8/2020
		<u>5,080,000</u>	<u>1,780,380</u>		
CVC	Fire Code Analysis	420,000	294,369	9/2019	8/2020
	Replace Drains and Roof, Building B	350,000	345,475	9/2019	8/2020
	Replace Drains and Roof, Building E	900,000	901,233	9/2019	8/2020
	Replace Drains and Roof, Building D	280,000	276,180	9/2019	8/2020
	Replace Drains and Roof, Building A	340,000	355,166	9/2019	8/2020
	Replace Drains and Roof, Building G	420,000	417,270	9/2019	8/2020
	Replace Drains and Roof, Building F	240,000	246,348	9/2019	8/2020
	Replace Drains and Roof, Building C	330,000	324,857	9/2019	8/2020
	Replace Drains and Roof, Building L	360,000	357,725	9/2019	8/2020
	Replace Air Handling Units, Building B	1,100,000	84,640	9/2019	8/2020
	Refurbish Cooling Towers	620,000	13,905	9/2019	8/2020
		<u>5,360,000</u>	<u>3,617,168</u>		
District	Facilities Condition Assessment	590,000	-	9/2019	8/2020
	Program Management Software	140,000	158,000	9/2019	8/2020
	Utilities Survey	280,000	258,003	9/2019	8/2020
	Contingency	2,000,000	-	9/2019	8/2020
		<u>3,010,000</u>	<u>416,003</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	161,215	9/2019	8/2020
		<u>1,400,000</u>	<u>161,215</u>		
NLC	Upgrade Campus Fire Alarm System	2,400,000	220,769	9/2019	8/2020
	Replace Drains and Roof, Building T	410,000	385,473	9/2019	8/2020
		<u>2,810,000</u>	<u>606,242</u>		
RLC	Replace Drains and Roof, Wichita Hall	700,000	572,548	9/2019	8/2020
	Replace Drains and Roof, Sabine Hall	630,000	450,263	9/2019	8/2020
	Replace Drains and Roof, Pecos Hall	360,000	234,222	9/2019	8/2020
		<u>1,690,000</u>	<u>1,257,033</u>		
	Totals	<u>25,000,000</u>	<u>7,620,174</u>		

INFORMATIVE REPORT NO. 10G

DCCCD Foundation Report (December 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 & Services</u>	<u>Total</u>
September 2019	\$35,505	\$234,695	\$270,200
October 2019	\$ 1,732	\$ 53,845	\$ 55,577
Total	\$37,237	\$288,540	\$325,777

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. 10H

Notice of Grant Awards (December 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:	Cedar Valley College
Purpose:	Increase enrollment, retention and completion of African American males in STEM courses/degrees
Priority:	5) Create a Diverse and Inclusive High Performing Work and Learning Environment Leading Employee and Student Success.
Funding Source:	U.S. Department of Education- Federal
Students Served:	African American Males within STEM courses/degrees
Amount:	Increase \$467,126 Total Amount \$2,459,069
Term:	October 1, 2019 – September 30, 2020 (year 5)

Recipient:	Eastfield College
Purpose:	The purpose of the HIS-STEM and Articulation Program is to increase the number of Hispanic and other lower-income students attaining degrees in the fields of science, technology, engineering or mathematics, and to develop model transfer and articulation agreements between 2 year and 4 year institutions.
Priority:	2) Streamline Navigation to and through our system and beyond.
Funding Source:	US Department of Education- Federal
Students Served:	2,836 students
Amount:	Increase \$593,773 Total Award \$3,880,659
Term:	October 1, 2019 – September 30, 2020 (year 4)

Recipient:	Eastfield College
Purpose:	Designed to motivate and assist veterans in the development of academic and other requisite skills necessary for acceptance and success in a program of postsecondary education.
Priority:	1) Impact Income Disparity throughout our community
Funding Source:	U.S. Department of Education-Federal
Students Served:	125 students
Amount:	Increase \$287,537 Total Award \$826,630
Term:	September 1, 2019 – August 31, 2020 (year 4)

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	\$1,348,436
January 2020	
February 2020	
March 2020	
April 2020	
May 2020	
June 2020	
July 2020	
August 2020	
Total to Date	\$12,890,771

INFORMATIVE REPORT NO. 10I

Contracts for Educational Services

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

BROOKHAVEN COLLEGE - \$100,204

Ford	Automotive
Dallas Fire and Rescue	Skills Refresher
Irving ISD	EMT/Dual Credit

CEDAR VALLEY COLLEGE - \$13,862

FFE, Inc.	Co-enrollment in Logistics Training
VA North Texas Healthcare Systems	Pediatric Advanced Life Support (PALS)

EASTFIELD COLLEGE - \$20,726

Forney ISD	Allied Health-can
PPG	Auto Body Paint

EL CENTRO COLLEGE - \$11,565

Dallas Police Department	In-Service Training
Dallas Police Department Basic Training Academy	Emergency Medical Assistance
Jubilee Park and Community Center	English as a Second Language
Jubilee Park and Community Center	Food Service Manager Certification

MOUNTAIN VIEW COLLEGE – \$47,969

Dallas Independent School District	Alternative Teacher Certification
Duncanville ISD	Certified Nurse Aide
Faith Family Academy Charter School	English as a Second Language

NORTH LAKE COLLEGE - \$17,212

Construction Education Foundation	CE Courses
TEXO	CE Courses
North Texas Electrical & Joint Apprentices Fund	Credit Courses

RICHLAND COLLEGE - \$18,465

City of Plano
City of Garland
Raytheon
Raytheon
MAPEI
HMS
HMS

Performance Review Conversations
Customer Service
Excel VBA Intermediate Overview
Excel VBA Advanced Workshop
Safety/Hazmat
Hadoop Programming
Big Data Analytics

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	\$ 100,204	\$ 13,862	\$ 20,726	\$ 11,565	\$ 47,969	\$ 17,212	\$ 18,465	\$ 230,003
November 2019	\$	\$	\$	\$	\$	\$	\$	\$
December 2019	\$	\$	\$	\$	\$	\$	\$	\$
January 2020	\$	\$	\$	\$	\$	\$	\$	\$
February 2020	\$	\$	\$	\$	\$	\$	\$	\$
March 2020	\$	\$	\$	\$	\$	\$	\$	\$
April 2020	\$	\$	\$	\$	\$	\$	\$	\$
May 2020	\$	\$	\$	\$	\$	\$	\$	\$
June 2020	\$	\$	\$	\$	\$	\$	\$	\$
July 2020	\$	\$	\$	\$	\$	\$	\$	\$
August 2020	\$	\$	\$	\$	\$	\$	\$	\$
Total to Date	\$ 108,156	\$ 15,702	\$ 81,031	\$ 53,185	\$ 255,206	\$ 169,862	\$ 30,185	\$ 713,327

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

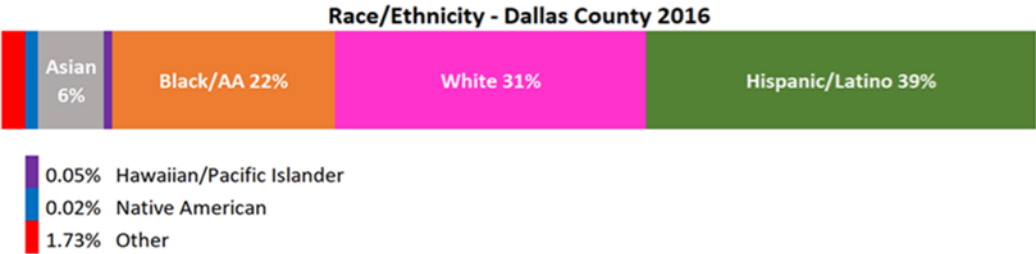
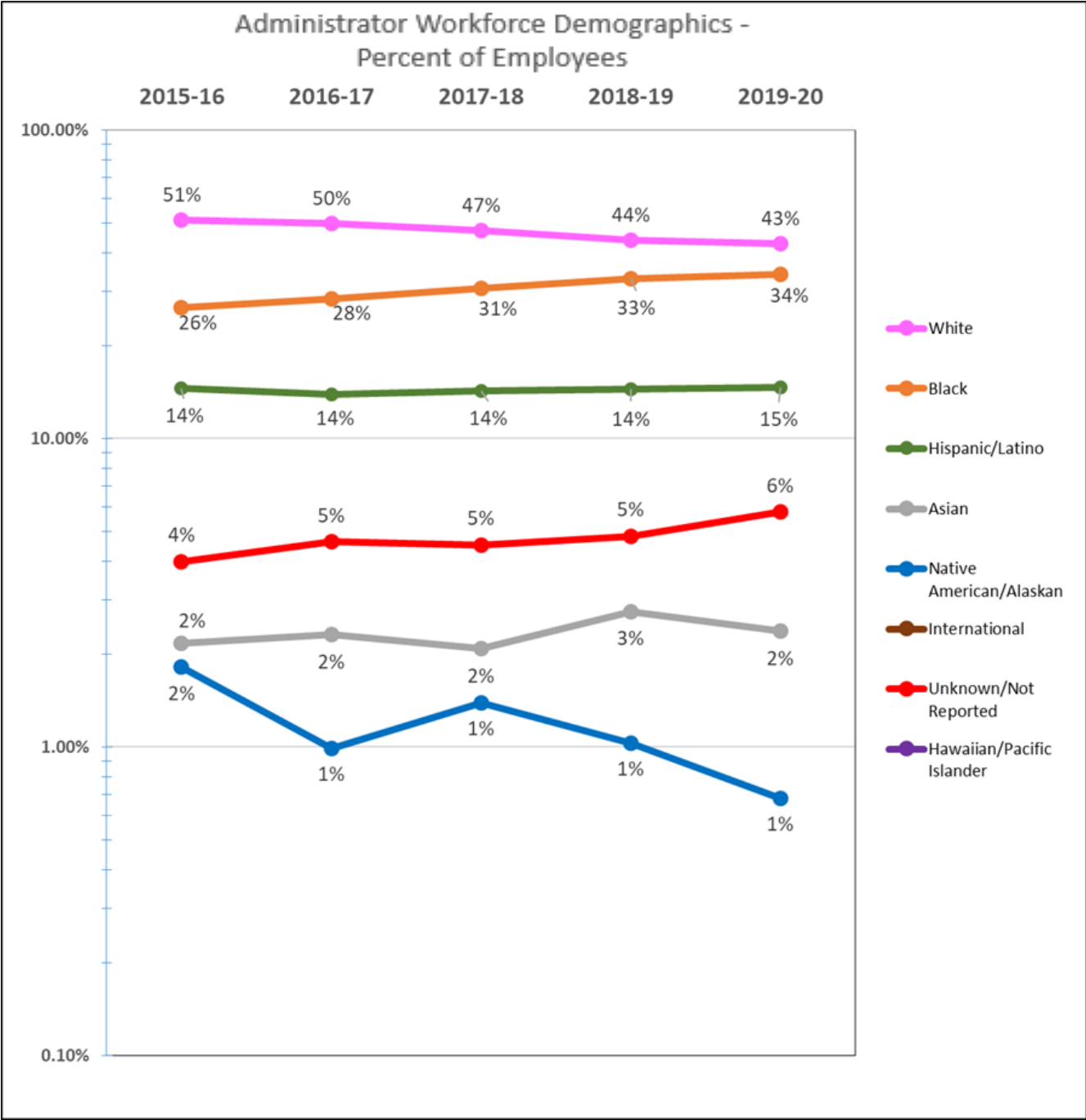
INFORMATIVE REPORT NO. 10J

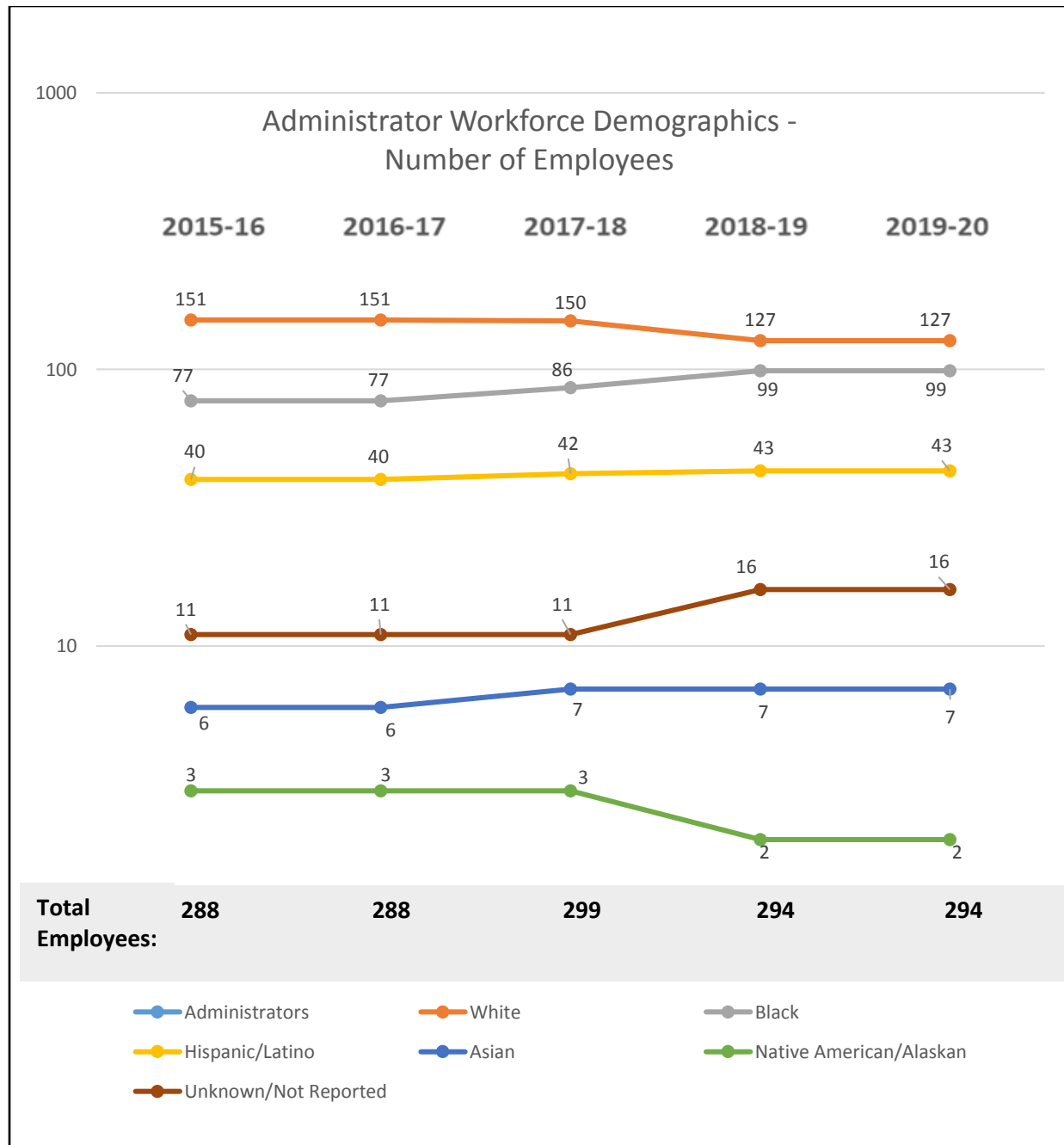
Workforce Demographics

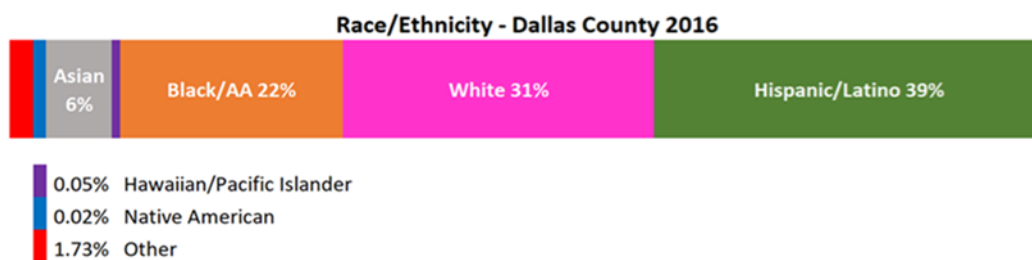
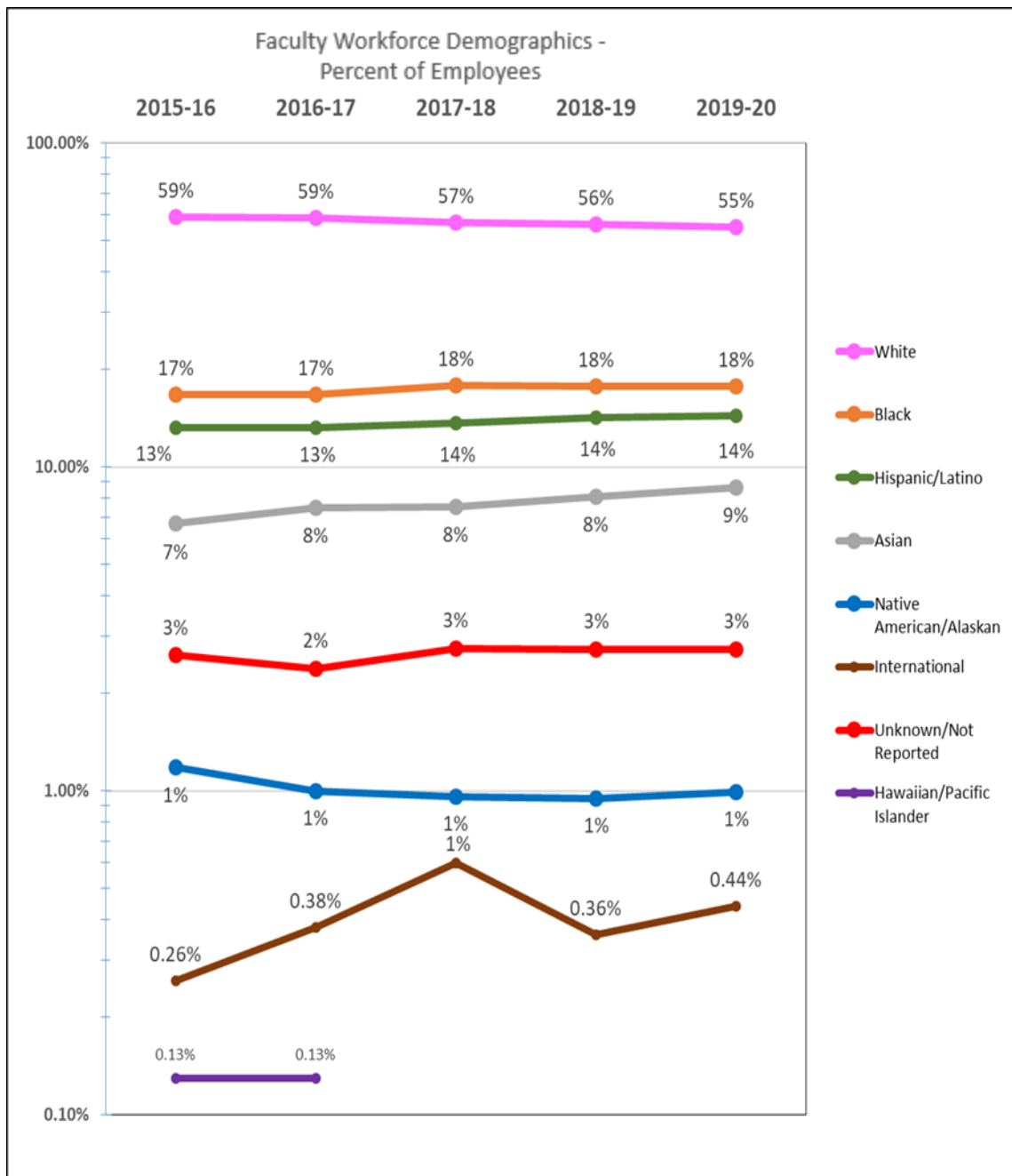
The Chancellor presents the Workforce Demographics report as of October 31, 2019.

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.

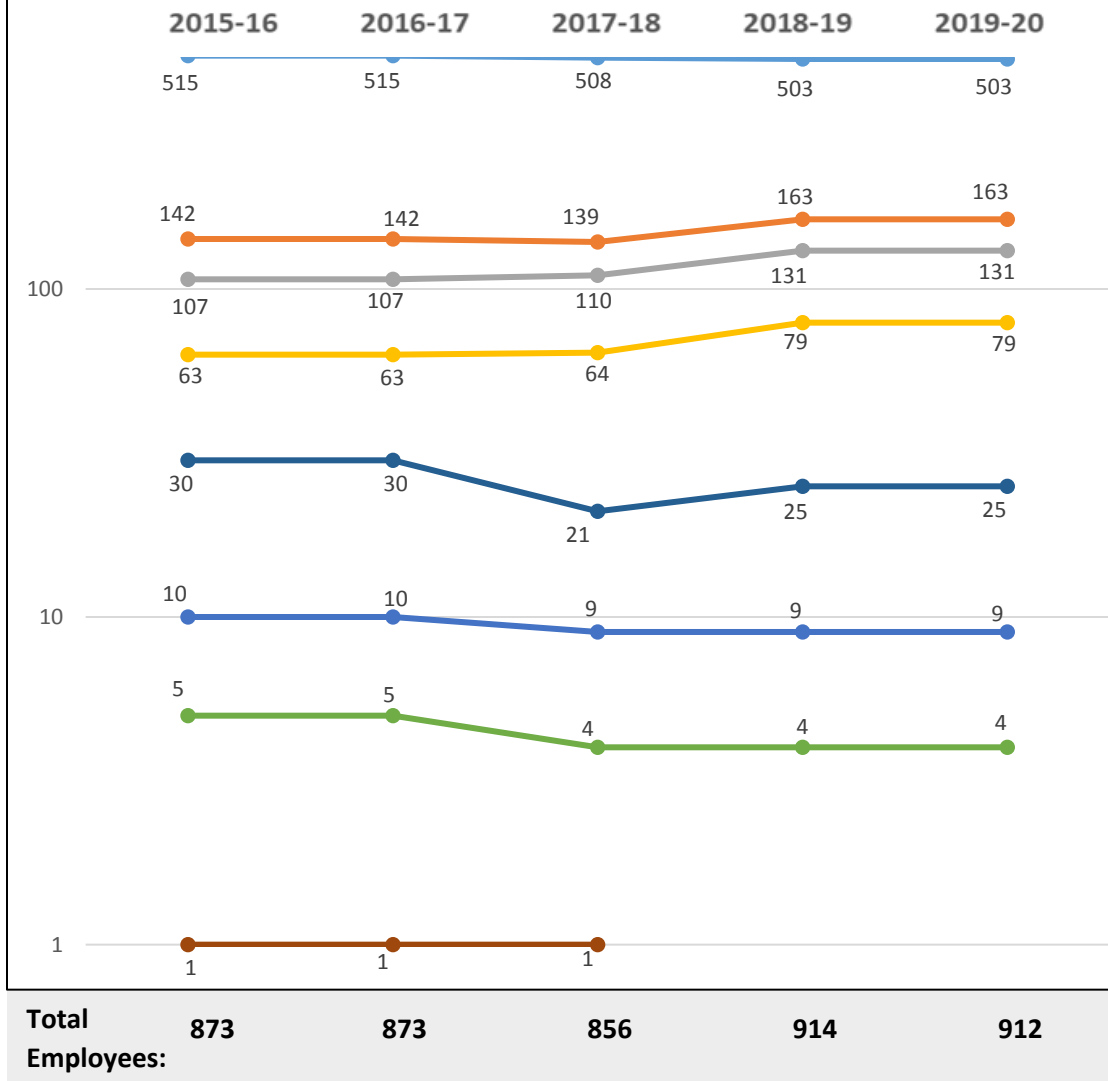
Data is provided in percentage of employees as well as number of employees.

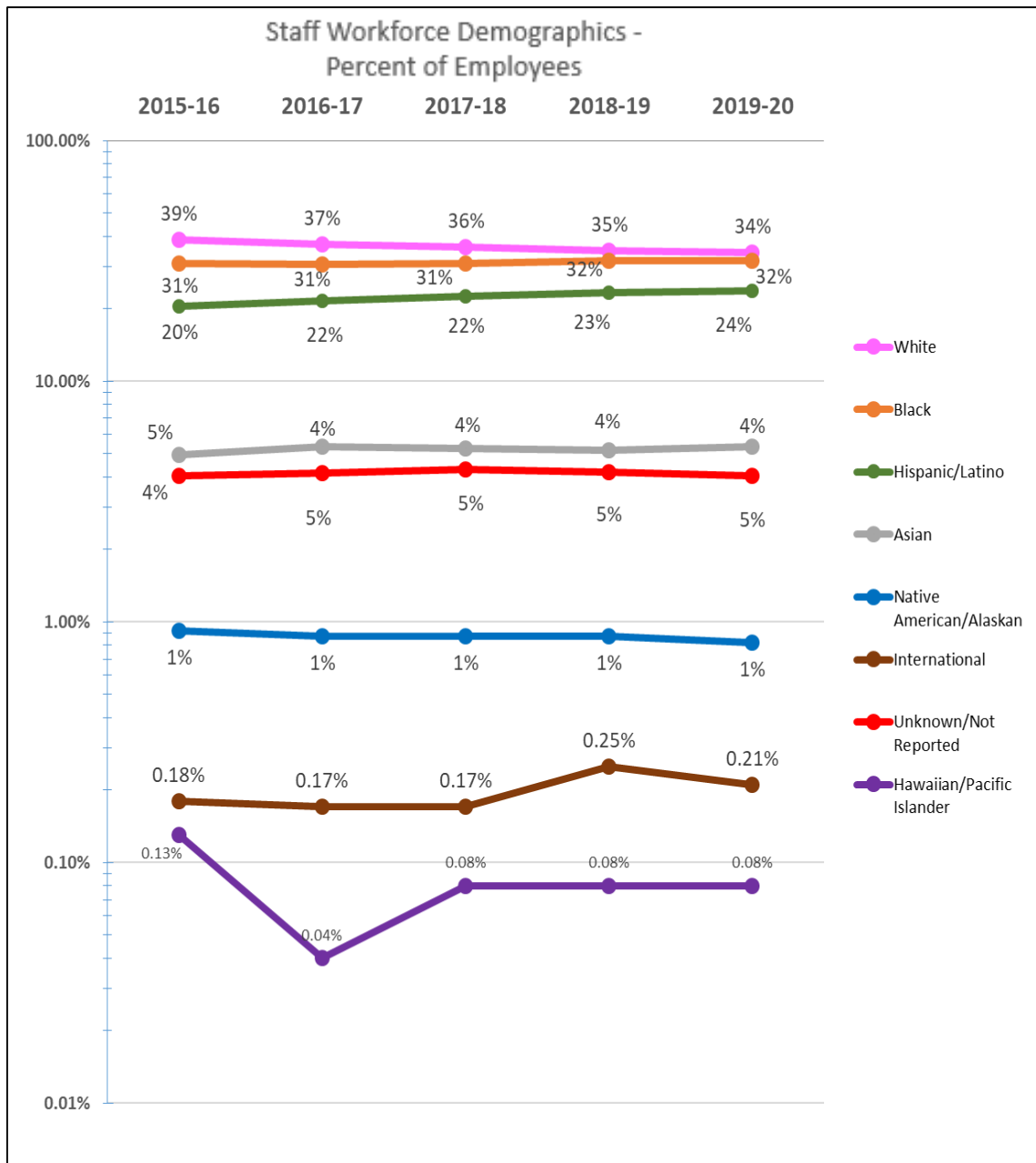




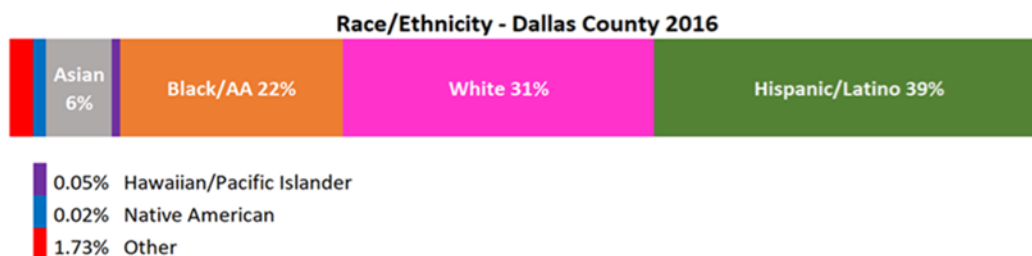


Faculty Workforce Demographics - Number of Employees

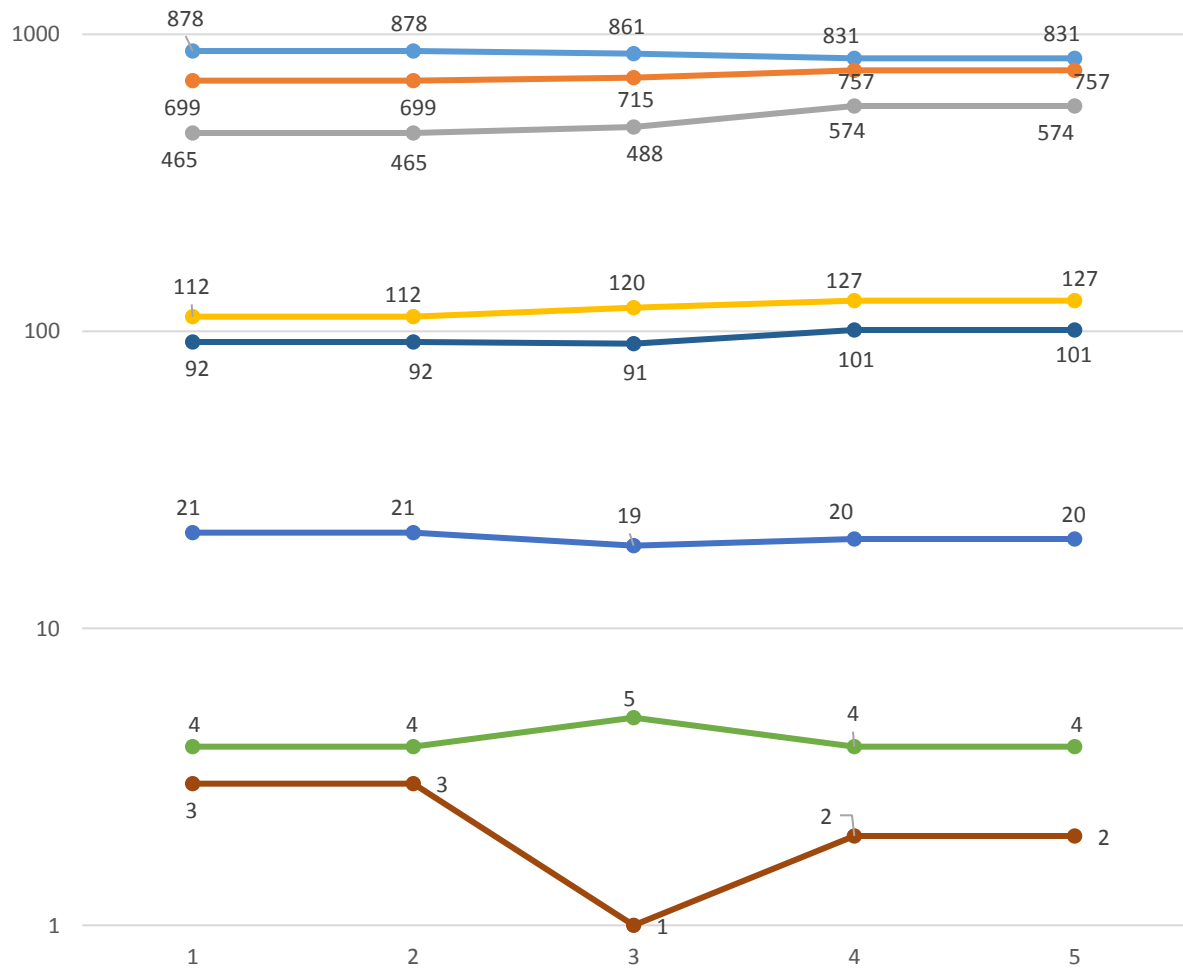




*Pacific Islander included with Asian count prior to Fiscal Year 2012/2013



Staff Workforce Demographics - Number of Employees



Total Employees: **2274** **2274** **2300** **2416** **2429**

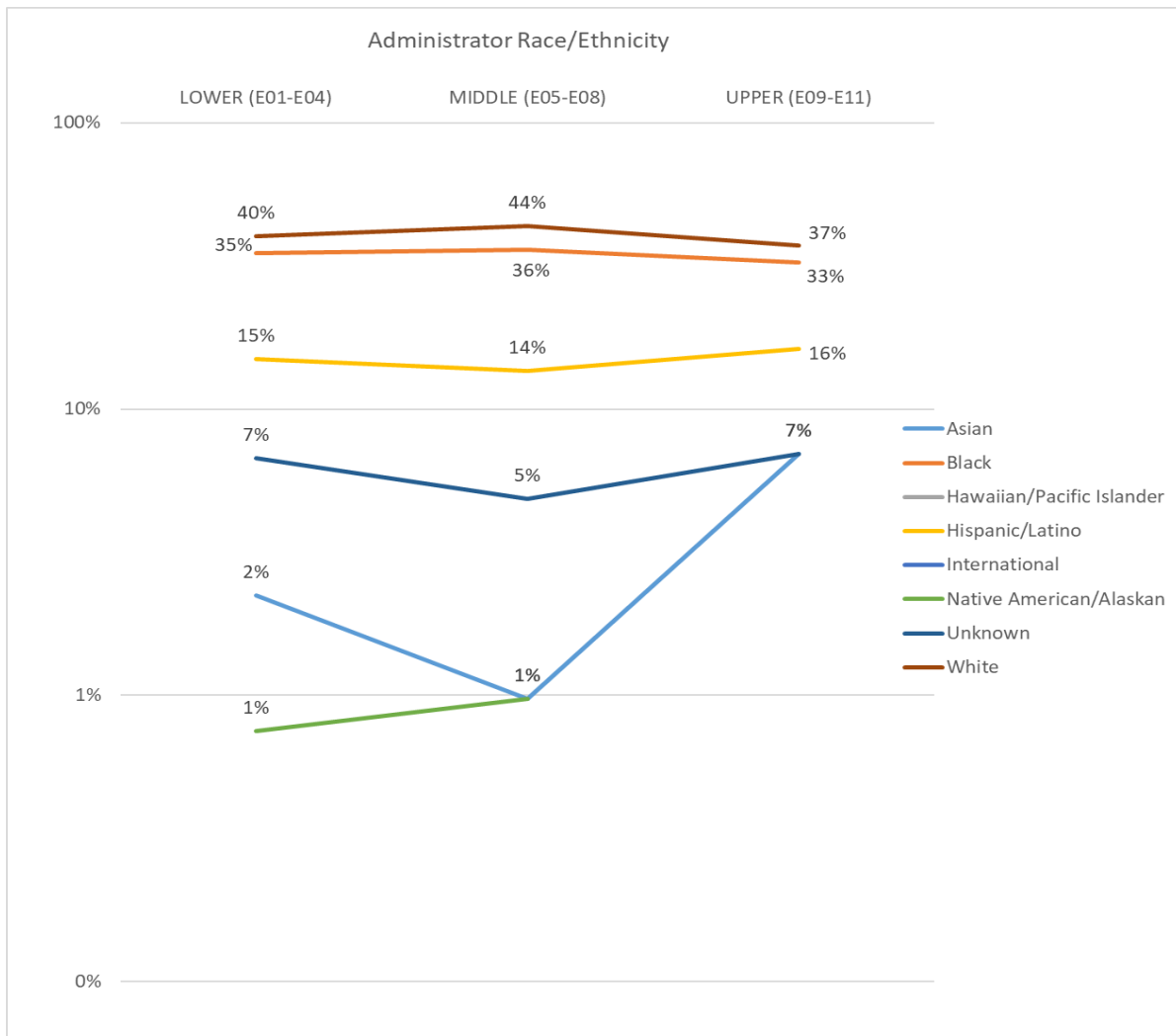


INFORMATIVE REPORT NO. 10K

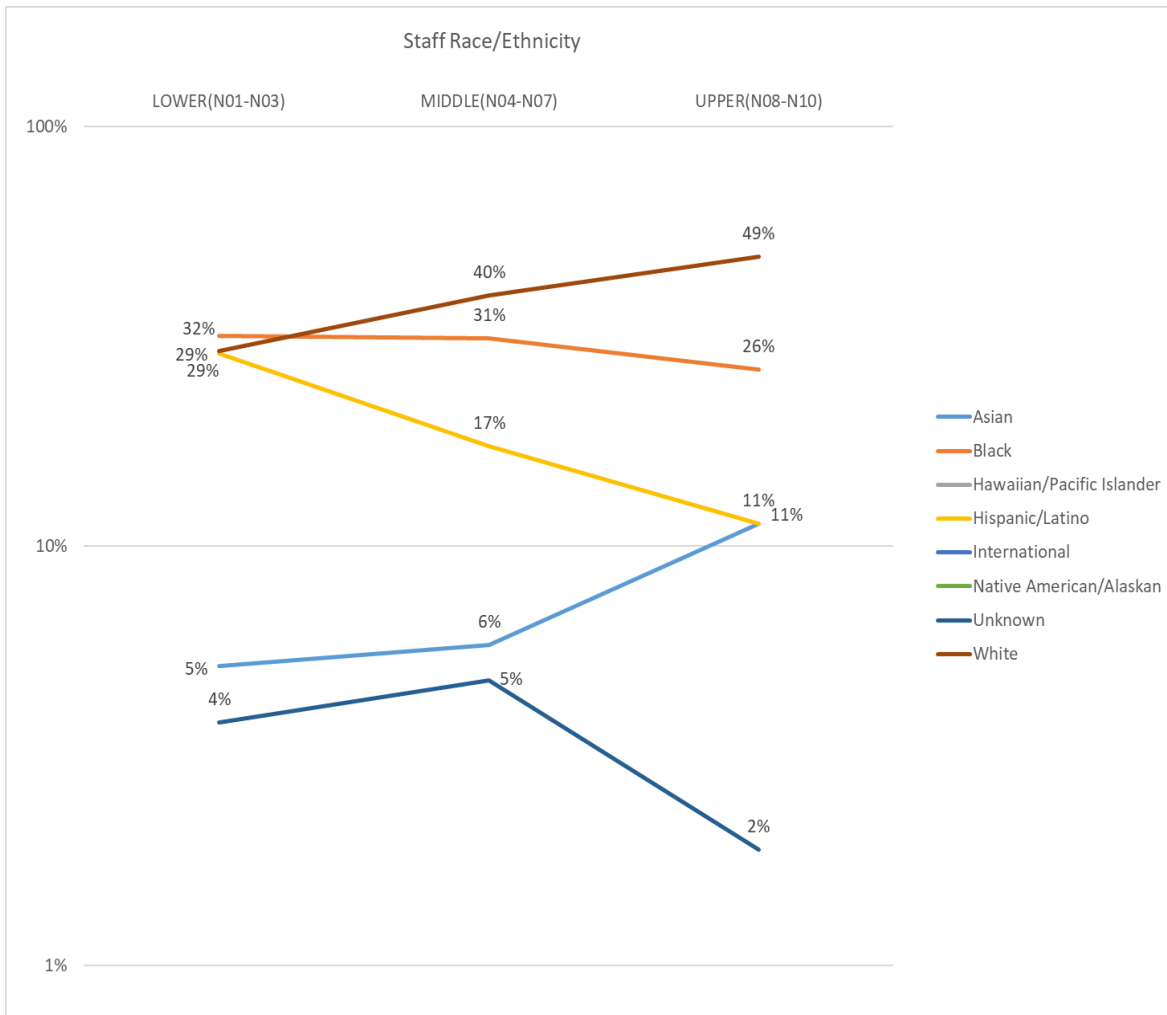
Workforce Demographics by Salary Range

The Chancellor presents the Workforce Demographics by Salary Range report as of October 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.



Race/Ethnicity	Lower (E01-E03)		Middle (E05-E08)		Upper (E09-E11)	
Asian	3	2%	1	1%	3	7%
Black	47	35%	37	36%	14	33%
Hawaiian/Pacific Islander	0	0%	0	0%	0	0%
Hispanic/Latino	20	15%	14	14%	7	16%
International	0	0%	0	0%	0	0%
Native American/Alaskan	1	1%	1	1%	0	0%
Unknown	9	7%	5	5%	3	7%
White	54	40%	45	44%	16	37%
Total	134		103		43	



Race/Ethnicity	Lower (N01-N04)		Middle (N05-N07)		Upper (N08-N10)	
Asian	64	5%	57	6%	6	11%
Black	391	32%	306	31%	14	26%
Hawaiian/Pacific Islander	1	0%	1	0%	0	0%
Hispanic/Latino	355	29%	170	17%	6	11%
International	4	0%	1	0%	0	0%
Native American/Alaskan	11	1%	9	1%	0	0%
Unknown	47	4%	47	5%	1	2%
White	361	29%	389	40%	26	49%
Total	1234		980		53	