

*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 007  
Dallas, TX 75215  
Tuesday, February 4, 2020  
4:00 PM**

**AGENDA**

1. Certification of Notice Posted for the Meeting
2. Pledges of Allegiance to U.S. and Texas Flags
3. Citizens Desiring to Address the Board
4. Chancellor and Board Announcements  
Comments on Workshops, Seminars, and Conferences taking place at the District or any of its Colleges; Awards Received; Accomplishments; Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; District/College Reports/Metrics, and Upcoming Events

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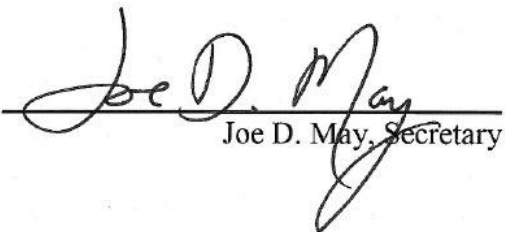
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**CERTIFICATION OF NOTICE POSTED FOR THE  
FEBRUARY 4, 2020 REGULAR MEETING OF THE DALLAS  
COUNTY COMMUNITY COLLEGE DISTRICT AND  
RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF  
TRUSTEES**

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 31st day of January 2020, 1) in a place convenient to the public in the District Office Administration Building, 2) to John F. Warren, County Clerk of Dallas County, Texas, and 3) on the bulletin board at the George Allen, Sr. Courts Building, all as required by the Texas Government Code §551.054.

  
\_\_\_\_\_  
Joe D. May, Secretary

5. OPPORTUNITY FOR MEMBERS OF THE BOARD AND  
CHANCELLOR TO DECLARE CONFLICTS OF INTEREST SPECIFIC  
TO THIS AGENDA

Texas Local Government Code, Chapter 176, provides that local government officers shall file disclosure statements about potential conflict(s) of interest in certain defined circumstances. “Local government officers” are the chancellor and trustees. The penalty for violating Chapter 176 accrues to the chancellor or trustee, not to DCCCD.

Names of providers considered and/or recommended for awards in this agenda appear following this paragraph. If uncertain about whether a conflict of interest exists, the Chancellor or Trustee may consult with DCCCD General Counsel Robert Wendland.

Texas Restaurant Association  
The Burrell Group  
Joeris General Contractors

## CONSENT AGENDA NO. 6A-1

### Approval of Minutes of the December 3, 2019 Work Session

It is recommended that the Board approve the minutes of the December 3, 2019 Work Session.

The Board of Trustees of Dallas County Community College District held a Work Session on Tuesday, December 3, beginning at 9:17 a.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo

Ms. Charletta Rogers Compton (joined meeting at 11:35 a.m.)

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. **Citizens Desiring to Address the Board**

None.

3. **Discussion of 2020-21 Strategic Priorities and Challenges**

Facilitator: Mary Brumbach

- Mary reviewed current strategic priorities and outlined specific challenges and data, starting the focus was very much on the importance of skills.
- Vice Chair Jameson asked how we compared to other institutions, in terms of tuition reimbursement opportunities for employees. Dr. May answered that most of the large organizations provided student tuition; unfortunately, much of it was going to out-of-state institutions. He stated that this is an area where we really need to expand.



- Mary and Dr. May spoke about the trends that emphasize more on skills than degrees. They also saw an increase in companies “locking in” schools for their employees to attend as opposed to employees choosing. Dr. May mentioned there was a need to develop a new transcript that highlights skills in addition to courses; there is a demand for industry-based certificates, but we need to focus on how to bring skills and certification together in a meaningful way.
- Trustee Ritter asked, if based on this demand by employers, was it required that we provide through the current accredited academic environment or were we looking at alternative ways that were more flexible and efficient. Dr. May responded that the fastest growing providers were not accredited. Our goal, as a public-supported institution, was to keep our eye on the trend in which providers have strong bonds with companies like Google, where they are able to deliver relevant, embedded training that employers need. Trustee Zimmermann mentioned complaints she’d heard where more education didn’t necessarily translate into what was needed and applicable in the workplace, such as interpersonal skills.
- Chair Flores asked, when programs were going in the direction of certificate first, where did core students come in, who want an Associate degree or to transfer to a four-year college. Dr. May responded that although there are programs which focus solely on getting a job, our degree programs that transfer need to start to focus early on, as to what field or job is being sought, as opposed to leaving that up to the four-year institution.
- Vice Chair Jameson asked how the transition to more skills-oriented education fits with 30x60TX and completion, which we also need to consider. Dr. May answered that a planning session in Austin on December 17 would discuss those concerns.  
A compression planning session would be led by Mary and her team, where the Coordinating Board, Texas Workforce Commission, TEA and some colleges were invited to look at industry-based certification tracking and apprenticeship programs. The Chancellor stressed that three key factors that employers look for knowledge, skills and experience, must all be dealt with in an intentional way, for success.
- Mary and the group discussed income disparity and partnering with other entities to address challenges students have with housing, transportation and food insecurity. Dr. May stated that our expertise needs to be in bridging dotted lines on behalf of the students through partnerships.  
Trustee Ritter added that we need to have a strategic conversation, sooner rather than later, on what we could do across all seven campuses

overall, on the issue of housing, as part of a bigger conversation around big bond issues. The group agreed.

Chair Flores asked if we were making a dent in the food insecurity student barrier. Dr. May answered that it was being addressed as a budgetary issue, and by continuing partnerships with the experts.

Trustee Bravo asked if there was an emergency fund for students who could not pay their rent. Pyeper Wilkins stated that the Foundation and the colleges have raised money to support an emergency aid fund for situations where a student may be caused to drop out of school due to a short-term financial emergency. Administration of these funds were a challenge of scale. Foundation partnered with a firm which had developed an emergency aid app with which a student could quickly complete an application.

- Trustee Ritter asked what the interface looked like for the student who enrolled and connected with a DCCCD Navigator; was there a single person assigned for every student? Dr. May replied that they were not currently assigned to every student, but to every Promise student. He added that the interaction was student centric and technology-based, and that the students have really bonded with their navigators/success coaches.

Mary noted that the technology was really adept at asking how we could help the student and addressed needs, including social services. We were still working on a “warm hand-off” with a call center to follow up with students. Trustee Zimmermann suggested the term of service or care center and the group agreed.

- Trustee Ritter asked Dr. May to touch on the topic of faith-based organizations clinical A.I. Dr. May stated that we were partnering with Parkland’s Pieces Tech, a software platform linking patients with community services including referring students to us for enrollment, but also allowed us to do referrals to other agencies.

Mary stated it was about us being a part of the support matrix that helped students access more than just healthcare. Dr. May continued that faith-based organizations were really combined with our work with community-based organizations in a variety of ways such as reinforcing the Promise program and facilitating students’ completion of federal forms.

- Chair Flores mentioned that she recently made a presentation on the Dallas Promise at Grand Prairie High School and that the college advisors who were present received training from Advise Texas. She recommended the District look into this training for our advisors, as well.

- The group discussed the District's strategies around how to connect the colleges to ensure a cohesive model.
- Mary reviewed the working draft of the Strategic Priorities which included current and emerging issues as follows:
  - Impact Income Disparity Throughout Our Community
  - Streamline Navigation to and Through Out System and Beyond
  - Strengthen the Career Connected Learner Network and Implement One College Organization

#### **4. Executive Session**

None.

#### **5. Adjournment**

The Work Session was adjourned at 11:57 a.m.

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

## CONSENT AGENDA NO. 6A-2

### Approval of Minutes of the December 3, 2019 Regular Meeting

It is recommended that the Board approve the minutes of the December 3, 2019 Regular Meeting.

The Board of Trustees of Dallas County Community College District held a Regular Board Meeting on Tuesday, December 3, 2019, beginning at 5:10 p.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

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

### Members Absent

None.

1. **Certification of Notice** posted for the meeting by Chancellor Joe May.
2. **Pledges of Allegiance** to U.S. and Texas Flags were recited.
3. **Special Presentation: Brookhaven Women's Soccer---NJCAA DIII National Champions and Richland Men's Soccer---NJCAA DIII National Champions**  
Trustee Flores introduced and Dr. Linda Braddy who spoke on behalf of Brookhaven and Athletic Directors Fred Clausen and Kevin Hurst who introduced the Women's along with Coaches Jimmy Elder, Robert Williams and Albert Masters. Dr. Eggleston spoke and introduced Athletic Director, Guy Simmons and Coach Raul Herrera who announced the Men's Soccer Champions.
4. **Citizens Desiring to Address the Board**  
None.

## **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

### **A. Announcements from the Chancellor**

- Dr. May congratulated the champion teams.
- Dr. May stated that he and Chief Legislative Counsel, Isaac Faz met with Texas Senate Higher Education Chair, Brandon Creighton to talk about how we could support their agendas as they related to community colleges.
- Dr. May acknowledged Eastfield College's educational partnerships and President Eddie Tealer who hosted the first Annual Principal's Breakfast on November 15.
- The Chancellor congratulated El Centro College who was recognized by the Coordinating Board as recipient of the 2019 Star Award. El Centro partnered with the Garland ISD, the Gilbreath-Reed Career and Technical Education Center and the Garland Fire Department to develop the Triple Credit Model Fire Academy.
- Dr. May mentioned as we approach Spring, there were people working hard throughout the District to promote the 2020 Census count. He encouraged everyone to participate and be counted.
- Dr. May added that today was Giving Tuesday and he encouraged others to support the DCCCD Emergency Aid Fund which had a great impact already and helped struggling students throughout the year.
- Dr. May noted the upcoming January 17 Work Session when they would be giving an update of the One College System process.

### **B. Announcements from the Board Chair and/or Trustees**

- Trustee Bravo thanked Dr. Tealer and the staff at Eastfield College for their help with the FAFSA workshops last month.
- Chair Flores recognized Dr. May for his appointment by the President to the Board of Directors of the National Board for Education Sciences.
- Chair Flores congratulated Trustee Bravo on her appointment to the ACCT Communications and Education Committee and her commitment to represent DCCCD.
- Chair Flores wished Vice Chair Jameson the best of luck in his run for the Suburban Schools representative to the Dallas County Appraisal District Board of Directors.

- Chair Flores recognized District employee Augustus Herring, an Economics Instructor at Brookhaven College for his retirement with 47 years of service.

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

None.

#### **7. Consent Agenda**

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

- Trustee Zimmermann pointed out that Item 7C-1 was to be tabled. Rob Wendland confirmed that it was.
- Trustee Compton requested that Item 7E-1 be considered separately.

Trustee Compton moved and Trustee Bravo seconded the motion to approve Items 7A-1, 7B-1, 7C-2, 7D-1, 7E-2 and 7E-3. The motion was approved and passed unanimously.

##### **A. Minutes**

- 1) Approval of Minutes of the November 5, 2019 Regular Meeting

##### **B. Policy Items**

- 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

##### **C. Financial Items**

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

Trustee Ritter moved and Vice Chair Jameson seconded the motion to table Item 7C-1. The motion was approved and passed unanimously.

- 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

D. Recommendation from Audit Committee

- 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

E. Resolutions

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

Tricia Horatio, Associate General Counsel, clarified that the early voting by mail date was listed on the order as January 1, 2020, so in order to vote by mail you must submit an application for a place on the ballot by January 1, 2020. Statute did not prescribe an actual early voting by mail date as it did for early voting by personal appearance, therefore, technically, the date was when the ballot is sent by Dallas County to the individual voter.

Trustee Compton moved and Vice Chair Jameson seconded the motion to approve Item 7E-1 with identified corrections. The motion was approved and passed unanimously.

- 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
- 3) Adoption of Resolution Certifying 2019 Board Self-Assessment

**8. 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.)*

Trustee Zimmermann had questions regarding 8A-1.

Trustee Williams moved and Vice Chair Jameson seconded the motion to approve Items 8A-1, and 8B-1 through 8B-3. The motion was approved and passed unanimously.

A. Purchasing Items

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

- Trustee Zimmermann noted that the rebranding would cost \$180,000 and asked how much it cost to just finish Eastfield College. Dr. May said they would need to get back to her. Trustee Zimmermann stated that even with the One College, the campuses would need to be distinguished from one another. Chief Marketing Officer, Patty Arellano-Tollota stated that there would be a One College brand but each of the campuses would still keep their identity. The District utilized an agency who had experience with this so the mascots would still exist and campus identity be retained while transitioning in a way that would make sense to the public and the brand be launched cohesively.
- Vice Chair Jameson pointed out that part of the \$180,000 included the marketing plan for El Centro's culinary program and asked how much would go towards that. Patty confirmed that it was included but was not broken out that way, as both were being rolled out simultaneously, so they were cohesively aligned and not in competition with one another.

**B. Talent Items**

- 1) Employment of Contractual Talent - Administrator Related Actions
- 2) Employment of Contractual Talent – Faculty Related Actions
- 3) Reclassification of Instructors

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

- 1) Resignations and Retirements

**9. Policy Items - First Reading**

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

Chair Flores confirmed with Wendland that this item would come back for a second reading with any changes as discussed earlier. Chair Flores pointed out that they needed to discuss it in committee to get a consensus. Wendland confirmed if there was not a consensus, it could be tabled at that time.



## **10. Informative Reports**

### **A. Committee Reports**

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

- 1) Audit Committee Notes for August 20, 2019
- 2) Finance Committee Notes for November 5, 2019
- 3) Governance Committee Notes for November 5, 2019

### **B. Richland Collegiate High School**

- 1) Financial Integrity Rating System of Texas Financial Management Report

### **C. Current Funds Operating Budget Report for October 2019**

### **D. Award and Change Order Summary**

### **E. Facilities Maintenance Projects Status Report (Ending 9/30/2019)**

### **F. Facilities Improvement Projects Status Report (Ending 9/30/2019)**

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

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

### **I. Contracts for Educational Services**

### **J. Workforce Demographics**

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

## **11. Executive Session**

None.

## **12. Adjournment**

The Regular Board Meeting was adjourned at 5:51 p.m.

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

## CONSENT AGENDA NO. 6A-3

### Approval of Minutes of the January 17, 2020 Work Session (ACCT Ethics Training)

It is recommended that the Board approve the minutes of the January 17, 2020 Work Session.

The Board of Trustees of Dallas County Community College District held a Work Session on Friday, January 17, 2020, beginning at 9:11 a.m. in the lower level, room 007. This meeting was convened by Chair Diana Flores.

#### Board Members and Officers Present

Ms. Monica Lira Bravo

Ms. Diana Flores (chair)

Mr. Wesley Jameson (vice chair)

Dr. Joe May (secretary and chancellor)

Mr. Phil Ritter

Ms. Dorothy Zimmermann

#### Members Absent

Ms. Charletta Rogers Compton

Mr. JL Sonny Williams

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

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

None.

3. **A Review of Standards of Good Practice in Ethical Governance**

Facilitator: Cecilia Cervantes, ACCT Consultant

Dr. Cecilia Cervantes reviewed the work session purpose and her presentation “A Review of Standards of Good Practice in Ethical Governance” and introduced the following topics that would be addressed:

1. Involvement vs. Engagement. Better understand the appropriate level of involvement for Board members.
2. Board members remaining professional and yet engaged in the colleges and in the community.

3. Review expectations of elected officials. Codes of ethics, also called standards of practice, define specific expectations for Board members.
  4. Review existing DCCCD Board policy on ethics.
- Cecilia stated that among important actions of Board members was reviewing expected behaviors periodically and listening to other's viewpoints to get new perspective. She stated that the development, regular update and public adoption of a code of ethics strengthens Boards and cultivates a sense of group responsibility and cohesion, Showing the public this commitment. Devoting time and thought to working with other Board members contributed to harmony and cooperation, despite differences of opinion that may arise, would maintain the overall goals of the District.
  - Chair Flores asked if a Code of Ethics was on the District website. Rob Wendland answered that it was not as a stand-alone but linked by way of Board policy. Chair Flores stated that the Board should consider making it an individual document.
  - Trustee Ritter sees governance and ethics as two separate things. Cecelia agreed but added that they go hand-in-hand. Vice Chancellor Jameson asked if she saw a code of conduct and a code of ethics as the same or similar, and would she define them. Cecelia answered that conduct was the application of the code of ethics; the dos and the don'ts.
  - Cecelia asked the Board to introduce themselves and state their reasons for serving.
    - Trustee Zimmerman, Chair Flores, Vice Chair Jameson Trustee, Trustee Bravo and Trustee Ritter each shared their reasons for running for the Board.
  - Cecelia reviewed expected outcomes of the work session and the plan to accomplish the following outcomes regarding ethical governance:
    1. To practice ethical governance from a renewed and updated perspective.
    2. More clearly understand ways to be better engaged with DCCCD.
    3. Review the current DCCCD Board Policy, BFF (LOCAL), update as needed, and consider adopting it, as the updated Code of Ethics for the Board.
    4. To better understand each fellow member's rationale/reason for serving on
    5. the Board to cultivate a sense of group responsibility.

6. Consider some useful criteria that the community may use to evaluate Board
  7. members.
  8. Identify areas that the Board would like to improve in practicing ethical
  9. governance.
  10. Review case studies, depending on timing, on good or bad ethical practices and to apply as needed.
- Cecelia and the group discussed Board policy, dealing with accounting and financial ethics, including policies on administrative regulations, conflicts of interest, ethics and financial oversight.
  - Chair Flores asked Wendland which of the policies listed were within the Board's purview and which were administrative. He stated there was no specific code of ethics for the Board in state law. The group discussed the policy as it was currently written.
  - Cecilia reviewed the Code of Responsibility. Trustee Ritter stated that if he understood correctly, the group was not remediating the code and as it has served them well, a case would need to be made to change it. Chair Flores answered that no it was not so much a remediation, but the intent was to understand the broader context of ethics and determine if it was time to either add or update.
  - Chair Flores stated when referring to slide 9, page 5 in the presentation, to leave as is in BBF (LOCAL) but to add that sentence to the Code of Ethics and specifically refer to the Board members and not everyone else. This draws a connection between the educational program and the financial part.
  - Trustee Zimmermann suggested that difference in perspective would be better than difference of opinion because it was deeper than that and came from an experience of diversity and what each one has lived, not simply an opinion. The group discussed and agreed to change the wording to say "opinion or perspective".
  - Wendland suggested that it is the Board's intent to review any thoughts about new policy language for legal sufficiency before being adopted, and then he would bring back recommendations to the Board. The group agreed.
  - Trustee Ritter would like the sentence in regards to basing of personal decision and partisan bias to be removed as it was irrelevant. Chair Flores also didn't like the inclusion of the word personal before decision. Wendland said he would revisit this.
  - Trustee Ritter asked Cecelia what her opinion was on hiring decisions. She responded that pressure put on a Chancellor to make a certain choice was not good practice, but it was best for the Chancellor to be

responsible; to leave it up to the college presidents and executive staff for input but the Chancellor to make the ultimate decision.

- The Board reviewed thirteen Ethics Provisions and connected them to the Code of Responsibility. Trustee Ritter asked if there was an enforcement mechanism associated with these provisions. Wendland replied there was not but the group agreed that would be good to look into adding to the responsibility of the Governance Committee.
- Chair Flores asked if the Board wanted to establish the mechanism to address ethical issues if they arose and perhaps have it embedded within the Governance Committee. Ritter stated that would be good for the Governance Committee to look at; The group agreed. Wendland said he would bring examples of violations and the process of addressing them for the Board to look at.
- Chair Flores stated that it might be confusing to the public that the term responsibility is used when they are used to seeing Code of Conduct or Ethics and asked if the Board would like to relabel that. The group agreed to change it to Code of Ethics and Responsibility. Wendland agreed to incorporate the phrase Conflict of Interest into the overall Code of Ethics.
- The group agreed to add a preamble to the Code of Ethics and Responsibility to show a statement of legislative intent. Wendland and the group agreed on that addition.
- Cecelia focused next on the criteria that the community may use to evaluate Board members and offered as part of the presentation, a Candidate Comparison Scorecard that was taken from the Chung Report article. She continued that the Board should consider the following five criteria:
  1. Motive
  2. Honesty
  3. Balancing change with loss
  4. Competence
  5. Tenacity
- Trustee Ritter expressed concern whether it was an appropriate discussion for the Board to have, being a collective discussion on what each individual trustee should do to earn the confidence of the public when as elected trustees, they have direct relationship with voters and they are the ones that would make that judgement. Cecelia responded that it was her intent to inform and help them understand what might be used. Dr. May added that this was not something that a candidate could fully control and mentioned that there were groups out there for people

who were considering running for office. Chair Flores added that this is research-based information.

- Cecelia said in closing that they were the role models and really set the pace for the entire District. The Board's perspectives were very critical in developing where we go from here. She thanked the Board for their time.
- Trustee Ritter thanked Chair Flores for facilitating this session as the Board was better for it and it was very helpful.
- Chair Flores thanked Cecelia and the Board for committing their time.

#### **4. Executive Session**

None.

#### **5. Adjournment**

Work Session adjourned at 11:56 a.m.

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

## CONSENT AGENDA NO. 6A-4

### Approval of Minutes of the January 17, 2020 Special Meeting

It is recommended that the Board approve the minutes of the January 17, 2020 Special Meeting.

The Board of Trustees of Dallas County Community College District held a Special Meeting on Tuesday, January 17, 2020, beginning at 1:45 p.m. in the lower level, Room 036. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo  
Ms. Charletta Rogers Compton  
Ms. Diana Flores (chair)  
Mr. Wesley Jameson (vice chair)  
Dr. Joe May (secretary and chancellor)  
Mr. Phil Ritter  
Ms. Dorothy Zimmermann

### Members Absent

Mr. JL Sonny Williams

1. **Certification of Notice** posted for the meeting by Chancellor Joe May
2. Citizens Desiring to Address the Board  
None.
3. **Opportunity for Members of the Board and Chancellor to Declare Conflicts of Interest Specific to this Agenda**  
None.
4. **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.)*  
Consent agenda Items 4A-1 and 4C-1 were considered separately. See Items.

Trustee Compton moved and Trustee Bravo seconded the motion to approve Items 4B-1 and 4C-2. Trustee Zimmermann opposed. The motion was approved and passed by a majority.

A. Financial Items

- 1) Approval of Agreement with Dallas Area Rapid Transit (DART) Renewing Two-Three Year Contract to Provide DART GoPass for Students (*Amended*)

Vice Chair Jameson moved to approve the amended Item 4A-1 and Trustee Compton seconded the motion. The motion was approved and passed unanimously.

B. Policy Items

- 1) Approval of Amendment to Policy Concerning Board Legal Status and Maintain a Cash Reserve of Two Months – BAA (LOCAL) Management of College District Funds

- Trustee Zimmermann expressed concern over spending money that the District may need over the next 5 years.
- Trustee Compton asked for a recap on this issue.  
John Robertson explained that they analyze the TAB frequently and noted projections for the budget based on what they had for certified values and that there would be an un-forecasted increase in tax revenues this year. He added that the material effect would not impact cash reserve policy. Policy stated that the Board would see and approve any one-time use of the money and this would happen in February. The Board could regulate what they want to keep that fund balance at by approving or not approving how the use of fund balance is done. There would be a new section in the planning outline that shows very clearly these balances and spending, as well estimates and projects to be looked at for the next budget year of how we plan to use that money. The Board would have full say-so on how we would use fund balance. An improvement was that this would be laid out for the Board in an organized fashion. The group discussed coverage of our present insurance in case of natural disaster. Robertson stated that the 2-month period was a recommendation of the Government Finance Officers Association.
- Trustee Jameson asked what would we do with the money? Robertson answered that was for the Board to decide. The question was how to make the cash work for us. Robertson and



Tiska Thomas explained some details on investing to get the return that we were looking for, reiterating this was under Board oversight.

- Trustee Ritter stated that we were at risk for TAB revenue declined and money should be retained to avoid creating a tax burden on the taxpayers in the future.
- Trustee Compton asked about investment strategy and how much return they would like to see. Robertson answered 2% is what they were trying to hit. Dr. May added that community colleges don't have the option to go into the equity market or do any types of bundling.

#### C. Resolutions

- 1) Approval of Resolution for Use of Dallas County's ES&S Express Vote Universal Voting System and Related Software and Equipment in the May 2, 2020 Trustees Election.

Dr. May stated what the Board had to collectively select one of the two candidates. Vice Chair Jameson moved to choose incumbent Steve Pryor. Trustee Ritter seconded the motion which was approved and passed unanimously.

- 2) Approval of Resolution for the Runoff in the Election for the 2019 Representative to Dallas Central Appraisal District Board of Directors.

#### 5. **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.)*

Trustee Compton moved and Trustee Bravo seconded the motion to approve Items 5A-1 and 5A-2. The motion was approved and passed unanimously.

##### A. Talent Items

Rob Wendland introduced Sherri Enright, the new Chief Human Resources Officer as approved by the Board. Sherri addressed and thanked the Board for the opportunity.

- 1) Employment of Contractual Talent – Administrator Related Actions
- 2) Approval of Warrants of Appointment for Police Officers

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

- A. Approval of Amendment to Policy Concerning Delegating Chancellor's Authority in Employment Matters - BFA1 (LOCAL) Qualifications and Duties
- B. Approval of Amendment to Policy Concerning Delegating Chancellor's Authority in Employment Matters - BAA (LOCAL) Powers, Duties, Responsibilities

**7. Executive Session**

None.

**8. Adjournment**

The Special Meeting was adjourned at 2:10 p.m.

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

## CONSENT AGENDA NO. 6A-5

### Approval of Minutes of the January 17, 2020 Work Session (One College Update)

It is recommended that the Board approve the minutes of the January 17, 2020 Work Session.

The Board of Trustees of Dallas County Community College District held a Work Session on Friday, January 17, 2020, beginning at 2:11 p.m. in the lower level, room 036. This meeting was convened by Chair Diana Flores.

### Board Members and Officers Present

Ms. Monica Lira Bravo  
Ms. Charletta Rogers Compton  
Ms. Diana Flores (chair)  
Mr. Wesley Jameson (vice chair)  
Dr. Joe May (secretary and chancellor)  
Mr. Phil Ritter  
Ms. Dorothy Zimmermann

### Members Absent

Mr. JL Sonny Williams

1. **Certification of Notice Posted for the Meeting** was confirmed by Chancellor Joe May.
2. **Citizens Desiring to Address the Board**  
None.
3. **One College Update**  
Presenter: Joe May  
Chancellor Joe May presented the One College Update and reviewed the following information with the Committee as follows:  
  
Chancellor May informed the committee about the road to becoming one college, which included the methodical approach - education planning, facilities planning, people planning and budget planning.

Dr. May informed the committee about the need for change:

- In 2016-2017 and in 2017-2018, there were 1,618 students that were eligible for reverse transfer.
- 84% (1,356) were not eligible to receive these degrees based on the 25% rule.
- This amounted to a loss of \$546,000,000 in lifetime earnings to DCCCD students and \$293,475 in accountability points to DCCCD.

Dr. May informed the committee about the Education Plan Recommendations. The first recommendation included DCCCD addressing the most significant labor market gaps. The second recommendation included an in-depth review of the seven program clusters. The third recommendation included the restructure of the DCCCD organization to meet the needs of Dallas County students, employers and communities.

Dr. May informed the committee about the subsequent actions, which included:

- Working on the prospectus for consolidation to SACSCOC.
- Completing the current alignment and technology projects.
- Implementing centralization, standardization and modernization of major functions.
- Reviewing and amending the current budget allocation and accountability process.

SACS Timeline – Consolidation Process:

- March 15, 2020 – Prospectus due to SACSCOC.
- June 2020 - SACSCOC board decision.
- Early Fall 2020 – Site visit.
- December 2020 – SACSCOC board meeting to take any action.

Dr. May informed the committee that the shift to one college will focus on serving all stakeholders. The stakeholders of DCCCD included students, employers, the communities, employees and the district. Dr. May defined the four critical components of the one college design:

1. Structure
2. Staff
3. Programs
4. Change

Dr. May informed the committee regarding the plan that was guided by the design principles that reflect DCCCD priorities:

- Design a structure and a process to match DCCCD long-term strategy of becoming one college.
- Build a high-quality core capability that are consistent with DCCCD overall vision.
- Ensure leaders who are responsible for core capabilities to report sufficiently high in the organization.
- Ensure leaders who directly oversee teams whose work is influential to achieving the outcomes for which they are accountable.
- Encourage employees to think and act in support of the overall DCCCD vision.
- Encourage system-wide collaborations.
- Maintain a high-quality service for learners while, achieving cost efficiencies.

Dr. May informed the committee about the principles that would set DCCCD up for success. These principles included, applying a design principle to the entire organization. Design the organization into two phases to support leaders. Decide on roles first, then filling positions with individuals. Assign staff strategically, by aligning best talent to the most important roles. Support each leader to clarify roles, responsibilities and decision right for each employee under them. Communicate in a clear and timely manner throughout the process. Modify objectives for duration and organizational layers. Provide leaders with tools and guidance needed to implement changes.

Dr. May informed the committee that the “goal for DCCCD is to provide relevant career and technical training to a diversified Dallas workforce that reflected a combination of responsiveness to employers, skills needs and students’ concerns for securing living wage employment.”

Dr. May informed the committee about the name recommendations for DCCCD, which included:

- The top two recommended choices:
  - Dallas College
  - Dallas County College
- Websites Available:
  - [dallascollege.edu](http://dallascollege.edu)
  - [dallascountycollege.edu](http://dallascountycollege.edu)
  - [dallascc.edu](http://dallascc.edu)
  - [dallasc.edu](http://dallasc.edu)

**4. Executive Session**

There was an Executive Session held, starting at 2:23 p.m.

**5. Adjournment**

The Work Session adjourned at 5:13 p.m.

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

POLICY ITEM NO. 6B-1

Approval of Amendments to Policies Concerning Delegating Chancellor's  
Authority in Employment Matters – BAA (LOCAL) Powers, Duties,  
Responsibilities

In response to ongoing Board discussions regarding the delegation of authority by the Board, the Chancellor recommends the following amendments to local policies relating to the Chancellor's authority as it pertains to personnel.

Effective Date: Upon Board Approval

<u>LOCAL POLICY</u>	<u>EXPLANATORY NOTES</u>
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BAA – Board: Powers, Duties and Responsibilities	Revises policy to provide for the delegation of authority to the Chancellor for the identification, appointment and retention of personnel.
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BOARD LEGAL STATUS  
POWERS, DUTIES, RESPONSIBILITIES

BAA  
(LOCAL)

To complement and extend the statements of the legal duties, the Board has the responsibility of formulating broad public policy in community college education for the College District. It shall function as the legislative and policy-making body charged with the oversight and control of the College District's activities. The Board must be sensitive to the hopes and ambitions of the community and be able to adapt readily to community needs. The formulation and adoption of written regulations shall constitute the basic method by which the Board exercises its leadership in the operation of the College District. The Board shall delegate to the Chancellor the function of specifying required actions and designing the detailed arrangements under which the College District will be operated. The Board shall maintain continuous supervision of the College District through the study and evaluation of reports concerning implementation of its policies. Board responsibilities shall be to:

1. Adopt and periodically review a statement of philosophy that clarifies basic educational beliefs and educational responsibilities of the College District to the community.
2. Determine the quality of professional leadership needed to carry out the philosophy and objectives of the College District.
3. Establish clearly defined personnel policies for employees of the College District.
4. Approve uniform policies regarding admission, retention, scholastic standards, recordkeeping, registration practices, and regulations for student conduct.
5. Review and take appropriate action on matters relating to site selection and physical plant development.
6. Provide ways and means of financial support, approve the annual budget, and review and approve expenditures.
7. Approve courses and curricula for inclusion in educational programs of the College District.
8. Formulate such additional policies as are necessary to promote the educational program of the College District.
9. ~~Consider and act upon administrative recommendations concerning appointment, retention, or dismissal of College District employees.~~ The Board hereby delegates to the Chancellor the authority to identify, appoint and retain those persons best qualified to serve as College District faculty, staff, and administrators in accordance with all applicable College District policies, procedures and applicable law.



BOARD LEGAL STATUS  
POWERS, DUTIES, RESPONSIBILITIES

BAA  
(LOCAL)

10. Review administrative recommendations and take action concerning employee benefit programs.

\*\*\*

POLICY ITEM NO. 6B-2

Approval of Amendments to Policies Concerning Delegating Chancellor's  
Authority in Employment Matters – BFA1 (LOCAL) Qualifications and  
Duties

In response to ongoing Board discussions regarding the delegation of authority by the Board, the Chancellor recommends the following amendments to local policies relating to the Chancellor's authority as it pertains to personnel.

Effective Date: Upon Board Approval

LOCAL POLICY

EXPLANATORY NOTES

BFA1 – Chancellor:  
Qualifications and  
Duties

Revises policy to align with the delegation of authority to the  
Chancellor provided in BAA (LOCAL).



Existing Policy



Deleted Policy



New Policy



GC Edits

CHANCELLOR  
QUALIFICATIONS AND DUTIES

BFA1  
(LOCAL)

The Chancellor is responsible for the overall administration of the District. Specific responsibilities include, but are not limited to, the following:

1. Act as executive officer of the Board, charged with implementing its policies and regulations.
2. Assume overall responsibility for District programs and services, including administration, organization, personnel, education and instruction, student services, and business affairs.
3. Provide leadership through analysis of needs, identification of priorities, strategic planning, effective action, evaluation, and revision.
4. ~~Recommend to the Board the appointment of all administrative, faculty, and security personnel~~ Consistent with the Board's delegation of authority set forth in the Chancellor [See BAA (LOCAL)], identify, appoint and retain those persons best qualified to serve as College District faculty, staff, and administrators in accordance with all applicable College District policies, procedures and applicable law.
5. Develop, review, recommend, and implement procedures and policies regarding recruitment, development, evaluation, promotion, and termination of District employees.
6. Submit to the Board and administer an annual District budget and make recommendation to the Board for budget changes.
7. Review educational programs on a continuing basis and recommend adoption of courses of instruction and changes that will improve the quality and scope of education and community services.
8. Oversee maintenance and development of physical facilities required by the District.
9. In cooperation with Board and staff, represent and interpret the District to the public, the media, community, and professional organizations, other educational institutions, legislative bodies, business and industry.
10. Lend influence in the development of local, state, and national educational policies.
11. Assume overall responsibility for formulation of all reports required by local, state, and federal agencies.
12. Inform the Board regarding the District and its needs.

CHANCELLOR  
QUALIFICATIONS AND DUTIES

BFA1  
(LOCAL)

13. Serve, if elected, as secretary to the Board, including arranging and preparing agenda for Board meetings, maintaining records of such meetings, and performing other duties as required by law.
14. Perform such other duties as the Board may assign.

## FINANCIAL ITEM NO. 6C-1

### Approval of Agreement for Facilities Use with the Texas Restaurant Association to Partner with DCCCD to Provide Industry Specific Training Opportunities for Students

The Chancellor recommends that authorization be given to approve an agreement with the Texas Restaurant Association for use of approximately 1,360 square feet of office space for the period of February 5, 2020 through December 31, 2025 (5 years and 10 months). The Texas Restaurant Association will pay Dallas Community College District in an estimated amount of \$79,000. This agreement will provide services for over 400 students annually through industry engagement, professional development opportunities and exposure to employers.

This agreement will generate estimated revenue of \$79,000.

#### Purpose

Opportunity for culinary students to learn from industry leaders by providing space for the Texas Restaurant Association to house its regional office.

#### Background

This agreement aligns industry employers with the new El Centro College culinary location at Webb Chapel. By allowing the Texas Restaurant Association to co-locate with the College as an educational partner, they will provide industry specific training opportunities to College staff and students, including but not limited to, professional development opportunities, industry career fairs, access to board meetings, and other industry engagement events. They will also serve as a resource for curriculum alignment with skills required specific to the culinary and hospitality industry.

#### Funding Source

Operating Funds

#### Reviewed By

John Robertson, Chief Financial Officer

#### Resource Contact

José Adames, President El Centro College  
John Robertson, Chief Financial Officer

## FINANCIAL ITEM NO. 6C-2

### Approval of Agreement with Joeris General Contractors for Construction Services on North Lake Construction Sciences building as part of Phase 2 2019 Bond Agreement

The Chancellor recommends that authorization be given to approve an agreement with Joeris General Contractors in an amount not exceed \$37,000,000 for construction services on the North Lake Construction Sciences building. This project is in Phase 1 of the 2019 Bond Program.

#### Purpose

Expansion of the Construction Sciences Program to meet industry demand and anticipate workforce needs.

#### Background

This project was previously submitted in the 2019-2020 Budget Book (page 43, line 10) and approved at the September 10, 2019 meeting. This item is to inform the Board of the vendor selection for the project.

The mandatory pre-bid meeting was well attended. The Request for Competitive Sealed Proposals (RFCSP No. 2019-17) was issued on October 18, 2019. Four proposals were received by the due date and evaluated and ranked by the Evaluation Committee (which consisted of DCCCD representatives with relevant subject matter understanding) according to the following criteria:

1. Firm's Qualification and Experience
2. Demonstrated Qualifications of Personnel and Team
3. Proposed Approach and Methodology
4. Past Performance and References
5. Price Proposal
6. Financials/Bonding

The firm with the highest points was chosen from the four ranked firms listed below:

1. Joeris General Contractors
2. Lee Lewis Construction, Inc.
3. The Christman Group
4. Imperial Construction

#### Funding Source

Cash Reserves (Interim Financing)

Reviewed by  
John Robertson, Chief Financial Officer

Resource Contact  
John Robertson, Chief Financial Officer

## FINANCIAL ITEM NO. 6C-3

### Approval of Agreement with The Burrell Group for Diversity Consulting to Develop a MWBE Policy

The Chancellor recommends that authorization be given to approve an agreement with The Burrell Group for consulting services to develop a minority and women-owned business enterprise policy.

#### Purpose

Professional Consulting Services to develop a Minority and Women-owned Business Enterprise Policy

#### Background

The Board of Trustees and DCCCD have established diversity, equity and inclusion as high organizational priorities. In an effort to create policy and affect practice, a consulting firm has been contracted to provide organizational analysis, recommendations and propose new policy to implement the agreed upon recommendations. The proposal specifically outlined the following criteria:

1. Examine DCCCD's current MWBE policy and program. Review best practices for MWBE recruitment, training and company growth strategies.
2. Review legal precedent and guidance regarding MWBE policies, and economic inclusion policies, regulations and guidance issued by the Board of Trustees.
3. Examine and identify alternatives to conducting a comprehensive practice for the creation of an MWBE, Small Business and Veteran Owned policy or economic inclusion policy that is consistent with legal precedent.
4. After reviewing legal precedent and alternatives to conducting an examination , provide advice on whether a disparity study is needed to have an MWBE policy or economic policy that is legally viable or whether an alternative may be pursued to create a legally viable MWBE policy or economic inclusion policy.
5. Provide a detailed white paper summarizing the results of the analysis and setting forth the recommendations and the reasons for those recommendations.
6. Provide recommendations on staffing the Business Diversity department, if it is currently properly staffed or if positions need to be increased to ensure recommendations and strategies are performed.
7. Establish a mission and vision for DCCCD's business diversity initiatives.



Five proposals were received and evaluated. Two of the five were selected by the committee for final evaluation, rank based on the following criteria:

1. Firm's Qualification and Experience
2. Firm's Technical Proposal
3. Firm's Cost Proposal

The firms in the final selection process were:

1. *Innovative Strategies* (San Antonio-based firm specializing in addressing barriers confronting public and private sector entities regarding business diversity and inclusion services.)
2. *The Burrell Group* (Dallas-based firm with experience in development and management of comprehensive programs to ensure MWBE participation; Accountability procedures that allow monitoring of MWBE participation and goals; Educational workshops and diversity training.)

The committee selected the Burrell Group based on best alignment with the District's diversity initiative.

The Evaluation Committee consisted of representatives from the areas of Finance and Budget, Strategic Initiatives, Legislative Counsel, Business Diversity, College President, Small Business Development and Chief of Staff.

Funding Source

Operating Budget

Review by

John Robertson, Chief Financial Officer

Resource Contact

John Robertson, Chief Financial Officer

## FINANCIAL ITEM NO. 6C-4

### Approval for Use of Cash Reserves to Finance Various District Initiatives

The Chancellor recommends that authorization be given to approve cash reserves in an amount not to exceed \$58,000,000 to finance various initiatives from the 2019 Bond Program.

These initiatives are as follows:

1. El Centro College ECHS Student Space
2. North Lake College Construction Science Building
3. Cedar Valley College Commercial HVAC Renovations

### Background

The Board of Trustees was presented with potential plans for use of cash reserves during the Finance Committee meetings in October 2019 and November 2019. During those presentations, District leadership committed to submitting a project list and requesting to use a specific dollar amount of cash reserves before committing any funds. This request for use of funds includes projects that will be “Self-Pay”, “Pay-As-You-Go” as well as projects in which the District will reimburse its expenses with Bond dollars once those dollars are accessible.

### Funding Source

Cash Reserves (Interim Financing)

### Resource Contact

John Robertson, Chief Financial Officer

TALENT ITEM NO. 7A-1

Employment of Contractual Talent – Administrator Related Actions

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

**REGULAR APPOINTMENT ADMINISTRATORS – 2**

Christine Bradshaw	District Office
<u>Annual Salary/Range:</u> \$79,875/E03	<u>Effective Dates:</u> February 17, 2020 through August 31, 2020
<u>Monthly Business and Travel:</u> \$150	
<u>Title:</u> Director, Business Support Services	
<u>Biographical Sketch:</u> M.B.A., Southern Methodist University, Dallas, TX	
<u>Experience:</u> Owner/Founder, Momentum Masters, LLC, Dallas, TX; Vice President Sales & Marketing, Identification Plates, Inc., Mesquite, TX; Director III, DCCCD (BJP), Dallas, TX	

Malcolm Mayo	District Service Center
<u>Annual Salary Range:</u> \$82,000/E03	<u>Effective Dates:</u> February 5, 2020 through August 31, 2020
<u>Monthly Business and Travel:</u> \$150	
<u>Title:</u> Director, Supplier Development	
<u>Biographical Sketch:</u> M.B.A., DeVry University, Dallas, TX	
<u>Experience:</u> Senior Business Advisor, DCCCD (BJP) Dallas, TX; Director of Regional Operations, KIPP DFW Public Schools, Dallas, TX; Director of Financial Planning, Walmart Stores, Inc., Bentonville, AR	

REGULAR APPOINTMENT ADMINISTRATORS – GRANT FUNDED - 1

Dr. Rebecca Britt

El Centro College

Annual Salary Range:  
\$78,068/E03

Effective Dates: February 5, 2020 through  
August 31, 2020

Monthly Business and Travel: \$150

Title: Director-Grants Management

Biographical Sketch: Ph.D., UT Southwestern Medical Center, Dallas, TX; B.A.,  
Austin College, Sherman, TX

Experience: Senior Manager of Grant Projects-STEM and Grant Program  
Coordinator, El Centro College; Research Fellow, Labor Manager, UT Southwestern  
Medical Center, Dallas, TX

EXTENSION OF INTERIM APPOINTMENT ADMINISTRATOR - 1

Dwight Riley

Richland College

Effective Dates: February 5, 2020 through August 31, 2020

Title: Executive Vice President, Academic Affairs and Student Success

Note: It is recommended that Mr. Riley's interim appointment be extended.

TALENT ITEM NO. 7A-2

Employment of Contractual Item – Faculty Related Actions

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

**REGULAR APPOINTMENT FACULTY – 7**

Daniel Crocker	El Centro College
Annual Salary (Range): \$53,125/F01	Effective Dates: February 5, 2020 through May 14, 2020
Instructor, Emergency Medical Services	
<u>Biographical Sketch:</u> A.S., North Lake College, Irving, TX	
<u>Experience:</u> Adjunct Faculty, El Centro College; Paramedic, City Ambulance, Grand Prairie, TX; Police Lieutenant, Pelican Bay Police Department, Pelican Bay, TX	

Jeffrey Glick	El Centro College
Annual Salary (Range): \$51,725/F01	Effective Dates: February 5, 2020 through May 14, 2020
Instructor, Culinary and Hospitality Institute	
<u>Biographical Sketch:</u> A.A.S., El Centro College, Dallas, TX	
<u>Experience:</u> Culinary Arts Instructor, South Hills High School, Fort Worth, TX; Executive Chef, Sheraton DFW, Irving, TX; Assistant Food Service Director/Executive, Valley Services/Forest Park Medical Center, Dallas, TX	

Jesmary Sbraga	El Centro College
<u>Annual Salary (Range):</u> \$52,500/F01	<u>Effective Dates:</u> February 5, 2020 through May 14, 2020
Instructor, Culinary and Hospitality Institute	

Biographical Sketch: B.S. and A.S., Johnson & Wales University, Providence, RI

Experience: Baking and Pastry Instructor, Burlington County Institute of Technology, Westampton, NJ; Pastry Chef, Owner, Sbraga, Philadelphia, PA; Pastry Chef, Brasserie Perrier, Philadelphia, PA

Patrick Stark

El Centro College

Annual Salary (Range):  
\$51,812/F01

Effective Dates: February 5, 2020  
through May 14, 2020

Instructor, Culinary and Hospitality Institute

Biographical Sketch: B.A. and A.A., The Culinary Institute of America, Hyde Park, NY

Experience: Founder, The Mohawk Militia, Dallas, TX; Partner, Focus Consulting, Dallas, TX

Dr. Cheri Edwards

Mountain View College

Annual Salary (Range):  
\$61,655/F04

Effective Dates: February 5, 2020  
through May 14, 2020

Instructor, English

Biographical Sketch: Ph.D., University of North Texas, Denton, TX

Experience: Associate Professor and Adjunct Faculty, Tarrant County College District, Fort Worth, TX; Teaching Fellow, Texas Woman's University, Denton, TX

Dr. Andrew McGregor

Mountain View College

Annual Salary (Range):  
\$61,950/F04

Effective Dates: February 5, 2020  
through May 14, 2020

Instructor, History

Biographical Sketch: Ph.D., Purdue University, West Lafayette, IN; M.A., University of Nevada, Reno, NV; M.A.; Baker University, Baldwin City, KS

Experience: Visiting Assistant Professor, Texas A&M University-Texarkana, Texarkana, TX; Limited-Term Instructor and Graduate Assistant, Purdue University-Main Campus, West Lafayette, IN

Dr. Brandon Morgan

Mountain View College

Annual Salary (Range): \$61,183/F04

Effective Dates: February 5, 2020 through May 14, 2020

Instructor, Learning Frameworks

Biographical Sketch: Ph.D., Nova Southeastern University, Fort Lauderdale, FL; M. Ed., University of North Texas, Denton, TX; B.A.A.S, Lamar University, Beaumont, TX

Experience: Adjunct Faculty, Cedar Valley and North Lake Colleges; Teacher/Coordinator. Dallas Independent School District, Dallas, TX

#### TEMPORARY APPOINTMENT FACULTY – 3

Richard Pence

Brookhaven College

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

Effective Dates: January 13, 2020 through August 31, 2020; September 1, 2020 through December 10, 2020

Instructor, Automotive

Biographical Sketch: A.A.S., Eastfield College, Mesquite, TX

Experience: Adjunct Faculty, Brookhaven College, Farmers Branch, TX; Master Technician, Bridgestone/Firestone, Rockwall, TX; Tech Specialist/Trainer, Bridgestone/Firestone, Mesquite, TX

Dr. Elizabeth McGinty

El Centro College

Annual Salary (Range): \$59,933/F04

Effective Dates: February 5, 2020 through August 31, 2020

Instructor, Biology

Biographical Sketch: Ph.D. University of Texas at Arlington, Arlington, TX; B.S., Pennsylvania State University, University Park, PA

Experience: Adjunct Faculty, El Centro College; Adjunct Faculty, University of Texas at Arlington, Arlington, TX; Instructor for Tropical Ecology and Conservation, Bocas del Toro, Panama

Wendy Heine

Mountain View College

Annual Salary (Range):  
\$51,000/F01

Effective Dates: February 5, 2020  
through May 14, 2020

Instructor, Occupational Therapy Assistant Program

Biographical Sketch: Master of Occupational Therapy (M.O.T.) and B.S., Texas Woman's University, Denton, TX

Experience: Occupational Therapist Registered, Guardian Health Care, Denton, TX; Occupational Therapist Registered, Foreman Therapy, Denton, TX

#### EXTENSION OF TEMPORARY FACULTY CONTRACT - 1

William Godbey

North Lake College

Effective Dates: Spring semester 2020

Instructor, English

Note: It is recommended that Mr. Godbey's temporary contract be extended.



TALENT ITEM NO. 7A-3

Reclassification of Instructors

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

Name	College	New Classification
Butler, Charmelia	El Centro	F04

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

Resignations and Retirements

The Chancellor confirms acceptance of the following resignations and retirements.

RESIGNATIONS – 6

Olivia Guerra Director-III <u>Length of Service:</u> 15 years	Cedar Valley College <u>Effective Date:</u> January 2, 2020 <u>Reason for resigning:</u> Personal reasons.
Kevin Stewart Associate Dean <u>Length of Service:</u> 4 years	El Centro College <u>Effective Date:</u> January 3, 2020 <u>Reason for resigning:</u> Personal reasons.
Destiney Tolbert-Jackson Administrator-Student Life <u>Length of Service:</u> 4 years	El Centro College <u>Effective Date:</u> January 3, 2020 <u>Reason for resigning:</u> Personal reasons.
Manuel Mantrana Administrator-Athletic Program <u>Length of Service:</u> 2 years	Mountain View College <u>Effective Date:</u> November 22, 2019 <u>Reason for resigning:</u> Personal reasons.
R. Deandria Reed-Shaw Instructor-Speech <u>Length of Service:</u> 6 years	Mountain View College <u>Effective Date:</u> January 17, 2020 <u>Reason for resigning:</u> Personal reasons.
Heather Lozano Associate Dean-Workforce Development <u>Length of Service:</u> 9 years	Richland College <u>Effective Date:</u> December 6, 2019 <u>Reason for resigning:</u> Personal reasons.

## RETIREMENTS – 5

Dr. Suryakant Desai Instructor, Accounting <u>Length of Service:</u> 37 years	Cedar Valley College <u>Effective Date:</u> January 31, 2020
Levarn Reed Police Officer <u>Length of Service:</u> 11 years	District Office <u>Effective Date:</u> January 31, 2020
Alice Atchison Director, Community Relations <u>Length of Service:</u> 22 years	Mountain View College <u>Effective Date:</u> January 31, 2020
Christan Amundsen Instructor, Psychology <u>Length of Service:</u> 19 years	North Lake College <u>Effective Date:</u> January 31, 2020
Melodee Ramirez Instructor, Arts <u>Length of Service:</u> 22 years	North Lake College <u>Effective Date:</u> January 13, 2020

## INFORMATIVE REPORT NO. 8A-1

### Chancellor Performance Review Committee Notes for June 4, 2019

A Chancellor Performance Review Committee meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, June 4, 2019 beginning at 9:11 a.m. in the Lower Level, Room 036. Committee Chair Wesley Jameson convened this meeting.

#### Board Members Present

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

#### Members Absent

Ms. Charletta Rogers Compton

- \* *Denotes a committee member*

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

2. **Items for Review**

A. Committee Notes

- 1) Chancellor Performance Review Committee Notes for May 7, 2019

3. **Executive Session**

The committee went into Executive Session from 9:12 a.m. to 10:56 a.m.

4. **Adjournment**

The committee meeting adjourned at 10:59 a.m.

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

## INFORMATIVE REPORT NO. 8A-2

### Finance Committee Notes for December 3, 2019

The Finance Committee Meeting of the Board of Trustees of Dallas County Community College District was held Tuesday, December 3, 2019, beginning at 2:04 p.m. in the lower level, room 036. This meeting was convened by Committee Chair Phil Ritter.

#### Board Members and Officers Present

- Ms. Monica Lira Bravo (left at 3:28 p.m., returned at 4:18 p.m.)
- \* Ms. Charletta Rogers Compton
- Ms. Diana Flores
- Mr. Wesley Jameson
- \* Mr. Philip J. Ritter (committee chair)
- Dr. Joe May (secretary and chancellor)
- Mr. Philip J. Ritter
- \* Mr. JL Sonny Williams
- Ms. Dorothy Zimmermann

#### Board Members Absent

None.

- \* *Denotes a committee member*

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

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

None.

3. **Committee Presentations**

- A. Review of Comprehensive Annual Financial Report (CAFR)  
Presenter: John Robertson

John Robertson and Pat Disbrow presented an overview of the comprehensive annual financial report. The report looks at all funds: restricted, unrestricted and plants funds. The auditors ensure that all numbers are properly presented. The *Management's Discussion and Analysis* section summarized the audit and provided three years of comparative history. The balance sheet showed assets and liabilities,

while the exhibits showed the income statements and cash flow. There were also several supplemental schedules with 10 years of historic data.

For eight consecutive years, the District received the *Certificate of Achievement for Excellence in Financial Reporting* for the CAFR.

Committee Chair Ritter asked that the CAFR be added to next month's agenda for further discussion.

**B. Community Integration Strategy Planning Summary for Mountain View and Cedar Valley**

Presenters: Beatriz Joseph, Joe Seabrooks, John Robertson, Paris Rutherford (Catalyst Urban Development)

Services outside of education are not being met, such as healthcare, childcare, food, transit and housing. Enhanced master plans showcase the community integration strategy plan by addressing those needs of students and the community.

Concepts for Mountain View and Cedar Valley were presented. The overall designs support students and the community with easier access to everyday life resources while incorporating community green space and common areas.

Chair Flores asked about the timeline and next steps in the process. John Robertson responded that a discussion about accessible land use and a board strategy session is needed. In addition, concepts for the other locations (with the exception of El Centro) will need to be developed and presented to the Board.

Trustee Compton spoke about concerns with cost and infrastructure, timeframe and commercial development.

Board moved to Executive Session at 3:32 p.m. to discuss item 4A-1.

**4. Overview of Regular Agenda Items**

**A. Financial Items**

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

Board returned to Finance Committee meeting at 4:18 p.m.

**B. Purchasing Items**

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

**C. Policy Items - First Reading**

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

This amendment proposed changing the amount of cash reserves to two months.

Committee Chair Ritter proposed changing to a three-month reserve and asked for data to review prior to the second reading.

**5. Items for Review**

**A. Committee Notes**

- 1) Finance Committee Notes for November 5, 2019

Chair Flores asked for clarification about the bond projects and MWBE architects being considered as sub-contractors. John Robertson stated that the program manager would not select architects or contractors. They would provide advice, but District staff would make the final decision based on the firm's experience.

**6. Executive Session**

Trustees moved to executive session at 3:32 p.m. and returned at 4:18 p.m.  
Item discussed 4A-1 from Overview of Regular Agenda Items section.

**7. Adjournment** was at 4:27 p.m.

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

## INFORMATIVE REPORT NO. 8B

### Presentation of Current Funds Operating Budget Report for December 2019

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

#### Expenditures

*Purchased Services* reflect a higher percentage due to One College Career Centric Learner Model consultation.

*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 grant 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 December 31, 2019

	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
<b>REVENUES</b>				
State Appropriations	\$ 94,495,215	\$ 94,495,215	\$ 40,703,542	43.1%
Tuition	135,475,137	135,475,137	91,780,847	67.7%
Less: Waivers & Discounts	(21,904,878)	(21,904,878)	(8,675,673)	39.6%
Less: TPEG Set Aside	(6,897,912)	(6,897,912)	(2,866,845)	41.6%
Total Net Tuition	106,672,347	106,672,347	80,238,329	75.2%
Taxes	278,882,917	278,882,917	100,459,967	36.0%
Federal Grants & Contracts (Work Study)	1,145,477	1,145,477	435,702	38.0%
Investment Income	3,900,000	3,900,000	2,092,546	53.7%
General Revenue	2,057,328	2,057,328	843,383	41.0%
Subtotal Revenue	487,153,284	487,153,284	224,773,469	46.1%
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
<b>TOTAL REVENUE</b>	<b>533,378,447</b>	<b>533,378,447</b>	<b>224,773,469</b>	<b>42.1%</b>

	Approved Budget	Allocated Budget	Year-to-Date Actuals	Percent Budget
<b>EXPENSES</b>				
Salaries & Wages	\$ 299,402,667	\$ 301,776,272	\$ 105,148,126	34.8%
Staff Benefits	36,675,429	36,751,132	11,176,769	30.4%
Purchased Services	33,263,055	44,083,164	25,372,552	57.6%
Operating Expenses	66,417,898	69,049,092	26,489,578	38.4%
Supplies & Equipment	34,698,524	58,556,708	26,231,357	44.8%
Provisions (See Summary Below)	46,643,751	6,860,000	n/a	n/a
Subtotal Expenses	517,101,324	517,076,368	194,418,382	37.6%
Transfers to Other Funds:				
Institutional Matching - Contracts/Grants	875,000	877,675	1,105,170	125.9%
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%
<b>TOTAL EXPENSES</b>	<b>533,378,447</b>	<b>533,378,447</b>	<b>210,947,956</b>	<b>39.5%</b>

	Approved	Allocated Budget	Adjustments	Current Unallocated
<b>PROVISIONS SUMMARY:</b>				
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)	-	-
<b>TOTAL PROVISIONS</b>	<b>46,643,751</b>	<b>(37,883,751)</b>	<b>(1,900,000)</b>	<b>6,860,000</b>

	Prior Month Balance	Current Month Net Change	Current Month Balance	Year-to-Date Net Change
<b>CASH ON HAND</b>				
Pools & Banks	\$ 217,529,979	\$ 86,800,344	\$ 304,330,323	\$ 35,990,339
Commercial Paper	9,907,364	19,874,164	29,781,528	9,829,787
Total Cash	210,969,781	106,674,508	334,111,852	45,820,126

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

**REVENUES & EXPENDITURES**

Year-to-Date - 33.3% of Fiscal Year Elapsed

**UNRESTRICTED FUND**

**REVENUES**

	December 31, 2019			December 31, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
State Appropriations	\$ 94,495,215	\$ 40,703,542	43.1%	\$ 87,722,604	\$ 37,791,319	43.1%
Tuition	135,475,137	\$ 91,780,847	67.7%	136,825,161	90,848,568	66.4%
Less: Waivers & Discounts	(21,904,878)	\$ (8,675,673)	39.6%	(19,361,133)	(8,284,359)	42.8%
Less: TPEG Set Aside	(6,897,912)	\$ (2,866,845)	41.6%	(6,972,463)	(2,743,746)	39.4%
Total Net Tuition	106,672,347	80,238,329	75.2%	110,491,565	79,820,463	72.2%
Taxes for Current Operations	278,882,917	100,459,967	36.0%	260,739,716	84,305,905	32.3%
Work Study	1,145,477	435,702	38.0%	1,048,960	256,167	24.4%
Investment Income	3,900,000	2,092,546	53.7%	4,341,572	1,862,402	42.9%
General Revenue	2,057,328	843,383	41.0%	1,973,179	715,183	36.2%
SUBTOTAL	487,153,284	224,773,469	46.1%	466,317,596	204,751,439	43.9%
Transfers-In From Other Funds	8,341,412	n/a	n/a	9,889,328	n/a	n/a
Special Items	37,883,751	-	-	35,559,452	-	-
<b>TOTAL REVENUES</b>	<b>533,378,447</b>	<b>224,773,469</b>	<b>42.1%</b>	<b>511,766,376</b>	<b>204,751,439</b>	<b>40.0%</b>

**EXPENSES**

	December 31, 2019			December 31, 2018		
	Allocated Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
Salaries & Wages	\$ 301,776,272	\$ 105,148,126	34.8%	\$ 290,453,721	\$ 99,898,557	34.4%
Staff Benefits	36,751,132	11,176,769	30.4%	36,057,010	11,403,768	31.6%
Purchased Services	44,083,164	25,372,552	57.6%	33,540,377	14,418,598	43.0%
Operating Expenses	69,049,092	26,489,578	38.4%	71,132,236	27,186,281	38.2%
Supplies & Equipment	58,556,708	26,231,357	44.8%	34,409,403	8,670,249	25.2%
Provisions (See Summary Below)	6,860,000	n/a	0.0%	17,604,813	n/a	0.0%
Subtotal Expenses	517,076,368	194,418,382	37.6%	483,197,561	161,577,453	33.4%
Transfers to Other Funds:						
Institutional Matching - Contracts/Grants	877,675	1,105,170	n/a	325,589	-	n/a
Auxiliary Fund	9,924,404	9,924,404	100.0%	10,154,376	178,974	1.8%
Capital Budget Projects	5,500,000	5,500,000	100.0%	18,088,850	48,950	0.3%
<b>TOTAL EXPENSES</b>	<b>533,378,447</b>	<b>210,947,956</b>	<b>39.5%</b>	<b>511,766,376</b>	<b>161,805,377</b>	<b>31.6%</b>

	Approved	Year-to-Date Allocation	Balance	Approved	Year-to-Date Allocation	Balance
<b>Provision Summary</b>	<b>\$ 46,643,751</b>	<b>(37,883,751)</b>	<b>8,760,000</b>	<b>\$ 45,138,212</b>	<b>(27,533,399)</b>	<b>17,604,813</b>

## INFORMATIVE REPORT NO.8C

### 1st Quarter Investment Transactions

The 1st Quarter investment transactions are presented as provided by Board Policy CAK (Legal), which states: *Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act.*

The 1st Quarter investment transaction report is typical for this phase of the annual financial cycle.

Dallas County Community College District  
Investment Portfolio Summary Report Activity  
for the 1st Quarter Ended November 30, 2019

**Dallas County Community College District**  
Investment Portfolio Summary Report  
Activity for the First Quarter Ended November 30, 2019

INVESTMENTS	QUARTER ENDING	MARKET VALUE	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
<b>Beginning Portfolio Balance</b>	August 31, 2019	\$ 437,345,918	\$ 723,489	403	2.31%
Purchases		179,258,820			
Matured/Sold		(220,701,461)			
Market Value Change		(194,068)			
<b>Ending Portfolio Balance</b>	November 30, 2019	\$ 395,709,209	\$ 723,489	285	2.02%

This report is prepared in compliance with generally accepted accounting principles, the investment strategy expressed in the Investment Policy of the DCCCD Board of Trustees, and the Public Funds Investment Act, as amended.

/s/ John Robertson

John Robertson, Chief Financial Officer

/s/ Tiska Thomas

Tiska Thomas, Deputy Chief, Business Affairs

## Investment Portfolio Transaction Report

Investment ID	Cusip No.	Description	Purchase Date	Maturity Date	Face Amount	Yield
<b>Investment Pools</b>						
73190		FROST CASH MGR DDA	1-Sep-13	N/A	9,626,605	0.50%
1111		TEXPOOL	30-Jul-90	N/A	274,549	1.68%
46		LOGIC (DEBT SERVICE F46)	14-Jan-14	N/A	4,626,047	1.84%
		LOGIC Op	19-Dec-12	N/A	29,614,074	1.84%
1111		LOGIC M&O	1-Nov-15	N/A	30,664,292	1.84%
1111		LONE STAR INVESTMENTS	3-Dec-12	N/A	61,362,166	1.93%
1111		TEXAS TERM	17-Nov-15	N/A	39,748,138	1.74%
		TEXAS CLASS	17-Nov-15	N/A	37,238,190	1.94%
1111		TEXSTAR 11110	23-Jun-03	N/A	327,796	1.62%
45		TEXSTAR 11130 (F45)	4-Mar-13	N/A	8,674,168	1.62%
<b>Subtotal</b>					<b>\$ 222,156,025</b>	
<b>Commercial Paper</b>						
17038-D	06742QV74	Commercial Paper	12-Apr-19	9-Sep-19		2.75%
17040-D	45920GXW1	Commercial Paper	29-May-19	30-Oct-19		2.57%
17041-D	0642QYN6	Commercial Paper	3-Sep-19	27-Nov-19		2.21%
17042-D	05968GE66	Commercial Paper	12-Nov-19	6-May-20	10,000,000	2.10%
<b>Subtotal</b>					<b>\$ 10,000,000</b>	
<b>Treasury Securities</b>						
13098-D	912828L32	U.S. T Notes	22-Feb-18	31-Aug-20	5,000,000	2.38%
13100-D	912828XY1	U.S. T Notes	20-Sep-18	30-Jun-20	10,000,000	2.79%
<b>Subtotal</b>					<b>\$ 15,000,000</b>	
<b>Agency Securities</b>						
16406	3134G9JW8	FHLMC	25-May-16	25-May-21	1,250,000	1.75%
16407	3134G9JZ1	FHLMC	25-May-16	25-May-21	-	2.03%
16408	3134G9KB2	FHLMC	9-Jun-16	9-Jun-21	5,000,000	1.93%
16409	3134G9KX4	FHLMC	25-May-16	25-May-21	-	2.09%
16412	3134G9VL8	FHLMC	30-Jun-16	30-Jun-21	5,000,000	2.01%
16413	3134G9UX3	FHLMC	30-Jun-16	30-Jun-21	4,750,000	1.70%
16414-D	3133EGJY2	FFCB	7-Jul-16	7-Oct-19	-	1.15%
16416	3136G4NE9	FNMA	29-Mar-17	29-Jun-20	5,000,000	1.75%
16421	3134GBXT4	FHLMC	27-Jul-17	27-Jul-20	5,325,000	1.70%
16422	3134GBXT4	FHLMC	27-Jul-17	27-Jul-20	1,385,000	1.70%
16432	3134GSTN5	FHLMC	17-Aug-18	17-Aug-22	10,000,000	3.00%
16433	3133EJG37	FFCB	15-Oct-18	15-Apr-20	5,000,000	2.85%
16435	3134GSU29	FHLMC	30-Jan-19	30-Jul-21	10,000,000	2.70%
16440	3134GTDB6	FHLMC	1-Apr-19	1-Apr-24	-	2.63%
16441	3134GTDB6	FHLMC	10-Apr-19	10-Apr-24	10,000,000	2.75%
16442	3130AGCQ6	FHLMC	6-May-19	6-May-22	-	2.63%
16443	3133EKKF2	FFCB	8-May-19	8-May-23	-	2.66%
16444	3133EKKF2	FHLB	5-Jun-19	5-Jun-23	7,500,000	2.62%
16445	3134GTYS6	FHLB	5-Jul-19	1-Jul-22	5,000,000	2.00%
16446	3130AGTGO	FHLB	26-Jul-19	24-Jan-20	10,000,000	2.43%
16447	3133EKL95	FFCB	6-Sep-19	6-Jun-22	10,000,000	2.01%
16448	3134GUAT7	FHLMC	13-Sep-19	13-Sep-21	10,000,000	2.07%
16449	3134GUJK7	FHLMC	15-Oct-19	15-Oct-24	10,000,000	2.14%
16450	3134GUHP8	FHLMC	16-Oct-19	16-Oct-23	10,000,000	1.99%
16451	3133EK324	UBS	24-Oct-19	24-Jul-23	10,000,000	2.02%
16452	3134GUPB0	UBS	14-Nov-19	14-Aug-23	10,000,000	2.01%
<b>Subtotal</b>					<b>\$ 145,210,000</b>	
<b>Portfolio Volume</b>					<b>\$ 392,366,025</b>	

- TexSTAR yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.1258%. The Average Monthly Rate as of 8/31/19 was 1.6177%
- TexPool yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.1715%. The Average Monthly Rate as of 8/31/19 was 1.6800%
- LOGIC yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.3324%. The Average Monthly Rate as of 8/31/19 was 1.8429%
- Lone Star yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.3388%. The Average Monthly Rate as of 8/31/19 was 1.9300%
- Texas TERM yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.2100%. The Average Monthly Rate as of 8/31/19 was 1.7400%
- Texas CLASS yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.280%. The Average Monthly Rate as of 8/31/19 was 1.9400%

## Market Transactions

Investment ID	Market Value 08/31/19	Securities Purchased	Securities Matured/Sold	Market Value Change	Market Value 11/30/19
<b>Investment Pools</b>					
73190	8,027,983	1,598,622	-	-	9,626,605
1111	273,241	1,308	-	-	274,549
46	3,535,115	1,655,932	(565,000)	-	4,626,047
	39,452,544	14,661,530	(24,500,000)	-	29,614,074
1111	40,109,154	39,191,599	(48,636,461)	-	30,664,292
1111	73,531,492	17,830,674	(30,000,000)	-	61,362,166
1111	47,041,433	13,706,705	(21,000,000)	-	39,748,138
	47,516,582	10,721,608	(21,000,000)	-	37,238,190
1111	326,282	1,514	-	-	327,796
45	8,634,107	40,061	-	-	8,674,168
<b>Subtotal</b>	<b>\$ 268,447,933</b>	<b>\$ 99,409,553</b>	<b>\$ (145,701,461)</b>	<b>\$ -</b>	<b>\$ 222,156,025</b>
<b>Commercial Paper</b>					
17038-D	9,993,890	-	\$ (10,000,000)	6,110	-
17040-D	9,965,907	-	\$ (10,000,000)	34,093	-
17041-D	-	9,949,000	\$ (10,000,000)	51,000	-
17042-D	-	9,900,267	\$ -	7,097	9,907,364
<b>Subtotal</b>	<b>\$ 19,959,797</b>	<b>\$ 19,849,267</b>	<b>\$ (30,000,000)</b>	<b>\$ 98,300</b>	<b>\$ 9,907,364</b>
<b>Treasury Securities</b>					
13098-D	4,979,690	-	-	8,980	4,988,670
13100-D	10,054,690	-	-	(5,470)	10,049,220
<b>Subtotal</b>	<b>\$ 15,034,380</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,510</b>	<b>\$ 15,037,890</b>
<b>Agency Securities</b>					
16406	1,248,299	-	-	(259)	1,248,040
16407	4,997,325	-	(5,000,000)	2,675	-
16408	5,000,400	-	-	(8,455)	4,991,945
16409	4,998,765	-	(5,000,000)	1,235	-
16412	4,997,160	-	-	1,260	4,998,420
16413	4,750,385	-	-	(5,491)	4,744,894
16414-D	4,995,465	-	(5,000,000)	4,535	-
16416	4,995,865	-	-	4,315	5,000,180
16421	5,321,800	-	-	5,511	5,327,311
16422	1,384,168	-	-	1,433	1,385,601
16432	10,107,910	-	-	(39,910)	10,068,000
16433	5,031,415	-	-	(8,235)	5,023,180
16435	10,036,920	-	-	(24,680)	10,012,240
16440	10,006,910	-	(10,000,000)	(6,910)	-
16441	10,050,860	-	-	(28,430)	10,022,430
16442	10,013,960	-	(10,000,000)	(13,960)	-
16443	10,010,270	-	(10,000,000)	(10,270)	-
16444	7,514,415	-	-	(13,582)	7,500,833
16445	5,015,240	-	-	(9,710)	5,005,530
16446	9,999,110	-	-	(40)	9,999,070
16447	-	10,000,000	-	(21,960)	9,978,040
16448	-	10,000,000	-	80	10,000,080
16449	-	10,000,000	-	(73,280)	9,926,720
16450	-	10,000,000	-	150	10,000,150
16451	-	10,000,000	-	(5,120)	9,994,880
16452	-	10,000,000	-	(46,780)	9,953,220
<b>Subtotal</b>	<b>\$ 130,476,642</b>	<b>\$ 60,000,000</b>	<b>\$ (45,000,000)</b>	<b>\$ (295,878)</b>	<b>\$ 145,180,764</b>
<b>Portfolio Volume</b>	<b>\$ 433,918,752</b>	<b>\$ 179,258,820</b>	<b>\$ (220,701,461)</b>	<b>\$ (194,068)</b>	<b>\$ 392,282,043</b>

- TexSTAR yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.1258%. The Average Monthly Rate as of 8/31/19 was 1.6177%
- TexPool yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.1715%. The Average Monthly Rate as of 8/31/19 was 1.6800%
- LOGIC yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.3324%. The Average Monthly Rate as of 8/31/19 was 1.8429%
- Lone Star yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.3388%. The Average Monthly Rate as of 8/31/19 was 1.9300%
- Texas TERM yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.2100%. The Average Monthly Rate as of 8/31/19 was 1.7400%
- Texas CLASS yields vary daily. The Average Monthly Rate as of 8/31/19 was 2.280%. The Average Monthly Rate as of 8/31/19 was 1.9400%

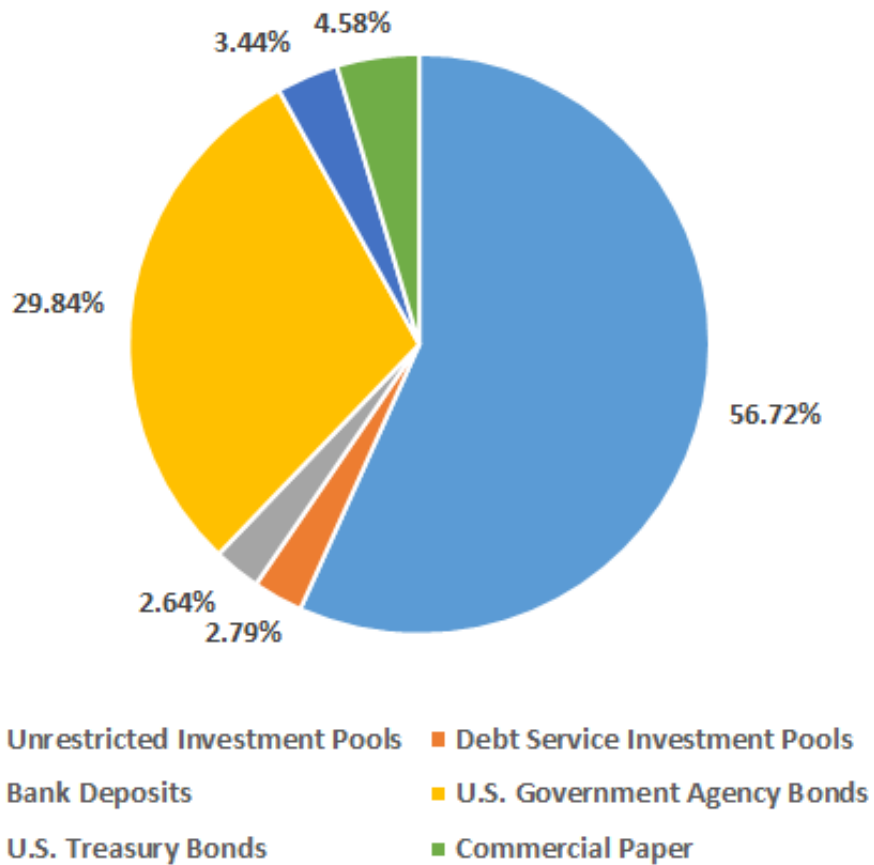
### Investment Portfolio Market Transaction Summary

Security Type	Face Value 8/31/19	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 11/30/19	Face Value 11/30/19
Investment Pools	\$ 271,875,099	\$ 99,409,553	\$ (145,701,461)	\$ -	\$ 222,156,025	\$ 222,156,025
Commercial Paper	20,000,000	19,849,267	(30,000,000)	98,300	9,907,364	10,000,000
Treasury Securities	15,000,000	-	-	3,510	15,037,890	15,000,000
Agency Securities	130,210,000	60,000,000	(45,000,000)	(295,878)	145,180,764	145,210,000
<b>Portfolio Total</b>	<b>\$ 437,085,099</b>	<b>\$ 179,258,820</b>	<b>\$ (220,701,461)</b>	<b>\$ (194,068)</b>	<b>\$ 392,282,043</b>	<b>\$ 392,366,025</b>

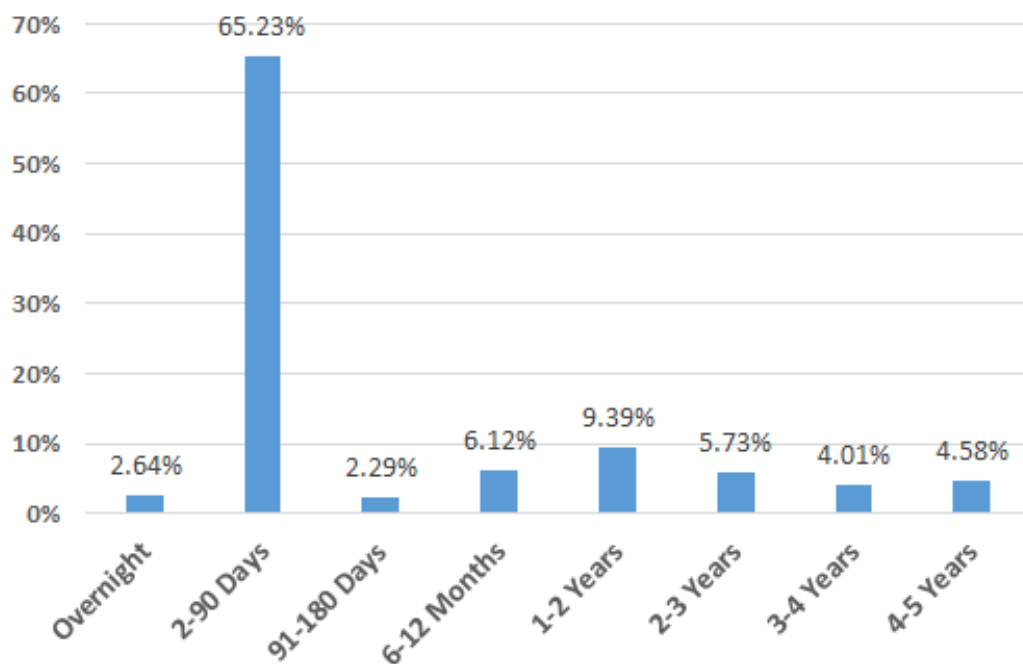
### Investment Portfolio By Percentage

Security Type	Maximum Allowable	Portfolio % 08/31/19	Market Value 8/31/19	Portfolio % 11/30/19	Market Value 11/30/19
Investment Pools	85.00%	62.16%	\$ 271,875,099	56.63%	\$ 222,156,025
Commercial Paper	30.00%	4.56%	19,959,797	2.53%	9,907,364
Treasury Securities	100.00%	3.45%	15,034,380	3.83%	15,037,890
Agency Securities	85.00%	29.83%	130,476,642	37.01%	145,180,764
<b>Portfolio Total</b>		<b>100.00%</b>	<b>\$ 437,345,918</b>	<b>100.00%</b>	<b>\$ 392,282,043</b>

Allocation by Security Type  
As of 8/31/2019

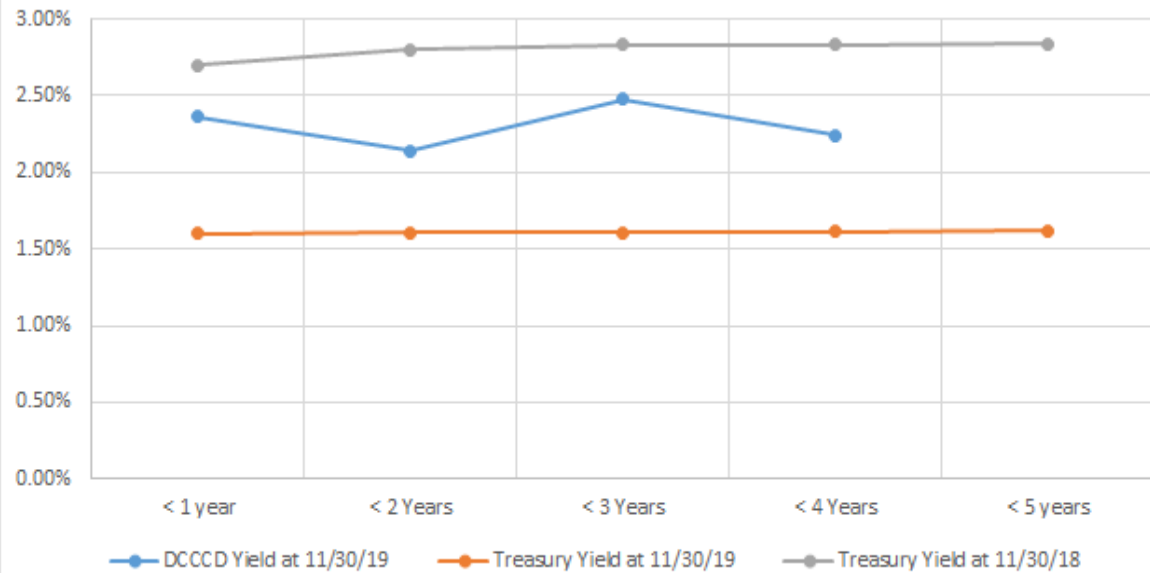


Maturity Distribution of Total Portfolio  
As of 8/31/2019





# DALLAS COUNTY COMMUNITY COLLEGE DISTRICT Securities Yield - To - Maturity Analysis by year (Excluding Pools)



## 1ST QUARTER FACILITIES IMPROVEMENT PLAN

## ORIGINAL PROJECTS

Campus	Project	Budget	Actual Cost	Variance from Budget	Status
BHC	Replace Federal Pacific Panels, Building B	\$700,000			Construction Bid: Jan 20 On schedule On budget
BHC	Replace Federal Pacific Panels, Building H	\$780,000			Construction Bid: Jan 20 On schedule On budget
BHC	Replace Federal Pacific Panels, Building F	\$780,000			Construction Bid: Jan 20 On schedule On budget
BHC	Replace Roof/drains, Building T	\$750,000	\$388,406	52%	<b>COMPLETE</b>
BHC	Replace Roof/drains, Building M	\$420,000	\$283,997	68%	<b>COMPLETE</b>
BHC	Replace Roof/drains, Building K	\$530,000	\$512,405	97%	<b>COMPLETE</b>
BHC	Replace Roof/drains, Building U	\$590,000	\$255,230	43%	<b>COMPLETE</b>
BHC	Replace Roof/drains, Building A	\$530,000	\$237,616	45%	<b>COMPLETE</b>
CVC	Fire Code Analysis	\$420,000	\$294,369	70%	45% Complete On schedule On budget
CVC	Replace Roof/drains, Building B	\$350,000	\$345,475	99%	On schedule On budget
CVC	Replace Roof/drains, Building E	\$900,000	\$901,223	100%	<b>COMPLETE</b>
CVC	Replace Roof/drains, Building D	\$280,000	\$276,180	99%	On schedule On budget
CVC	Replace Roof/drains, Building A	\$340,000	\$335,166	99%	On schedule On budget
CVC	Replace Roof/drains, Building G	\$420,000	\$417,270	99%	On schedule On budget
CVC	Replace Roof/drains, Building F	\$240,000	\$247,348	103%	<b>COMPLETE</b> Over budget -- drains, electrical work
CVC	Replace Roof/drains, Building C	\$330,000	\$324,857	98%	On schedule On budget
CVC	Replace Roofs/drains, Building L	\$360,000	\$357,725	99%	<b>COMPLETE</b>

**1ST QUARTER FACILITIES IMPROVEMENT PLAN  
ORIGINAL PROJECTS**

Campus	Project	Budget	Actual Cost	Variance from Budget	Status
CVC	Replace Air Handling Units, Building B	\$1,100,000			On schedule On budget
CVC	Refurbish Cooling Towers (3)	\$620,000	\$90,152	15%	95% Complete On schedule On budget
EFC	Performance Hall Safety (stairs, electric)	\$2,150,000			On schedule On budget
EFC	Elevator modernizations/Upgrades, (13)	\$3,500,000			On schedule On budget
MVC	Replace and Relocate Cooling Tower	\$1,400,000	\$1,341,640	96%	On schedule On budget
NLC	Upgrade Obsolete Fire Alarm (campus wide)	\$2,400,000			In design, will not be completed this FY On budget
NLC	Replace Roof/drains, Building T	\$410,000	\$385,473	94%	<b>COMPLETE</b>
RLC	Replace Roof/drains, Wichita	\$700,000	\$612,580	88%	<b>COMPLETE</b>
RLC	Replace roof/drains, Sabine	\$630,000	\$493,749	78%	<b>COMPLETE</b>
RLC	Replace roof/drains, Pecos	\$360,000	\$234,222	65%	<b>COMPLETE</b>
District	Facilities Condition Assessment	\$590,000			On schedule On budget
District	Program Management Software	\$140,000	\$158,500	113%	<b>COMPLETE</b> Over budget -- procurement costs
District	Utilities Survey (RLC, MVC)	\$280,000	\$258,003	92%	65% Complete On schedule On budget
District	Contingency	\$2,000,000			
	<b>Total</b>	<b>\$25,000,000</b>	<b>\$8,751,586</b>	<b>35%</b>	

**1ST QUARTER FACILITIES IMPROVEMENT PLAN  
ADDITIONAL PROJECTS**

<b>Campus</b>	<b>Project</b>	<b>Budget</b>	<b>Actual Cost</b>	<b>Variance</b>	<b>Status</b>
BHC	Replace Roof/drains, Building B	\$296,189	\$296,189	100%	60% Complete On schedule On budget
BHC	Replace Roof/drains, Building C	\$499,819	\$499,819	100%	60% Complete On schedule On budget
BHC	Replace Roof/drains, Building D	\$129,583	\$129,583	100%	60% Complete On schedule On budget
CVC	Replace/Add Exterior Lighting	\$528,567			New project

## INFORMATIVE REPORT NO. 8E

### Quarterly Budget Book Vendor Summary

Listed below is a summary of changes made to vendors listed in the original Budget Book submitted for the 2019 - 2020.

	<b>Location</b>	<b>Page (#), Line (#)</b>
<b>Automotive Maintenance and Repair Service</b>	Districtwide	Page 76, Line 3
RFB #2019-2020		(2019-2020)
<u>Vendors</u>	<u>Award</u>	
Alliance Bus Group	\$180,000	
Dwight & Don/s Auto Care, Inc.		
Freedom Chevrolet by Ed Morse		
Kevin's Automotive Repair Shop, LLC		
Kwik Kar Mesquite		
Rush Bus Center		
Sam Pack Ford Auto Group		
Southern Tire Mart, LLC		
Town East Ford		
<u>Comments</u>		
Contract for automotive maintenance and repair for all DCCCD owned vehicles. Multiple awards were made.		
<b>Baseball Dugouts Upgrade and Tennis Courts Refurbishment at North Lake College</b>	North Lake	Page 48 & 50
RFB #12573		(2016-2017)
<u>Vendor</u>	<u>Award</u>	
Centennial Contractors Enterprises	\$361,772	
<u>Comments</u>		
Contract for Baseball Dugouts Upgrade and Tennis Courts Refurbishment at NLC.		

<b>Richland College IT Closet Upgrade</b>	Richland	Page 44, Line 6
RFB #2019-3		(2019-2020)
<u>Vendor</u>	<u>Award</u>	
Mart, Inc.	\$4,199,717	
<u>Comments</u>		
Contract for IT Closet Upgrades at RLC.		

<b>Family Restroom Renovations, Gender Neutral Project at Eastfield College</b>	Eastfield	Page 47, Line 39
RFB # 2019-8		(2018-2019)
<u>Vendor</u>	<u>Award</u>	
Mart, Inc.	153,100	
<u>Comments</u>		
Contract for Family Restroom Renovations, Gender Neutral Project at EFC.		

<b>MVC Electrical Maintenance at Mountain View College</b>	Mountain View	Page 48 & 50
RFB # 2019-11		(2016-2017)
<u>Vendor</u>	<u>Award</u>	
TD Industries, Inc.	\$373,762	
<u>Comments</u>		
Contract for MVC Electrical Maintenance at MVC.		

<b>MVC Mechanical Maintenance at Mountain View College</b>	Mountain View	Page 48 & 50
RFB # 2019-12		(2016-2017)
<u>Vendor</u>	<u>Award</u>	
Infinity Contractors Intl., Inc.	\$497,771	
<u>Comments</u>		
Contract for MVC Mechanical Maintenance at MVC.		

## INFORMATIVE REPORT NO. 8F

### Monthly Award and Change Order Summary (November 2019)

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

#### **CHANGE ORDERS**

Groves Electrical Service – Bid 12485	
Switchgear Replacement - NLC	
Purchase Order No. 34722	Change Order No. 2
<u>Scope</u>	
Replacement of electrical switchgears at North Lake College.	
<u>Change</u>	
This change order provides a credit for the switchgear at building N. The replacement of this gear conflicts with the District Wide IT closet upgrade project. The switchgear at building N will be replaced at a later time.	
Original Contract Amount	\$582,914
Change Order Limit/Contingency	\$87,437
Prior Change Order Total Amounts	(\$6,015)
Net <b>Decrease</b> this Change Order	(\$22,337)
Revised Contract Amount	\$554,562

Omniplan	
IT Closets – Districtwide	
Purchase Order No. B32597	Change Order No. 5
<u>Scope</u>	
Districtwide IT Closets Environment Upgrades.	
<u>Change</u>	
This additional service adds ceiling upgrades and modifications at Mountain View College. The changes are to accommodate cable pathways due to the presence of asbestos containing materials (AMC) in the corridor ceilings.	
Original Contract Amount	\$3,338,126
Prior Change Order Total Amounts	\$246,956
Net <b>Increase</b> this Change Order	\$13,696
Revised Contract Amount	\$3,598,778

Omniplan	
IT Closets – Districtwide	
Purchase Order No. B32597	
Change Order No. 6	
<u>Scope</u>	
Districtwide IT Closets Environment Upgrades.	
<u>Change</u>	
This additional service provides for modifications in buildings N and M at North Lake College. This includes renovation of room N213 to function as a storage, renovation of rooms M207 and M208 to function as one workshop and design of MEP support and infrastructure to support the relocation of machine shop equipment.	
Original Contract Amount	\$3,338,126
Prior Change Order Total Amounts	\$260,652
Net <b>Increase</b> this Change Order	\$35,845
Revised Contract Amount	\$3,634,623

Omniplan	
IT Closets – Districtwide	
Purchase Order No. B32597	Change Order No. 9
<u>Scope</u>	
Districtwide IT Closets Environment Upgrades.	
<u>Change</u>	
This additional service provides design work for a new IDF room location. Room C337 and C207A are selected to replace C317 and 351/352 at North Lake College.	
Original Contract Amount	\$3,338,126
Prior Change Order Total Amounts	\$296,497
Net <b>Increase</b> this Change Order	\$2,140
Revised Contract Amount	\$3,636,763

Omniplan	
IT Closets – Districtwide	
Purchase Order No. B32597	
Change Order No.10	



Scope

Districtwide IT Closets Environment Upgrades.

Change

This additional service provides for the redesign of space configuration and IT requirements.

Original Contract Amount	\$3,338,126
Prior Change Order Total Amounts	\$298,637
Net <b>Increase</b> this Change Order	\$2,087
Revised Contract Amount	\$3,638,850

J.C. Commercial Inc – Bid 12527

Mechatronics Lab – EFC

Purchase Order No. B35141

Change Order No. 3

Scope:

Mechatronics Lab Renovation at Eastfield College.

Change:

This change order is in response to the requirements from the City of Mesquite to address the entry doors at the labs. It also includes electrical service overtime hours for the server room. The server cannot go off-line during the week so work must be started and completed on a Sunday

Original Contract Amount	\$1,342,777
Change Order Limit/Contingency	\$201,417
Prior Change Order Total Amounts	\$134,460
Net <b>Increase</b> this Change Order	\$13,465
Revised Contract Amount	\$1,490,702

Dimensions Architects

Alamito Hall Renovation – RLC

Purchase Order No. B29785

Change Order No. 3

Scope:

Reconfiguration of the 1<sup>st</sup> and 2<sup>nd</sup> floors of Alamito at Richland College.

Change:

This additional service is for the redesign of the lobby area including glass storefront, corridor, meeting space and reception area.

Original Contract Amount	\$99,815
Prior Change Order Total Amounts	\$13,650
Net <b>Increase</b> this Change Order	\$13,500
Revised Contract Amount	\$126,965

JM Management – Bid 12523

Restroom Renovations – NLC

Purchase Order No.

B12523

Change Order No. 3

Scope

Renovation of existing restrooms in buildings A, C, F, K, P, and T at Northlake College

Change

This change order is due to unforeseen conditions behind the existing wall in restrooms A267 and A269. Repair and replace existing restroom valves and the existing toilet carrier line that was leaking in A357.

Original Contract Amount	\$676,217
Change Order Limit/Contingency	\$101,432
Prior Change Order Total Amounts	\$14,537
Net <b>Increase</b> this Change Order	\$4,888
Revised Contract Amount	\$695,642

## Monthly Award and Change Order Summary (December 2019)

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

### CHANGE ORDERS

JM Management LLC – Bid #12557

Floor Renovation - NLC

Purchase Order No. 35273

Change Order No. 1

#### Scope

Flooring replacement and corridor refurbishment at North Lake College.

#### Change

This change order adds 40 days due to carpet supplier delays.

Original Contract Amount	\$806,950
Change Order Limit/Contingency	\$121,043
Prior Change Order Total Amounts	\$0
Net <b>Increase</b> this Change Order	\$0
Revised Contract Amount	\$806,950

308 Construction, LLC – Bid #12510

Storefront/Vestibule – ECC

Purchase Order No. B35287

Change Order No. 1

#### Scope

Replace storefront and vestibules at El Centro College.

#### Change

This change order provides a credit for the Schneider access card system that is no longer required.

Original Contract Amount	\$512,407
Change Order Limit/Contingency	\$76,861
Prior Change Order Total Amounts	\$0
Net <b>Decrease</b> this Change Order	(\$13,325)
Revised Contract Amount	\$499,082

Acumen Enterprises, Inc. – Bid #12528

Mechanical Projects - BHC

Purchase Order No. B35262

Change Order No. 1

Scope

Various mechanical projects at Brookhaven College, including the replacement of 3 heating hot water boilers in the central plant.

Change

This change order adds material and labor to upgrade boiler controls, conduit, wire, flue damper actuators, 120V/24V transformers and additional gauges at the natural gas piping. The existing controls are antiquated, and the new controls allow for boiler cascading (high efficiency and load responsive).

Original Contract Amount	\$596,400
Change Order Limit/Contingency	\$89,460
Prior Change Order Total Amounts	\$0
Net <b>Increase</b> this Change Order	\$6,243
Revised Contract Amount	\$602,643

Joel Brown – Bid #12558

Alamito Hall Renovation – RLC

Purchase Order No. B35272

Change Order No. 1

Scope

Renovation of existing areas of Alamito Hall 1<sup>st</sup> and 2<sup>nd</sup> floors at Richland College.

Change

This change order provides additional demo and infill required after the abatement demo was completed. The work includes removing IT wires, floor infill, concrete coring for data, framing walls, paint & texture, re-route plumbing, combining electrical panels install ceiling tiles.

Original Contract Amount	\$1,175,000
Change Order Limit/Contingency	\$176,250
Prior Change Order Total Amounts	\$0
Net <b>Increase</b> this Change Order	\$85,161
Revised Contract Amount	\$1,260,161

# INFORMATIVE REPORT NO. 8G

## Facilities Maintenance Projects Status Report for the Period Ending December 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	338,120	4/2017	4/2020
	Refurbish Expansion Tanks at Central Plant	25,577	25,577	4/2017	4/2020
		<u>599,096</u>	<u>592,853</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>862,520</u>	<u>730,812</u>		
DSC	District Wide Cabling Infrastructure Upgrades	32,435,900	8,982,586	5/2017	4/2020
	District Wide Asbestos and Environmental Services	100,401	100,401	11/2017	On-Going
		<u>32,536,301</u>	<u>9,082,987</u>		
ECC	Replace Exterior Doors	89,657	75,220	5/2016	3/2020
	Door/Lock Replacement	213,538	210,094	5/2016	3/2020
	Replace Windows/Installation	142,884	136,715	5/2016	3/2020
	Repair Stucco Over Deck	112,154	87,268	5/2016	3/2020
		<u>558,233</u>	<u>509,297</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	1,483,572	1,483,572	2/2019	2/2020
	Chemistry Lab Renovation	1,888,511	1,888,511	3/2019	4/2020
		<u>4,383,043</u>	<u>3,729,075</u>		
MVC	Replace Crawl Space Pipe Insulation	1,372,900	124,267	5/2017	8/2020
	Upgrade Breaker Panels	678,950	163,415	5/2017	8/2020
	Repaint Exterior Thermal Storage Tank	33,948	72,181	5/2017	8/2020
	Upgrade Lighting System	549,160	69,085	5/2017	8/2020
	Upgrade Distribution Panels at East and West Campus	468,476	115,035	5/2017	8/2020
	Upgrade Air Handling Units	274,580	366,725	5/2017	8/2020
	Electrical Substation Maintenance	67,895	74,606	5/2017	8/2020
	Replace Return Air Handling Units Buildings J and F	61,781	36,125	5/2017	8/2020
	Replace and Intergrate Fan Motors and Drives	101,843	20,183	5/2017	8/2020
	Upgrade Campus Clock System	42,095	50,649	5/2017	8/2020
		<u>3,651,628</u>	<u>1,092,271</u>		
NLC	Replace Electrical Switchgear	492,918	307,947	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	3/2020
	Upgrade Baseball Dugouts	122,211	2,781	7/2018	3/2020
	Refurbish Tennis Courts	108,632	2,472	7/2018	3/2020
	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	3/2020
	Flooring Replacement	45,389	44,453	9/2017	4/2020
	Corridor Refurbishment	735,121	668,061	9/2017	4/2020
	Re-Carpet the Cafeteria	201,041	130,601	9/2017	4/2020
	Re-Carpet Bldg C	96,133	77,271	9/2017	4/2020
		<u>3,920,853</u>	<u>2,415,958</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
	Alamito Hall Reconfiguration of First & Second Floor	1,570,811	1,570,811	2/2017	3/2020
		<u>3,211,815</u>	<u>2,215,359</u>		
		<u>49,723,489</u>	<u>20,368,612</u>		

## INFORMATIVE REPORT NO. 8H

### DCCCD Foundation Report (January 2020)

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

#### **DCCCD Foundation Net Assets**

09/01/14 \$40,327,988  
09/01/15 \$41,183,692  
09/01/16 \$43,049,433  
09/01/17 \$52,709,066  
09/01/18 \$56,485,722  
09/01/19 \$57,812,606

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

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs &amp; Services</u>	<u>Total</u>
September 2019	\$ 35,505	\$234,695	\$270,200
October 2019	\$ 1,732	\$ 53,845	\$ 55,577
November 2019	\$ 38,773	\$251,245	\$290,018
December 2019	\$ 14,999	\$511,840	\$526,839
<b>Total</b>	<b>\$ 91,009</b>	<b>\$1,051,625</b>	<b>\$1,142,634</b>

#### **Funding Priorities**

<u>Priority</u>	<u>Total Raised</u>	<u>Total Pledged</u>
LevelUp Scholarship	\$1,255,640	

#### **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%
Eastfield	2019 Eastfield College Baseball Challenge	115	\$10,000/\$8,317	83%

## INFORMATIVE REPORT NO. 8I

### Notice of Grant Awards (February 2020)

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: Richland College

Purpose: To enhance the ability of the public community and community/technical colleges by responding to industry and workforce training needs and develop incentives for the public community/technical colleges. Partnership with the community to provide customized assessment and training in a timely and efficient manner. The main goal is to increase the skills level and wages of the Texas workforce.

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

Funding Source: Texas Workforce Commission

Students Served: 100

Amount: \$21,000

Term: October 11, 2019 – September 30, 2020

Recipient: Richland College

Purpose: Deliver customized manufacturing skills, process improvement, technology and leadership training to 272 business partner employees.

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

Funding Source: Texas Workforce Commission

Students Served: 272

Amount: **Increase: \$15,360 Award Total \$434,328**

Term: April 1, 2019 – June 30, 2020

Recipient: Mountain View College

Purpose: Funds were awarded to institutions which demonstrated an increase in nursing/diploma graduates between the academic year 2017 and academic year 2018.

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

Funding Source: Texas Higher Education Coordinating Board

Students Served: 100

Amount: \$24,569

Term: September 1, 2019- August 31, 2020

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 \$1,721,527

January 2020 -

February 2020 \$60,929.00

March 2020

April 2020

May 2020

June 2020

July 2020

August 2020

Total to Date \$13,324,791



INFORMATIVE REPORT NO. 8J

Contracts for Educational Services

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

BROOKHAVEN COLLEGE - \$7,455	
Ford	Automotive

CEDAR VALLEY COLLEGE - \$4,500	
KLLM	Co-enrollment in Logistics Training

EASTFIELD COLLEGE – NO REPORT	
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EL CENTRO COLLEGE – NO REPORT	
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MOUNTAIN VIEW COLLEGE – NO REPORT	
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NORTH LAKE COLLEGE - \$9,842	
Construction Education Foundation	Construction Education Foundation
TEXO	TEXO

RICHLAND COLLEGE - \$9,280	
City of Garland	City of Garland
Dallas County	Dallas County

**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	\$ 5,467	\$ 31,946	\$ 7,680	\$ 8,055	\$ 78,648	\$ 12,640	\$ 18,283	\$ 162,719
December 2019	\$ 7,455	\$ 4,500	\$ 0	\$ 0	\$ 0	\$ 9,842	\$ 9,280	\$ 31,077
January 2020	\$	\$	\$	\$	\$	\$	\$	\$
February 2020	\$	\$	\$	\$	\$	\$	\$	\$
March 2020	\$	\$	\$	\$	\$	\$	\$	\$
April 2020	\$	\$	\$	\$	\$	\$	\$	\$
May 2020	\$	\$	\$	\$	\$	\$	\$	\$
June 2020	\$	\$	\$	\$	\$	\$	\$	\$
July 2020	\$	\$	\$	\$	\$	\$	\$	\$
August 2020	\$	\$	\$	\$	\$	\$	\$	\$
<b>Total to Date</b>	<b>\$ 121,078</b>	<b>\$ 52,148</b>	<b>\$ 88,711</b>	<b>\$ 61,240</b>	<b>\$ 333,854</b>	<b>\$ 192,344</b>	<b>\$ 57,748</b>	<b>\$ 907,123</b>

**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
<b>Total</b>	<b>\$1,543,057</b>	<b>\$1,558,220</b>	<b>\$1,821,993</b>	<b>\$2,103,768</b>	<b>\$2,357,630</b>	<b>\$1,938,279</b>	<b>\$ 2,006,145</b>

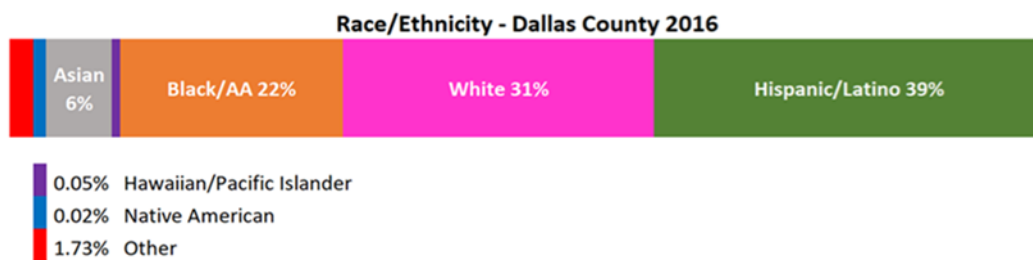
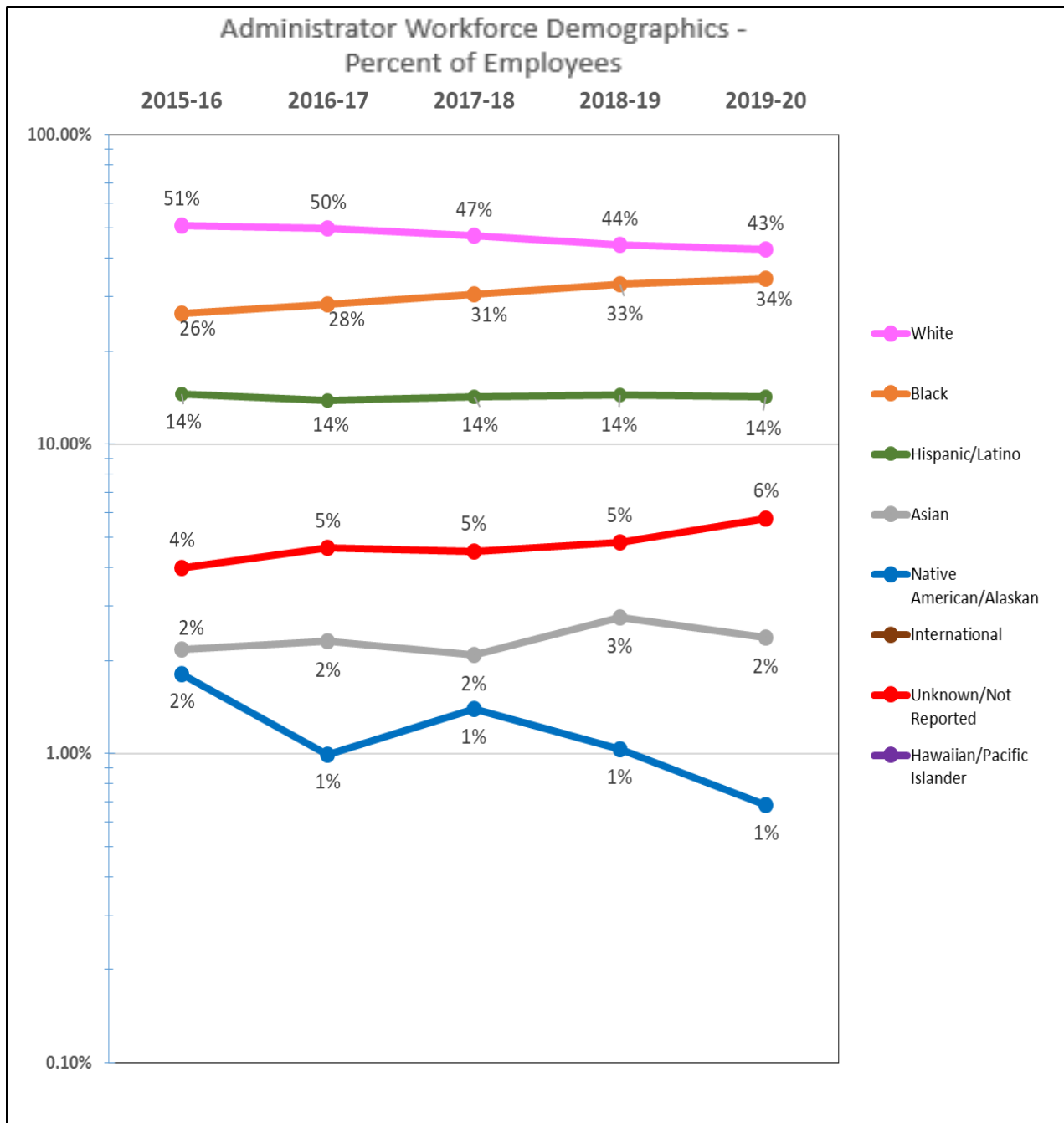
## INFORMATIVE REPORT NO. 8K

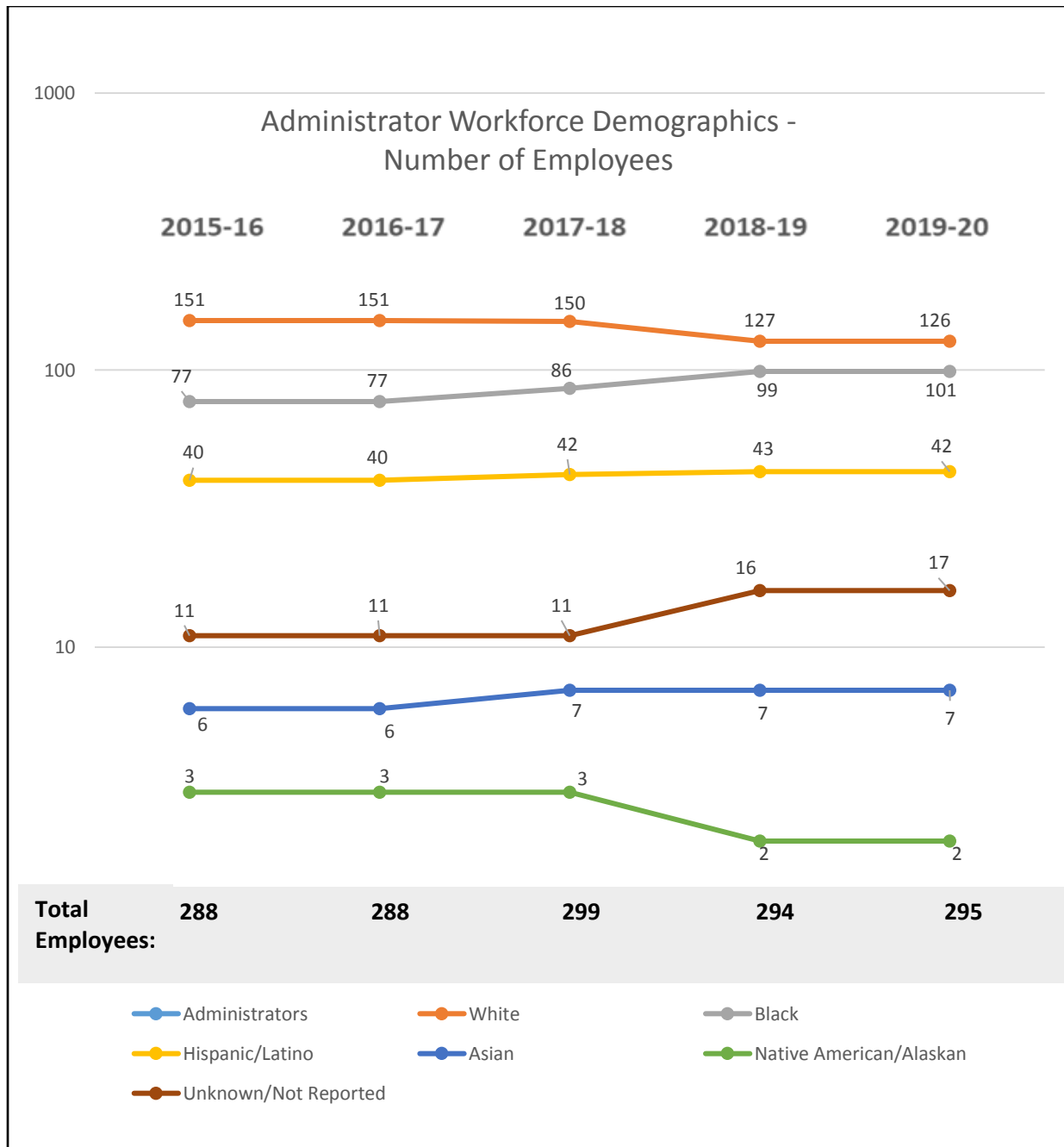
### Workforce Demographics

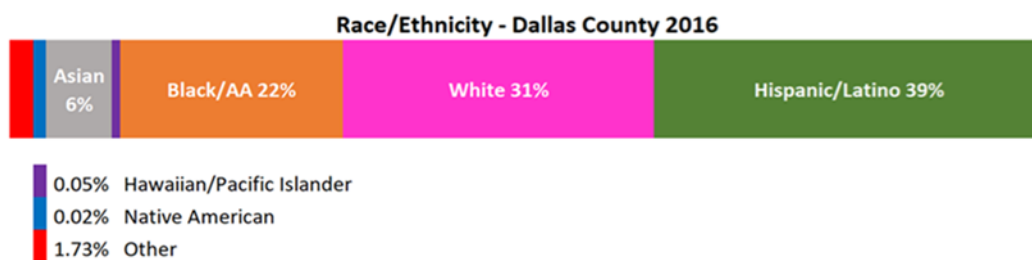
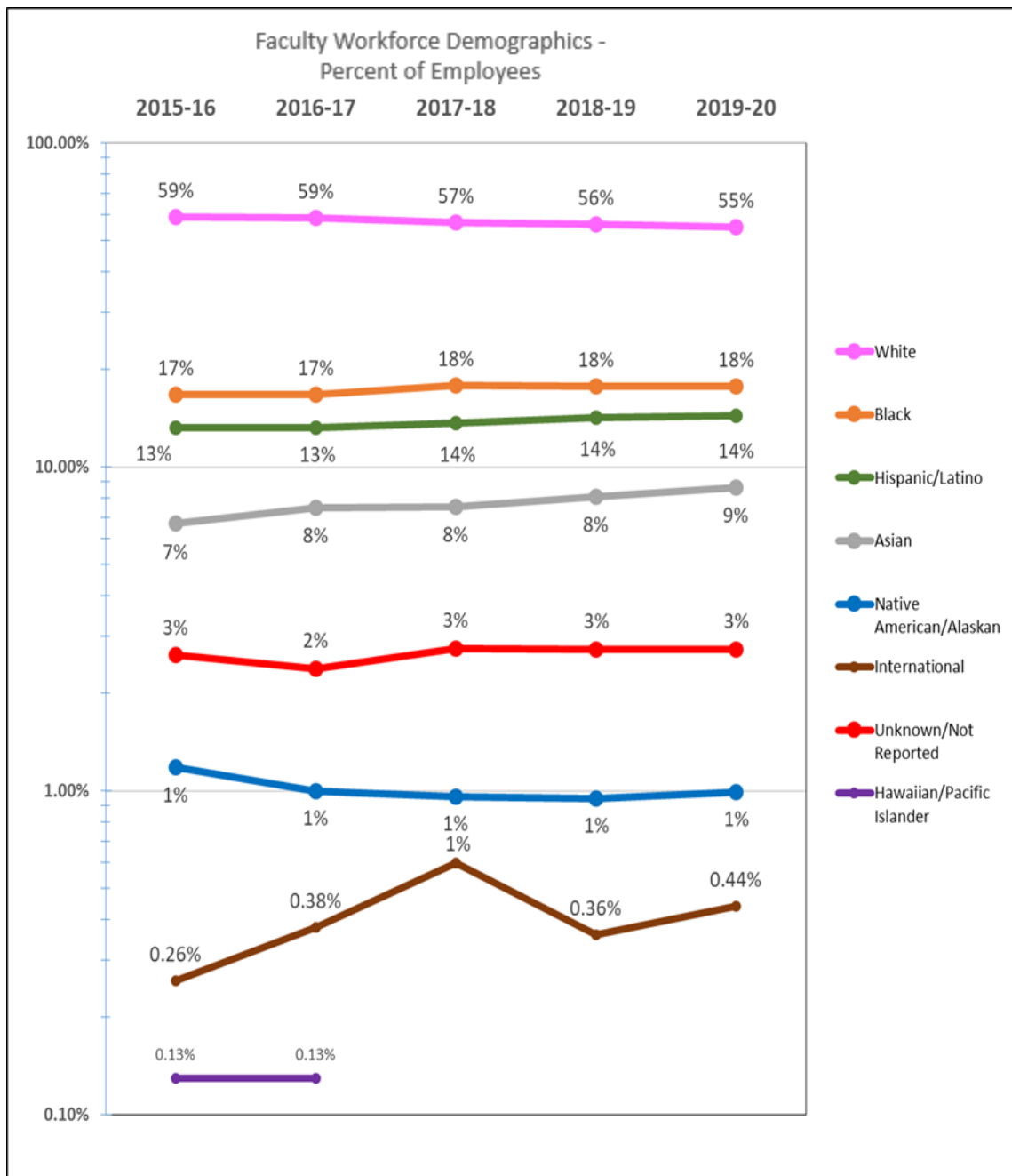
The Chancellor presents the Workforce Demographics report as of December 31, 2019.

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.

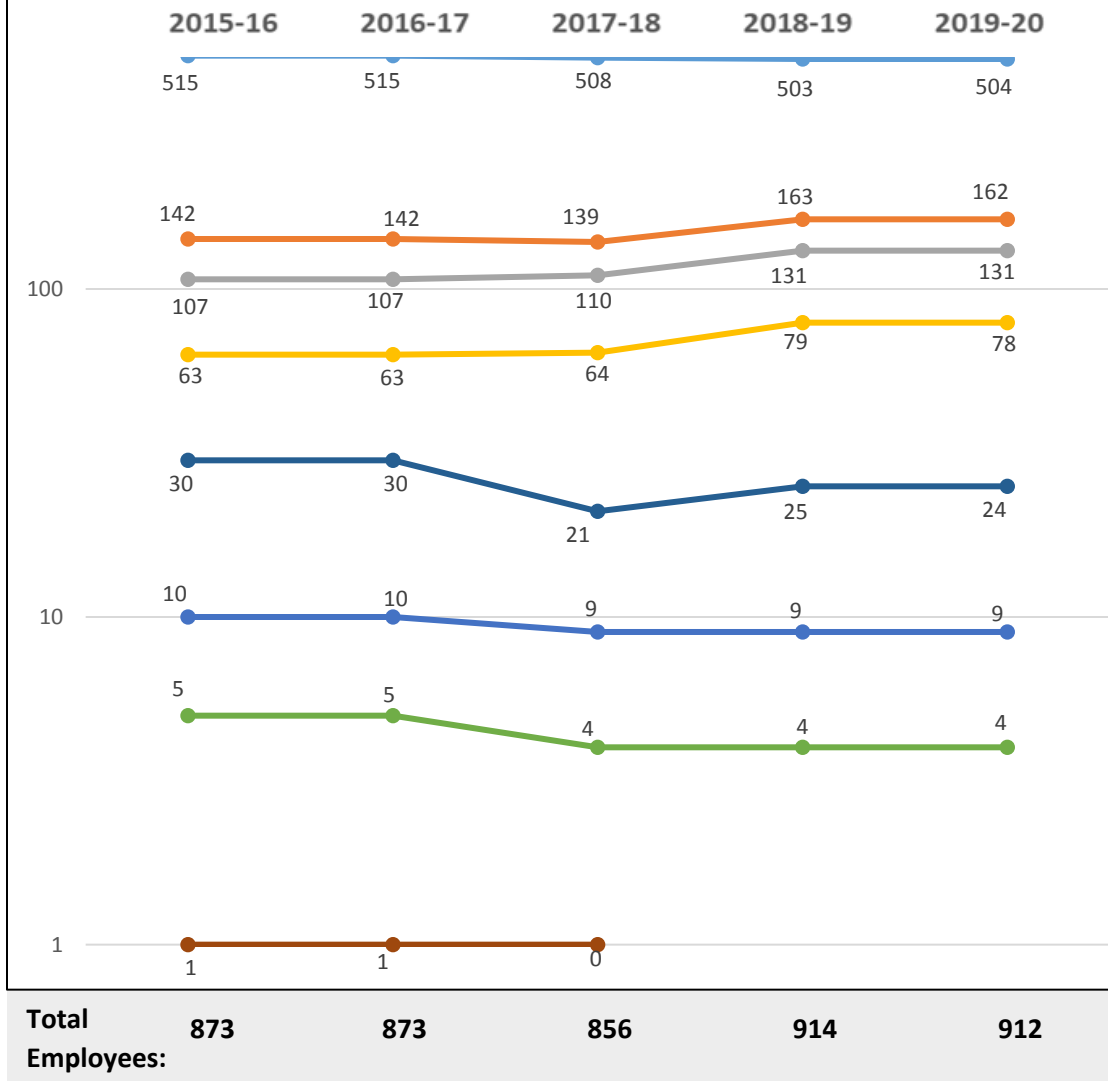
Data is provided in percentage of employees as well as number of employees.

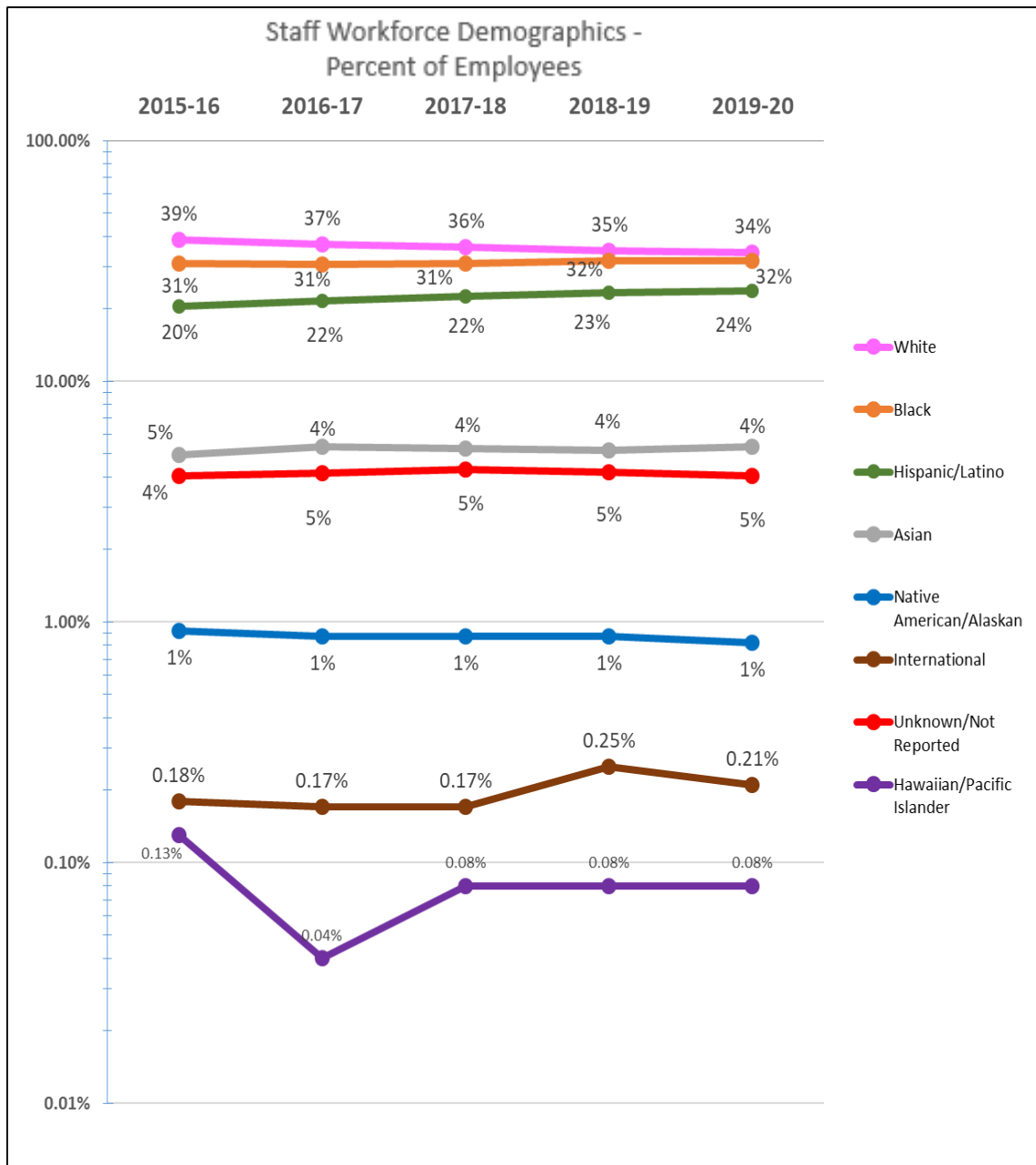




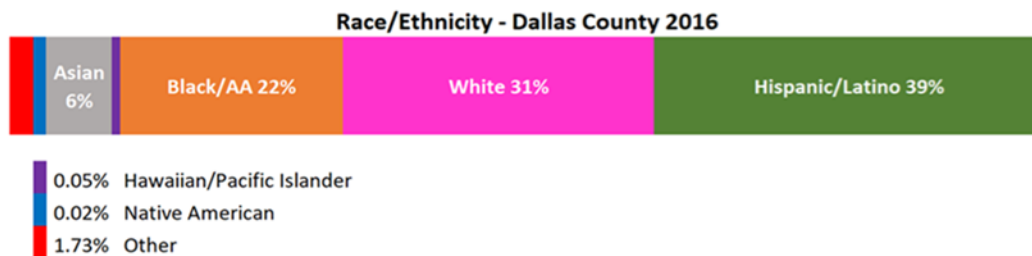


## Faculty Workforce Demographics - Number of Employees



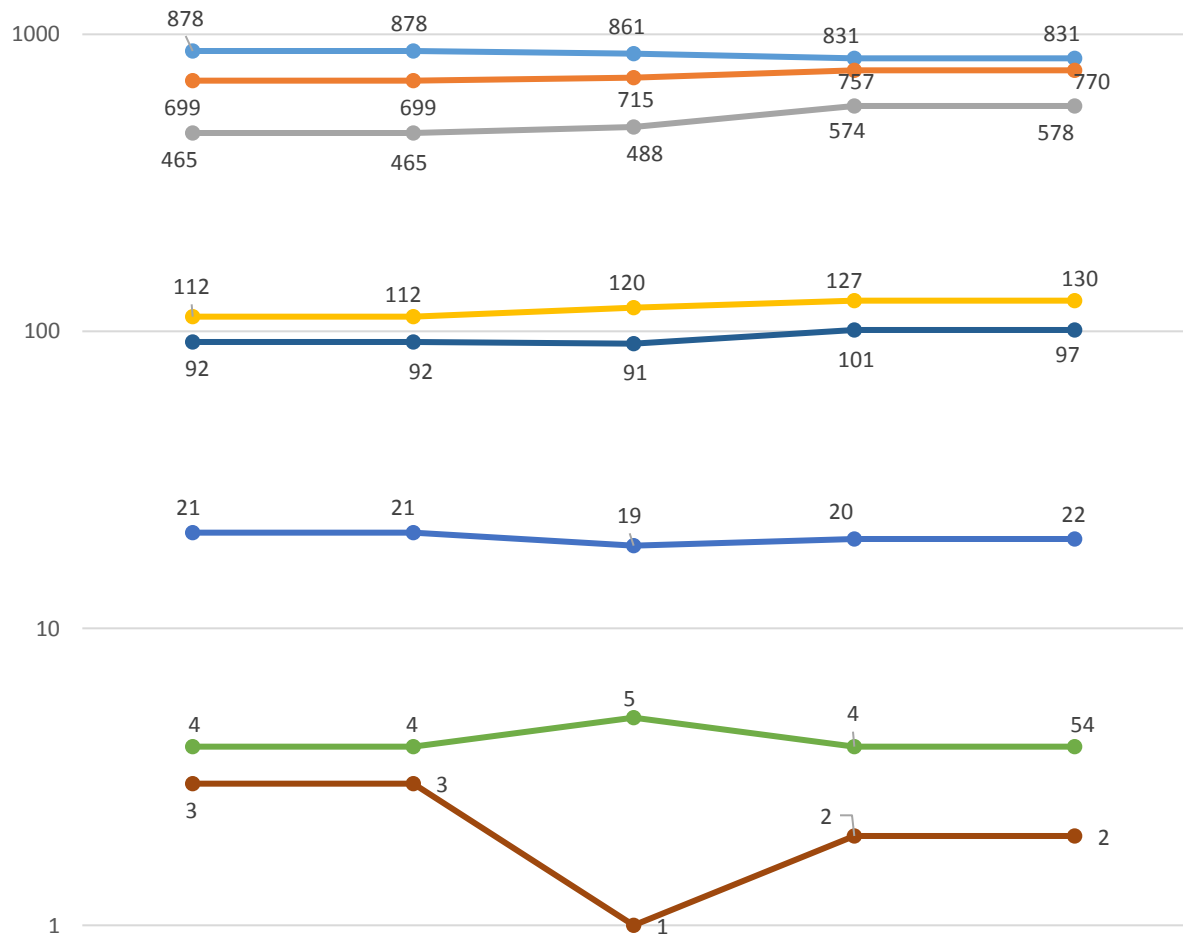


\*Pacific Islander included with Asian count prior to Fiscal Year 2012/2013





## Staff Workforce Demographics - Number of Employees



**Total Employees:**      **2274**                      **2274**                      **2300**                      **2416**                      **2435**

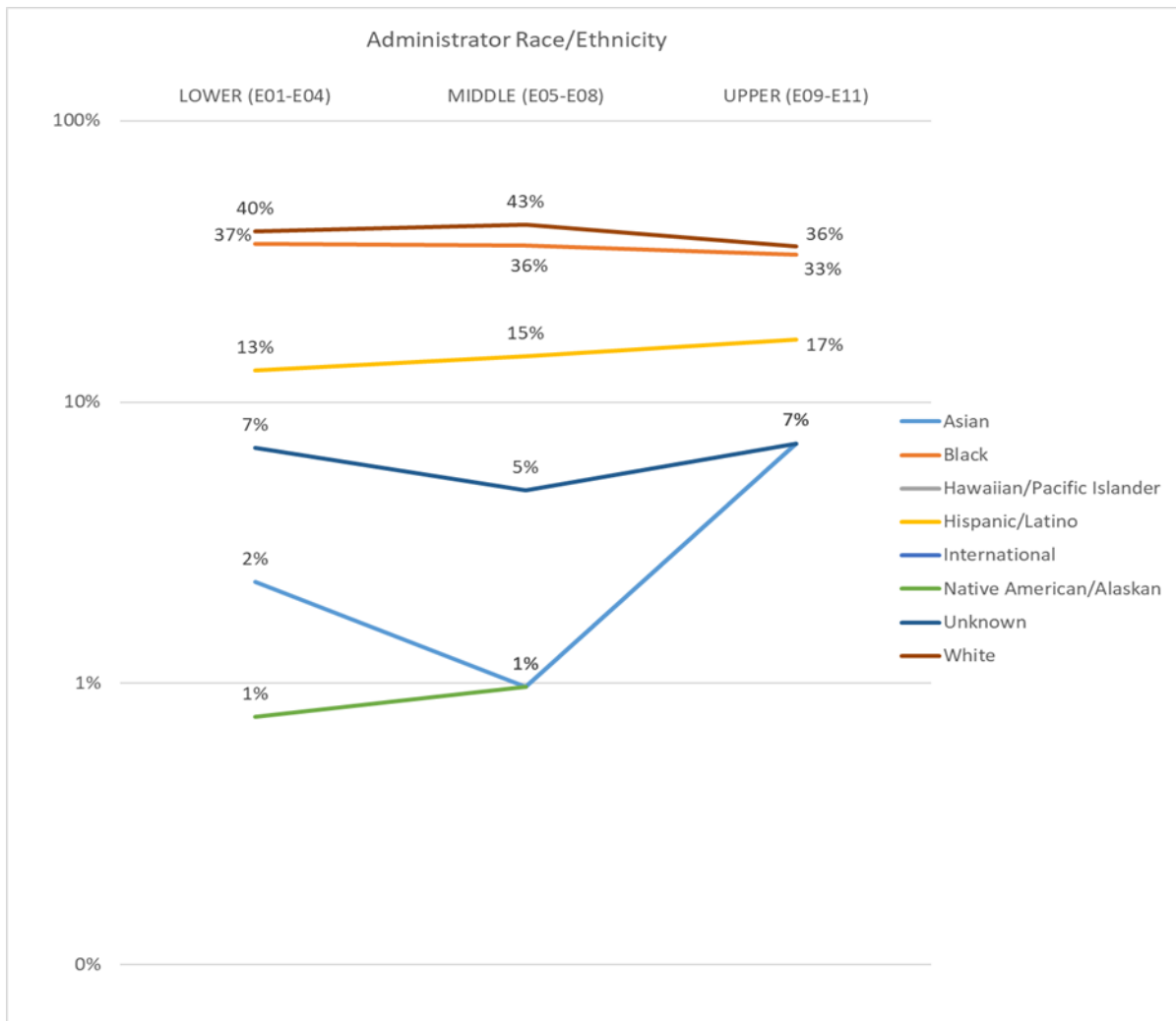


INFORMATIVE REPORT NO. 8L

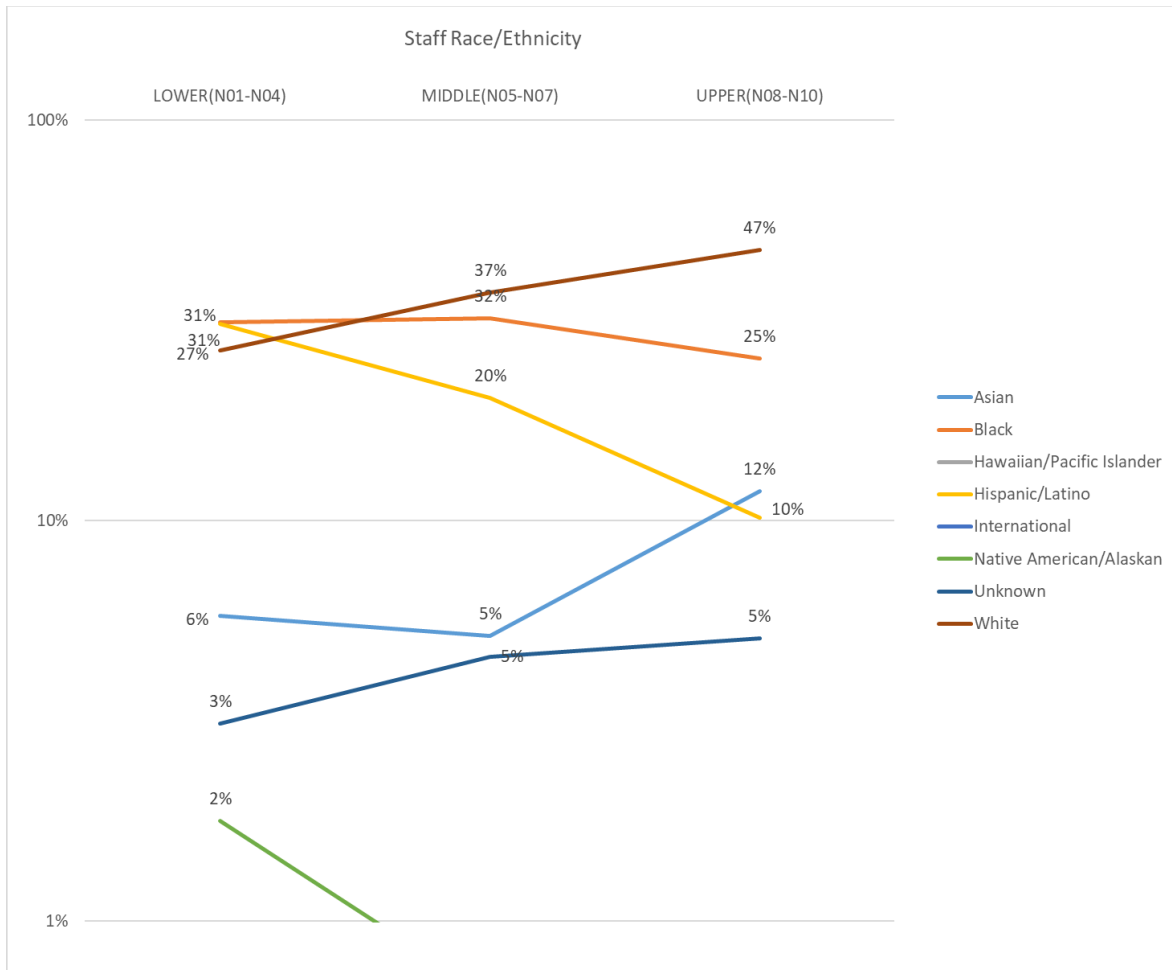
Workforce Demographics by Salary Range

The Chancellor presents the workforce demographics by salary range report as of December 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 ranges upper, middle and lower ranges as indicated below.



Race/Ethnicity	Lower (E01-E04)		Middle (E05-E08)		Upper (E09-E11)	
Asian	3	2%	1	1%	3	7%
Black	48	37%	37	36%	14	33%
Hawaiian/Pacific Islander	0	0%	0	0%	0	0%
Hispanic/Latino	17	13%	15	15%	7	17%
International	0	0%	0	0%	0	0%
Native American/Alaskan	1	1%	1	1%	0	0%
Unknown	9	7%	5	5%	3	7%
White	53	40%	44	43%	15	36%



Race/Ethnicity	Lower (N01-N04)		Middle (N05-N07)		Upper (N08-N10)	
Asian	39	6%	79	6%	7	11%
Black	211	31%	490	31%	15	26%
Hawaiian/Pacific Islander	1	0%	1	0%	0	0%
Hispanic/Latino	209	31%	310	17%	6	11%
International	2	0%	3	0%	0	0%
Native American/Alaskan	12	2%	10	1%	0	0%
Unknown	21	3%	70	5%	3	2%
White	180	27%	568	40%	28	49%