

**SPECIAL MEETING OF THE BOARD OF TRUSTEES
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOLS**

**District Office
1601 South Lamar Street
Lower Level, Room 007
Dallas, TX 75215
Tuesday, June 4, 2013
3:00 PM**

AGENDA

- I. Certification of notice posted for the meeting
- II. Citizens desiring to address the board regarding agenda items
- III. Consent Agenda: If a trustee wishes to remove an item from the consent agenda, it will be considered at this time.

Minutes

1. Approval of Minutes of the May 7, 2013 Special Meeting
 2. Approval of Minutes of the May 7, 2013 Special Meeting (Public Forum)
 3. Approval of Minutes of the May 14, 2013 Special Meeting
- IV. Update on search activities to date
 - V. Adoption of the "Search Committee Code of Ethics"
 - VI. Board discussion of Greenwood/Asher proposal on background checks
 - VII. Review, discuss and take action on other search related details
 - VIII. Executive Session

The Board may conduct an executive session as authorized under 551.074 of the Texas Government Code to deliberate on personnel matters, including a discussion of the Chancellor's performance, his retirement date, and any prospective employee who is noted in Employment of Contractual Personnel.

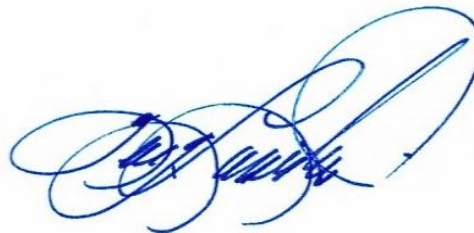
The Board may conduct an executive session under 551.071 of the Texas Government Code to seek the advice of its attorney and/or on a matter in

which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with the Open Meetings Act.

IX. Adjournment

**CERTIFICATION OF NOTICE POSTED
FOR JUNE 4, 2013
SPECIAL MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOLS
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., 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 May, 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 31st day of May 2013, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 1

Approval of Minutes of the May 7, 2013 Special Meeting

It is recommended that the Board approve the minutes of the May 7, 2013 Board of Trustees Special Meeting (Chancellor's Search Committee).

Board Members and Officers Present:

Mr. Jerry Prater, Chair

Ms. Charletta Rogers Compton (arrived at 2:45 p.m.)

Mr. Bob Ferguson, Search Committee Chair

Ms. Diana Flores

Mr. Wesley Jameson

Dr. Wright Lassiter (secretary and chancellor)

Mr. JL Sonny Williams

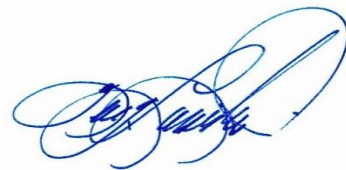
Members Absent:

Mr. Bill Metzger

Committee Chair Ferguson convened the meeting at 2:39 p.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE MAY 7, 2013
SPECIAL MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., 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 3rd day of May 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 3rd day of May 2013 to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

Dr. Lassiter certified the notice had been posted as required.

Citizens desiring to address the board regarding agenda items

There were none.

Finalize selection of Executive Search Consultant

Based on the positive reference results and negotiated contract pricing of \$90,000, with other direct reimbursable expenses not to exceed \$25,000 without approval of the Executive Vice Chancellor of Business Affairs, Trustee Prater moved and Trustee Williams seconded a motion to place a contractual recommendation with Greenwood/Asher & Associates, Inc. on the regular Board agenda. The motion passed.

Review, discuss & take action on other search related details

The updated flow chart was reviewed, and pending schedule confirmations, the Board agreed that a special meeting would be posted for May 14 to begin more formal work with the consultant.

Adjournment

Committee Chair Ferguson adjourned the special session at 2:55 p.m. with a motion by Trustee Williams and a second by Trustee Jameson.

Approved:



Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 2

Approval of Minutes of the May 7, 2013 Special Meeting (Public Forum)

It is recommended that the Board approve the minutes of the May 7, 2013 Board of Trustees Special Meeting (Public Forum).

Board Members and Officers Present:

Mr. Jerry Prater, Chair
Ms. Charletta Rogers Compton
Mr. Bob Ferguson
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Wright Lassiter (secretary and chancellor)
Mr. JL Sonny Williams

Members Absent:

Mr. Bill Metzger

Chair Prater convened the meeting at 6:04 p.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE MAY 7, 2013
SPECIAL MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., 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 3rd day of May 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 3rd day of May 2013 to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054..



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

Dr. Lassiter certified the notice had been posted as required.

Public input regarding chancellor qualifications

One speaker, Rene Martinez representing LULAC District 3, proposed that the next chancellor be tasked to actively recruit additional Latino students, to provide a smooth transition path for students continuing studies beyond community college, and continuing emphasis in hiring diverse faculty, staff and administrators throughout the District.

The trustees directed the staff to continue to accept input through telephone and email as the final position profile is confirmed.

Executive Session

There was no Executive Session.

Adjournment

Chair Ferguson adjourned the meeting at 6:17 p.m. with a motion from Trustee Prater and a second by Trustee Flores.

Approved:



Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 3

Approval of Minutes of the May 14, 2013 Special Meeting

It is recommended that the Board approve the minutes of the May 14, 2013 Board of Trustees Special Meeting (Chancellor's Search Committee).

Board Members and Officers Present:

Mr. Jerry Prater, Chair
Mr. Bob Ferguson, Search Committee Chair
Ms. Diana Flores
Dr. Wright Lassiter (secretary and chancellor)
Mr. JL Sonny Williams

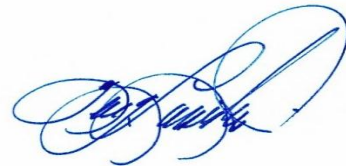
Members Absent:

Ms. Charletta Rogers Compton
Mr. Wesley Jameson
Mr. Bill Metzger

Committee Chair Ferguson convened the meeting at 3:20 p.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE MAY 14, 2013
SPECIAL MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., 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 10th day of May 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 10th day of May 2013 to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

Dr. Lassiter certified the notice had been posted as required.

Citizens desiring to address the board regarding agenda items

There were none.

Approval of minutes of the April 29, 2013 Special Board Meeting

Trustee Prater moved and Trustee Flores seconded a motion to approve the minutes. Motion passed.

Executive Session

Chair Ferguson called for an executive session for the purpose of consulting with legal counsel, and that session began at 3:25 and ended at 4:15, whereupon the public meeting was gaveled back into session.

Overview of process details, including timeline, advertising, profile/description, and other topics as identified by the consultant, with opportunity for the board to review, discuss and take action

Consultants Jan Greenwood and Marion Frenche, representing Greenwood/Asher & Associates, provided details and recommendations related to the Chancellor's search.

Attending members of the committee confirmed their interest in adopting the "Search Committee Code of Ethics" as recommended by Dr. Greenwood. Members absent will be updated about the meeting discussion. A copy of the code, including a signature line for each committee member, will be prepared for completion.

The Board was encouraged to finalize the profile as this content is required to produce the position description and advertising. Staff was directed to work with Dr. Greenwood to prepare a draft for final review by the committee. While Dr. Greenwood indicated that she would like to have that finalized document by Friday, May 24, the Board did not confirm.

Dr. Greenwood asked that the "Questions for Prospects" be reviewed, with suggestions for questions 1-6 sent to staff.

Review, discuss & take action on other search related details

To assist absent members in remaining current in the discussion and process, staff was directed to provide handouts, a copy of "Who," along with discussion notes in the weekend packet.

Question/Comments from the Board and Chancellor

There were none.

Adjournment

Committee Chair Ferguson adjourned the special session at 5:33 p.m. with a motion by Trustee Flores and a second by Trustee Williams.

Approved:

A handwritten signature in blue ink, appearing to read "Wright L. Lassiter, Jr.", written in a cursive style.

Wright L. Lassiter, Jr., Secretary