

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

**R.L. Thornton, Jr. Administration Building**

**701 Elm Street**

**Board Room (4<sup>th</sup> floor)**

**Dallas, TX 75202**

**Tuesday, July 10, 2007**

**4:00 p.m.**

**AGENDA**

- I. Certification of Posting of Notice of the Meeting
- II. Citizens Desiring to Address the Board Regarding Agenda Items
- III. Richland Collegiate High School Status Report
- IV. Consideration of Bids
- V. Consent Agenda: If a trustee requests an item to be removed from the consent agenda, it will be considered at this time.

Minutes

1. Approval of Minutes of the June 5, 2007 Work Session
2. Approval of Minutes of the June 5, 2007 Regular Meeting
3. Approval of the Minutes of the June 22, 2007 Special Meeting

Policy Reports

4. Acceptance of Gifts
5. Revision of Part-time Rates Due to Increased Minimum Wage
6. Proposed Licensed Professional Salary Schedule
7. Presentation of Board Calendar for August 1, 2007-December 31, 2008

Buildings and Grounds Reports

8. Approval of Change Order with Cactus Systems, Inc.
9. Approval of Agreement with Page Southerland Page, LLP by PSP Architects-Engineers, Inc. its Managing Partner

Financial Reports

10. Approval of Expenditures for May 2007
11. Presentation of Budget Report for May 2007
12. Presentation of 3rd Quarter Investment Transactions
13. Presentation of 3rd Quarter Financial Statements
14. Approval of Schedule for Tax Rate and Budget Adoption
15. Approval of Resolution to Establish a Book Loan Fund for

Brookhaven College, Cedar Valley College, Eastfield College, El Centro College, Mountain View College, North Lake College and Richland College

16. Approval of Interlocal Agreement with The Dallas County Hospital District
17. Approval of Interlocal Agreement with The Texas Forest Service
18. Approval of Agreement with TFP Group, Inc.
19. Approval of Interlocal Agreements with The University of Texas Southwestern Medical Center at Dallas

VI. Individual Items

20. Renewal of Chancellor's Employment Contract
21. Approval of Resolution Extending Chancellor's Deferred Compensation
22. Non-Renewal of Administrator
23. Consideration of Resignations and Retirements
24. Approval of Warrant of Appointment for Security Personnel
25. Employment of Contractual Personnel

VII. Informative Reports

26. Notice of Grant Awards
27. Receipt of Business and Corporate Contracts
28. Monthly Award and Change Order Summary
29. Progress Report on Construction Projects
30. Bond Program Report on Projects
31. Firms and Persons Considered for Awards

VIII. Questions/Comments from the Board and Chancellor

IX. Citizens Desiring to Appear Before the Board

- X. 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 any prospective employee who is noted in Employment of Contractual Personnel.

As provided by §551.072 of the Texas Government Code, the Board of Trustees may conduct an executive session to deliberate regarding real property since open deliberation would have a detrimental effect upon negotiations with a third person.

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. The Board may seek or receive its attorney's advice on other legal matters, including the Clear Channel case, during this executive session.

XI. Adjournment of Regular Meeting

**CERTIFICATION OF POSTING OF NOTICE JULY 10, 2007  
REGULAR 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 6<sup>th</sup> day of July, 2007, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 6<sup>th</sup> day of July, 2007, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



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Wright L. Lassiter, Jr., Secretary

CONSIDERATION OF BIDS

Bid No.	Title and Vendor(s)	Location	Amount
11145	Heating Water Piping Replacement Maxim Mechanical Services, LP	ECC	\$498,700
11147	Construction Manager At Risk Amending Three Awards Starling Richardson Satterfield & Pontikes Construction Cadence McShane Corporation	NLC	\$7,452,700 \$12,076,584 \$7,552,700
11230	Courtyard Concrete Replacement Frank Dale Construction Co., Ltd.	EFC	\$198,572
11235	Brand Equity Survey Consulting Services Crescent Research, Inc.	DO	\$50,000
11236	Construction Materials Testing Service Consultants Various	Bond Projects	\$2,000,000
11238	Medical Manikins NASCO	ECC	\$29,354.04
11240	Environmental and Hazardous Materials Consulting Services Various	Bond Projects	\$800,000
11241	Virtual Live Classroom Horizon Wimba, Inc.	D-W	\$104,356
11244	Childcare Furniture and Classroom Materials Kaplan Early Learning Company	BHC	\$56,372.46

11247	Demolition and Grading Site for Eastfield College Pleasant Grove Campus LVI Facility Services, Inc.	EFC	\$217,327
12251	Expansion of Fire Sprinkler System Mart, Inc.	RLC	\$48,223
12252	Generator Installation WHF Electrical Contractors, Inc.	DSC	\$441,500
12253	Food Service Subway Real Estate Corporation	D-W	\$120,000
5D59372 6D49668	Computerized Virtual Intravenous Trainer Laerdal Medical Corporation	ECC & MVC	\$45,225
---	Alternate Assessment Instruments The College Board	D-W	(2-year estimate) \$700,000

RESOURCE: Philip Todd  
Director of Purchasing  
(972) 860-4004

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11145  
HEATING WATER PIPING REPLACEMENT  
EL CENTRO COLLEGE

RESPONSE: Of two companies that satisfied the mandatory site visit requirement, two bids were received.

COMPARISON OF BIDS:

Maxim Mechanical Services, LP	\$498,700
Brandt Engineering	\$1,223,426

RECOMMENDATION FOR AWARD:

MAXIM MECHANICAL SERVICES, LP	\$498,700
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LOW BID

COMMENTS: This project is for the replacement of heating water piping on floors 1-2 and 4-8 in building C, plus chilled water valve replacement in the basement.

A ten percent (10%) contingency fund based on the awarded amount is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in renovation construction account #27203 in divisions #91-05-963502 and #91-05-963503.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AMENDMENT OF AWARDS – RFP  
NO. 11147 CONSTRUCTION MANAGERS AT RISK FOR THREE  
OF THE 12 PROJECTS  
NORTH LAKE COLLEGE

RECOMMENDATION FOR AMENDMENT TO AWARDS:

See Attached

COMMENTS:

The amended construction budget shown on this Board document includes the original and amended Phase I Preconstruction Fee, Phase II Fee, cost for the CMAR to perform the general conditions, and the Cost of the Work. The rationale for increasing the construction budget is attached.

The amended construction budget is within the previously established total project budget.

Administration further recommends the director of purchasing be authorized to execute contracts for these projects as amended.

FUNDING: 2004 Bond Program.



RFP 11147 CONSTRUCTION MANAGER AT RISK  
RECOMMENDATION FOR AMENDMENT TO AWARDS

<u>Company</u>	<u>College</u>	<u>Project</u>	<u>Original Award</u>	<u>Previously Approved Amendments</u>	<u>Proposed Increase</u>	<u>Amended Award</u>
Starling Richardson	NLC	North Campus	\$7,152,700	\$0	\$300,000	\$ 7,452,700
Satterfield & Pontikes	NLC	Science Building	\$8,765,600	\$2,560,984	\$750,000	\$12,076,584
Cadence McShane Corporation	NLC	South Campus	\$7,152,700	\$0	\$400,000	\$ 7,552,700

Summary of Changes:

North Lake College North Campus

Provide a four-pipe HVAC system. The initial higher costs of a four-pipe system will be more than offset by increased operation efficiency.

Provide conduit, outlets and applicable electrical service for use with a future security system.

As required by the City of Coppell, provide additional site requirements including landscaping and extension of paving in the parking lot to line up with existing median cuts in Royal Lane.

North Lake Science & Medical Professions Building

Provide conduit, outlets and applicable electrical service for use with a future security system.

To stay within the previously amended construction budget, consideration was given to constructing the shells of a laboratory and associated classrooms but leaving them unfinished. While staying within the present construction budget could also be achieved by reducing the size of the building, it is recommended that the construction budget be amended to finish out the laboratory and classrooms.

North Lake South Campus

Provide a four-pipe HVAC system. The initial higher costs of a four-pipe system will be more than offset by increased operation efficiency.

Provide conduit, outlets and applicable electrical service for use with a future video security system.

As required by the City of Irving, provide two deceleration lanes into the campus parking lots. One lane is needed off of MacArthur and the other off of Shady Grove.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11230  
COURTYARD CONCRETE REPLACEMENT  
EASTFIELD COLLEGE

RESPONSE: Of nine general contractors that attended the mandatory prebid meeting, one bid was received.

COMPARISON OF BIDS:

Frank Dale Construction Co, Ltd.	\$198,572
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RECOMMENDATION FOR AWARD:

FRANK DALE CONSTRUCTION CO., LTD.	\$198,572
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LOW AND ONLY BID

COMMENTS: This project is for the removal and replacement of broken and uneven concrete walkways to eliminate existing trip hazards located in the lower courtyard, which is part of the central pedestrian corridor through the campus. Included are associated drainage, irrigation and landscaping improvements.

A second bid was received without the required bonding and given no consideration. Follow-up inquiries of the other qualified bidders indicated two were too busy to quote, one was not satisfied with the specifications, one was out of town when bids were due, the project was too large for one, three calls to another yielded no response and one indicated difficulty with envisioning how to accomplish the project due to the confined work site. Rebidding is not expected to yield a significantly improved level of bidder response due to limited access and close confines of the project site.

A fifteen percent (15%) contingency fund based on the awarded amount is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

**FUNDING:** Funds are budgeted in other contracted services account #22321 in division #11-04-809000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11235  
BRAND EQUITY SURVEY CONSULTING SERVICES  
DISTRICT OFFICE

RESPONSE: Request for proposals were sent to 17 companies, and nine proposals were received from:

CMI	National Service Research
Creative Research	Research & Polling
Crescent Research, Inc.	Rincon & Associates
Decision Analyst, Inc.	Savitz Research Solutions
Lorraine & Associates	

RECOMMENDATION FOR AWARD:

CRESCENT RESEARCH, INC.	not to exceed \$50,000
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BEST PROPOSAL

COMMENTS: This recommendation is for a market research firm to develop and conduct a brand equity survey to measure the general public's awareness and perception of the District in several critical areas. The recommended company submitted a comprehensive proposal that was responsive to all of the District's specifications. They have demonstrated an in-depth knowledge of Dallas County demographics and the ability to conduct effective multicultural research in English and in Spanish.

Administration further recommends the executive director of public and governmental affairs be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in other contracted services account #22321 in division #11-10-107010.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFQ NO. 11236  
CONSTRUCTION MATERIALS TESTING SERVICE  
CONSULTANTS

RESPONSE: Requests for qualifications were sent to 116 prospective consultants, and 19 responses were received.

RECOMMENDATION FOR AWARD:

PER ATTACHED LIST Est. \$2,000,000

BEST PROPOSALS

COMMENTS: This project establishes a pool of professional consultants to be used on an as-needed basis to run concurrently with the 2004 bond program. As required by law, the recommended consultants were first selected based on their competency and then hourly and unit rates for their services were negotiated. The proposals were rated and ranked based on criteria published in the RFQ. Out of a maximum score of 100, 14 of the responses were rated at or above the cut-off rating of 70. The five responses that scored below 70 are not recommended for inclusion in the pool. The services include testing, analyzing and reporting on various materials that are to be used, or that were used in construction of projects managed by the bond program office. During the course of construction of a project, when construction material testing is needed, on a rotational or specialty basis, one of the consultants in the pool will be selected to provide a quotation for the services based on the rates in their contract. If the cost is found to be acceptable, an order for the services will be issued, referencing the master contract with the consultant. Being on the list of approved consultants is not a guarantee that any given consultant will provide services or be chosen for any specific project.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: 2004 Bond Program.

RFQ 11236  
CONSULTANT POOL FOR CONSTRUCTION MATERIAL TESTING

RECOMMENDED FOR INCLUSION IN THE CONSULTANT POOL:

ALLIANCE GEOTECHNICAL GROUP, INC.  
ALPHA TESTING, INC.  
BUREAU VERITAS NORTH AMERICA, INC.  
CTL/THOMPSON TEXAS, LLC  
ECS-TEXAS, LLP  
FUGRO CONSULTANTS, INC.  
GME CONSULTING SERVICES, INC.  
HVJ ASSOCIATES, INC.  
KLEINFELDER CENTRAL, INC.  
LAWRENCE ENGINEERING  
MAS-TEK ENGINEERING & ASSOCIATES, INC.  
PROFESSIONAL SERVICE INDUSTRIES, INC.  
RONE ENGINEERING SERVICES, LTD.  
STL ENGINEERS

NOT RECOMMENDED:

GEOTECHNICAL CONSULTING SERVICES, INC.  
GILES ENGINEERING ASSOCIATES, INC  
GLOBE ENGINEERS, INC.  
HJ & ASSOCIATES, INC.  
INTEGRATED TESTING & ENGINEERING COMPANY

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11238  
MEDICAL MANIKINS  
EL CENTRO COLLEGE

RESPONSE: Requests for bids were sent to 48 companies, and five bids were received.

COMPARISON OF BIDS:

NASCO	\$29,354.04
Products Unlimited	\$30,897.00
Laerdal Medical Corp.	\$31,095.90
Moore Medical, LLC	\$34,303.50
Thermo Fisher Scientific	\$37,120.23

RECOMMENDATION FOR AWARD:

NASCO	\$29,354.04
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LOW BID

COMMENTS: This award is for the purchase of nine medical manikins for use in the Allied Health Program. This purchase represents a portion of the initial Furniture, Fixture and Equipment investment for the building.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in minor equipment account #26101 in division #40-05-970501.



TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFQ NO. 11240  
ENVIRONMENTAL AND HAZARDOUS MATERIALS  
CONSULTING SERVICES

RESPONSE: Requests for bids were sent to 89 prospective consultants, and 12 responses were received.

PER ATTACHED LIST Est. Total \$800,000

### BEST PROPOSALS

COMMENTS: This project establishes a pool of professional consultants to be used on an as-needed basis to run concurrently with the 2004 bond program. As required by law, the recommended consultants were first selected based on their competency and then hourly and unit rates for their services were negotiated. The proposals were rated and ranked based on criteria published in the RFQ. Out of a maximum score of 100, six of the responses were rated at or above the cut-off rating of 70. The six responses that scored below 70 are not recommended for inclusion in the pool. The services include testing, analyzing, reporting and preparation of specifications for abatement of environmental and hazardous conditions and materials. Use of the consultants will be on a rotational or specialty basis. For any given project, one of the consultants in the pool will be selected to provide a quotation for the services based on the rates in their contract. If the cost is found to be acceptable, an order for the services will be issued, referencing the master contract with the consultant. Being on the list of approved consultants is not a guarantee that any consultant will be requested to provide services or be chosen for any specific project.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: 2004 Bond Program.

RFQ #11240  
CONSULTANT POOL  
FOR ENVIRONMENTAL AND HAZARDOUS MATERIALS

RECOMMENDED FOR INCLUSION IN THE CONSULTANT POOL:

BENCHMARK ENVIRONMENTAL CONSULTANTS  
LCA ENVIRONMENTAL, INC.  
LOPEZGARCIA GROUP  
PROFESSIONAL SERVICE INDUSTRIES, INC.  
STL ENGINEERS  
URS CORPORATION

NOT RECOMMENDED:

DOUGHERTY, SPRAGUE ENVIRONMENTAL, INC.  
EFI GLOBAL  
FARMER & ASSOCIATES, INC  
GILES ENGINEERING ASSOCIATES, INC.  
SIGMA ENVIRONMENTAL SOLUTIONS, INC.  
SOUTHWEST GEOSCIENCE

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11241  
VIRTUAL LIVE CLASSROOM SERVICE  
LECROY CENTER FOR TELECOMMUNICATIONS  
JULY 11, 2007 THROUGH JULY 10, 2010

RESPONSE: Requests for bids were sent to eight companies, and one bid was received.

RECOMMENDATION FOR AWARD:

HORIZON WIMBA, INC. \$104,356

LOW AND ONLY BID

COMMENTS: This recommendation is for the three-year provision of externally hosted internet virtual live classroom services to the District, via the LeCroy Center. The service will offer an online collaborative environment for faculty and students, including the Distance Learning program. The system will allow robust voice and text communications and integrate with the District's login and Blackboard medium.

Due to the unique nature of the services provided, rebidding is not expected to yield an improved level of bidder response.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in software account #27601 in division #14-28-028080.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11244  
CHILDCARE FURNITURE AND CLASSROOM MATERIALS  
BROOKHAVEN COLLEGE

RESPONSE: Requests for bids were sent to 104 companies, and three bids were received.

COMPARISON OF BIDS:

Kaplan Early Learning Center Company	\$56,372.46
BKM Total Office of Texas, L.P.	\$70,775.50
Business Interiors	\$74,328.16

RECOMMENDATION FOR AWARD:

KAPLAN EARLY LEARNING COMPANY	\$56,372.46
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LOW BID

COMMENTS: Products for use in the new Head Start facility include such items as children's chairs, cots, sheets, book displays, art and book easels, play tables, classroom tables, music centers, lockers and storage units and alphabet rugs.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in non-inventoriable furniture account #24503 in division #11-02-577095.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11247  
 DEMOLITION AND GRADING SITE FOR EASTFIELD COLLEGE  
 PLEASANT GROVE CAMPUS

RESPONSE: Requests for bids were sent to 17 companies, and four bids were received.

COMPARISON OF BIDS:

	base bid
LVI Facility Services, Inc.	\$197,327
Lindamood Construction Co., Inc.	\$208,000
Billy L. Nabors Wrecking	\$260,000
Prince & Associates	\$455,000
Allowance as needed for removal of contaminated soil, fill/replacement soil and construction fence	\$20,000

RECOMMENDATION FOR AWARD:

	not to exceed
LVI FACILITY SERVICES, INC.	\$217,327

LOW BID

COMMENTS: The services to be provided under this award include demolition of buildings and structures, grading the site, providing perimeter fencing and, to the extent needed, removal of contaminated soil plus providing fill soil to level the site. The allowance for removal / replacement of soil is an amount that would be added to the base bid of any successful bidder. The actual cost for soil removal / replacement will be based on a cubic yard rate. Site testing indicated contamination of some soil under a concrete slab and amount cannot be determined until the slab is removed. However, the allowance is expected to be sufficient to cover the cost.

A twenty percent (20%) contingency fund based on the awarded amount is recommended for unforeseen changes to this project because of the uncertainty of materials and items that may be encountered below grade. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: 2004 Bond Program.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11251  
EXPANSION OF FIRE SPRINKLER SYSTEM  
RICHLAND COLLEGE

RESPONSE: Of four companies that satisfied the mandatory site visit requirement, two bids were received.

COMPARISON OF BIDS:

Engineered Fire Systems, Ltd.	\$33,000
Mart, Inc.	\$48,223

RECOMMENDATION FOR AWARD:

MART, INC.	\$48,223
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LOW BID MEETING SPECIFICATIONS

JUSTIFICATION:

The low bidder is not recommended because most of the numerous references provided were construction companies rather than project owners. Of the project owners contacted, one was highly dissatisfied with the bidder's performance and offered assurances he would never use them again, one was for work unrelated to this project, one did not return calls, two were for project design rather than actual construction, and others dated back to 2001 and 2002.

COMMENTS: This project is to extend the existing wet fire sprinkler system in the Performance Hall to the costume shop and the scenery shop to bring those areas into code compliance.

A fifteen percent (15%) contingency fund based on the awarded amount is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in construction account #27201 in division #45-08-950817.



TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11252  
GENERATOR INSTALLATION  
DISTRICT SERVICE CENTER

RESPONSE: Of nine companies that satisfied the mandatory site visit requirement, seven bids were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

WHF ELECTRICAL CONTRACTORS, \$441,500  
INC.

LOW BID

COMMENTS: This project is to provide and install a 600 kilowatt generator to provide emergency power to satisfy the cooling, lighting and general electrical needs for maintenance of critical computer systems in the event of a power outage; includes a concrete pad plus all associated switches and connections necessary to complete the installation.

A fifteen percent (15%) contingency fund based on the awarded amount is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in equipment-special-inventoriable account #27431 in division #14-11-105050.

Bid #11252  
 Generator Installation  
 District Service Center

	Chickasaw Electical	Dal-Ec Construction, Ltd.	Groves Electrical Service, Inc.	Kennedy Electric, Inc.	Mart, Inc.	Reeves Construction Services, Inc.	WHF Electrical Contractors, Inc.
base bid	\$460,000	\$549,900	Onan \$466,476 Kohler \$532,741	\$496,320	\$568,300	\$518,200	\$441,500
alternate 1. route conduit overhead	no bid	4,200	no bid	10,065	1,942	no bid	5,100
alternate 2. 12/2007 installation	no bid	no bid	no bid	no bid	6,090	no bid	no bid

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11253  
FOOD SERVICE  
AUGUST 20, 2007 THROUGH AUGUST 18, 2017

RESPONSE: RFP documents were mailed to 36 companies, four companies no-bid and three proposals were received from the following:

Subway Real Estate Corp.  
Simon's Cafe  
Quizno's Sub

RECOMMENDATION FOR AWARD:

	Est. 10 yr. income
SUBWAY REAL ESTATE CORP.	\$120,000

BEST PROPOSAL

COMMENTS: The objective of this project was to select a competent, qualified and experienced contractor to provide quality food at reasonable prices to students, faculty, staff and community members. The menu will include a variety of quality food and beverage offerings for breakfast, lunch and dinner.

Historically, the food services needs of the District have had limited success via the use of various traditional delivery methods and providers. During the past year the District has explored various alternatives and delivery methods and determined that the branded food service delivery method appears to best serve the interest of the District. The decision making process to use branded food service providers involved the use of consultants, analysis of traditional and non-traditional delivery methods, plus surveying and visiting other colleges with similar operational needs and demographics. Particular interest was given to addressing the unique nature of the community college environment and the mobility of its student population.

For almost three and one-half years, the recommended company has successfully provided branded food service at Eastfield and North Lake Colleges. To establish a more efficient management and delivery system, administration further recommends acceptance of Subway's

proposal to incorporate the two present contracts into a master contract that will cover all seven colleges.

The assessment of the proposals and the process for selection of the recommended contractor included a project team comprised of students, staff, and administrative personnel. All qualified proposals were reviewed by the project team. In the opinion of the evaluators, the proposal submitted by the recommended company best meets the needs of the District.

The nominal income projected for the 10 year contract period will depend on actual sales. During the term of the contract, the income may be greater or less than estimated, or result in the District having to pay a subsidy. At least once per year, the volume of sales will be reviewed on an "open book basis" and adjustments of compensation or subsidy payments will be made as mutually agreed.

The contractor will provide all equipment and facility modifications needed to provide the food services. The cost of the equipment and modifications is projected to be around \$500,000. In the event the District terminates the contract early without cause, the District will be required to reimburse the contractor for the unamortized site improvement expenses.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

**FUNDING:** Net revenue; the amount of net revenue will be proportionally shared by all colleges' auxiliary service funds. Auxiliary space rental income #12-XX-000000-17305.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – REQUISITIONS NO.  
5D59372 AND 6D49668  
COMPUTERIZED VIRTUAL INTRAVENOUS TRAINERS  
EL CENTRO AND MOUNTAIN VIEW COLLEGES

RECOMMENDATION FOR AWARD:

LAERDAL MEDICAL CORPORATION \$45,225

SOLE SOURCE

COMMENTS: This recommendation is for the purchase of two trainers for Mountain View and one for El Centro. Each will be used as a comprehensive and fully interactive self-directed learning system and simulator for the training of peripheral intravenous catheterization. All three units include a Virtual IV Haptics device, Virtual IV computer, and Virtual IV in-hospital software module; each unit for Mountain View also includes a Virtual IV anatomical viewer plus extended warranty. Laerdal is the only authorized United States distributor for these products manufactured by Immersion Medical.

Administration further recommends the director of purchasing be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in equipment-instructional-inventoriable account #27401, minor equipment account #26101, classroom supplies account #24101 and books, booklets & tapes account #26301 in division #13-05-505610 and equipment-instructional-inventoriable account #27401, minor equipment account #26101 and classroom supplies account #24101 in division #13-06-133564.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD  
ALTERNATE ASSESSMENT INSTRUMENTS  
PRICE AGREEMENT, DISTRICT-WIDE  
SEPTEMBER 1, 2007 THROUGH AUGUST 31, 2009

RECOMMENDATION FOR AWARD:

THE COLLEGE BOARD	(2-year estimate) \$700,000
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SOLE SOURCE

COMMENTS: DCCCD Colleges administer the Accuplacer Test, which is an approved Texas Higher Education Coordinating Board alternative assessment for meeting the requirements of the Texas Success Initiative (TSI). The alternative assessment instruments allow students to enroll in credit classes without the burden of taking the Texas Higher Education Assessment (THEA) prior to enrollment. Recommended are 450,000 Accuplacer computerized objective tests (4 units) with computerized essay (2.5 units) at a cost of \$1.55 per unit.

FUNDING: Funds are budgeted in tests & testing services account #24321 in various divisions.

**Summary of Recommendations for Awards  
With Minority and Woman Owned Businesses**

Recommendations for Awards in the Consideration of Bids Section of This Agenda

	# awards	% awards	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	8	100	1,535,273.50	100
Total	8	100	1,535,273.50	100

Bidders and Proposers from Which Recommendations for Awards  
in the Consideration of Bids Section of This Agenda Were Derived

	#	%
MBE	3	12
WBE	2	8
Not classified	20	80
Total	25	100

Recommendations for Awards in the Consideration of Bids Sections  
September 5, 2006 – July 10, 2007

	# awards	% awards	\$ amount	% amount
MBE	1	2	7,776,000.00	34
WBE	0	0	0	0
Not classified	61	98	15,041,353.82	66
Total	62	100	22,817,353.82	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, price agreements, publicly traded companies, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments because they attach to previously authorized awards. Classification of an individual or company as minority or woman owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.

**Summary of Recommendations for Professional Services Pools  
With Minority and Woman Owned Businesses**

Recommendations for Professional Service Pools  
in the Consideration of Bids Section of This and Previous Agendas

	This Agenda		Sept. 5, 2006 – July 10, 2007	
	# entities	% entities	# entities	% entities
MBE	0	0	8	5
WBE	0	0	49	27
Not classified	0	0	121	68
Total	0	0	178	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, publicly traded firms, civic and other organizations not logically classified as minority or woman owned businesses. Classification of an individual or company as minority or women owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. “Not classified” includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.



CONSENT AGENDA NO. 1

Approval of Minutes of the June 5, 2007 Work Session

It is recommended that the Board approve the minutes of the June 5, 2007 Board of Trustees Work Session.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
WORK SESSION MINUTES  
JUNE 5, 2007**

**Attendees:** Mrs. Kitty Boyle, Ms. Charletta Compton, Mr. Bob Ferguson, Ms. Diana Flores, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

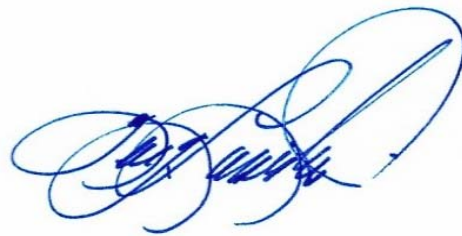
**Absent:** Mrs. Martha Sanchez Metzger

**Staff:** Dr. Wright Lassiter, Mr. Ed DesPlas, Mr. Denys Blell, Mrs. Kathryn Tucker, and Mr. Robert Young

Board Chair Mr. Jerry Prater convened the meeting at 2:08 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE JUNE 5, 2007  
WORK SESSION OF DCCCD BOARD OF TRUSTEES  
AND RICHLAND COLLEGIATE HIGH SCHOOL**

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 1<sup>st</sup> day of June, 2007, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 1<sup>st</sup> day of June, 2007, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



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Wright L. Lassiter Jr., Secretary

### **Budget Workshop**

Vice Chancellor of Business Affairs Ed DesPlas presented information about budget development, fund balance and assumptions for 2007-08. Mr. DesPlas deferred discussion about allocated charges and Trustee Flores' questions to the Planning and Budget Committee meeting on July 17-18.

Dr. Lassiter will provide Board members with a separate enumeration of funds, descriptors for identical lines on the college budget allocation that Mr. DesPlas distributed at the meeting, the criteria for establishing the amount of the allocation based on contact hours, and the percent of compensation that is for benefits (contrasted with salary).

Dr. Lassiter will also address the suggestion to increase the landscaping and maintenance allowance lines items in the college budget allocation, and will talk with the Board at a later date about the language for a policy about proportion of funding assigned to colleges and district offices.

### **Richland Collegiate High School Status Report**

There was no Richland Collegiate High School Status report.

### **Executive Session**

There was no Executive Session.

### **Adjournment**

Board Chair Mr. Jerry Prater adjourned the meeting at 4:03 PM.

Approved:

A handwritten signature in blue ink, appearing to read 'Wright L. Lassiter Jr.', is written over a horizontal line.

Wright L. Lassiter Jr., Secretary

CONSENT AGENDA NO. 2

Approval of Minutes of the June 5, 2007 Regular Meeting

It is recommended that the Board approve the minutes of the June 5, 2007 Board of Trustees Regular Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
JUNE 5, 2007**

**Attendees:** Mrs. Kitty Boyle, Ms. Charletta Compton, Mr. Bob Ferguson, Ms. Diana Flores, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

**Absent:** Mrs. Martha Sanchez Metzger

**Staff:** Dr. Wright Lassiter, Mr. Ed DesPlas, Mrs. Kathryn Tucker, Mr. Robert Young, and Mr. Denys Blell

Board Chair Mr. Jerry Prater convened the meeting at 4:29 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE JUNE 5, 2007  
REGULAR 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 1<sup>st</sup> day of June, 2007, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 1<sup>st</sup> day of June, 2007, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



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Wright L. Lassiter, Jr., Secretary

Dr. Lassiter invited Mr. Clyde Porter to stand and be recognized wearing a medallion conferred on him by the American Institute of Architects. LCET President Pam Quinn introduced visitors from Estonia – Mrs. Ene Tammeoru, executive director for the e-University and her husband, Mr. Aivar Koitla, managing director for the Tallinn School of Service.

### **Citizens Desiring to Address the Board Regarding Agenda Items**

There were no citizens desiring to address the Board regarding agenda items.

### **Consideration of Bids**

Ms. Charletta Compton moved and Ms. Diana Flores seconded a motion to approve all bids, in the Consideration of Bids section of the agenda. Motion passed. (See June 5, 2007, Board Meeting, Consideration of Bids, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Consent Agenda**

Ms. Compton moved and Mr. Bob Ferguson seconded a motion to approve all recommendations in the Consent Agenda. Motion passed. (See June 5, 2007, Board Meeting, Agenda Items #1-11, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Individual Items**

Ms. Flores moved and Mr. Ferguson seconded a motion to approve all recommendations in the Individual Items section of the agenda. Motion passed. (See June 5, 2007, Board Meeting, Agenda Items #12-14, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Informative Reports**

Dr. Lassiter reviewed the informative reports. (See June 5, 2007, Board Meeting, Agenda Items #15-20, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Questions/Comments from the Board and Chancellor**

Dr. Lassiter asked Mr. David Canine to present information about TAKS results at the Richland Collegiate High School. Dr. Lassiter and Mr. Prater spoke about the Coordinating Board-sponsored meeting they attended June 3-4 including notice of very large attendance by board members. Dr. Lassiter and Mr. Prater predicted heightened accountability requirements in the 81<sup>st</sup> legislative session, and Dr. Lassiter said that preparations within DCCCD would include focusing on metrics and performance by location. Dr. Lassiter added the community college caucus would play a significant role in the next legislative session. Mrs. Boyle stated there is a growing number of board members who are interested in advancing the

caucus, hoping it will result in better representation for community colleges. Ms. Flores congratulated colleges with enrollment increases in Summer 1. Mrs. Boyle said she is glad the trustees are going to look at the Lamar Street facility.

Dr. Lassiter will send printed materials from the Coordinating Board's workshop on June 3-4 to all Board members. He will also follow through on suggestions to enable Board members to congratulate long-term employees upon their retirement and employees who have received awards and recognitions, and, to invite all seven colleges to join the National Association of Students.

### **Citizens Desiring to Appear Before the Board**

Mr. Jerry Parks addressed the Board about accessibility for African-American students.

### **Executive Session**

The Board went into executive session at 5:14 PM as authorized under §551.074 of the Texas Government Code to deliberate on personnel matters, including any prospective employee who is noted in Employment of Contractual Personnel; §551.072 of the Texas Government Code, the Board of Trustees may conduct an executive session to deliberate regarding real property since open deliberation would have a detrimental effect upon negotiations with a third person; and §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. The Board may seek or receive its attorney's advice on other legal matters during this executive session. At approximately 6:18 PM the Board re-convened in its regular meeting.

### **Adjournment**

Mr. Prater adjourned the meeting at 6:18 PM.

Approved:

A handwritten signature in blue ink, appearing to read 'Wright L. Lassiter Jr.', is written over a horizontal line.

Wright L. Lassiter Jr., Secretary

CONSENT AGENDA NO. 3

Approval of Minutes of the June 22, 2007 Special Meeting

It is recommended that the Board approve the minutes of the June 22, 2007 Board of Trustees Special Meeting.



**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
JUNE 22, 2007**

**Attendees:** Mrs. Kitty Boyle, Ms. Charletta Compton, Mr. Bob Ferguson, Ms. Diana Flores, Mrs. Martha Sanchez Metzger, Mr. Jerry Prater (Board Chair), and Mr. JL Sonny Williams

**Absent:** None

**Staff:** Dr. Wright Lassiter

Board Chair, Mr. Jerry Prater convened the meeting at 9:15 AM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE JUNE 22, 2007  
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 18<sup>th</sup> day of June, 2007, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 18<sup>th</sup> day of June, 2007, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



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Wright L. Lassiter, Jr., Secretary

Mr. Jason Joyce, campus newspaper editor at North Lake College was introduced by the chairman.

**Questions/Comments from the Board and Chancellor**

The Chancellor gave the trustees a detailed review of actions taken, and planned, following the veto of the health insurance benefits by the governor. The Chancellor answered questions from board members.

**Executive Session**

The Board went into executive session at 10:07 AM as authorized under §551.074 of the Texas Government Code to deliberate on personnel matters, including evaluating the Chancellor. At approximately 1:17 PM the Board re-convened in its special meeting.

**Adjournment**

Mr. Prater adjourned the meeting at 1:17PM.

Approved:

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

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Wright L. Lassiter Jr., Secretary

## POLICY REPORT NO. 4

### Acceptance of Gifts

The following gifts have been offered to the DCCC District as indicated below. It is recommended that the gifts be accepted under the donors' conditions and that appropriate acknowledgment be sent to the donors.

1. Through the Development Office (equipment):
  - a. From Charles Clark, photographic imaging equipment for use by Richland College, in the amount of \$10,680.
  - b. From Buerk Williams, radiographic film library of pathology and image evaluation studies for use by Brookhaven College, in the amount of \$10,000.
  
2. From the Dallas County Community College District Foundation, Inc. (DCCCD Foundation), actual expenditures on behalf of the DCCCD:
  - a. Grant from the Chancellor's Fund in support of the Chancellor's Holiday Reception, in the amount of \$2,675.
  - b. Grant from the Richland College Financial Aid Fair Fund in support of the Richland College Financial Aid Fair, in the amount of \$1,338.
  - c. Grant from the McDermott Fund in support of the purchase of orchid plants for District locations, in the amount of \$1,944.
  - d. Grant from the Toyota T-Ten Fund in support of Toyota T-Ten Recognition events, in the amount of \$2,875.
  - e. Grant from the Brookhaven College Printmaking Fund in support of the purchase of printmaking supplies, in the amount of \$540.
  - f. Grant from the H. Paxton Moore Fine Arts Gallery Fund in support of the H. Paxton Moore Fine Arts Gallery dedication, in the amount of \$2,986.

- g. Grant from the LeCroy Scholars Fund in support of the etiquette dinner for LeCroy Scholars, in the amount of \$926.
  - h. Grant from the Helen Monfrey and Verner Vogeli Funds in support of the purchase of equipment for the El Centro College Food Service Program, in the amount of \$8,783.
  - i. Grant from the Ellison Miles Geo-Technology Institute Outreach Fund in support of the Patty Holyfield Teaching Award for Excellence in Geoscience, in the amount of \$2,500.
  - j. Grant from the Eastfield College Guitar Festival Fund in support of the Eastfield College Guitar Festival, in the amount of \$6,900.
3. From the Dallas County Community College District Foundation, Inc. (DCCCD Foundation), gifts that will be expended in the future:
- a. Grant from various donors in support of the Chancellor's Fund, in the amount of \$18,000.
  - b. Grant from the various donors in support of the Ellison Miles Geo-Technology Institute Outreach Fund, in the amount of \$12,500.
  - c. Grant from the Miles Foundation in support of the Ellison Miles Geo-Technology Institute Fund, in the amount of \$2,000.
  - d. Grant from the American Automobile Association in support of the Gulf State Toyota Scholarship Fund, in the amount of \$1,000.
  - e. Anonymous donation in support of the H. Paxton Moore Memorial Art Fund, in the amount of \$5,000.
  - f. Grant from various donors in support of the Brookhaven College Art Student Program Endowment, in the amount of \$675.

- g. Grant from Laxman Bhatia in support of the Tabitha Gilbert Pitman Memorial Scholarship, in the amount of \$1,000.
- h. Grant from the Dallas Independent School District in support of the El Centro College Restrict Fund, in the amount of \$500.
- i. Grant from the Greater Dallas Handbell Association in support of the Brookhaven College Handbell Fund, in the amount of \$800.
- j. Grant from Marjorie H. Lewis in support of the Dr. William & Mrs. Corine Herrera Endowment, in the amount of \$5,000.
- k. Grant from McGraw-Hill Companies in support of the El Centro College ESL Scholarship Fund, in the amount of \$1,260.
- l. Grant from David D. Shorow in support of the Richland College Servant Leadership Scholarship, in the amount of \$1,000.
- m. Grant from the Texas Instruments Foundation in support of the Pat Kennedy Memorial Endowment, in the amount of \$5,000.

TOTAL AMOUNT IN THIS REPORT: \$105,882

POLICY REPORT NO. 5

Revision of Part-time Rates Due to Increased Minimum Wage

It is recommended that the Board of Trustees authorize the Chancellor to adjust the minimum hourly rates for the positions listed below in accordance with the changes to the federal minimum wage coming into effect this summer.

	Current Rate	Proposed Rate
1b. Community Service Tutor	\$5.15 per hour	\$6.55 per hour
7. Textbook Taper/Reader	\$5.75 per hour	\$6.55 per hour
Life Guard I	\$5.75 per hour	\$6.55 per hour

Effective: July 11, 2007

Background

As the Federal Government raises the minimum hourly wage, the DCCCD in turn modifies those part-time rates that are impacted. The Fair Minimum Wage Act of 2007 increases the federal hourly minimum wage rate to:

\$5.85, effective 60 days after the date of enactment (i.e., July 24, 2007);  
\$6.55, effective 12 months after that 60th day (i.e., July 24, 2008); and  
\$7.25, effective 24 months after that 60th day (i.e., July 24, 2009).

It is recommended that the minimum hourly rate for three DCCCD part-time positions (Community Service Tutor, Textbook Taper/Reader and Life Guard I) be increased to \$6.55 per hour, effective July 11, 2007.

Resource: Denys Blell  
Vice Chancellor, Human and Organizational Development  
District Office  
214-860-2757

## POLICY REPORT NO. 6

### Proposed Licensed Professional Salary Schedule

It is recommended that the Board of Trustees authorize the Chancellor to implement a new DCCCD salary schedule for Licensed Professionals as follows:

		Minimum	Mid Point	Maximum
LP1	Master's Degree	\$60,000	\$82,500	\$105,000
LP2	Master's Degree plus 24 graduate hours	\$62,000	\$85,250	\$108,500
LP3	Master's Degree plus 48 graduate hours	\$64,000	\$88,000	\$112,000
LP4	Earned Doctorate	\$66,000	\$90,750	\$115,500

Effective: Fall Semester 2007

### Background

Recommendations resulting from the Counseling Roles Project in 2005 and other groups indicate the need for a salary structure designed to bridge the gap in how the DCCCD slots individuals who hold professional licensures (such as an LPC) and perform duties such as mental health counseling in the current salary structure. This recommendation is to adopt such a structure.

It is recommended that the new salary schedule-Licensed Professional be implemented. The colleges will have a choice in filling vacancies with twelve month counselor position or the faculty counselor position. It is proposed that this new structure becomes effective with the start of the Academic Year, 2007-2008.

Resource: Denys Blell  
Vice Chancellor, Human and Organizational Development  
District Office  
214-860-2757

## POLICY REPORT NO. 7

### Presentation of Board Calendar for August 1, 2007-December 31, 2008

The following dates are recommended for the period August 1, 2007 through December 31, 2008. Dates previously approved by the Board appear in *italics*.

<u>Date</u>	<u>Time</u>	<u>Type of Meeting</u>
<i>Tuesday, August 7, 2007</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, August 21, 2007</i>	<i>4:00-5:00 PM</i>	<i>Special Business Meeting for Public Hearing on the Tax Rate (1 of 2)</i>
<i>Tuesday, August 28, 2007</i>	<i>4:00-5:00 PM</i>	<i>Special Business Meeting for Public Hearing on the Tax Rate (2 of 2)</i>
<i>Tuesday, September 4, 2007</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, September 18, 2007</i>	<i>3:00-4:30 PM</i>	<i>Audit Committee Meeting</i>
<i>Tuesday, October 2, 2007</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, October 16, 2007</i>	To be determined	Retreat at a place to be determined
<i>Tuesday, November 6, 2007</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, November 20, 2007</i>	<i>3:00-4:30 PM</i>	<i>Planning and Budget Committee Meeting</i>
<i>Tuesday, December 4, 2007</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, December 18, 2007</i>	<i>3:00-4:30 PM</i>	<i>Audit Committee Meeting</i>
	<i>4:30-5:00 PM</i>	<i>Special Business Meeting for Accepting Audited Annual Financial Statements</i>
<i>Tuesday, January 8, 2008</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, January 22, 2008</i>	To be determined	Retreat at a place to be determined
<i>Tuesday, February 5, 2008</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, March 4, 2008</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, March 18, 2008</i>	<i>3:00-4:30 PM</i>	<i>Audit Committee Meeting</i>
<i>Tuesday, April 1, 2008</i>	<i>3:00-4:00 PM</i>	<i>Work Session</i>
	<i>4:00-5:00 PM</i>	<i>Regular Business Meeting</i>
<i>Tuesday, April 29, 2008</i>	<i>3:00-4:30 PM</i>	<i>Planning and Budget Committee Meeting</i>



<u>Date</u>	<u>Time</u>	<u>Type of Meeting</u>
Tuesday, May 6, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, May 20, 2008	To be determined	Retreat at a place to be determined
Tuesday, June 3, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, June 17, 2008	3:00-4:30 PM	Audit Committee Meeting
Friday, June 27, 2008	8:30 AM-1:30 PM	Executive Session for Annual Evaluation of the Chancellor
Tuesday, July 1, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, July 15, 2008	8:30 AM-3:00 PM	Planning and Budget Committee Meeting
Wednesday, July 16, 2008	8:30 AM-3:00 PM	Planning and Budget Committee Meeting
Tuesday, August 5, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, August 19, 2008	4:00-5:00 PM	Special Business Meeting for Public Hearing on the Tax Rate (1 of 2) <sup>1</sup>
Tuesday, August 26, 2008	4:00-5:00 PM	Special Business Meeting for Public Hearing on the Tax Rate (2 of 2) <sup>2</sup>
Tuesday, September 2, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, September 16, 2008	3:00-4:30 PM	Audit Committee Meeting
Tuesday, October 7, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, October 21, 2008	To be determined	Retreat at a place to be determined
Tuesday, November 4, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, November 18, 2008	3:00-4:30 PM	Planning and Budget Committee Meeting
Tuesday, December 2, 2008	3:00-4:00 PM 4:00-5:00 PM	Work Session Regular Business Meeting
Tuesday, December 16, 2008	3:00-4:30 PM 4:30-5:00 PM	Audit Committee Meeting Special Business Meeting for Accepting Audited Annual Financial Statements

<sup>1</sup> Date subject to change if indicated by the calendar in the 2008 edition of the State Comptroller's *Truth-in-Taxation Manual*.

<sup>2</sup> Same as above; this date subject to change.

BUILDING AND GROUNDS REPORT NO. 8

Approval of Change Order with Cactus Systems, Inc.

It is recommended that authorization be given to approve change orders No. 3 and No. 4 with Cactus Systems, Inc. in an amount not to exceed \$4,300 to provide additional asbestos services at El Centro College Paramount Building.

Original agreement	\$48,610
Previous change order(s)	5,582
Change order No. 3	1,900
Change order No. 4	<u>2,400</u>
Revised agreement	\$58,492

Background

This is ECC project #5, *Progress Report on Construction Projects*, (in the Informative Reports section of the agenda). The project is for asbestos abatement.

The Board approved the recommendation for award for bid No. 11209 for asbestos abatement on March 13, 2007. Original contract amount was \$48,610 plus 15% contingency for a total of \$55,901.50. The vice chancellor of business affairs was authorized to approve change orders in an amount not to exceed the contingency fund.

The project was to be completed on May 30, 2007. Change orders No. 3 and No. 4 add 10 days, changing the date of substantial completion to June 11, 2007.

As provided by Board Policy CF (LOCAL), change orders No. 1-2 were approved as follows:

<u>Board Approved</u>	<u>VCBA Approved</u>	<u>Change Order No.</u>	<u>Amount</u>	<u>Revised Contract</u>	<u>Contingency Balance</u>
03/13/2007			\$48,610		\$7,291.50
	05/16/2007	1	\$ 4,832	\$53,442	\$2,459.50
	05/16/2007	2	\$ 750	\$54,192	\$1,709.50
Pending		3	\$ 1,900	\$56,092	(\$190.50)
Pending		4	\$ 2,400	\$58,492	(\$2,590.50)

Change order No. 1 provided removal of additional 120 linear feet of asbestos containing travertine flooring, floor tile and mastic in the Paramount Building.

Change order No. 2 provided removal of additional asbestos containing material on floor 5 pipe chase in the Paramount Building.

Change order No. 3 provides for removal of additional asbestos containing material of approximately 1,100 square feet of floor tile and mastic in the Paramount Building.

Change order No. 4 provides for removal of additional 550 sq. ft. of floor tile, mastic and carpet asbestos containing material in the Paramount Building.

This recommendation increases the project cost to \$58,492, which is \$9,882 (20%) over the original amount. Financial resources are budgeted in construction account #27201 in division #40-05-970501.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752

Clyde Porter  
Associate Vice Chancellor of Facilities Management/District  
Architect  
District Service Center  
(972) 860-7760

## BUILDING & GROUNDS REPORT NO. 9

### Approval of Agreement with Page Southerland Page, LLP by PSP Architects-Engineers, Inc. its Managing Partner

It is recommended that authorization be given to approve an agreement with Page Southerland Page, LLP by PSP Architects-Engineers, Inc. its Managing Partner in an amount not to exceed \$269,052 to provide professional architectural and design services for Mountain View College.

#### Background

The recommendation is for Mountain View College, project #970604. The contract is to provide professional architectural and design services for the Performing Arts Center of Mountain View College.

The facilities management staff pre-qualifies architectural and engineering firms. In conjunction with the college faculty and staff, the business diversity staff, and the bond program management team, Page Southerland Page, LLP by PSP Architects-Engineers, Inc. its Managing Partner was selected from the pool of pre-qualified firms. Contract negotiations were finalized as of June 11, 2007. Article 1.5 of the proposed agreement provides for compensation of basic and additional services in the amount of \$241,552 and reimbursables in the amount of \$27,500 for a total contract amount not to exceed \$269,052.

This recommendation has undergone administrative review and approval of the form of the agreement from DCCCD's legal counsel.

This project is financed by General Obligation Bond Series 2004. Funds are budgeted in architects & engineers account #27211 in division #40-06-970604.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Services Center  
(972) 860-7752

Steve Park  
Executive Director  
Bond/Program Management Team  
2004 Bond Program Office  
(972) 860-5130

**Summary of Recommendations for Agreements  
With Minority and Woman Owned Businesses**

Recommendations in the Building and Grounds Reports Section of This Agenda  
Architects and Engineers

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	1	100	269,052	100
Total	1	100	269,052	100

Pre-Qualified Pools from Which Recommendations for Agreements  
In the Building and Grounds Reports Section of This Agenda Were Derived  
Architects and Engineers

	# in pool	% in pool
MBE	27	17
WBE	6	4
Not classified	130	79
Total	163	100

Recommendations in the Building and Grounds Reports Sections  
Architects and Engineers  
September 5, 2006 – July 10, 2007

	# agreements	% agreements	\$ amount	% amount
MBE	6	25	2,314,930	29
WBE	2	8	103,900	1
Not classified	16	67	5,582,920	70
Total	24	100	8,001,750	100

Notes: This report excludes amendments and change orders because they attach to previously authorized engagements. Classification of an individual or company as a minority or women owned business may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership are not known.

FINANCIAL REPORT NO. 10

Approval of Expenditures for May 2007

It is recommended that expenditures for May 2007 be approved. A summary of expenditures is included in the FAB report. Detailed expenditure information is available in the business affairs office at the District Service Center.

## FINANCIAL REPORT NO. 11

### Presentation of Budget Report for May 2007

The budget report for May 2007 is presented as a matter of record (see attached).

#### Background

Board of Trustees Policy CDA (LOCAL) requires that “Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date....” This is accomplished through the Board’s Planning and Budget Committee meetings held throughout the year and also through this informative report that appears on the Board of Trustees agenda each month.

Statistically based exception reporting for the monthly budget reports was implemented November 5, 1991, and has been in continuous use since then. In 1991, the business affairs staff had observed two patterns: (1) a repetition one year to the next of similar questions from trustees about various line items, and, (2) a repetition of similar conditions in the budget reports occurring at predictable points during the fiscal year. These patterns, combined with the District’s history of always operating within its revenues, indicated the District’s budget management processes were stable. Stable processes are amenable to exception reporting based on statistical analysis.

As a general rule, line items in the unrestricted fund have the smallest standard deviations and line items in the restricted fund have the largest. The restricted fund is also prone to have more exceptions than the unrestricted fund. This is because the fiscal year for contracts and grants is almost always different from DCCCD’s fiscal year, and, because there is greater variability in awards of contracts and grants to DCCCD than exists with, for example, collection of tuition and taxes or expenses for instruction. These are normal business conditions for institutions of higher education.

Trustees are asked to approve the budget at the start of each fiscal year, usually at the September Board meeting after review in July and August, and to approve revisions to the budget in the Fall and Spring semesters. The revisions recognize use of fund balance for significant equipment purchases and maintenance projects, enrollments that exceed or fall short of projections, and other changes that arise during the course of business.

At the end of the fiscal year, August 31, the business affairs staff begins the process of closing the books. This involves recognizing encumbrances that will be carried forward to the next fiscal year and making various other entries in what

is called “13th month accounting.” The budget report for month ending August 31 should be viewed differently compared to the other monthly reports because the activities of 13th month accounting and closing the books begin immediately and culminate with publication of the audited annual financial statements in December. The Board’s Audit Committee reviews the audited financial statements, in concert with the independent auditor, before they are presented to the Board of Trustees.

In most cases, receipts and expenditures do not accumulate at the same rate as the fiscal year elapses. For example, whereas many salaries are paid at the rate of 1/12 per month, library books and classroom equipment are not purchased evenly throughout the year. Utility bills vary according to the season. Nonetheless, when reviewing a budget report it is normal to compare percent of receipts and expenditures to percent of fiscal year elapsed and to ask, “Why the difference? Is this normal?” The statistical calculation of means and standard deviations for each line item, based on a minimum of data from the seven preceding years, answers the question—“Is this normal?” In terms of statistical analysis, differences greater than plus or minus three standard deviations are exceptions and always warrant investigation. For purposes of the District’s monthly review of the budget, the business affairs staff provides an explanation for line items with differences greater than two standard deviations.

Since implementing this methodology in 1991, none of the exceptions have occurred as an attempt to defraud the District. Most often, exceptions in the unrestricted and auxiliary funds have been caused by changes in account classifications or schedules for recording certain expenses. Occasionally employee error or oversight has caused a line item to appear as an exception.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752



DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**REVENUES & ADDITIONS**

Year-to-Date May 31, 2007  
75.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 84,752,747	\$ 60,618,693	\$ 24,134,054	71.5%	68.6-76.7%	
Tuition	61,304,028	60,307,360	996,668	98.4%	90.3-98.1%	(1)
Taxes for Current Operations	110,791,496	111,268,102	(476,606)	100.4%	97.4-100.0%	(2)
Federal Grants & Contracts	1,133,870	801,260	332,610	70.7%	50.0-119.6%	
State Grants & Contracts	144,642	144,602	40	100.0%	n/a	
General Sources:						
Investment Income	5,077,543	5,092,145	(14,602)	100.3%	67.2-96.9%	(3)
General Revenue	2,164,983	1,867,141	297,842	86.2%	n/a	
Subtotal General Sources	7,242,526	6,959,286	283,240	96.1%	76.8-94.4%	(4)
<b>SUBTOTAL UNRESTRICTED</b>	<b>265,369,309</b>	<b>240,099,303</b>	<b>25,270,006</b>	<b>90.5%</b>	<b>n/a</b>	
Use of Fund Balance & Transfers-in	14,967,133	-	14,967,133	0.0%	n/a	
<b>TOTAL UNRESTRICTED</b>	<b>280,336,442</b>	<b>240,099,303</b>	<b>40,237,139</b>	<b>85.6%</b>	<b>82.1-85.9%</b>	
<b>AUXILIARY FUND</b>						
Sales & Services	6,621,973	4,362,478	2,259,495	65.9%	57.8-75.4%	
Investment Income	385,322	302,556	82,766	78.5%	62.8-119.5%	
Transfers-in	4,003,439	4,003,439	-	100.0%	n/a	
Use of Fund Balance	586,494	-	586,494	0.0%	n/a	
<b>TOTAL AUXILIARY</b>	<b>11,597,228</b>	<b>8,668,473</b>	<b>2,928,755</b>	<b>74.7%</b>	<b>42.2-83.6%</b>	
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	20,959,931	16,842,813	4,117,118	80.4%	n/a	
SBDC State Match	1,365,210	1,051,283	313,927	77.0%	n/a	
Subtotal State Appropriations	22,325,141	17,894,096	4,431,045	80.2%	n/a	
Grants, Contracts & Scholarships:						
Federal	65,273,765	30,502,937	34,770,828	46.7%	n/a	
State	7,208,445	3,418,783	3,789,662	47.4%	n/a	
Local	6,488,181	4,032,277	2,455,904	62.1%	n/a	
Transfers-in	903,745	97,878	805,867	10.8%	n/a	
Subtotal Grants, Contracts & Scholarships	79,874,136	38,051,875	41,822,261	47.6%	n/a	
Richland Collegiate High School	285,489	274,958	10,531	96.3%	n/a	
<b>TOTAL RESTRICTED</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>46,263,837</b>	<b>54.9%</b>	<b>n/a</b>	
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	980,420	704,094	276,326	71.8%	n/a	
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>980,420</b>	<b>704,094</b>	<b>276,326</b>	<b>71.8%</b>	<b>n/a</b>	
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 395,398,856</b>	<b>\$305,692,799</b>	<b>\$ 89,706,057</b>	<b>77.3%</b>	<b>n/a</b>	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date May 31, 2007  
75.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 118,339,182	\$ 94,373,877	\$ 23,965,305	79.7%	77.9-83.9%	
Public Service	5,651,347	3,666,930	1,984,417	64.9%	57.0-74.6%	
Academic Support	16,934,565	12,329,329	4,605,236	72.8%	65.8-77.1%	
Student Services	25,173,405	17,805,257	7,368,148	70.7%	71.8-74.9%	(5)
Institutional Support	51,218,089	35,552,857	15,665,232	69.4%	65.0-72.4%	
Staff Benefits	10,171,219	6,334,263	3,836,956	62.3%	58.0-77.0%	
Operations & Maintenance of Plant	27,238,985	19,955,365	7,283,620	73.3%	64.6-78.6%	
Repairs & Rehabilitation	9,465,558	2,097,666	7,367,892	22.2%	24.1-84.7%	(6)
Special Items:						
Reserve - Campus	1,668,188	-	1,668,188	0.0%	n/a	
Reserve - Compensation	-	-	-	0.0%	n/a	
Reserve - Operating	1,163,500	-	1,163,500	0.0%	n/a	
Reserve - New Campuses	500,000	-	500,000	0.0%	n/a	
Reserve - Non-operating	230,116	-	230,116	0.0%	n/a	
<b>TOTAL UNRESTRICTED</b>	<b>267,754,154</b>	<b>192,115,544</b>	<b>75,638,610</b>	<b>71.8%</b>	<b>70.9-78.0%</b>	
<b>AUXILIARY FUND</b>						
Student Activities	6,332,711	4,420,122	1,912,589	69.8%	66.5-77.0%	
Sales & Services	4,666,963	3,455,762	1,211,201	74.0%	60.0-97.3%	
Reserve - Campus	128,938	-	128,938	0.0%	n/a	
Reserve - District	327,816	-	327,816	0.0%	n/a	
Transfers-out	140,800	130,051	10,749	92.4%	3.5-110.8%	
<b>TOTAL AUXILIARY</b>	<b>11,597,228</b>	<b>8,005,935</b>	<b>3,591,293</b>	<b>69.0%</b>	<b>63.1-79.7%</b>	
<b>RESTRICTED FUND</b>						
State Appropriations	20,959,931	16,842,813	4,117,118	80.4%	68.5-84.1%	
Grants & Contracts	35,323,332	15,306,114	20,017,218	43.3%	n/a	
Scholarships	45,916,014	23,796,832	22,119,182	51.8%	n/a	
Subtotal Grants, Contracts & Scholarships	102,199,277	55,945,759	46,253,518	54.7%	n/a	
Richland Collegiate High School	285,489	275,170	10,319	96.4%	n/a	
<b>TOTAL RESTRICTED</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>46,263,837</b>	<b>54.9%</b>	<b>n/a</b>	
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	980,420	675,900	304,520	68.9%	n/a	
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>980,420</b>	<b>675,900</b>	<b>304,520</b>	<b>68.9%</b>	<b>n/a</b>	
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>382,816,568</b>	<b>257,018,308</b>	<b>125,798,260</b>	<b>67.1%</b>	<b>n/a</b>	
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	1,894,389	1,816,995	77,394	95.9%	76.4-91.0%	(7)
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%	n/a	
Institutional Matching-Contracts/Grants	144,184	129,346	14,838	89.7%	55.8-115.1%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,003,439	4,003,439	-	100.0%	n/a	
Unexpended Plant Fund	3,752,763	3,752,763	-	100.0%	n/a	
Debt Service Fund	2,579,232	1,934,424	644,808	75.0%	n/a	
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>12,582,288</b>	<b>11,845,248</b>	<b>737,040</b>	<b>94.1%</b>	<b>n/a</b>	
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 395,398,856</b>	<b>\$ 268,863,556</b>	<b>\$ 126,535,300</b>	<b>68.0%</b>	<b>n/a</b>	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date May 31, 2007  
75.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
<b>UNRESTRICTED FUND</b>				
Salaries & Wages	\$ 180,832,475	\$ 142,048,528	\$ 38,783,947	78.6%
Staff Benefits	10,171,219	6,334,263	3,836,956	62.3%
Purchased Services	11,960,417	8,287,914	3,672,503	69.3%
Operating Expenses	53,227,407	32,657,090	20,570,317	61.4%
Supplies & Materials	9,261,021	6,175,071	3,085,950	66.7%
Minor Equipment	4,332,038	3,344,976	987,062	77.2%
Capital Outlay	7,552,343	2,712,202	4,840,141	35.9%
Charges	(13,144,570)	(9,444,500)	(3,700,070)	71.9%
<b>SUBTOTAL UNRESTRICTED</b>	<b>264,192,350</b>	<b>192,115,544</b>	<b>72,076,806</b>	<b>72.7%</b>
Reserve - Campus	1,668,188	-	1,668,188	0.0%
Reserve - Compensation	-	-	-	0.0%
Reserve - Operating	1,163,500	-	1,163,500	0.0%
Reserve - New Campuses	500,000	-	500,000	0.0%
Reserve - Non-operating	230,116	-	230,116	0.0%
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	1,894,389	1,816,995	77,394	95.9%
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%
Institutional Matching - Contracts/Grants	144,184	129,346	14,838	89.7%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,003,439	4,003,439	-	100.0%
Unexpended Plant Fund	3,752,763	3,752,763	-	100.0%
Debt Service Fund	2,579,232	1,934,424	644,808	75.0%
<b>TOTAL UNRESTRICTED</b>	<b>280,336,442</b>	<b>203,960,792</b>	<b>76,375,650</b>	<b>72.8%</b>
<b>AUXILIARY FUND</b>	<b>11,597,228</b>	<b>8,005,935</b>	<b>3,591,293</b>	<b>69.0%</b>
<b>RESTRICTED FUND</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>46,263,837</b>	<b>54.9%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>	<b>980,420</b>	<b>675,900</b>	<b>304,520</b>	<b>68.9%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 395,398,856</b>	<b>\$ 268,863,556</b>	<b>\$ 126,535,300</b>	<b>68.0%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**REVENUES & ADDITIONS**

Year-to-Date - 75% of Fiscal Year Elapsed

	May 31, 2007			May 31, 2006		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 84,752,747	\$ 60,618,693	71.5%	\$ 84,766,610	\$ 60,675,633	71.6%
Tuition	61,304,028	60,307,360	98.4%	58,070,261	55,613,486	95.8%
Taxes for Current Operations	110,791,496	111,268,102	100.4%	102,266,178	102,675,353	100.4%
Federal Grants & Contracts	1,133,870	801,260	70.7%	1,321,024	1,188,886	90.0%
State Grants & Contracts	144,642	144,602	100.0%	131,292	32,206	24.5%
General Sources:						
Investment Income	5,077,543	5,092,145	100.3%	4,309,838	3,974,040	92.2%
General Revenue	2,164,983	1,867,141	86.2%	2,089,303	1,831,408	87.7%
Subtotal General Sources	7,242,526	6,959,286	96.1%	6,399,141	5,805,448	90.7%
<b>SUBTOTAL UNRESTRICTED</b>	<b>265,369,309</b>	<b>240,099,303</b>	<b>90.5%</b>	<b>252,954,506</b>	<b>225,991,012</b>	<b>89.3%</b>
Use of Fund Balance & Transfers-in	14,967,133	-	0.0%	15,704,187	91,387	0.0%
<b>TOTAL UNRESTRICTED</b>	<b>280,336,442</b>	<b>240,099,303</b>	<b>85.6%</b>	<b>268,658,693</b>	<b>226,082,399</b>	<b>84.2%</b>
<b>AUXILIARY FUND</b>						
Sales & Services	6,621,973	4,362,478	65.9%	7,031,067	4,740,691	67.4%
Investment Income	385,322	302,556	78.5%	435,233	239,608	55.1%
Transfers-in	4,003,439	4,003,439	100.0%	4,004,165	4,004,165	100.0%
Use of Fund Balance	586,494	-	0.0%	880,262	-	0.0%
<b>TOTAL AUXILIARY</b>	<b>11,597,228</b>	<b>8,668,473</b>	<b>74.7%</b>	<b>12,350,727</b>	<b>8,984,464</b>	<b>72.7%</b>
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	20,959,931	16,842,813	80.4%	20,959,931	16,325,070	77.9%
SBDC State Match	1,365,210	1,051,283	77.0%	1,365,210	873,198	64.0%
Subtotal State Appropriations	22,325,141	17,894,096	80.2%	22,325,141	17,198,268	77.0%
Grants, Contracts & Scholarships:						
Federal	65,273,765	30,502,937	46.7%	64,306,697	32,883,912	51.1%
State	7,208,445	3,418,783	47.4%	6,417,583	2,691,588	41.9%
Local	6,488,181	4,032,277	62.1%	6,663,650	2,694,281	40.4%
Transfers-in	903,745	97,878	10.8%	913,372	536,957	58.8%
Subtotal Grants, Contracts & Scholarships	79,874,136	38,051,875	47.6%	78,301,302	38,806,738	49.6%
Richland Collegiate High School	285,489	274,958	96.3%	-	-	0.0%
<b>TOTAL RESTRICTED</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>54.9%</b>	<b>100,626,443</b>	<b>56,005,006</b>	<b>55.7%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	980,420	704,094	71.8%	-	-	0.0%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>980,420</b>	<b>704,094</b>	<b>71.8%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 395,398,856</b>	<b>\$ 305,692,799</b>	<b>77.3%</b>	<b>\$ 381,635,863</b>	<b>\$ 291,071,869</b>	<b>76.3%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date - 75% of Fiscal Year Elapsed

	May 31, 2007			May 31, 2006		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 118,339,182	\$ 94,373,877	79.7%	\$ 116,032,421	\$ 90,916,565	78.4%
Public Service	5,651,347	3,666,930	64.9%	5,413,374	3,683,008	68.0%
Academic Support	16,934,565	12,329,329	72.8%	16,802,899	11,956,294	71.2%
Student Services	25,173,405	17,805,257	70.7%	23,744,648	16,831,439	70.9%
Institutional Support	51,218,089	35,552,857	69.4%	48,614,833	32,756,085	67.4%
Staff Benefits	10,171,219	6,334,263	62.3%	10,149,075	6,414,092	63.2%
Operations & Maintenance of Plant	27,238,985	19,955,365	73.3%	25,036,165	18,284,929	73.0%
Repairs & Rehabilitation	9,465,558	2,097,666	22.2%	7,442,026	2,339,588	31.4%
Special Items:						
Reserve - Campus	1,668,188	-	0.0%	2,722,681	-	0.0%
Reserve - Compensation	-	-	0.0%	-	-	0.0%
Reserve - Operating	1,163,500	-	0.0%	1,102,618	-	0.0%
Reserve - New Campuses	500,000	-	0.0%	500,000	-	0.0%
Reserve - Non-operating	230,116	-	0.0%	184,217	-	0.0%
<b>TOTAL UNRESTRICTED</b>	<b>267,754,154</b>	<b>192,115,544</b>	<b>71.8%</b>	<b>257,744,957</b>	<b>183,182,000</b>	<b>71.1%</b>
<b>AUXILIARY FUND</b>						
Student Activities	6,332,711	4,420,122	69.8%	6,129,929	4,410,419	71.9%
Sales & Services	4,666,963	3,455,762	74.0%	5,002,622	3,484,704	69.7%
Reserve - Campus	128,938	-	0.0%	284,223	-	0.0%
Reserve - District	327,816	-	0.0%	392,781	-	0.0%
Transfers-out	140,800	130,051	92.4%	541,172	536,151	99.1%
<b>TOTAL AUXILIARY</b>	<b>11,597,228</b>	<b>8,005,935</b>	<b>69.0%</b>	<b>12,350,727</b>	<b>8,431,274</b>	<b>68.3%</b>
<b>RESTRICTED FUND</b>						
State Appropriations	20,959,931	16,842,813	80.4%	20,959,931	16,325,070	77.9%
Grants & Contracts	35,323,332	15,306,114	43.3%	33,036,591	14,302,307	43.3%
Scholarships	45,916,014	23,796,832	51.8%	46,629,921	25,377,629	54.4%
Subtotal Grants, Contracts & Scholarships	102,199,277	55,945,759	n/a	100,626,443	56,005,006	55.7%
Richland Collegiate High School	285,489	275,170	n/a	-	-	0.0%
<b>TOTAL RESTRICTED</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>54.9%</b>	<b>100,626,443</b>	<b>56,005,006</b>	<b>55.7%</b>
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	980,420	675,900	n/a	-	-	0.0%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>980,420</b>	<b>675,900</b>	<b>n/a</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>382,816,568</b>	<b>257,018,308</b>	<b>67.1%</b>	<b>370,722,127</b>	<b>247,618,280</b>	<b>66.8%</b>
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	1,894,389	1,816,995	95.9%	1,894,389	1,372,305	72.4%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching-Contracts/Grants	144,184	129,346	89.7%	249,004	206,589	83.0%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,003,439	4,003,439	100.0%	4,004,165	4,004,165	100.0%
Unexpended Plant Fund	3,752,763	3,752,763	100.0%	95,439	95,439	100.0%
Debt Service Fund	2,579,232	1,934,424	75.0%	4,462,458	3,346,843	75.0%
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>12,582,288</b>	<b>11,845,248</b>	<b>94.1%</b>	<b>10,913,736</b>	<b>9,233,622</b>	<b>84.6%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 395,398,856</b>	<b>\$ 268,863,556</b>	<b>68.0%</b>	<b>\$ 381,635,863</b>	<b>\$ 256,851,902</b>	<b>67.3%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2006-07 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date - 75% of Fiscal Year Elapsed

	May 31, 2007			May 31, 2006		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Salaries & Wages	\$ 180,832,475	\$ 142,048,528	78.6%	\$ 174,543,698	\$ 135,436,773	77.6%
Staff Benefits	10,171,219	6,334,263	62.3%	10,149,075	6,414,092	63.2%
Purchased Services	12,141,434	8,287,914	68.3%	12,123,862	8,462,338	69.8%
Operating Expenses	53,046,390	32,657,090	61.6%	48,233,435	30,742,076	63.7%
Supplies & Materials	9,261,021	6,175,071	66.7%	8,752,116	5,745,720	65.6%
Minor Equipment	4,332,038	3,344,976	77.2%	5,423,659	2,928,468	54.0%
Capital Outlay	7,552,343	2,712,202	35.9%	7,039,295	2,294,918	32.6%
Charges	(13,144,570)	(9,444,500)	71.9%	(13,029,699)	(8,842,385)	67.9%
<b>SUBTOTAL UNRESTRICTED</b>	<b>264,192,350</b>	<b>192,115,544</b>	<b>72.7%</b>	<b>253,235,441</b>	<b>183,182,000</b>	<b>72.3%</b>
Reserve - Campus	1,668,188	-	0.0%	2,722,681	-	0.0%
Reserve - Compensation	-	-	0.0%	-	-	0.0%
Reserve - Operating	1,163,500	-	0.0%	1,102,618	-	0.0%
Reserve - New Campuses	500,000	-	0.0%	500,000	-	0.0%
Reserve - Non-operating	230,116	-	0.0%	184,217	-	0.0%
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	1,894,389	1,816,995	95.9%	1,894,389	1,372,305	72.4%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching - Contracts/Grants	144,184	129,346	89.7%	249,004	206,589	83.0%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,003,439	4,003,439	100.0%	4,004,165	4,004,165	100.0%
Unexpended Plant Fund	3,752,763	3,752,763	100.0%	95,439	95,439	100.0%
Debt Service Fund	2,579,232	1,934,424	75.0%	4,462,458	3,346,843	75.0%
<b>TOTAL UNRESTRICTED</b>	<b>280,336,442</b>	<b>203,960,792</b>	<b>72.8%</b>	<b>268,658,693</b>	<b>192,415,622</b>	<b>71.6%</b>
<b>AUXILIARY FUND</b>	<b>11,597,228</b>	<b>8,005,935</b>	<b>69.0%</b>	<b>12,350,727</b>	<b>8,431,274</b>	<b>68.3%</b>
<b>RESTRICTED FUND</b>	<b>102,484,766</b>	<b>56,220,929</b>	<b>54.9%</b>	<b>100,626,443</b>	<b>56,005,006</b>	<b>55.7%</b>
<b>CHARTER HIGH SCHOOL FUND</b>	<b>980,420</b>	<b>675,900</b>	<b>68.9%</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 395,398,856</b>	<b>\$ 268,863,556</b>	<b>68.0%</b>	<b>\$ 381,635,863</b>	<b>\$ 256,851,902</b>	<b>67.3%</b>

## NOTES

A column titled “Control Limits” appears in the two spreadsheets, *Revenues & Additions* and *Expenditures & Uses by Function*, to illustrate the method of analysis. This column contains plus and minus two standard deviations of the mean for each line item. If the entry is “n/a”, this is a line item that aggregates differently in the new format for the budget report and/or there is no historical data yet available.

- (1) Actual *Tuition* revenue reflects a higher than budgeted enrollment increase, as well as the credit hour tuition rate increase for spring.
- (2) Actual *Taxes for Current Operations* reflects a higher percent of budget received due to a slightly higher than normal collection of taxes for this time of year.
- (3) Actual *Investment Income* reflects a higher percent of budget due to a combination of the unrestricted funds higher proportion of the investment pool and improved yields.
- (4) *Subtotal General Sources* shows a higher percent of budget received due to the reasons described in note (3) above.
- (5) Actual *Student Services* reflects a lower than normal percent of budget due to delayed hiring of personnel.
- (6) Actual *Repairs & Rehabilitation* reflects a lower percent of budget than normal due to lower than anticipated expenditures to date for deferred repairs and maintenance in combination with an increase in budget over prior years.
- (7) The *Tuition to Debt Service Fund* amount is related to headcount. Increased enrollment has resulted in a higher amount of transfer than budgeted.

## FINANCIAL REPORT NO. 12

### Presentation of 3rd Quarter Investment Transactions

The 3rd 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.*

### Background

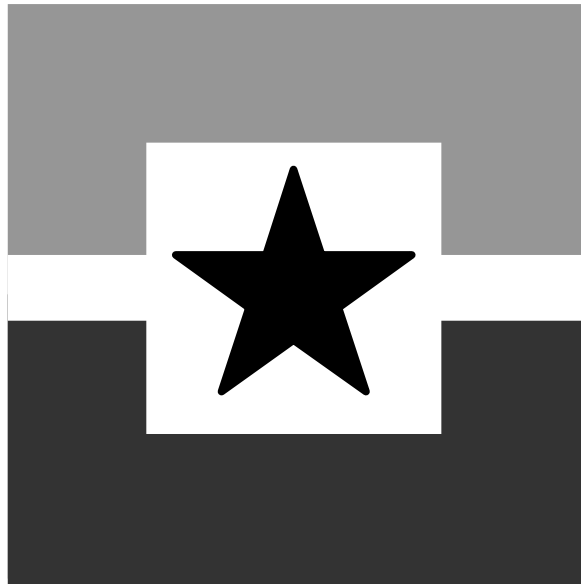
Trustees who serve on the Audit Committee are Ms. Charletta Compton (chair), Mrs. Kitty Boyle and Mr. Bob Ferguson. The Audit Committee reviewed the report of 3rd quarter investment transactions on July 10, 2007. If indicated, Audit Committee members will discuss the statements with the Board during the meeting on July 10, 2007.

The 3rd quarter investment transaction report is typical for this phase of the annual financial cycle.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752



# DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



## **Investment Portfolio**

*As of May 31, 2007*

**Dallas County Community College District  
3rd Quarter Report of Investment Transactions  
Executive Summary**

The investment portfolio of the District is summarized in the table *Investment Portfolio Summary Report*. The purchase date, maturity date, yield to maturity, book value, and market value are shown for each of the investment securities of the District as of May 2007. The configuration of the portfolio is shown for both the quarters ended February 28, 2007 and May 31, 2007, see Figures 1 and 2. The portfolio is invested 32.96% in U.S. Agency securities and 10.12% is invested in U.S. Treasury securities. The remaining 56.92% is invested in TexPool and TexSTAR. Of the portfolio, 72.26 % will mature in one year or less. No security has a maturity of more than three years from May 2007. An analysis of the portfolio maturity is shown in Figure 3. The portfolio has coupons that range from 2.60% to 5.30% and the District is earning 5.26% average return on the short-term investment pools. Because of a rising interest environment, the portfolio yield is currently underperforming the Treasury yield curve as of May 31, 2007 from a minimum of 13 basis points (1 year or less) to a maximum of 93 basis points (2 years or less). An analysis of the District's portfolio yield compared with the Treasury yield at May 31, 2007 and May 31, 2006 is shown in Figure 4.

Note: There is a *Glossary of Investment Terms* at the end of this report.

*Dallas County Community College District  
Investment Portfolio Summary Report  
Activity for the 3rd Quarter Ended May 31, 2007*

INVESTMENTS:			MARKET	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
<b>Beginning of Period</b>	February 28, 2007	\$	256,369,090	\$	410	4.62%
Purchases		\$	67,084,705			
Maturities / Sold		\$	(93,925,464)			
Market Value Change		\$	436,247			
<b>End of Period</b>	May 31, 2007	\$	229,964,578	\$	436	4.53%

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/ Edward M. DesPlas

Edward M. DesPlas, Vice Chancellor of Business Affairs

/s/ Kim Green

Kim Green, Associate Vice Chancellor of Business Affairs

/s/ Robb Dean

Robb Dean, Director of Finance and Treasury

## *Dallas County Community College District*

### Investment Portfolio Transaction Summary Report

*Activity for the 3rd Quarter Ended May 31, 2007*

*By Type of Investment*

	Face Amount 5/31/2007	Market Transactions				Market Value Change	Market Value 5/31/2007
		Market Value 2/28/2007	Securities Purchased	Securities Matured /Sold			
<b>SUMMARY:</b>							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 130,893,107	\$ 122,733,866	\$ 67,084,705	\$ (58,925,464)	\$ -	\$ 130,893,107	
TREASURY SECURITIES	24,000,000	23,288,360	-	-	(23,920)	23,264,440	
AGENCY SECURITIES	111,600,000	110,346,864	-	(35,000,000)	460,167	75,807,031	
<b>PORTFOLIO TOTAL</b>	<b>\$ 266,493,107</b>	<b>\$ 256,369,090</b>	<b>\$ 67,084,705</b>	<b>\$ (93,925,464)</b>	<b>\$ 436,247</b>	<b>\$ 229,964,578</b>	

	Face Amount 5/31/2007	Book Transaction Excludes Unrealized Gain and Loss				Book Value 5/31/2007
		Book Value 2/28/2007	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.	
<b>SUMMARY:</b>						
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 130,893,107	\$ 122,733,866	\$ 67,084,705	\$ (58,925,464)	\$ -	\$ 130,893,107
TREASURY SECURITIES	24,000,000	24,011,664	-	-	(1,503)	24,010,161
AGENCY SECURITIES	111,600,000	111,256,083	-	(35,000,000)	338,787	76,594,870
<b>PORTFOLIO TOTAL</b>	<b>\$ 266,493,107</b>	<b>\$ 258,001,613</b>	<b>\$ 67,084,705</b>	<b>\$ (93,925,464)</b>	<b>\$ 337,284</b>	<b>\$ 231,498,138</b>

## *Dallas County Community College District*

### Investment Portfolio Transaction Report

*Activity for the 3rd Quarter Ended May 31, 2007*

Invest. ID	Cusip Number	Description	Purchase Date	Call Date	Maturity Date	Face Amount	Yield
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>							
73190		TEXPOOL	30-Jul-90		N/A	\$ 52,859,767	(1)
1111		TEXSTAR	23-Jun-03		N/A	38,192,930	(2)
2003		TEXSTAR (TAX NOTE)	06-Aug-03		N/A	1,794,888	(2)
2004		TEXSTAR (TAX NOTE)	06-Apr-04		N/A	13,829,141	(2)
40		TEXSTAR (GO)	14-Sep-04		N/A	24,216,381	(2)
<b>REPURCHASE AGREEMENTS</b>							
None							
<b>TREASURY SECURITIES</b>							
13081	T912828BV1	U. S. Treasury	29-Jan-04		15-Jan-09	4,000,000	3.23%
13082	T912828BZ2	U. S. Treasury	25-Feb-04		15-Feb-09	20,000,000	2.97%
<b>AGENCY SECURITIES</b>							
16215	3128X2NSO	FHLMC Notes	28-Jan-04		28-Jan-08	3,000,000	3.25%
16216	3133ITQU8	FCFB Notes	28-Jan-04		28-Jul-08	3,000,000	3.55%
16217	3136F3Y59	FNMA Notes	30-Jan-04		30-Jul-07	7,500,000	3.00%
16218	3128X2UG8	FHLMC Notes	13-Feb-04		13-Aug-07	2,500,000	3.09%
16219	3128X2WC5	FHLMC Notes	23-Feb-04		23-Aug-07	7,500,000	3.15%
16221	3128X2ZK4	FHLMC Notes	27-Feb-04		27-Aug-07	10,000,000	3.00%
16222	3128X2D28	FHLMC Notes	4-Mar-04		4-Sep-07	5,000,000	3.01%
16223	3128X2F34	FHLMC Notes	27-Feb-04	27-Feb-07	27-Feb-09	15,000,000	3.40%
16236	313588GA7	FNDN	15-Dec-06		25-May-07	20,000,000	5.26%
16237	313588EG6	FNDN	20-Dec-06		13-Apr-07	15,000,000	5.27%
16238	3133XJK80	FHLB Notes	16-Jan-07		16-Jan-09	20,000,000	5.30%
45-1	3128X3WY5	FHLMC Notes	1-Feb-06	22-Sep-06	22-Sep-09	1,300,000	4.00%
45-2	31359MWP4	FNMA Notes	1-Feb-06		21-Oct-09	1,800,000	4.01%
<b>PORTFOLIO TOTAL</b>						<u>\$ 266,493,107</u>	

(1) The TexPool yield varies daily. The yield as of February 28, 2007 was 5.2802% and May 31, 2007 was 5.2568%.

(2) The TexSTAR yield varies daily. The yield as of February 28, 2007 was 5.2903% and May 31, 2007 was 5.2613%.

## Market Transactions

Invest. ID	Market Value 2/28/2007	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 5/31/2007
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>					
73190	\$ 45,729,988	\$ 66,055,243	\$ (58,925,464)		\$ 52,859,767
1111	37,689,066	503,864			38,192,930
2003	1,771,209	23,679			1,794,888
2004	13,646,699	182,442			13,829,141
40	23,896,904	319,477			24,216,381
<b>REPURCHASE AGREEMENTS</b>					
None					
<b>TREASURY SECURITIES</b>					
13081	3,900,160			(4,520)	3,895,640
13082	19,388,200			(19,400)	19,368,800
<b>AGENCY SECURITIES</b>					
16215	2,951,490			7,380	2,958,870
16216	2,946,570			(4,680)	2,941,890
16217	7,417,950			46,875	7,464,825
16218	2,475,000			13,275	2,488,275
16219	7,425,150			37,425	7,462,575
16221	9,890,600			53,700	9,944,300
16222	4,943,200			26,750	4,969,950
16223	14,592,300			(39,000)	14,553,300
16236	19,758,000		(20,000,000)	242,000	-
16237	14,908,500		(15,000,000)	91,500	-
16238	20,000,000				20,000,000
45-1	1,274,104			(6,058)	1,268,046
45-2	1,764,000			(9,000)	1,755,000
<b>PORTFOLIO TOTAL</b>	<b>\$ 256,369,090</b>	<b>\$ 67,084,705</b>	<b>\$ (93,925,464)</b>	<b>\$ 436,247</b>	<b>\$ 229,964,578</b>

(1) The TexPool yield varies daily. The yield as of February 28, 2007 was 5.2802% and May 31, 2007 was 5.2568%.

(2) The TexSTAR yield varies daily. The yield as of February 28, 2007 was 5.2903% and May 31, 2007 was 5.2613%.

### Book Transaction Excludes Unrealized Gain

Invest. ID	Book Value 2/28/2007	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.	Book Value 5/31/2007
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>					
73190	\$ 45,729,988	\$ 66,055,243	\$ (58,925,464)		\$ 52,859,767
1111	37,689,066	503,864			38,192,930
2003	1,771,209	23,679			1,794,888
2004	13,646,699	182,442			13,829,141
40	23,896,904	319,477			24,216,381
<b>REPURCHASE AGREEMENTS</b>					
None					
<b>TREASURY SECURITIES</b>					
13081	4,001,182			(158)	4,001,024
13082	20,010,482			(1,345)	20,009,137
<b>AGENCY SECURITIES</b>					
16215	3,000,000				3,000,000
16216	3,000,000				3,000,000
16217	7,488,205			7,186	7,495,391
16218	2,499,031			540	2,499,571
16219	7,500,000				7,500,000
16221	10,000,000				10,000,000
16222	4,999,818			90	4,999,908
16223	15,000,000				15,000,000
16236	19,760,583		(20,000,000)	239,417	-
16237	14,908,446		(15,000,000)	91,554	-
16238	20,000,000				20,000,000
45-1	1,300,000				1,300,000
45-2	1,800,000				1,800,000
<b>PORTFOLIO TOTAL</b>	<b>\$ 258,001,613</b>	<b>\$ 67,084,705</b>	<b>\$ (93,925,464)</b>	<b>\$ 337,284</b>	<b>\$ 231,498,138</b>

(1) The TexPool yield varies daily. The yield as of February 28, 2007 was 5.2802% and May 31, 2007 was 5.2568%.

(2) The TexSTAR yield varies daily. The yield as of February 28, 2007 was 5.2903% and May 31, 2007 was 5.2613%.

## *Dallas County Community College District*

### Investment Portfolio Percentage Report

*Activity for the 3rd Quarter Ended May 31, 2007*

Type of Security	Portfolio Pct 2/28/2007	Market Value 2/28/2007	Portfolio Pct 5/31/2007	Market Value 5/31/2007
MONEY MKT FUNDS & INVESTMENT POOLS	47.88%	\$ 122,733,866	56.92%	\$ 130,893,107
TREASURY SECURITIES	9.08%	23,288,360	10.12%	23,264,440
AGENCY SECURITIES	43.04%	110,346,864	32.96%	75,807,031
<b>PORTFOLIO TOTAL</b>	<b>100.00%</b>	<b>\$ 256,369,090</b>	<b>100.00%</b>	<b>\$ 229,964,578</b>

### Portfolio Percent by Investment Type

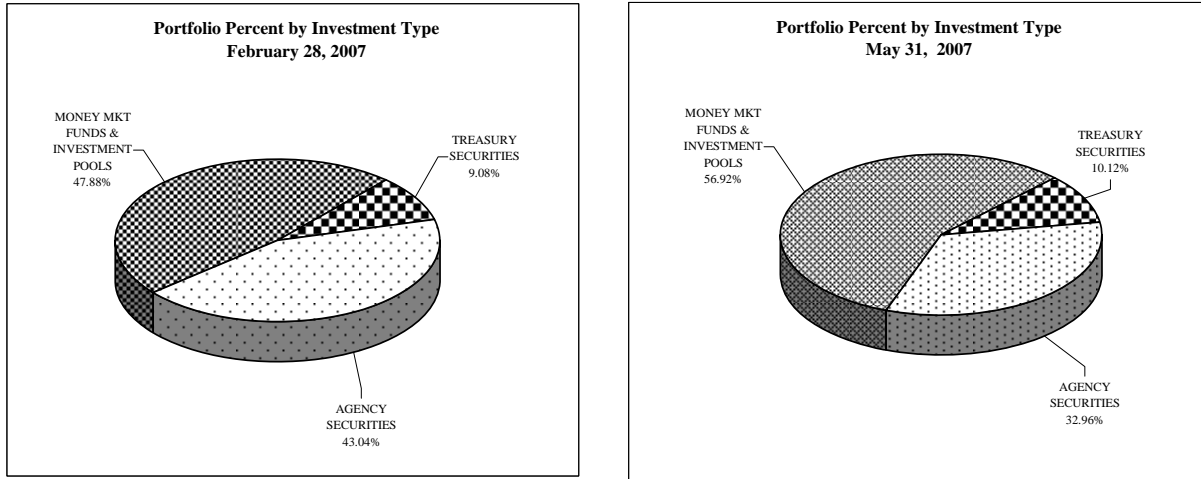


Figure 1 - Investment Portfolio Percentage Report



## *Dallas County Community College District*

### Investment Pool Report by Fund Type

*Activity for the 3rd Quarter Ended May 31, 2007*

Fund Description	Portfolio Pct 2/28/2007	Market Value 2/28/2007	Portfolio Pct 5/31/2007	Market Value 5/31/2007
Unrestricted Fund	71.27%	\$ 182,707,749	68.98%	\$ 158,626,041
Auxiliary Fund	8.29%	21,248,292	8.33%	19,145,923
Unexpended Plant Fund	17.64%	45,240,134	19.89%	45,750,674
Quasi - Endowment Fund	2.80%	7,172,915	2.80%	6,441,940
<b>PORTFOLIO TOTAL</b>	<b>100.00%</b>	<b>\$ 256,369,090</b>	<b>100.00%</b>	<b>\$ 229,964,578</b>

### Portfolio Pool Allocation Percent by Fund Type

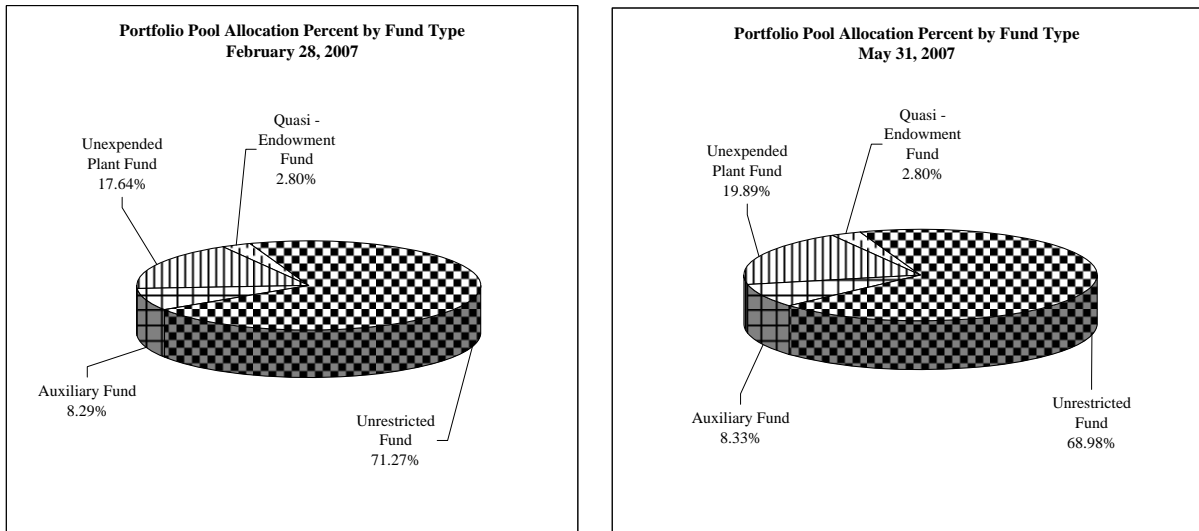
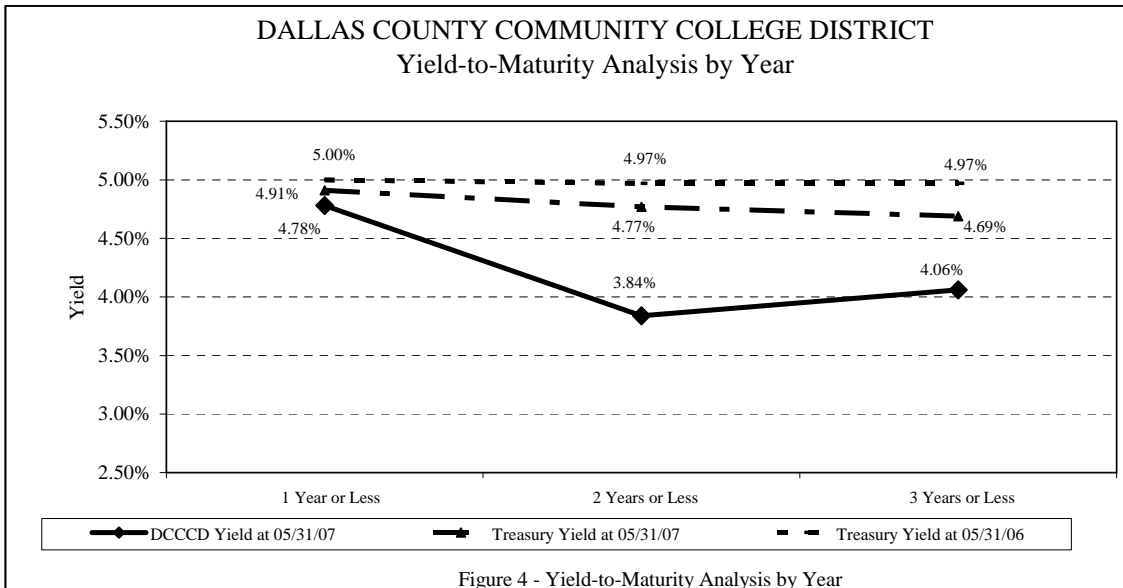
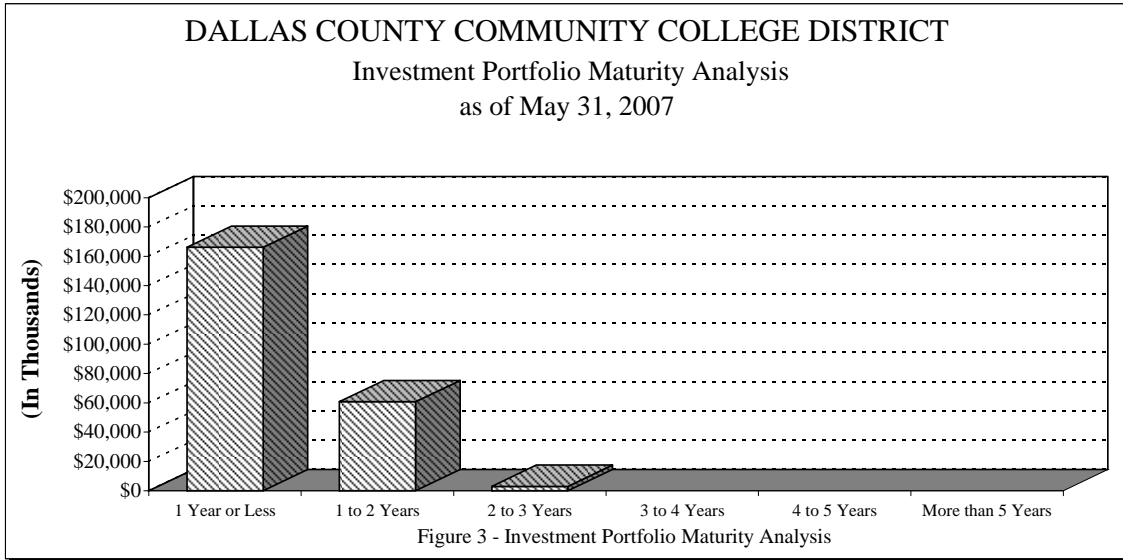


Figure 2 - Investment Portfolio Fund Report



## GLOSSARY OF INVESTMENT TERMS

**Agency:** A security that is issued with an implied or actual pledge of the credit of the U.S. government. The agency is a department of the government or a pseudo-agency that is providing a governmental function (e.g., SLMA, FHLB).

**Arbitrage:** Arbitrage involves the simultaneous purchase of a security in one market and the sale of it or a derivative product in another market to profit from price differentials between the two markets. As used in municipal finance, it represents the spread between bond interest rates and the interest rate on investments of proceeds. Generally these earnings are limited by IRS requirements to spend proceeds quickly, usually within 24 months.

**Basis point:** 1/100th of a point (i.e., 50 basis points = .50 % or one half of one percent).

**Bond:** A long-term promissory note in which the issuer agrees to pay the owner the amount of the face value on a future date and to pay interest at a specified rate at regular intervals.

**Broker/dealer:** An individual or firm who acts as an intermediary between a buyer and seller, usually charging a commission.

**Call:** The right to redeem outstanding bonds before their scheduled maturity.

**Coupon:** The stated interest payment that is based on the face amount of a fixed income security. This amount is usually redeemable at a specific date for a specific payment.

**Delivery vs. payment:** The control feature that will not allow a security to be paid unless the security is delivered in the exact amount of value as the payment. This transaction usually involves a third party, usually the safekeeping department of a bank.

**Discount:** The amount of reduction from the face of a fixed income security to compensate for the difference in coupon price and the market value.

**GASB 31:** A pronouncement by the Governmental Accounting Standards Board that provided for a dissolution of distinct differences between book and market values. It caused there to be a “mark to market” on a regular basis, with a recognition of gains or losses contemporaneously by booking an unrealized gain or loss.

**GO bond:** A bond which is supported by general obligation tax revenues of a governmental entity.

**Liquidity:** The liquidity of a security is the ease with which the market can absorb volume buying or selling without dramatic fluctuation in price, i.e., ease of entry/exit into/from a market.

**Market value:** The market value of a security is the last-sale price multiplied by total units outstanding. It is calculated throughout the trading day and is related to the total value of the index.

**Maturity:** The date that a security comes due. The issuer must pay the holder the face amount of the security.

**Municipal bonds:** Bonds issued by states, cities, counties, and towns to fund public capital projects like roads, schools, sanitation facilities, bridges, as well as operating budgets. These bonds are exempt from federal taxation and from state and local taxes for the investors who reside in the state where the bond is issued.

**Premium:** The amount of extra price that is added above the face of a fixed income security to compensate for the difference in coupon price and the market value (which takes into consideration the current interest market compared to the stated coupon).

**Repurchase agreement:** Agreement between a seller and a buyer, usually of agency or treasury securities, where the seller agrees to repurchase the securities at an agreed upon price and date.

**Revenue bond:** A bond which is supported by pledged revenues of the entity.

**Settlement:** The conclusion of a securities transaction; a broker/dealer buying securities pays for them; a selling broker delivers the securities to the buyer's broker.

**Treasury:** A security that is issued with the full faith and credit of the United States government.

**Underwriter:** An investment banker who assumes the risk of bringing a new securities issue to market. The underwriter will buy the issue from the issuer and guarantee sale of a certain number of shares to investors; this is firm-commitment underwriting. To spread the risk of purchasing the issue, the underwriter often will form a syndicate (underwriting group, purchase group) among other investment firms. If the investment firm is unwilling to buy the issue outright, other underwriting forms may be used.

**Unrealized gain or loss:** The amount of difference between market value and book value of securities recorded on the financial records of an entity. The amount is an unrealized gain if market value is higher than book value. If the market value is lower than the book value, an unrealized loss is recorded. The amount is unrealized until such time as the security or asset is actually sold by the investor, at which time the amount of difference between market and book values is realized. A security held to maturity will not ever realize a gain or loss.

## FINANCIAL REPORT NO. 13

### Presentation of 3rd Quarter Financial Statements

The 3rd quarter financial statements are presented as provided by Board Policy CDA (LOCAL) which states: *Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.*

### Background

Trustees who serve on the Audit Committee are Ms. Compton (chair), Mrs. Boyle and Mr. Ferguson. The Audit Committee reviewed the 3rd quarter financial statements on July 10, 2007. If indicated, Audit Committee members will discuss the statements with the Board during the meeting on July 10, 2007.

The Audit Committee accepted the financial statements and recommended they be presented to the full Board of Trustees at the July 10, 2007 meeting.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752

# **DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**



## **Financial Statements**

*As of May 31, 2007*

**Dallas County Community College District  
3rd Quarter Financial Report  
Executive Summary**

There have been no significant changes or transactions affecting the financial position of the District for the period September 1, 2006 through May 31, 2007, with the exception of the issuance of \$25.3 million in Series 2006 Revenue Refunding Bonds to refund \$27.1 million of Series 2001 Revenue Bonds. A brief analysis of each of the primary statements follows.

**Balance Sheet**

The schedule *Combined Balance Sheet* presents the unaudited Combined Balance Sheet by fund group as of May 31, 2007. The assets of the District continue to consist primarily of cash, investments, and plant assets (approximately 95.4% of total assets). Cash, cash equivalents, and investments decreased approximately \$8.7 million (3.7%) from May 31, 2006. This decrease is primarily due to expenditures for land and building purchases and construction costs for planned projects. Receivables increased approximately \$1.8 million (15.2%) from May 31, 2006. This increase is primarily due to increased Federal receivables related to the Small Business Development Centers. Inventories and other assets increased approximately \$1.5 million (16.9%) from May 31, 2006. This increase is primarily due to the capitalization of bond issue costs for the Series 2006 Revenue Refunding Bonds and the deferred gain on the refunding of the Series 2001 Revenue Bonds. Property, plant and equipment increased approximately \$9.5 million (3.0%) from May 31, 2006. This increase is primarily related to the capitalization of assets for major repairs and rehabilitation projects, construction projects and other capital equipment expenditures, net of asset disposals and depreciation. Total combined assets have increased from May 2006 by about \$6.9 million (1.2%). The District's Combined Assets, Liabilities and Fund Balances are depicted graphically in Figures 1-2.

District assets are funded approximately 70.6% by fund balances, and 29.4% by liabilities. Isolating the effects of interfund payables, total liabilities of the District have decreased about 6.8% when compared to May 2006. This decrease is mainly attributable to a reduction in bonds payable due to making semi-annual principal payments.

**Schedule of Fund Balances**

The *Schedule of Fund Balances* presents the total fund balances of the District by fund and by type (i.e. Restricted, Designated, etc.). The largest components of fund balance are the investment in plant assets (\$215.0 million, 52.2%) and current operating funds (\$144.4 million, 35.1%). Total current fund balances increased by approximately \$43.3 million for the year to date. The change in fund balance is



cyclical in nature over the course of the fiscal year. The components of the fund balances are depicted graphically in Figure 3.

### **Statement of Current Funds Revenues, Expenditures, and Other Changes**

The results of operations for the current funds are summarized in the *Combined Current Funds Revenues, Expenditures and Transfers* table. This table presents a comparison for the third quarter ended May 31, 2007, 2006 and 2005.

Current revenues have increased from the same period in the prior year. Unrestricted state appropriations to date are relatively unchanged from May 2006. Total tuition and charges have increased approximately \$5.8 million (9.7%) from May 2006 primarily due to a \$3 per credit hour tuition increase that began in the Spring 2007 semester combined with a spring enrollment increase and to additional tuition for students taking a class for the third or more time. Ad valorem tax revenue in the current funds increased approximately \$8.6 million (8.4%) from May 2006 primarily due to an increase in property valuation. Investment revenues increased approximately \$3.5 million (108.7%) from May 2006 as a result of increased interest rates in the District's investment portfolio. Contracts and grants revenue decreased approximately \$0.8 million (2.2%) from May 2006 as a result of decreased federal grants from the Department of Education. Auxiliary Enterprises revenue decreased approximately \$0.4 million (8.7%) from May 2006 as a result of a decrease in telecourse revenue. The District's Current Unrestricted Revenues are depicted graphically in Figure 4.

Current unrestricted funds expenditures are relatively unchanged from those from the same period in the prior year except for institutional support, which showed an increase of \$3.5 million (9.3%) primarily due to increases in advertising, legal expense and tax collection fees. Current Unrestricted Expenditures are shown in Figure 5.

Restricted expenditures are approximately \$0.3 million (0.5%) behind those from the same period in the prior year primarily due to decreases in student financial aid.

In summary, the net difference between total expenditures and transfers and total revenues results in an increase to fund balance of approximately \$43.3 million for the first nine months of the 2006-07 fiscal year. This change is due primarily to the increase in investment income, taxes and tuition revenues.

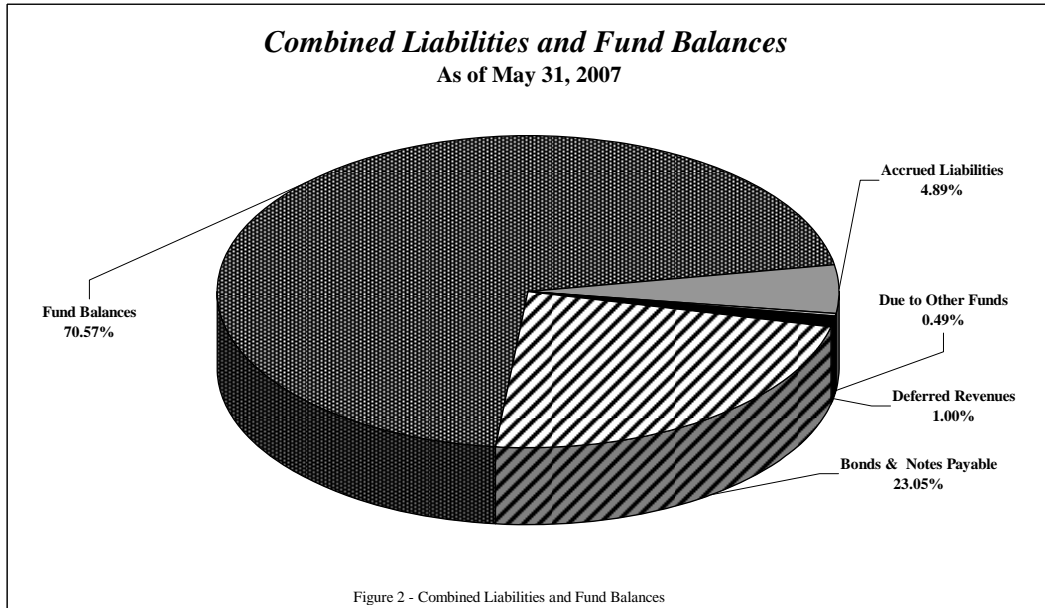
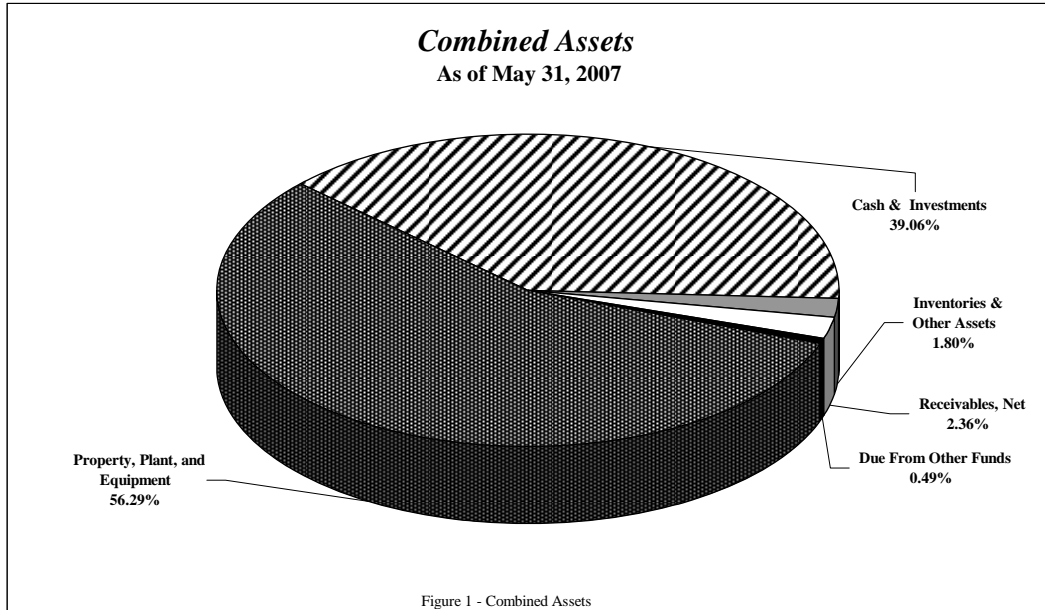
Note: See Glossary for fund groups, functional areas and financial terms at the end of the report.

*Dallas County Community College District  
Combined Balance Sheet (Unaudited)*

May 31, 2007

*With Comparative Totals (000's)*

	<i>Current Funds</i>	<i>Plant Funds</i>	<i>Loan and Agency Funds</i>	<i>Quasi- Endowment Fund</i>	<i>Total Current Year</i>	<i>Total As Of 08/31/06</i>	<i>Total May 2006</i>
<b><u>ASSETS:</u></b>							
Cash and Cash Equivalents	\$76,466	\$48,633	\$1,522	\$2,125	\$128,746	\$87,178	\$38,161
Receivables, Net	13,359	157	47	200	13,763	25,395	11,943
Inventories and Other Assets	5,963	4,547			10,510	7,549	8,989
Due From Other Funds	2,843				2,843	2,303	117
Investments	91,259	4,505		3,307	99,071	130,766	198,317
Property, Plant, and Equipment		328,240			328,240	339,900	318,762
<b>TOTAL ASSETS</b>	<b>\$189,890</b>	<b>\$386,082</b>	<b>\$1,569</b>	<b>\$5,632</b>	<b>\$583,173</b>	<b>\$593,091</b>	<b>\$576,289</b>
<b><u>LIABILITIES:</u></b>							
Accounts Payable and Accrued Liabilities	\$23,186	\$5,317	\$4		\$28,507	\$32,260	\$29,270
Due to Other Funds		2,843			2,843	2,303	117
Deposits and Deferred Revenues	4,253		1,436	133	5,822	28,416	5,185
Notes Payable		301			301	444	491
Bonds Payable		134,145			134,145	146,175	146,175
<b>TOTAL LIABILITIES</b>	<b>\$27,439</b>	<b>\$142,606</b>	<b>\$1,440</b>	<b>\$133</b>	<b>\$171,618</b>	<b>\$209,598</b>	<b>\$181,238</b>
<b><u>FUND BALANCES:</u></b>							
<b><u>Current Funds:</u></b>							
Operating	\$144,371				\$144,371	\$102,286	\$126,483
Auxiliary	18,135				18,135	16,879	18,030
Restricted	-				-	-	-
Richland Collegiate High School	(55)				(55)	-	-
<b><u>Plant Funds:</u></b>							
Unexpended		14,845			14,845	6,893	11,601
Retirement of Indebtedness		13,669			13,669	13,320	11,936
Investment in Plant		214,962			214,962	238,726	221,538
Loan Fund			129		129	131	125
Quasi-Endowment Fund				5,499	5,499	5,258	5,338
<b>TOTAL FUND BALANCES</b>	<b>\$162,451</b>	<b>\$243,476</b>	<b>\$129</b>	<b>\$5,499</b>	<b>\$411,555</b>	<b>\$383,493</b>	<b>\$395,051</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$189,890</b>	<b>\$386,082</b>	<b>\$1,569</b>	<b>\$5,632</b>	<b>\$583,173</b>	<b>\$593,091</b>	<b>\$576,289</b>



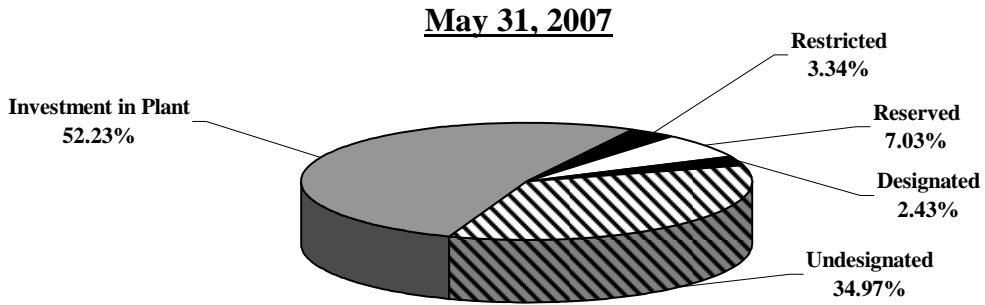
*Dallas County Community College District*  
*Schedule of Fund Balances (Unaudited)*

May 31, 2007

With Comparative Totals (000's)

	<i>Unrestricted</i>			<i>Restricted</i>		<i>Net Investment in Plant</i>	<i>Total-Current Month</i>	<i>Fiscal Year Ending 08/31/06</i>	<i>Net Change Increase/ (Decrease)</i>
	<i>Reserved</i>	<i>Designated</i>	<i>Undesignated</i>	<i>Debt Service</i>	<i>Other</i>				
<b><u>FUND BALANCES:</u></b>									
<i>Current Funds:</i>									
Operating	\$11,642	\$4,484	\$128,245				\$144,371	\$102,380	\$41,991
Auxiliary	2,442	2	15,691				18,135	16,879	1,256
Restricted							-	-	-
Richland Collegiate High School					(55)		(55)	(94)	39
<i>Subtotal:</i>	14,084	4,486	143,936		(55)		162,451	119,165	43,286
<i>Plant Funds:</i>									
Unexpended	14,845						14,845	6,893	7,952
Retirement of Indebtedness				13,669			13,669	13,320	349
Investment in Plant						214,962	214,962	238,726	(23,764)
Loan Fund					129		129	131	(2)
Quasi-Endowment Fund		5,499					5,499	5,258	241
<b>TOTAL FUND BALANCES</b>	<b>\$28,929</b>	<b>\$9,985</b>	<b>\$143,936</b>	<b>\$13,669</b>	<b>\$74</b>	<b>\$214,962</b>	<b>\$411,555</b>	<b>\$383,493</b>	<b>\$28,062</b>

### *Fund Balances by Type - All Funds*



### *Fund Balances by Fund Group - All Funds*

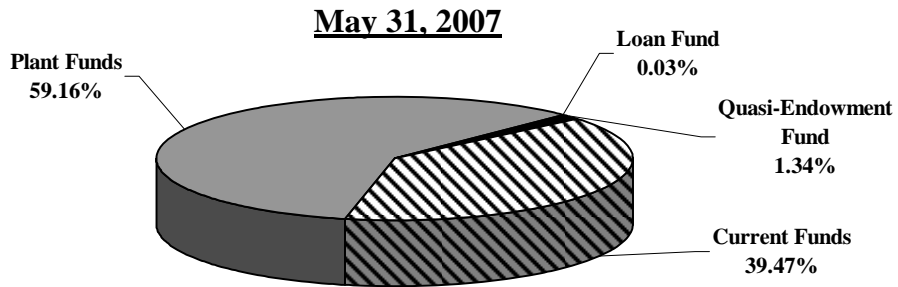
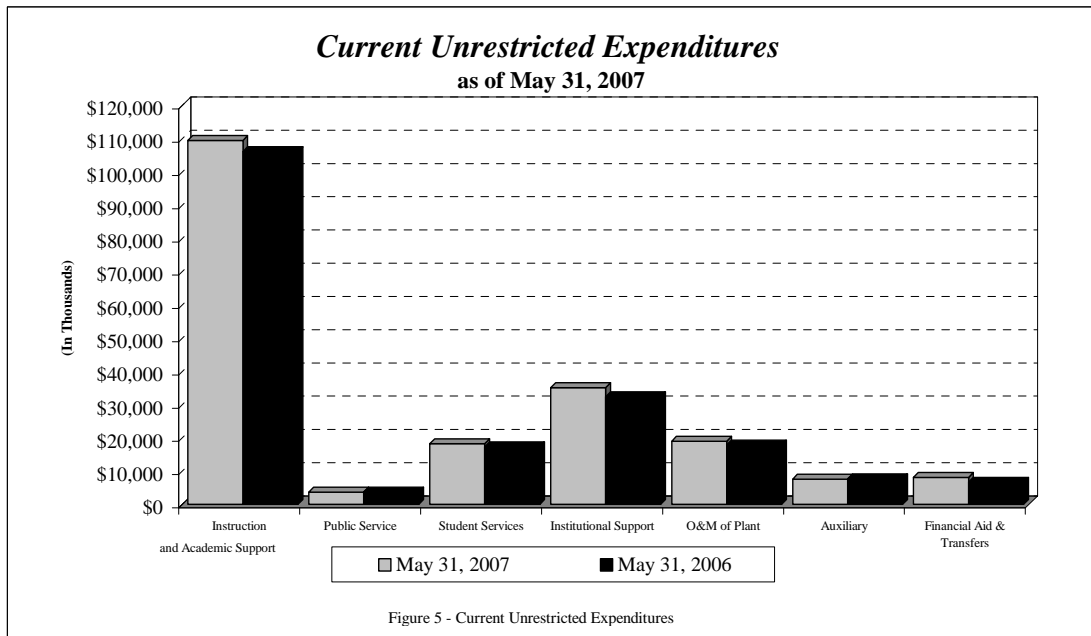
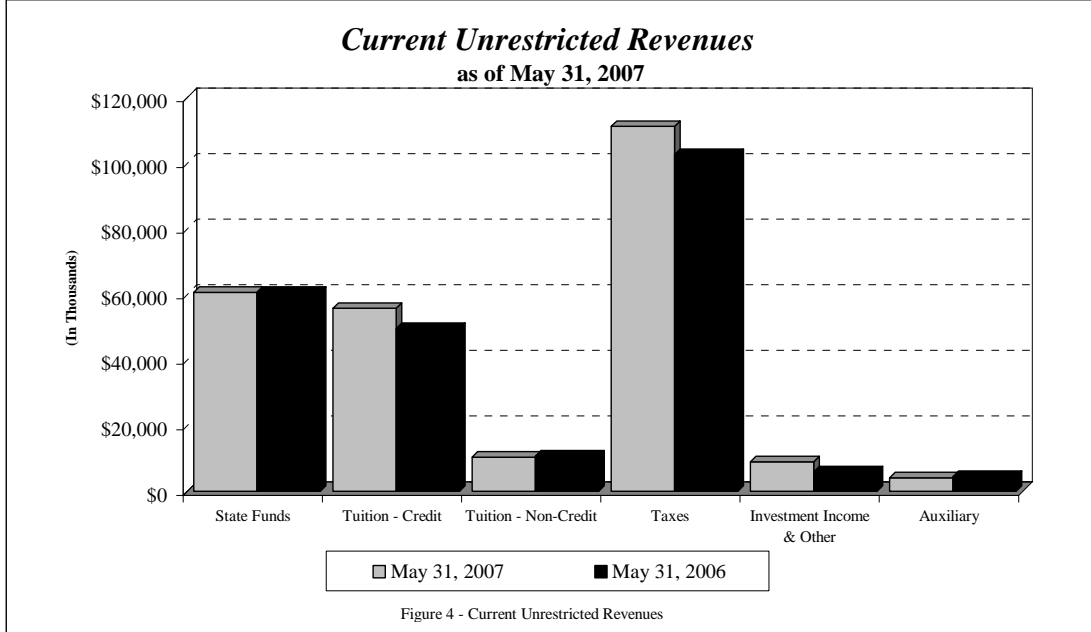


Figure 3 - Fund Balances By Type & Fund Group

*Dallas County Community College District  
 Combined Current Funds Revenues, Expenditures, and Transfers (Unaudited)  
 For the Nine Months Ending May 31, 2007  
 With Comparative Totals (000's)*

	<i>Operating</i>	<i>Auxiliary</i>	<i>Restricted <sup>(1)</sup></i>	<i>RCHS</i>	<i>Total Current Year</i>	<i>Total May 2006</i>	<i>Total May 2005</i>
<b><u>REVENUES:</u></b>							
State Appropriations	\$60,619		\$17,892	\$702	\$79,213	\$77,873	\$74,132
Tuition & Charges - Credit	55,766				55,766	49,640	44,765
Tuition & Charges - Non-Credit	10,394				10,394	10,693	11,192
Total Tuition & Charges	66,160				66,160	60,333	55,957
Ad Valorem Taxes	111,268				111,268	102,675	97,471
Investment Income	6,113	673		2	6,788	3,252	1,841
Contracts & Grants	946	22	34,797		35,765	36,563	36,070
Other	1,230				1,230	1,411	1,293
Auxiliary Enterprises		4,116			4,116	4,510	3,669
<b>TOTAL REVENUES</b>	<b>\$246,336</b>	<b>\$4,811</b>	<b>\$52,689</b>	<b>\$704</b>	<b>\$304,540</b>	<b>\$286,617</b>	<b>\$270,433</b>
<b><u>EXPENDITURES:</u></b>							
Instruction and Academic Support	\$109,475		\$16,482	\$373	\$126,330	\$122,249	\$120,102
Public Service	3,658		4,086		7,744	7,417	7,210
Student Services	18,206		4,804	72	23,082	21,679	21,353
Institutional Support	35,079		5,714	220	41,013	37,536	35,532
Operation and Maintenance of Plant	18,969		662		19,631	18,503	18,213
Financial Aid	3,513		23,797		27,310	28,078	25,503
Auxiliary Enterprises		7,551			7,551	7,689	7,503
Mandatory Transfers	(4,577)	(7)	2,467		(2,117)	(1,919)	(2,051)
<b>TOTAL EXPENDITURES &amp; MANDATORY TRANSFERS</b>	<b>\$193,477</b>	<b>\$7,558</b>	<b>\$53,078</b>	<b>\$665</b>	<b>\$254,778</b>	<b>\$245,070</b>	<b>\$237,467</b>
<b><u>Other Transfers and Additions, net</u></b>	<b>(10,868)</b>	<b>4,003</b>	<b>389</b>		<b>(6,476)</b>	<b>(3,110)</b>	<b>(5,505)</b>
<b>NET INCREASE in FUND BALANCE</b>	<b>\$41,991</b>	<b>\$1,256</b>	<b>-</b>	<b>39</b>	<b>\$43,286</b>	<b>\$38,437</b>	<b>\$27,461</b>

<sup>(1)</sup> Included in Restricted revenues and expenditures are RCHS grants totalling \$371,097.



## GLOSSARY

### FUND GROUPS

**Current funds:** Funds available for current operating and maintenance purposes as well as those restricted by donors and other outside agencies for specific operating purposes. Current funds are segregated into separately balanced fund groups.

**Unrestricted current funds:** Funds that have no limitation or stipulations placed on them by external agencies or donors. The funds are used for carrying out the primary purpose of the District, i.e., educational, student services, extension, administration and maintenance of facilities.

**Auxiliary enterprises:** Funds for activities that serve students, faculty, or staff for charges that are directly related to, although not necessarily equal to, the cost of the service. Examples are food services and bookstores. The state of Texas expects auxiliary enterprises to be self-supporting on a perpetual basis.

**Restricted current funds:** Funds available for current purposes but with restrictions from outside agencies or persons. Revenues are reported only to the extent of expenditures for the current year.

**Plant funds:** Plant funds are divided into three separately balanced fund groups.

**Unexpended:** Funds for the construction, rehabilitation, and acquisition of physical properties for institutional purposes.

**Retirement of indebtedness:** Funds accumulated to meet debt service charges and the retirement of indebtedness.

**Investment in plant:** Funds already expended for plant properties. Physical properties are stated at cost at the date of acquisition or fair market value at the date of donation for gifts. Depreciation on physical plant and equipment is recorded.

**Loan funds:** Funds available for loan to students.

**Agency funds:** Funds held by the District as custodial or fiscal agent for students, faculty members, and/or others.

**Quasi-endowment and similar funds:** Funds subject to certain Board-designated restrictions.



## **FUNCTIONAL AREAS OF EXPENDITURES**

**Instruction:** Salaries, wages, supplies, travel, office furniture, equipment and other expenses for the operation of general academic and technical/vocational instructional departments.

**Public service:** All costs of activities designed primarily to serve the general public, including correspondence courses, adult study courses, public lectures, workshops, institutes, and similar activities.

**Academic support:** Library – Salaries, wages, library materials (including books, journals, audiovisual media, computer-based information, manuscripts and other information sources), binding costs, equipment and other operating costs of the library. Also, Instructional Administration Expense – Salaries, wages, supplies, travel, equipment and other operating expense of the offices of academic deans or directors of major teaching department groupings.

**Student services:** Salaries, wages and all other costs associated with admissions and registration, student financial services (including financial aid), student recruitment and retention, testing and guidance, career placement services and other student services.

**Institutional support:** Salaries, wages and all other costs for the governance of the institution, executive direction and control, business and fiscal management, campus security, administrative data processing, central support services, purchasing and other general institutional activities.

**Operation and maintenance of plant:** Salaries, wages, supplies, travel, equipment, services and other operating expenses for physical plant administration services, building maintenance, custodial services, grounds maintenance, utilities and major repairs and rehabilitation of buildings and facilities.

**Staff benefits:** Premiums and costs toward staff benefit programs for employees. Examples of authorized staff benefits are group insurance premiums, workers' compensation insurance, Medicare, retirement contributions and parking stipends. For reporting purposes, staff benefits are allocated over the functional areas based on salaries.

**Scholarships and fellowships:** Expenditures for student financial aid including waivers, scholarships, and state and federal financial assistance.

**Auxiliary enterprises:** Expenditures related to bookstore, food service, intercollegiate athletics, and Center for Educational Telecommunications operations.

## **OTHER FINANCIAL TERMS**

**Audit of financial statements:** Generally the expression of an opinion by the auditor that the financial statements present fairly in accord with certain standards, in all material respects the financial position of the organization being audited. It is not a determination of the presence or absence of fraud or deliberate misrepresentation.

**Fraud:** A false representation of a matter of fact that should have been disclosed, which deceives another so that he/she acts upon it to his/her injury.

**GAAP:** Generally accepted accounting principles. Rules, conventions, standards, and procedures that are widely accepted among accountants. GAAP doctrine is established by a combination of authoritative standards set by policy boards such as the Governmental Accounting Standards Board (GASB), an independent, self-regulating organization, and accounting practices developed over time that have become universally accepted as appropriate.

**GASB 31:** A pronouncement by the Governmental Accounting Standards Board that provided for dissolution of distinct differences between book and market values. It caused there to be a “mark to market” on a regular basis, with recognition of gains or losses contemporaneously by booking an unrealized gain or loss.

**GASB 34 and 35:** Pronouncements by the Governmental Accounting Standards Board that were implemented beginning with the August 31, 2002 audited financial statements. Implementation of the pronouncements changed wording of the auditor's opinion, added a management's discussion and analysis section, reformatted financial statement line items, presented a single consolidated funds column, added a cash flow statement, and made various changes to the footnotes.

**Internal control:** The system of business procedures that limits and may prevent access of individuals to misappropriate the funds of an organization. One example is a separation of duties between execution and recording of transactions.

**Management letter:** A letter, generally issued by external auditors, pointing out various findings that were noted in connection with the audit engagement. Often these items involve observed weaknesses in internal control.

**Materiality:** A state of relative importance. Strict adherence to any accounting principle is not required when the lack of adherence does not produce an error or misstatement sufficiently large as to influence a financial statement reader's judgment of a given situation.

**OMB Circular A-133:** The U.S. Office of Management and Budget's pronouncement that established the process of auditing all government grants of a specified threshold size, to be included in the regular annual audit of the grantee.

**Unrealized gain or loss:** The amount of difference between market value and book value of securities recorded on the financial records of an entity. The amount is an unrealized gain if market value is higher than book value. If the market value is lower than the book value, an unrealized loss is recorded. The amount is unrealized until such time as the security or asset is actually sold by the investor, at which time the amount of difference between market and book values is realized. A security held to maturity will not ever realize a gain or loss.

FINANCIAL REPORT NO. 14

Approval of Schedule for Tax Rate and Budget Adoption

- Wednesday,  
July 25                      Dallas Central Appraisal District certifies tax roll.
- Friday,  
July 27                      Publish notice of public meeting to discuss the budget for the Richland Collegiate High School (RCHS) (give 10 days public notice).
- Friday,  
August 3                    72-hour notice for August 7 Board meeting. (Open Meetings Notice)
- Tuesday,  
August 7                    Public hearing on Richland Collegiate High School (RCHS) budget.
- Tuesday,  
August 7                    Regular Board meeting with agenda item to discuss the proposed tax rate. Take a record vote and schedule a public hearing if the proposed tax rate will exceed the effective tax rate.
- Tuesday  
August 7                    Regular Board meeting to include an agenda item to adopt Richland Collegiate High School (RCHS) budget.
- Tuesday,  
August 7                    Publication of effective and rollback tax rates, statements and schedules. Submission to governing body.
- Tuesday,  
August 14                    “Notice of Public Hearing on Tax Increase,” (1<sup>st</sup> quarter-page ad published in newspaper and website at least seven (7) days before August 21 public hearing).
- Friday,  
August 17                    72-hour notice for August 21 public hearing on tax rate. (Open Meetings Notice)
- Tuesday,  
August 21                    First of two public hearings on the tax rate.
- Tuesday,  
August 21                    “Notice of Public Hearing” on tax increase published in newspaper and website at least seven (7) days before August 28
- Friday,  
August 24                    Public Hearing. (Open Meetings Notice)  
72-hour notice for August 28, the second of two public hearings

on tax rate.

- Friday,  
August 24      “Notice of Vote on Tax Rate” (2<sup>nd</sup> quarter-page ad published in newspaper and website at least seven (7) days before meeting, if required).
- Friday,  
August 24      “Notice of Public Hearing” on adoption of the budget posted 10 days prior to September 4 Board meeting.
- Tuesday,  
August 28      Second of two public hearings on the tax rate. Schedule and announce meeting to adopt tax rate 3-14 days from this date.
- Wednesday,  
August 29      “Notice of Vote on Tax Rate” (quarter-page ad published in newspaper and website at least seven (7) days before meeting to adopt tax rate).
- Friday,  
August 31      72-hour notice for September 4 Board meeting at which the tax rate and budget will be adopted. (Open Meetings Notice)
- Tuesday,  
September 4      Regular Board meeting with agenda to include public hearing on the budget for 2007-08, adoption of the 2007-08 budget and approval of resolution levying ad valorem tax rate for 2007-08.

### Background

The calendar for adoption of the tax rate and budget is largely determined by requirements set forth in the Texas Property Tax Code, which was enacted in 1979. The Texas Comptroller of Public Accounts publishes a Truth in Taxation Manual each year that includes an up-to-date history of amendments to the code.

The Property Tax Code establishes target dates for many truth-in-taxation activities. Although circumstances may force appraisal districts or taxing units to alter their timetables, the target dates provide a framework for activities.

July 25 is the target date for the Dallas Central Appraisal District (DCAD) to certify the approved appraisal roll to DCCCD. If this target date is not met, the calendar for subsequent events may have to be changed.

The calendar of events preceding adoption of the tax rate and budget was changed with the 79<sup>th</sup> Legislative Session by increasing the number of public hearings that a taxing unit must have prior to adopting a tax rate and also the number of publications required of a taxing unit prior to adopting a tax rate.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752

## FINANCIAL REPORT NO. 15

### Approval of Resolution to Establish a Book Loan Fund for Brookhaven College, Cedar Valley College, Eastfield College, El Centro College, Mountain View College, North Lake College and Richland College

It is recommended that the Board approve a resolution authorizing the transfer of a total of \$350,000 from the auxiliary fund of the above referenced colleges to provide institutional short term loans for the purchase of books to students enrolled at their respective campuses.

#### Background

As a feature of one option in its bid for providing bookstore services, Follett Higher Education Group (“Follett”) offered to make an advance payment of \$350,000. Follett’s bid which included this option was approved at the February 6, 2007 Board meeting. The \$350,000 has been received and allocated to the campuses based on their historical share of bookstore commission. Each campus is designating its share of the advance to provide short term loans to enrolled students for the purchase of books. The targeted students are those who receive no other financial aid for books and supplies but have insufficient disposable income for the purchase of books.

The transfer of money from the auxiliary fund to a loan fund must be approved by the Board as serving a public purpose. The attached resolution, once accepted, serves as a vehicle for providing that approval. Using the \$350,000 advance from Follett to provide short term loans for books following guidelines established by the colleges can benefit up to 1,400 students per semester District-wide.

Although transfer of the \$350,000 to the loan fund eliminates use of this revenue in the auxiliary fund, its use for book loans for students that might not otherwise be able to afford to take classes could result in more than replacing that amount through tuition collected and state appropriations earned each semester.

The short term loans will be awarded by the Financial Aid office on each campus.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752

**RESOLUTION AUTHORIZING  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT TO  
TRANSFER SPECIFIC AUXILIARY  
MONIES TO INSTITUTIONAL SHORT TERM LOANS**

WHEREAS, the Dallas County Community College District (the DCCCD) is a community college district and political subdivision of the State of Texas; and

WHEREAS, the DCCCD has received \$350,000 in its auxiliary fund as an advance on bookstore commissions and;

WHEREAS, the DCCCD considers institutional loans to be an appropriate use for the advance and such loan program to serve a public purpose in accordance with the Texas Constitution and pursuant to the Education Code; NOW THEREFORE:

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

Section 1. That the funds authorized by this Resolution will be used to provide institutional loans to students who are enrolled in District colleges to purchase text-books. This use is declared a public purpose;

Section 2. That the DCCCD transfer the following amounts from the auxiliary fund of the colleges listed below to the loan fund for institutional short term loans;

Brookhaven College	\$49,175
Cedar Valley College	\$28,840
Eastfield College	\$57,890
El Centro College	\$43,680
Mountain View College	\$44,870
North Lake College	\$61,565
Richland College	\$63,980

Section 3. That the DCCCD shall place sufficient controls on the institutional loan program to ensure that the public purpose is carried out; and

Section 4. That this Resolution is effective upon adoption by the Board of Trustees of Dallas County Community College District and shall be signed by the Chairman of the Board of Trustees.



DALLAS COUNTY COMMUNITY COLLEGE  
DISTRICT

By: \_\_\_\_\_  
Jerry Prater, Chairman Board of Trustees

ATTEST

By: \_\_\_\_\_  
Wright L. Lassiter, Jr., Secretary Board of Trustees

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

## FINANCIAL REPORT NO. 16

### Approval of Interlocal Agreement with The Dallas County Hospital District

It is recommended that authorization be given to approve an interlocal agreement with Dallas County Hospital District in an amount not to exceed \$65,790 for the period September 1, 2007 through August 31, 2008, for non-credit, state reportable instruction provided by El Centro College.

#### Background

This is a contract for educational services. Board Policy CF (LOCAL), Delegation of Contractual Authority, 2. Educational Services, provides the following: *The chancellor (or designee) is authorized to enter into contracts to provide educational services, provided the contract is less than \$250,000. In this policy, "educational services" means providing classroom instruction, testing development of curriculum, counseling, and similar activities to business, industry, and other institutions.*

This is also an interlocal cooperation contract and as such must be approved by the Board irrespective of any dollar threshold. Board Policy GG (LEGAL) provides this direction: *An interlocal contract must be authorized by the Board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying party. The payment must be an amount that fairly compensates the performing party for the services, and the contract may be renewed annually.*

This recommendation has undergone the following administrative review:

- An assessment from the director of purchasing that this work was not suited to solicitation of formal bids or quotes;
- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Huan Luong, vice president of business services that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Micheal Jackson, interim president.

Estimated revenues are \$65,790. Estimated expenditures are \$36,297. Financial resources are budgeted in non-credit-PT-Supplemental-Fall & Spring account #20453 in division #11-05-573010 in the current approved budget for fiscal year 2007-2008.

Resource: Micheal Jackson  
Interim President  
El Centro College  
(214) 860-2011

## FINANCIAL REPORT NO. 17

### Approval of Interlocal Agreement with The Texas Forest Service

It is recommended that authorization be given to approve an interlocal agreement with The Texas Forest Service in an amount not to exceed \$10,000 for the period June 6, 2007 through December 31, 2008, to provide training on the Incident Command System for El Centro College.

#### Background

The purpose of this agreement is to allow training on the Incident Command System to El Centro students.

This is a request for retro approval because we were unable to get the proper signatures from The Texas Forest Service prior to the June Board meeting.

The Texas Forest Service is recommended under Special Contractor status as provided in DCCCD's *Business Procedures Manual*. The rationale for Special Contractor status is there are no other facilities and programs such as that offered by the Texas Forest Service within El Centro's service area.

This is also an interlocal cooperation contract and as such must be approved by the Board irrespective of any dollar threshold. Board Policy GG (LEGAL) provides this direction: *An interlocal contract must be authorized by the Board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying party. The payment must be an amount that fairly compensates the performing party for the services, and the contract may be renewed annually.*

This recommendation has undergone the following administrative review:

- An assessment from the director of purchasing that this work was not suited to solicitation of formal bids or quotes;
- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Huan Luong, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Micheal Jackson, interim president.

Estimated revenues are \$30,200. Estimated expenditures are \$4,100. Financial

resources are budgeted in other contracted services account #22321 in division #11-05-573010.

Resource: Micheal Jackson  
Interim President  
El Centro College  
(214) 860-2010

## FINANCIAL REPORT NO. 18

### Approval of Agreement with TFP Group, Inc.

It is recommended that authorization be given to approve an agreement with TFP Group, Inc. in an amount not to exceed \$940,463 for the period July 11, 2007 through August 31, 2012, to provide professional services for coordination, registration, scheduling and delivery of a variety of training classes at Bill J. Priest Institute, customer or third party locations for the Bill J. Priest Institute for Economic Development, a campus of El Centro College.

### Background

The services agreement is for professional services to be provided by TFP Group, Inc. with Bill J. Priest Institute for Economic Development for a period of five years and not to exceed \$940,463, and must be approved by the Board irrespective of any dollar threshold. Board Policy GG (LEGAL) provides the following direction: *A contract must be authorized by the Board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make these payments from current revenues available to the paying party. The payment must be an amount that fairly compensates the performing party for the services, and the contract may be reviewed annually.* Services will be provided by TFP Group, Inc. to meet specific company/customer learning needs and under direction and management of the Bill J. Priest Institute.

TFP Group, Inc. is recommended under Special Contractor status as provided in DCCCD's *Business Procedures Manual*. The rationale for Special Contractor status is TFP's unique proprietary database and software that interfaces directly with Learning Management Systems at the company/customer location. This system and approach affords effective processing of registrations, scheduling, and delivery of training classes by use of electronic communication and linked systems. A copy of the rating instrument for evaluating competency, experience and capability relative to this assignment is available from the cabinet resource named below.

This recommendation has undergone the following administrative review:

- An assessment from the director of purchasing that this work was not suited to solicitation of formal bids or quotes;
- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Huan Luong, vice president of business services, that relevant provisions of the *Board Policy Manual* have

been observed;

- Approval of the substance of the agreement by Micheal Jackson, interim president.

Estimated revenues are \$155,000. Estimated expenditures are \$940,463. Financial resources are budgeted in other contracted services account #22321 in division #11-20-703010.

Resource: Micheal Jackson  
Interim President  
El Centro College  
(214) 860-2010

Genie Dillon  
Director of Solutions Development  
Bill J. Priest Institute for Economic Development  
(214) 860-5810

## FINANCIAL REPORT NO. 19

### Approval of Interlocal Agreements with The University of Texas Southwestern Medical Center at Dallas

It is recommended that authorization be given to approve two interlocal agreements with The University of Texas Southwestern Medical Center at Dallas in amounts not to exceed \$326,816 and \$228,581, respectively, both agreements being for the period September 1, 2007 through August 31, 2008. The purpose of the agreements is to facilitate cooperation between DCCCD and The University of Texas Southwestern Medical Center in the education of students in emergency medical and paramedic training for the North Texas area by the use of The University of Texas Southwestern Medical Center's facilities and personnel as an extension of El Centro College.

#### Background

Since 1980, El Centro and The University of Texas Southwestern Medical Center at Dallas have cooperated for the training of emergency medical service personnel in Dallas County. El Centro has approval from the Coordinating Board for the courses and instructors, allowing for state reimbursement based on certified contact hours. One agreement is written for credit instruction, the other for non-credit.

These are interlocal cooperation contracts and as such must be approved by the Board irrespective of any dollar threshold. Board Policy GG (LEGAL) provides this direction: *An interlocal contract must be authorized by the Board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying party. The payment must be an amount that fairly compensates the performing party for the services, and the contract may be renewed annually.*

This recommendation has undergone the following administrative review:

- An assessment from the director of purchasing that this work was not suited to solicitation of formal bids or quotes;
- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Huan Luong, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Micheal Jackson, interim president.



The agreements provide that *The student will pay the District's El Centro College credit registration and tuition fees, and, the following [non-credit] registration fee per course: EMT course, \$600 per student; EMT Refresher course, \$200 per student; Paramedic Refresher course, \$200 per student; Remedial Paramedic course, \$450 per student, Paramedic Continuing Education course, \$50 per student; Paramedic Transfer course, \$225 per student; and Paramedic Anatomy & Physiology course, \$200 per student.* Further, the agreements provide that *District will pay the University for instructional services based on a rate of \$3.50 per certifiable Coordinating Board contact hour [for credit courses] and a rate of \$4.20 per certifiable Coordinating Board contact hour [for non-credit courses].* Financial resources for expenditures related to this program are budgeted in PT or supplemental administrative account #20553 and other contracted services account #22321 in division #11-05-577091.

Resource: Micheal Jackson  
Interim President  
El Centro College  
(214) 860-2010

**Summary of Recommendations for Agreements  
With Minority and Woman Owned Businesses**

Recommendations in the Financial Reports Section of This Agenda

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	0	0	0	0
Total	0	0	0	0

Respondents from Which Recommendations for Agreements  
In the Financial Section of This Agenda Were Derived

	#	%
MBE	0	0
WBE	0	0
Not classified	0	0
Total	0	0

Recommendations in the Financial Reports Sections  
September 5, 2006 – July 10, 2007

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	6	100	1,303,526.80	100
Total	6	100	1,303,526.80	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, publicly traded firms, individuals or organizations written into grant proposals, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments because they attach to previously authorized engagements. Classification of an individual or company as minority or woman owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.

PERSONNEL REPORT NO. 20

Renewal of Chancellor's Employment Contract

It is recommended that the Board of Trustees authorize the Chairman of the Board of Trustees to execute a new employment contract with Dr. Wright L. Lassiter, Jr. to continue his service as Chancellor of the District. The new contract contains the following elements:

- 1) A three-year term that begins September 1, 2007, and ends August 31, 2010.
- 2) The annual salary will increase consistent with other employee salary increases approved by the Board during the term of this contract.

Effective Date: July 11, 2007

Background

A new contract is submitted for Dr. Wright L. Lassiter Jr., as directed by the Board of Trustees.

Resource: Denys Blell  
Vice Chancellor Human and Organizational Development  
District Office  
(214) 860-2757

PERSONNEL REPORT NO. 21

Approval of Resolution Extending Chancellor's Deferred Compensation

It is recommended that the Board of Trustees authorize the Chairman of the Board of Trustees to execute a new deferred compensation agreement with Dr. Wright L. Lassiter, Jr. This action will:

- 1) authorize the cancellation and pay off of current agreement effective August 31, 2007; and
- 2) authorize the new agreement to begin September 1, 2007 and extend through August 31, 2010.

Effective Date: July 11, 2007

**RESOLUTIONS TO BE ADOPTED BY  
THE BOARD OF TRUSTEES OF  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**

**WHEREAS**, Dallas County Community College District ("DCCCD") maintains the Dallas County Community College District Supplemental Retirement Plan (Second Amendment and Restatement Effective September 1, 1997) (the "Plan"); and

**WHEREAS**, pursuant to Section 4.3 of the Plan, the Board of Trustees of DCCCD ("the Board") may deem a Participant under the Plan vested in his or her Plan Accumulation Account; and

**WHEREAS**, the Board desires to cause the Chancellor of the DCCCD to be vested in a portion of his Plan Accumulation Account.

**NOW, THEREFORE, IT IS RESOLVED**, that effective as of the date these resolutions are adopted, the Chancellor of DCCCD is hereby deemed to be vested in the portion of his Plan Accumulation Account under the Plan which has accrued for the Plan Year ending August 31, 2007 in accordance with Section 4.1 of the Plan, plus earnings on such amount through the date these resolutions are adopted; and further

**RESOLVED**, that the Board shall agree with the Chancellor to terminate the Chancellor's existing participation agreement under the Plan and to enter into a new participation agreement with the Chancellor for the period of September 1, 2007 through August 31, 2010; and further

**RESOLVED**, that all prior lawful actions taken or caused to be taken by any appropriate officer or member of the BOARD, in the name and on behalf of DCCCD, in connection with the matters covered in the foregoing resolutions are hereby authorized, ratified and confirmed; and further

**RESOLVED**, that in addition to and without limiting the generality of the foregoing, the appropriate officers or members of the Board are hereby authorized to take any and all other lawful actions or to cause the same to be taken in the name of and on behalf of DCCCD, that any such officer or member may deem necessary or appropriate to effect the intent of, and the actions contemplated in, the foregoing resolution's, including, the termination of the Chancellor existing participation agreement, and the execution of a new participation agreement.

**IN WITNESS WHEREOF**, the undersigned has hereunto set his/her signature as of the date appearing next to his/her name.

Dallas County Community College District

By: \_\_\_\_\_  
Secretary, Board of Trustees

By: \_\_\_\_\_  
Chair, DCCCD Board of Trustees

Adopted: \_\_\_\_\_, 2007

PERSONNEL REPORT NO. 22

Non-Renewal of Administrator

It is recommended that the individual listed below not be offered renewal of an Administrative contract. Employment in the Job Title listed will be concluded with the end of the current Academic Year (2006-2007).

Last Name	Title
Shane, Timothy (El Centro)	Assistant Dean, Continuing Education (Visiting Scholar)

Temporary Administrator

This item is to document the location recommendation for the non-renewal of the contract for the individual listed who was employed as a Visiting Scholar.

The DCCCD Visiting Scholar program provides individuals the opportunity to fill a role for up to two years. This item documents the conclusion of this two-year period.

Resource: Denys Blell  
Vice Chancellor, Human and Organizational Development  
District Office  
(214) 860-2757

PERSONNEL REPORT NO. 23

Consideration of Resignations and Retirements

RESIGNATIONS

Aurand, Eric (Eastfield)	Instructor, Math/DMAT	June 14, 2007
Marshall, Linda (El Centro)	Instructor, Nursing	August 31, 2007
Donaldson, Gail (Richland)	Associate Dean, Horticulture	May 31, 2007
Sinkfield, Gregory (Richland)	Campus Peace Officer	May 21, 2007

RETIREMENTS

Bowlin, Cynthia (Bill J. Priest)	Program Administrator	August 31, 2007
Martin, Diane (LeCroy Center)	Vice President, Instruction	August 31, 2007
Goff, Larry (El Centro)	Instructor, Psychology	August 1, 2007
Reep, Harold (Richland)	Campus Peace Officer	June 6, 2007

Background

Resignations

Dr. Eric Aurand (Eastfield) is resigning to accept a position out of State. Ms. Linda Marshall (El Centro) is resigning to accept a position with the University of Texas at Arlington. Ms. Gail Donaldson (Richland) is resigning to accept a position with the City of Dallas. Mr. Gregory Sinkfield (Richland) is resigning for personal reasons.

Retirements

Ms. Cynthia Bowlin (Bill J. Priest) is retiring after serving the District for twenty-five years. Ms. Diane Martin (LeCroy Center) is retiring after serving the District for thirty-seven years. Dr. Larry Goff (El Centro) is retiring after serving the District for thirty-three years. Mr. Harold Reep (Richland) is retiring after serving the District for twenty-eight years.

Resource: Denys Blell  
Vice Chancellor, Human and Organizational Development  
District Office  
(214) 860-2757



**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
 ADJUNCT FACULTY TEACHING CREDIT CLASSES  
 BY ETHNICITY & LOCATION  
 PAID ON MAY 31, 2006**

	Brookhaven		Cedar Valley		Eastfield		El Centro	
Paid On 05/31/06	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
<b>White/Non-Hispanic</b>	342	82.21%	87	62.58%	228	79.72%	163	64.42%
<b>Black/Non-Hispanic</b>	29	6.97%	38	27.34%	33	11.54%	64	25.30%
<b>Hispanic/Mexican-American</b>	14	3.37%	4	2.88%	16	5.59%	12	4.74%
<b>Asian/Pacific Islander</b>	25	6.01%	4	2.88%	9	3.15%	13	5.14%
<b>American Indian/Alaskan Native</b>	2	0.48%	1	0.72%	0	0.00%	1	0.40%
<b>Non Res Alien/For. National</b>	4	0.96%	1	0.72%	0	0.00%	0	0.00%
<b>Other/Not Reported</b>	0	0.00%	4	2.88%	0	0.00%	0	0.00%
<b>Total</b>	416	100.00%	139	100.00%	286	100.00%	253	100.00%
	Mountain View		North Lake		Richland		Grand Total	
Paid On 05 /31/06	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
<b>White/Non-Hispanic</b>	141	63.80%	236	75.65%	437	78.45%	1,634	74.81%
<b>Black/Non-Hispanic</b>	43	19.46%	33	10.56%	47	8.44%	287	13.14%
<b>Hispanic/Mexican-American</b>	15	6.79%	10	3.21%	22	3.95%	93	4.26%
<b>Asian/Pacific Islander</b>	15	6.79%	32	10.26%	40	7.18%	138	6.32%
<b>American Indian/Alaskan Native</b>	3	1.36%	1	0.32%	5	0.90%	13	0.60%
<b>Non Res Alien/For. National</b>	0	0.00%	0	0.00%	1	0.18%	6	0.27%
<b>Other/Not Reported</b>	4	1.80%	0	0.00%	5	0.90%	13	0.60%
<b>Total</b>	221	100.00%	312	100.00%	557	100.00%	2,184	100.00%

**PAID ON MAY 31, 2007**

	Brookhaven		Cedar Valley		Eastfield		El Centro	
Paid On 05 /31/07	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
<b>White/Non-Hispanic</b>	329	82.66%	83	59.29%	202	75.66%	145	62.77%
<b>Black/Non-Hispanic</b>	29	7.29%	45	32.14%	34	12.73%	59	25.54%
<b>Hispanic/Mexican-American</b>	18	4.52%	3	2.14%	18	6.74%	15	6.49%
<b>Asian/Pacific Islander</b>	19	4.77%	5	3.57%	13	4.87%	10	4.33%
<b>American Indian/Alaskan Native</b>	0	0.00%	1	0.71%	0	0.00%	2	0.87%
<b>Non Res Alien/For. National</b>	1	0.25%	1	0.71%	0	0.00%	0	0.00%
<b>Other/Not Reported</b>	2	0.50%	2	1.43%	0	0.00%	0	0.00%
<b>Total</b>	398	100.00%	140	100.00%	267	100.00%	231	100.00%
	Mountain View		North Lake		Richland		Grand Total	
Paid On 05/31/07	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
<b>White/Non-Hispanic</b>	131	65.17%	218	73.15%	391	78.20%	1,499	73.66%
<b>Black/Non-Hispanic</b>	43	21.39%	39	13.09%	45	9.00%	294	14.45%
<b>Hispanic/Mexican-American</b>	13	6.47%	13	4.36%	23	4.60%	103	5.06%
<b>Asian/Pacific Islander</b>	7	3.48%	26	8.72%	36	7.20%	116	5.70%
<b>American Indian/Alaskan Native</b>	2	1.00%	2	0.67%	4	0.80%	11	0.54%
<b>Non Res Alien/For. National</b>	1	0.50%		0.00%	0	0.00%	3	0.15%
<b>Other/Not Reported</b>	4	1.99%		0.00%	1	0.20%	9	0.44%
<b>Total</b>	201	100.00%	298	100.00%	500	100.00%	2,035	100.00%

PERSONNEL REPORT NO. 24

Approval of Warrant of Appointment for Security Personnel

It is recommended that a warrant of appointment be approved for the following Director II, College Police for the period indicated:

NAME	PERIOD OF APPOINTMENT
Showman, Sam (Richland) (Part-time)	From 8:00 a.m., July 10, 2007, through termination of DCCCD employment

PERSONNEL REPORT NO. 25

Employment of Contractual Personnel

It is recommended that the Chancellor, on behalf of the DCCCD, be authorized to enter into written contracts of employment with the persons named below on the terms and at the compensation stated:

REGULAR APPOINTMENT ADMINISTRATORS

ADRIENNE WILLIAMS (Cedar Valley) -- \$51,876 per year beginning July 11, 2007, through August 31, 2007, plus \$132.50 per month business and travel allowance

Associate Dean, Workforce Development

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

Experience: Continuing Education Development Specialist, Mountain View College; Coordinator, Diversity Business Programs, District Service Center

AUDRA BARRETT (Richland) -- \$60,000 per year beginning July 11, 2007, through August 31, 2007, plus \$157.50 per month business and travel allowance  
Instructional Dean

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

Experience: Academic Advisor, Instructional Specialist II and Instructional Specialist III, Richland College

GRANT-FUNDED APPOINTMENT ADMINISTRATORS

BETTYE HUTCHINS (District Office) -- \$51,876 per year beginning August 1, 2007, through August 31, 2007, plus \$200.00 per month business and travel allowance

Executive Director, North Central Texas Technical Preparation Consortium

Biographical Sketch: M.A. and B.A., University of Louisiana at Monroe, Monroe, LA

Experience: Project Coordinator, University of Texas at Arlington, Arlington, TX; Technical Preparation Coordinator, District Office; Coordinator of Academic Support Services, Tarrant County Community College-Southeast Campus, Arlington, TX

BERTHA MEDFORD (Eastfield) -- \$41,916 per year beginning July 11, 2007, through August 31, 2007, plus \$107.50 per month business and travel allowance  
Coordinator, Student Services-NSF

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

Experience: Academic Coordinator/Assistant Director and Academic Coordinator/Director, Hampton University, Hampton, VA; Coordinator of Undeclared Student

Services, Norfolk State University Office of FYE/Access, Norfolk, VA

INTERIM APPOINTMENT ADMINISTRATOR

JOYCE WILLIAMS (District Office) -- \$81,439 per year beginning August 1, 2007, through August 31, 2007 or the return of Don Perry to his original position, whichever occurs first plus \$157.50 per month business and travel allowance

Interim District Director of Workforce Education

Biographical Sketch: M.Ed., Delta State University, Cleveland, MS; B.S., Mississippi Valley State University, Itta Bena, MS

Experience: Workforce Center Manager, Private Industry Council of Dallas, Dallas, TX; Dean of Continuing Education and Executive Dean, Richland College

ADMINISTRATIVE INTERN

JENNY MATTHEWS (Eastfield) -- \$20,000 beginning September 1, 2007, through December 1, 2007

Administrative Intern

Biographical Sketch: M.A. and B.F.A., Southwest Texas State University, San Marcos, TX

Experience: Training Administrator, Funds Xpress Financial, Dallas, TX; Assistant to the President, Housing Administrators, Inc., Dallas, TX; Administrative Intern, Richland College

REGULAR APPOINTMENT FACULTY

KELLY BLACK (Cedar Valley) -- \$60,732 (Range F04 – Earned doctorate) Academic Year 2007-2008

Instructor, Veterinary Technology

Biographical Sketch: D.V.M. and B.S., Oklahoma State University, Stillwater, OK

Experience: Full-time Faculty, Cedar Valley College; Associate Veterinarian, Healthy Paws Veterinary Center, Little Elm, TX

JUDITH COTTON (Cedar Valley) -- \$41,828 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, English/Development Writing

Biographical Sketch: M.A., University of Texas at Arlington, Arlington, TX; B.A., Oklahoma Baptist University, Shawnee, OK

Experience: Adjunct Instructor, Navarro College, Waxahachie, TX; Adjunct Faculty, Mountain View College; Temporary Full-time Faculty, Cedar Valley College

ALLISON SHASKAN (El Centro) -- \$42,324 (Range F02 – Masters Degree and 24 additional hours) Academic Year 2007-2008

Instructor, Chef

Biographical Sketch: M.A., Northern Illinois University, DeKalb, IL; B.A., University of Arizona, Tucson, AZ

Experience: Line Chef, Hillside Restaurant, DeKalb, IL; Executive Director, Arkansas Culinary School, Little Rock, AR; Assistant Director, Pulaski Technical College Culinary School, Little Rock, AR

RISE TALBOT (El Centro) -- \$41,829 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Interior Design

Biographical Sketch: B.S., Southwest Texas State University, San Marcos, TX

Experience: Project Manager, IDS/B Inc., Dallas, TX; Project Manager, Carol Hermanovski Design, Dallas, TX; Adjunct Faculty, El Centro College

WILLIAM UNDERWOOD (El Centro) -- \$42,225 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Interior Design

Biographical Sketch: B.S., University of Texas at Arlington, Arlington, TX

Experience: Principal/Architect, William Underwood, Architect/Home Works, Arlington, TX; Instructor, Amarillo College, Amarillo, TX; Adjunct Faculty, El Centro College

MAE SPICER-HUDSON (Richland) -- \$41,829 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Reading

Biographical Sketch: M.Ed., University of Memphis, Memphis, TN; B.A., Queens University, Charlotte, NC

Experience: Training Specialist, Electronic Data Systems, Plano, TX; Teacher, Rainwater Elementary and Rosemeade Elementary-Carrollton/Farmers Branch Independent School District, Carrollton, TX

#### VISITING SCHOLAR APPOINTMENT FACULTY

BERNADETTE RODRIGUEZ (Brookhaven) -- \$40,117 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Child Development

Biographical Sketch: M.S. and B.S., University of North Texas, Denton, TX

Experience: Early Intervention Specialist and Child Find Specialist, Special Care and Career Services, Farmers Branch, TX; Adjunct Faculty, Brookhaven College

SUZANNE DISHEROON-GREEN (Cedar Valley) -- \$48,585 (Range F04 – Earned doctorate) Academic Year 2007-2008

Instructor, English/Developmental Writing

Biographical Sketch: Ph.D. and M.A., University of North Texas, Denton, TX; B.A., Southern Adventist University, Collegedale, TN  
Experience: Adjunct Instructor, University of North Texas, Denton, TX; Adjunct Faculty, Brookhaven College; Associate Professor, Northwestern State University, Natchitoches, LA

JOSE BAYARDO (Mountain View) -- \$40,365 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, English

Biographical Sketch: M.A. and B.A., Texas A&M University-Kingsville, Kingsville, TX

Experience: Instructor, University of Houston, Houston, TX; Instructor, San Jacinto College-North, Houston, TX

AMY SMITH (North Lake) -- \$39,928 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Government

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

Experience: Adjunct Instructor, North Central Texas College, Gainesville, TX; Adjunct Instructor, Texas Woman's University, Denton, TX; Adjunct Faculty, North Lake College

AMY BELL (Richland) -- \$43,182 (Range F03 – Masters Degree and 48 additional hours) Academic Year 2007-2008

Instructor, History

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

Experience: Adjunct Faculty, Collin County Community College-Spring Creek Campus, Plano, TX; Adjunct Instructor, Texas Woman's University, Denton, TX; Adjunct Faculty, Richland College

AMBRONITA DOUZART (Richland) -- \$42,867 (Range F03 – Masters Degree and 48 additional hours) Academic Year 2007-2008

Instructor, History

Biographical Sketch: M.A., Louisiana State University, Shreveport, LA; B.A., Fisk University, Nashville, TN

Experience: Teaching Assistant, University of Texas at Dallas, Richardson, TX; Adjunct Faculty, Richland and Eastfield Colleges

TONYA McMILLION (Richland) -- \$40,878 (Range F01 – Masters Degree or equivalency) Academic Year 2007-2008

Instructor, Journalism

Biographical Sketch: M.A., University of Nebraska, Lincoln, NE; B.A., Brown University, Providence, RI

Experience: Adjunct Faculty, Tarrant County Community College-Northeast Campus, Hurst, TX; Adjunct Faculty and Instructional Associate, Richland College

ALTERNATIVE APPOINTMENT FACULTY

JOHNNY CASTRO (Brookhaven)

Instructor, Child Development

Note: Mr. Castro is recommended to have his current 9-month faculty contract amended to a 10.5 month contract effective August 1, 2007.

BRENDA ROUTH (Brookhaven)

Instructor, Nursing

Note: Ms. Routh is recommended to have her current 9-month faculty contract amended to a 10.5 month contract effective August 1, 2007.

VALERIE CROW-McDOWELL (Cedar Valley) -- \$46,476 (Range F01 – Masters Degree or equivalency) Eleven months beginning July 11, 2007 through June 13, 2008

Instructor/Counselor

Biographical Sketch: M.S. and B.A., Henderson State University, Arkadelphia, AR

Experience: Admissions Counselor, Henderson State University, Arkadelphia, AR; Special Populations Advisor and Program Services Coordinator, El Centro College

PROFESSIONAL SUPPORT STAFF RETURNING TO ORIGINAL POSITION

SANDRA HAMPTON (Eastfield) -- \$32,809

Beginning July 11

Information Specialist-Upward Bound

Note: Ms. Hampton is recommended to return to her original professional support staff position after serving in an Interim role of College Director, School Alliance and Institutional Outreach-Upward Bound.

CORRECTION TO JUNE 5, 2007, PERSONNEL REPORT

HEATHER MARSH (Mountain View)

Dean, Resource Development

Note: Ms. Marsh was submitted with an incorrect start date. It is recommended that Ms. Marsh's start date be corrected beginning June 18, 2007.

## CORRECTION TO FACULTY SALARY PLACEMENT

ROSEMARY MEZA (El Centro)

Instructor, Fine Arts

Note: Ms. Meza was submitted with an incorrect salary placement. It is recommended that Ms. Meza's salary placement be corrected from F01 to F02.

## DEVELOPMENTAL LEAVE FACULTY

LESLIE NEAL (Brookhaven)

Instructor, ESOL

Note: Ms. Neal is recommended for developmental leave for Academic Year 2007-2008.

CHRISTINA MEWHINNEY (Eastfield)

Instructor, Chemistry

Note: Ms. Mewhinney is recommended for developmental leave for Fall 2007.

### Background

#### Regular Appointment Administrators

Ms. Adrienne Williams (Cedar Valley) (African-American) is recommended to fill a new position as part of an "Interlocal Agreement" between TXDOT and Cedar Valley College. Ms. Audra Barrett (Richland) (Anglo-American) is recommended to fill a new position to meet the demand for distance learning courses, training, scheduling and instructors.

#### Grant-funded Appointment Administrators

Ms. Bettye Hutchins (District Office) (Anglo-American) is recommended to fill a position due to the retirement of Lauren English. Ms. Bertha Medford (Eastfield) (African-American) is recommended to fill a position due to the resignation of Julie Meyer.

#### Interim Appointment Administrator

Ms. Joyce Williams (District Office) (African-American) is recommended to fill an interim position due to the Interim appointment of Don Perry while Richard McCrary assists Dr. Sharon Blackman at Brookhaven College.



### Administrative Intern

Ms. Jenny Matthews (Eastfield) (Anglo-American) is recommended as an administrative intern as a part of her doctoral program.

### Regular Appointment Faculty

Mr. Kelly Black (Cedar Valley) (Anglo-American) is recommended to fill a position due to the resignation of Dr. David Wright. Ms. Judith Cotton (Cedar Valley) (Anglo-American) is recommended to fill a position due to the retirement of Susan Faulkner. Ms. Allison Shaskan (El Centro) (Anglo-American) is recommended to fill a position due to the resignation of Kelly Cook. Ms. Rise Talbot (El Centro) (Anglo-American) is recommended to fill a position due to the resignation of Lucia DeBaugh-Harcum. Mr. William Underwood (El Centro) (Anglo-American) is recommended to fill a position due to the resignation of Ron Reed. Ms. Mae Spicer-Hudson (Richland) (Anglo-American) is recommended to fill a position due to the retirement of Dr. Janet Elder.

### Visiting Scholar Appointment Faculty

Ms. Bernadette Rodriguez (Brookhaven) (Hispanic) is recommended to fill a new position created due to increased enrollment. Dr. Suzanne Disheroon-Green (Cedar Valley) (Anglo-American) is recommended to fill a position due to the retirement of Ines Eishen. Mr. Jose Bayardo (Mountain View) (Hispanic) is recommended to fill new a position created due to increased enrollment. Ms. Amy Smith (North Lake) (American-Indian) is recommended to fill a new position created due to increased enrollment. Ms. Amy Bell (Richland) (American-Indian) is recommended to fill a position due to the retirement of Hugh Wood. Ms. Ambronita Douzart (Richland) (African-American) is recommended to fill a position due to the transfer of Elizabeth Nichols to Mountain View College. Ms. Tonya McMillion (Richland) (African-American) is recommended to fill a position due to the resignation of Marjorie Lewis.

### Alternative Appointment Faculty

Mr. Johnny Castro (Brookhaven) (Hispanic) is recommended to have his current 9-month faculty contract amended to a 10.5 month contract effective July 1, 2007. Ms. Brenda Routh (Brookhaven) (Anglo-American) is recommended to have her current 9-month faculty contract amended to a 10.5 month contract effective July 1, 2007. Ms. Valerie Crow-McDowell (Cedar Valley) (African-American) is recommended to fill a position due to the retirement of Hector Jimenez.

Professional Support Staff Returning to Original Position

Ms. Sandra Hampton (Eastfield) (Anglo-American) is recommended to return to her original professional support staff position after serving in an Interim role of College Director, School Alliance and Institutional Outreach-Upward Bound.

Correction to June 5, 2007, Personnel Report

Ms. Heather Marsh (Mountain View) (Anglo-American) was submitted with an incorrect start date. It is recommended that Ms. Marsh start date be corrected beginning June 18, 2007.

Correction to Faculty Salary Placement

Ms. Rosemary Meza (El Centro) (Hispanic) was submitted with an incorrect salary placement. It is recommended that Ms. Meza's salary placement be corrected from F01 to F02 effective June 1, 2007.

Developmental Leave Faculty

Ms. Leslie Neal (Brookhaven) (Anglo-American) is recommended for developmental leave for Academic Year 2007-2008. Ms. Christina Mewhinney (Eastfield) (Anglo-American) is recommended for developmental leave for Fall 2007.

Resource: Denys Blell  
Vice Chancellor, Human and Organizational Development  
District Office  
(214) 860-2757

**NEW HIRES ETHNICITY INFORMATION**  
**September 2006 through July 2007**  
**Regular Administrators & Faculty**

<u>July 2007</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	1	1	0	0	0	0	2
FACULTY	6	0	0	0	0	0	6
<b>TOTAL TO DATE</b>	35	18	12	10	0	0	75

**Visiting Administrators & Faculty**

<u>July 2007</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Othe r</u>	<u>Total</u>
ADMINISTRATORS	0	0	0	0	0	0	0
FACULTY	1	2	2	0	2	0	7
<b>TOTAL TO DATE</b>	8	8	4	0	3	0	23

**Non Grant Temporary and Alternative Administrators & Faculty**

<u>July 2007</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	0	0	0	0	0	0	0
FACULTY	1	1	1	0	0	0	3
<b>TOTAL TO DATE</b>	11	2	1	1	0	0	15

**Grant Funded Administrators & Faculty**

<u>July 2007</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	1	1	0	0	0	0	2
FACULTY	0	0	0	0	0	0	0
<b>TOTAL TO DATE</b>	6	1	3	0	0	0	10

**GRAND TOTAL: 123**

## INFORMATIVE REPORT NO. 26

### Notice of Grant Awards

Awards in this informative report are usually funded by local, state, or federal public agencies and are budgeted in DCCCD's restricted fund. (Occasionally, private grants managed through Fund 13 are also included in this report.) The fiscal year for each award is defined by the grantor and often will not correspond to DCCCD's fiscal year. In addition to guidelines established by the funding agency, administration of grant awards is subject to all DCCCD policies and procedures.

As provided by Board Policy CAB (Regulation), Grant Receipt Process, the chancellor advises trustees that DCCCD has received notice of the following grant awards.

- The Texas Higher Education Coordinating Board has awarded the DCCCD, Brookhaven College, (via a sub-recipient agreement with Houston Community College) \$46,330 to support the Supplemental Instruction grant. The purpose of this grant is to establish statewide committees to improve and expand the capacity for using online and supplemental instruction to strengthen the academic and technical education skills of students enrolled in developmental education. The funding period is from May 3, 2007 to August 31, 2007.
- The Texas Higher Education Coordinating Board has awarded the DCCCD, El Centro College, \$225,910 to support the Nursing Shortage Reduction Program. The purpose of this grant is to provide funds to pay Nursing Faculty or Nursing Preceptor positions. The funding period is from February 16, 2007 to August 31, 2007.
- The Texas Higher Education Coordinating Board has awarded the DCCCD, Richland College, \$53,360 to support the Summer Bridge Program. The purpose of this grant is to assist rising 11<sup>th</sup> graders who passed all sections of their 10<sup>th</sup> grade TAKS test but who did not achieve college readiness standards. The funding period is from May 31, 2007 to August 31, 2007.
- The University of Texas at San Antonio has awarded the DCCCD the following new awards for a total of \$11,020 for the Texas Prefreshman Engineering Program (TexPREP) to identify high achieving middle and high school students with the interest and potential for careers in engineering, science, technology, and other mathematics related areas and to reinforce them in the pursuit of these fields. The funding period is from January 1, 2007, to December 31, 2007.

<u>College</u>	<u>Increase</u>
El Centro	\$5,220
Richland	\$5,800

The amounts of awards reported, to date, in fiscal year 2006-2007, and the amounts of awards for the previous seven fiscal years, 1999-2000 through 2005-2006, are detailed in the tables below.

**Amounts of Awards Reported in Fiscal Year 2006-2007**

<u>Month Reported</u>	<u>Amount</u>
September 2006	\$ 847,986
October 2006	\$ 5,821,837
November 2006	\$ 2,493,271
December 2006	\$ 1,087,474
January 2007	\$ 33,000
February 2007	\$ 587,841
March 2007	\$ 2,097,371
April 2007	\$ 482,810
May 2007	\$ 1,646,877
June 2007	\$ 350,000
July 2007	\$ 336,620
August 2007 <sup>3</sup>	
<b><u>Total To Date</u></b>	<b><u>\$ 15,785,087</u></b>

**Amounts of Awards Reported in Fiscal Years 1999-2000 through 2005-2006**

<u>Type</u>	<u>1999-00</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>
Competitive	22,450,972	24,959,783	11,917,647	20,264,070	18,750,094	22,137,173	17,679,698
Pell Grants <sup>1</sup>	11,017,287	13,407,492	19,658,023	26,199,861	29,899,662	31,449,815	31,467,783
<b>Total</b>	<b><u>33,468,259</u></b>	<b><u>38,367,275</u></b>	<b><u>31,575,670</u></b>	<b><u>46,463,931</u></b>	<b><u>48,649,756</u></b>	<b><u>53,586,988</u></b>	<b><u>49,147,481</u></b>

Background

The DCCCD received five new awards as reported in the Informative Report for a total of \$336,620.

<sup>3</sup> The annual notice of Pell grants almost always appears in the August report. Pell grants are not awarded based on competitive applications; they are a component of Title IV student financial aid.

Resource: Betheny Reid  
Executive District Director DCCCD Foundation  
District Administration  
(214) 860-2474

INFORMATIVE REPORT NO. 27

Receipt of Business and Corporate Contracts

The DCCCD colleges have contracted services with the following companies:

**BROOKHAVEN COLLEGE**

Companies:

ATRA  
Barrett, Burke...  
Carter Burgess  
DART  
Farmers Branch Chamber  
  
Flowtronex  
GEICO  
Ford  
Ford  
Ford  
GM  
GM  
GM  
GM  
GM  
GM  
Town North Bank

Types of Training Provided:

Automotive Transmission Conference  
Time Management  
Phase II Business & Technical Writing  
Reading Schematic Course  
How to Keep One Bad Apple Spoiling  
The Bunch  
Team Building  
Marketing 1311  
Automatic Transmission Diagnosis  
Automatic Transaxle Repair  
Transfer case & 4x4 Repair  
Automatic Transmission Repair  
Power Train Repair  
4180e Transmission Repair  
Aisin Transmission Repair  
Vibration Correction  
HVAC Repair  
Better Business Writing

**BHC TOTAL: \$28,687**

**CEDAR VALLEY COLLEGE**

Companies:

American Ace Motorcycle Company  
Best Southwest Cities Professional  
Employee Development Program  
Best Southwest Cities Professional  
Employee Development Program  
Best Southwest Cities Professional  
Employee Development Program  
Best Southwest Cities Professional  
Employee Development Program

Types of Training Provided:

Basic Rider  
Interpersonal Skills/Interpersonal  
Emotional Intelligence  
PowerPoint I  
  
Dealing with Irate Customers  
  
Stress Management

**CEDAR VALLEY COLLEGE**

Best Southwest Cities Professional  
Employee Development Program  
Methodist Health System  
Methodist Health System  
360training.com  
Texas Department of Criminal Justice  
Texas Department of Criminal Justice  
Texas Department of Criminal Justice  
Texas Department of Criminal Justice  
Texas Department of Criminal Justice  
  
WNA Comet South, Inc

Interviewing and Hiring  
  
Access I  
Advanced Access  
Food Service Manager Certification  
Principles of Selling  
Principles of Retailing  
Customer Relations  
Advertising and Sales Promotion  
Business Correspondence and  
Communication  
Motivation, Coaching and  
Communication Skills

**CVC TOTAL: \$16,959**

**EASTFIELD COLLEGE**

Companies:  
Child Care Group  
Dallas Police Association  
Dallas Police Association  
Dallas Police Association  
Dallas Police Association  
Dallas Police Association  
Motorcycle Training Center  
Spinazzola Contractors

Types of Training Provided:  
Creating a Caring Community  
Sexual Assault Investigations  
Advanced Firearms  
Intermediate Crime Scene  
Basic Instructor  
SFST Instructor  
Motorcycle Rider  
English Fundamentals for the  
Workplace

**EFC TOTAL: \$9,920**

**EL CENTRO COLLEGE**

Companies:  
Parkland Health & Hospital System  
Low Birth Weight Development Center  
Low Birth Weight Development Center  
Low Birth Weight Development Center  
UT Southwestern Medical Center  
Corporate Express  
  
Corporate Express

Types of Training Provided:  
Spanish for Medical Personnel  
Pre-GED  
English as a Second Language  
Computer  
Emergency Medical Technician  
Practical Skills for Managers and  
Supervisors  
Lean Enterprise Certification



**EL CENTRO COLLEGE**

J.O.Y Foods

Mary Kay, Inc.

Medical City

Securus Technologies

Siemens Energy & Automation, Inc.

Siemens Energy & Automation, Inc.

Siemens Energy & Automation, Inc.

Practical Skills for Managers & Supervisors

Becoming the Leader You Want to Be

Baldrige Application Activities

Practical Skills for Managers & Supervisors

Value Stream Mapping

Lean Enterprise Certification

Kaizen Event

**ECC TOTAL: \$49,109**

**MOUNTAIN VIEW COLLEGE**

Companies:

Lockheed Martin

Lockheed Martin

AT&T

Lew Sterrett

Open Enrollment

Open Enrollment

Sanders Estes Unit

Rom Rentals

Types of Training Provided:

Professional Development

Project Coordination Services

Electronic classes

GED Testing

Machine Shop Basic

CNC Programming

GED Testing

May

**MVC TOTAL: \$32,334**

**NORTH LAKE COLLEGE**

Companies:

Construction Education Foundation

Irving Independent School District

ITW Evercoat (Autowax)

Type of Training Provided:

Career

SAT Preparation

Management Essentials

**NLC TOTAL: \$42,871**

**RICHLAND COLLEGE**

Companies:

Alliance for Employee Growth & Development

Alliance for Employee Growth & Development

Types of Training Provided:

Small Business

Computer

**RICHLAND COLLEGE**

Beck Group  
City of Garland  
City of Plano  
City of Plano  
Dallas County  
Dallas County  
Kraft Foods  
Potter Concrete  
Presbyterian Village North

Professional Development  
Professional Development  
CPR  
Professional Development  
Professional Development  
Business Writing  
Professional Development  
Occupational Spanish  
Emeritus

**RLC TOTAL: \$21,204**

**TOTAL AMOUNT THIS REPORT: \$199,217**

**PREVIOUS YEAR: \$180,842**

**TOTAL AMOUNT THIS REPORT SINCE SEPTEMBER 2006: \$2,179,893**

**TOTAL AMOUNT FOR SAME PERIOD FOR PREVIOUS YEAR:\$2,358,167**

Background

The DCCCD received awards totaling \$199,217

Resource: Andrew Jones  
Vice Chancellor of Educational Affairs  
District Office  
(214) 860-2129

INFORMATIVE REPORT NO. 28

Monthly Award and Change Order Summary

Attached is the informative report summarizing awards and change orders approved by the vice chancellor of business affairs in May 2007.

VICE CHANCELLOR OF BUSINESS AFFAIRS  
MONTHLY AWARD AND CHANGE ORDER SUMMARY FOR  
May 2007

**AWARDS:**

DOMESTIC STUDENT TRAVEL SERVICES-HAWAII		
BIOLOGICAL AND GEOLOGICAL FIELD STUDIES (NLC)		
Interisland Airlines	)	\$6,121.50
Banyon Harbor Condominiums	)	\$4,122.50
Uncle Billy's Hilo Bay Hotel	)	\$2,960.19
Plantation Hale	)	\$3,283.40
Thrifty Car Rental	)	\$4,622.85
Mike Huddleston	)	\$3,123.50
TOTAL	)	\$23,713.94

North Lake offers two studies programs during the months of June and July offering academic courses in Biology, Geology, Botany, Earth Science and Physical Education. Students receive classroom instruction, take local field trips and class excursions to the islands of Oahu, Hawaii and Kauai. The above recommendations are made to cover requirements for lodging, inter-island travel, ground transportation on the islands, fuel, entrance fees, and other program related expenses.

11178	MEDICAL GAS TRAINING SIMULATOR HEADWALL SYSTEM (MVC)	
	Hospital Systems, Inc.	\$21,888.00

On February 6, 2007 the vice chancellor of business affairs approved a recommendation for Applied Products to provide training simulator headwall systems for the nursing program. This request is to rescind the award to Applied Products and make award to Hospital Systems. After acceptance of their bid with payment terms of Net 30 and issuance of a purchase order, bidder is now requiring a 50% deposit and an irrevocable letter of credit from our bank for the balance, payable in 30 days. There are too many risks involved and the terms are deemed unacceptable.

11201	POLICE UNIFORMS & ACCESSORIES (D-W)	
	C & G Wholesale	) 16-month
	GST Public Safety Supply, LLC	) estimate, not to exceed \$24,000.00

This award establishes a price agreement with multiple vendors to provide uniforms and accessories for the District's police departments.

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11228	AIRWAY CLEARANCE SYSTEMS AND MECHANICAL PERCUSSOR (ECC) Products Unlimited	\$14,212.75
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The award is for the purchase of equipment for use by the Allied Health Program. This purchase represents a portion of the initial Furniture, Fixture and Equipment investment for the building.

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1D59260	PULMONETIC SYSTEM VENTILATOR (ECC) Viasys/Pulmonetic Systems, Inc.	\$17,898.60
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This award is for the purchase of a portable self-contained ventilator system for use by the Allied Health Program. This purchase represents a portion of the initial Furniture, Fixture and Equipment investment for the building.

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3D47249	RE-LEVEL SOCCER FIELD (CVC) D & D Materials	\$22,575.00
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This award consists of the labor and materials necessary to re-level the soccer field to correct drainage problems.

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**CHANGE ORDERS:**

Cactus Systems, Inc. – BID #11209  
Asbestos Abatement – ECC  
Purchase Order No. B11749  
Change Order No. 1

Change: This change order is for the removal of additional asbestos containing domestic water pipe and travertine flooring, floor tile and mastic in the Paramount Building.

Original Contract Amount	\$48,610.00
Change Order Limit/Contingency	7,291.50
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	4,832.00
Revised Contract Amount	\$53,442.00

Board approved original award 03/13/2007. This is for ECC project #5, *Progress Report on Construction Projects*.

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Cactus Systems, Inc. – BID #11209  
Asbestos Abatement – ECC  
Purchase Order No. B11749  
Change Order No. 2

Change: This change order is for removal of additional asbestos containing material on the 5<sup>th</sup> floor of the Paramount Building.

Original Contract Amount	\$48,610.00
Change Order Limit/Contingency	7,291.50
Prior Change Order Total Amounts	4,832.00
Net <b>Increase</b> this Change Order	750.00
Revised Contract Amount	\$54,192.00

Board approved original award 03/13/2007. This is for ECC project #5, *Progress Report on Construction Projects*.

---

3i/J.E. Dunn of Texas, Inc. – BID #11124  
Interior Renovations – ECC  
Purchase Order No. B11283  
Change Order No. 6

Change: This change order is to replace all warped and rotted wood blocking at windows necessary for a proper installation of new window sills, to add fire dampers and shaft wall at 7<sup>th</sup> floor.

Original Contract Amount	\$10,535,800.00
Change Order Limit/Contingency	1,053,580.00
Prior Change Order Total Amounts	59,683.56
Net <b>Increase</b> this Change Order	16,072.00
Revised Contract Amount	\$10,611,555.56

Board approved original award 09/05/2006. This is for ECC project #5, *Progress Report on Construction Projects*.

---

3i/J.E. Dunn of Texas, Inc. – BID #11124  
Interior Renovations – ECC  
Purchase Order No. B11283  
Change Order No. 7

Change: This change order is for testing of concrete and adding fire dampers to exhaust duct per City of Dallas.

Original Contract Amount	\$10,535,800.00
Change Order Limit/Contingency	1,053,580.00
Prior Change Order Total Amounts	75,755.56
Net <b>Increase</b> this Change Order	4,262.31
Revised Contract Amount	\$10,615,817.87

Board approved original award 09/05/2006. This is for ECC project #5, *Progress Report on Construction Projects*.

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**Summary of Recommendations for Awards  
With Minority and Woman Owned Businesses**

VCBA Awards in the Informative Reports Section of This Agenda

	# awards	% awards	\$ amount	% amount
MBE	0	0	0	0
WBE	1	10	14,212.75	14
Not classified	9	90	86,075.54	86
<b>Total</b>	<b>10</b>	<b>100</b>	<b>100,288.29</b>	<b>100</b>

Bidders and Proposers from Which VCBA Awards  
in the Informative Reports Section of This Agenda Were Derived

	#	%
MBE	0	0
WBE	1	8
Not classified	12	92
<b>Total</b>	<b>13</b>	<b>100</b>

VCBA Awards in the Informative Reports Sections  
September 5, 2006 – July 10, 2007

	# awards	% awards	\$ amount	% amount
MBE	6	8	114,405.00	8
WBE	4	4	53,932.25	4
Not classified	74	88	1,322,986.73	88
<b>Total</b>	<b>84</b>	<b>100</b>	<b>1,491,323.98</b>	<b>100</b>

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, pricing agreements, publicly traded firms, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments and change orders because they attach to previously authorized engagements. Classification of an individual or company as a minority or woman owned business may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both minority and woman owned has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known. As provided by DCCCD policy and procedure, these awards were based on lowest and best bid or proposal.



INFORMATIVE REPORT NO. 29

Progress Report on Construction Projects

The status of all construction projects as of May 31, 2007 is shown on the attached charts.

**PROGRESS REPORT ON CONSTRUCTION PROJECTS**  
Status Report as of May 31, 2007

PROJECTS		DESIGN						CONSTRUCTION											
■ Work in Progress □ Next Activity To Be Accomplished ★ Project Completed ☆ Activity Not Required		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
<b>BHC</b>																			
1	Renovate cafeteria	■	■	■	■	■	■	■	■	□									
2	Install gym bleachers	■	■	■	■	■	■	■	■	■	■	□							
3	Install access control system	■	■	■	■	■	■	■	■	□									
4	Recarpet Bldg. B,D,J,T	■	□																
<b>Bond Program</b>																			
5	Construct Science bldg	■	■	■	■	■	■	■	■	□									
6	Expand automotive tech	■	■	■	■	■	■	■	■	□									
7	Construct Workforce & Continuing Ed bldg with expanded classrooms	■	■	■	■	■	□												
<b>CVC</b>																			
1	Renovate library	■	■	■	■	■	■	■	■	□									
2	Install steps & railing southside Bldg. L	■	■	■	■	■	■	■	■	■	□								
3	Replace main entrance signs	■	■	■	■	■	■	■	■	■	□								
4 <sup>1</sup>	Repair windscreen support on roof	■	■	■	■	■	■	■	■	■	■	■	□						
5	Install gate at Wintergreen Rd entrance	■	■	■	■	■	■	■	■	■	□								
<b>Bond Program</b>																			
6	Expand mechanical infrastructure	■	■	□															
7	Construct Science bldg	■	■	■	■	■	■	■	■	□									
8	Construct Industrial Tech bldg	■	■	■	■	■	■	■	■	□									
<b>DO</b>																			
<b>Bond Program</b>																			
1	District Office at 1601 Lamar	■	■	■	■	□													
<b>DSC</b>																			
1	Install emergency generator	■	■	■	■	■	■	■	■	■	■	□							
<b>ECC</b>																			
1	Replace HW & CW valves cent. plant	■	■			■	■	■	■	■	■	■	□						
2	Replace domestic HW pipes Bldg. A	■	■			■	■	■	■	■	■	■	□						
3	Modify storm drainage system	■	■			■	■	■	■	■	■	■	□						
<b>Bond Program</b>																			
4	Develop West Campus	■	■	■	■	■	■	□											
5	Build Center for Allied Health & Nursing	■	■		■	■	■	■	■	■	■	■	■	■	■	■	□		
<b>EFC</b>																			
1	Replace lower courtyard	■	■			■	■	■	■	■	■	□							
2	Reconstruct roadway	■	■			■	□												
<b>Bond Program</b>																			
3	Develop South campus	■	■	■	■	■	■	□											
4	Expand parking	■	■	□															
5	Expand mechanical infrastructure	■	■	■	□														
6	Build General Classroom	■	■	■	■	■	■	■	■	□									
7	Remodel vacated space	■	□																
8	Construct Workforce Development	■	■	■	□														
9	Construct Parent Child Study Center	■	■	■	□														
10	Construct Industrial Technology Center	■	■	■	□														
<b>LCET</b>																			
1	Renovate server room	■	■	■	■	■	■	□											

<sup>1</sup> This project, "repair windscreen support on roof" at CVC, has been cancelled since the windscreen was removed. This project will not appear on this report next month.

**PROGRESS REPORT ON CONSTRUCTION PROJECTS**  
 Status Report as of May 31, 2007

PROJECTS		DESIGN							CONSTRUCTION				Final Completion Acceptance						
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding		Board Approval	Construction Start	30%	65%	95%	100%
<b>MVC</b>																			
1	Create ADA access to performance hall	■	■	■	■	■	■	■	■	■	■	■	□						
2	Replace KIVA lighting	■	■	■	■	■	■	■	■	■	■	■	□						
3	Replace access control	■	■	□															
<b>Bond Program</b>																			
4	Build soccer fields & community recreation complex	■	■	■	■	■	■	■	■	■	■	■	■	□					
5	Expand mechanical infrastructure	■	■	■	■	■	■	■	■	■	■	■	□						
6	Construct Science bldg	■	■	■	■	■	■	■	■	■	■	■	□						
7	Construct Performing Arts bldg	■	■	■	■	■	■	■	■	■	■	■	□						
8	Remodel vacated space	■	■	■	■	■	■	■	■	■	■	■	□						
9	Construct Economic & Workforce Center	■	■	■	■	■	■	■	■	■	■	■	□						
10	Construct Student Center	■	■	■	■	■	■	■	■	■	■	■	□						
<b>NLC</b>																			
1	Replace signage	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■
2	Restore slope Bldg. T	■	■	■	■	■	■	■	■	■	■	■	□						
3	Remodel & convert old library	■	■	■	■	■	■	■	■	■	■	■	□						
4	Assess Library Learning Communities Center	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	★
5	Update floor plans & convert to Auto CAD	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	★
6	Replace chiller	■	■	■	■	■	■	■	■	■	■	■	□						
7	Test and balance HVAC systems	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
8	Modify HVAC Bldg. A	■	■	■	■	■	■	■	■	■	■	■	□						
9	Install CCTV system	■	■	■	■	■	■	■	■	■	■	■	□						
10	Retrofit interior lighting	■	■	■	■	■	■	■	■	■	■	■	□						
11	Replace sidewalk lighting	■	■	■	■	■	■	■	■	■	■	■	■	□					
12	Replace temporary sidewalk Bldg. A	■	■	■	■	■	■	■	■	■	■	■	□						
13	Install 2 digital signs at main entrances	■	■	■	■	■	■	■	■	■	■	■	□						
14	Replace main entrance signs	■	■	■	■	■	■	■	■	■	■	■	□						
<b>Bond Program</b>																			
15	Develop South campus	■	■	■	■	■	■	■	■	■	■	■	□						
16	Develop North campus	■	■	■	■	■	■	■	■	■	■	■	□						
17	Expand parking	■	■	■	■	■	■	■	■	■	■	■	□						
18	Expand mechanical infrastructure	■	■	■	■	■	■	■	■	■	■	■	□						
19	Construct Science bldg	■	■	■	■	■	■	■	■	■	■	■	□						
20	Construct General Purpose bldg	■	■	■	■	■	■	■	■	■	■	■	□						
21	Build General Classroom	■	■	■	■	■	■	■	■	■	■	■	□						
22	Remodel vacated space	■	■	■	■	■	■	■	■	■	■	■	□						
23	Repair structural/waterproofing	■	■	■	■	■	■	■	■	■	■	■	□						
<b>RLC</b>																			
1	Develop softball complex	■	■	■	■	■	■	■	■	■	■	■	□						
2	Develop Graduation site improvements	■	■	■	■	■	■	■	■	■	■	■	□						
3	Replace restroom partitions	■	■	■	■	■	■	■	■	■	■	■	□						
4	Install new handrails in Fannin Perf. Hall	■	■	■	■	■	■	■	■	■	■	■	□						
5	Improve soccer field	■	■	■	■	■	■	■	■	■	■	■	■	□					
6	Change door swing	■	■	■	■	■	■	■	■	■	■	■	■	□					
7	Replace AHU Hondo bldg	■	■	■	■	■	■	■	■	■	■	■	□						
8	Install stop signs & speed bumps	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	★
9	Replace fire alarms campus-wide	■	■	■	■	■	■	■	■	■	■	■	□						

**PROGRESS REPORT ON CONSTRUCTION PROJECTS**  
 Status Report as of May 31, 2007

PROJECTS		DESIGN						CONSTRUCTION											
■ Work in Progress □ Next Activity To Be Accomplished ★ Project Completed ○ Activity Not Required		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
	<b>Bond Program</b>																		
10	Construct Science bldg & expand parking/mechanical infrastructure	■	■	■	■	■	■	■	■	□									
11	Renovate Sabine Hall	■	□																
12	Develop Garland Workforce Training Center	■	■	■	■	■	■	■	□										

COMPLETED PROJECTS<sup>2</sup>

- Assess Library Learning Communities Center (NLC)
- Update floor plans & convert to Auto CAD (NLC)
- Install stop signs & speed bumps (RLC)

<sup>2</sup> This is the last report on which these projects will appear.

## INFORMATIVE REPORT NO. 30

### Bond Program Report on Projects

The status of planning as of May 31, 2007 for projects assigned to contracted construction program managers and other bond funded projects.

#### Background

The Bond Program Management Team has begun publishing a status report at [www.dcccd.edu](http://www.dcccd.edu) that includes site photographs, Gantt charts for each project, upcoming deadlines and persons to contact for submitting proposals and bids. The primary audiences for the Internet report are taxpayers in Dallas County and local businesses that are interested in participating in the District's bond program.

The primary audience for this report is the District's Board of Trustees. In this report, Trustees are informed about program design for new buildings, potential and actual impacts on campus operations and surrounding neighborhoods, and other matters that may affect student learning, operational productivity, public safety, and constituents' perceptions about use of public funds. Also listed are projects managed through DCCCD Facilities Management as part of the 2004 bond program.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Services Center  
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Steven M. Park  
Executive Director  
Bond/Program Management Team  
2004 Bond Program Office  
(972) 860-5130

Clyde Porter  
Associate Vice Chancellor of Facilities Management/  
District Architect  
District Service Center  
(972) 860-7760

	Brookhaven			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		3,030,342	2,973,191 <del>2,923,233</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
Mechanical Infrastructure	2,306,840	0		Scope and budget combined with science building.	
Science Building	29,200,000	46,958,437 <del>47,203,153</del>	3,339,639 Architect fee 37,000,000 <del>30,293,900</del> CMAR  29,000 Engineer fee	Budget adjusted to reflect increased programmed size and current estimated cost of science building	Nov 07 / Jul 09
Automotive Tech Expansion	4,000,000	4,043,916 <del>3,799,200</del>	303,500 Architect fee		Jan 08 / Dec 08
Music Hall	7,000,000	0		Project cancelled; budget moved to science building	
Adaptive Remodel	2,000,000	0		Scope and budget combined with science building	

	Brookhaven (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Library / Classroom Addition	7,900,000	0		\$1,724,250 moved to science building, remainder combined with CE, moves as one building	
Workforce & Continuing Ed Building	8,200,000	7,574,145	5,494,587 CMAR  541,118 Architect fee	\$1,724,250 moved to science building, remainder combined with library addition, will move forward as one building. \$4,272,355 moved to science building.	Jun 08 / Jul 09
<b>Total</b>	60,606,840	61,606,840	49,681,035 <del>36,889,272</del>	Increase of \$1M to college allocation for mechanical infrastructure.	
May 31, 2007					

	Cedar Valley			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		2,585,342	2,536,580 <del>2,493,960</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
Mechanical Infrastructure	4,306,840	77,810 <del>4,091,498</del>	77,810 Engineer fee		Jan 08 / Aug 08
Science Building	30,600,000	37,965,987 <del>32,973,479</del>	2,156,237 <del>1,895,346</del> Architect fee  269,800 LEED  <del>9,160</del> 11,160 Engineer fee 29,852,547 <del>22,552,200</del> CMAR	Budget adjusted to reflect campus direction	Nov 07 / <del>Mar</del> Jan 09
Industrial Tech	6,600,000	12,877,701 <del>13,856,521</del>	951,010 <del>902,900</del> Architect fee  17,624 Engineer fee  10,428,800 CMAR	Budget adjusted to reflect campus direction	Oct 07 / Dec 08
Performing Arts	10,200,000	0		Budget combined with science building	
<b>Total</b>	51,706,840	53,506,840	<del>38,379,800</del> 46,301,568		



	Cedar Valley (cont).			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
<b>Managed by Facilities Management</b>					
Expanded Athletic Fields and Facility	1,800,000	0		Funding consolidated with science building	
<b>Total</b>	1,800,000	0			
<b>Grand Total</b>	53,506,840	53,506,840	<del>38,379,800</del> 46,301,568		

May 31, 2007

	Eastfield			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		3,335,342 <del>3,085,342</del>	3,027,151 <del>2,976,287</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
South Campus	10,200,000	9,690,000	731,053 Architect fee  7,152,700 CMAR		Aug 07 / Oct 08
North Campus	10,200,000	0		Project reassigned to Richland College	Oct 07 / Dec 08
Expanded Parking	1,500,000	1,425,000			Feb 08 / Aug 08
Mechanical Infrastructure	2,306,840	94,433 <del>3,191,498</del>	94,433 Engineer fee	Project combined with Workforce building	Jan 08 / Aug 08
General Classroom	17,400,000	16,176,770 <del>16,530,000</del>	1,051,100 Architect fee  7,800 Engineer fee  10,995,000 CMAR	\$353,230 moved to Workforce building & Parent Child Study Center due to change in scope	Sep 07 / Oct 08
Fine Arts Building	8,400,000	0 <del>7,980,000</del>		Project cancelled; Budget moved to Workforce building & Parent Child Study Center	<del>Oct 08 / Dec 09</del>

	Eastfield (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Adaptive Remodel	4,600,000	3,622,610 4,370,000		\$747,390 moved to Workforce building & Parent Child Study Center	Feb 09 / Dec 09
Workforce Building	7,100,000	10,192,415 6,745,000	7,752,179 CMAR  705,994 Architect fee	Budget increased to reflect campus direction	May Jul 08 / Jul Sep 09
Expanded workforce and other projects		0 5,000,000		Project cancelled; \$250,000 moved to Campus for PM fees; \$4,750,000 moved to Industrial Technology Center	
Parent Child Study Center	0	6,255,980	407,301 Architect fee  4,617,898 CMAR	Budget increased to reflect campus direction	Oct 08 / Dec 09
Industrial Technology Center	0	7,224,290	446,607 Architect fee  5,293,958 CMAR	Budget increased to reflect campus direction	Jul 08 / Sep 09
<b>Total</b>	61,706,840	58,016,840	42,283,174 23,008,373		
May 31, 2007					

	El Centro			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		802,034	786,905 <del>773,683</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
West Campus of El Centro	10,200,000	9,690,000	582,429 Architect fee  7,152,700 CMAR		<del>Mar</del> Jan 08 / <del>Feb</del> Jan 09
Adaptive Remodel	3,850,000	0		Budget combined with allied health and nursing.	
Mechanical Infrastructure	1,990,680	1,000,000		Increased \$1M to college allocation. Partial budget combined with allied health and nursing.	
<b>Total</b>	16,040,680	11,492,034	8,522,034 <del>1,356,112</del>		

	El Centro (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
<b>Managed by Facilities Management</b>					
Allied Health and Nursing	16,100,000	*20,592,600	933,000	Construction in progress	Jan 06 / Aug 07
Adaptive Remodel	3,850,000	3,998,646			
Paramount Building/Land Acquisition	11,000,000	11,309,880	11,243,117		Completed
<b>Total</b>	30,950,000	35,901,126	12,176,117 <del>933,000</del>		
<b>Grand Total</b>	46,990,680	47,393,160	20,698,151 <del>2,289,112</del>		

\*292,600 have been added from non-bond dollars.

May 31, 2007

	Mountain View			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		2,594,564	2,545,629 <del>2,502,856</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
Mechanical Infrastructure	4,491,280	4,266,716	74,000 Engineer fee		Feb 08 / Aug 08
Science Building	15,300,000	14,535,000	889,050 902,050 Architect fee  13,940 Engineer fee  10,729,100 CMAR		Nov 07 / Dec 08
Performing Arts	5,700,000	<del>5,415,000</del> 3,990,000	9,500 Engineer fee	\$1,425,000 moved to student center project	May 08 / Sep 08
Adaptive Remodel	2,300,000	2,185,000		Scope and schedule dependent on completion of student center and extent of spaces being vacated	<del>Feb</del> Mar 09 / <del>Oct</del> Nov 09
Economic and Workforce	7,600,000	7,220,000	525,407 Architect fee  5,329,499 CMAR		<del>Jun</del> Aug 08 / <del>Nov 09</del> Jan 10

	Mountain View (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Student Center	16,500,000	<del>15,675,000</del> 17,100,000	1,038,090 Architect fee  12,900 Engineer fee  12,622,500 CMAR	\$1,425,000 moved from performing arts project	Nov 07 / Mar 09
<b>Total</b>	51,891,280	51,891,280	<del>28,430,343</del> 33,802,615		

Managed by Facilities Management					
Athletic and Community Recreation Complex	5,300,000	7,550,000	309,075		Mar 07 / Apr 08
<b>Total</b>	5,300,000	*7,550,000	309,075		
<b>Grand Total</b>	57,191,280	*59,441,280	<del>28,739,418</del> 34,111,690		

\* 1,250,000 are from Mountain View College funds not 2004 bond funds.

May 31, 2007

	North Lake			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		2,789,534	2,736,923 <del>2,690,934</del> Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
South Campus	10,200,000	9,690,000	638,350 Architect fee  2,850 Engineer fee  7,152,700 CMAR	Budget increased to reflect campus direction	Oct 07 / Dec 08
North Campus	10,200,000	9,690,000	707,131 Architect fee  15,060 Engineer fee  7,152,700 CMAR		Jul 07 / Aug 08
Expanded Parking	1,500,000	<del>1,425,000</del>		\$1,425,000 moved to general purpose building project	Oct 08 / <del>Apr 09</del>



	North Lake (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Mechanical Infrastructure	1,990,680	<del>2,891,146</del> 76,795	76,795 Engineer fee	Increased \$1M to college allocation. \$2,814,351 moved to science building project. \$76,795 balance remaining to fund campus assessments.	Mar 08 / Sep 08
Science Building	6,800,000	<del>14,689,351</del> 14,991,056	894,413 <del>724,913</del> Architect fee  165,900 LEED  8,750 Engineer fee  11,326,584 <del>8,765,600</del> CMAR	Budget increased to reflect campus direction	<del>Oct Jul 07 /</del> Dec Sep 08
Fine Arts	12,500,000	0		\$6,460,000 moved to general purpose building; \$340,000 moved to campus budget; \$5,700,000 moved to science and medical professions	

	North Lake (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
General Purpose Building		<del>11,035,000</del> 12,460,000	851,285 Architect fee  8,145,570 CMAR	Scope and budget adjusted to reflect combined fine arts building and general classroom building. \$1,425,000 moved from expanded parking project.	<del>Jul May 08 /</del> Sept Jul 09
General Classroom	6,500,000	0		Scope and budget combined with fine arts building to create general purpose building	
Workforce Development Center		1,600,000	133,761 <del>133,261</del> Architect fee	Budget re-allocated from general classroom building	Jan 08 / Jul 08
Adaptive Remodel	4,100,000	3,895,000			May 08 / Dec 09
Structural Repairs	2,000,000	1,598,295 <del>1,900,000</del>		Budget decreased to reflect campus direction	Feb 09 / Aug 09
<b>Total</b>	55,790,680	56,790,680	40,008,772 <del>28,920,329</del>		
May 31, 2007					

	Richland			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Campus		2,800,342	2,747,525 2,701,359 Program manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
Garland Workforce Development Center		9,690,000	790,980 746,425 Architect fee  14,850 Engineer fee  95,650 LEED  7,152,700 CMAR	Project reassigned from Eastfield College to Richland College	Oct 07 / Dec 08
Expanded Parking	3,800,000	0		Scope and budget combined with science building	
Mechanical Infrastructure	2,306,840	0		Scope and budget combined with science building	

	Richland (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Science Building	31,600,000	49,881,498	3,534,900 Architect fee  9,398 Engineer fee  40,300,000 38,059,700 CMAR  207,340 LEED	Budget adjusted to reflect programmed size and current estimated cost. \$284,900 Amendment: Acoustical consulting, A-V/multimedia design, furniture & equipment consulting, scientific principle learning art design, surveillance system design.	May Jun 07 / Jun 09
Fine Arts Addition	10,000,000	0		Budget combined with science building and adaptive remodel.	
Guadalupe Hall	2,200,000	0		Budget combined with science building and adaptive remodel.	
Library Expansion	4,100,000	0		Cancelled; budget moved to science building	
Student Food Service	2,000,000	0		Budget combined with science building and adaptive remodel.	

	Richland (cont.)			Scope / Budget Comments	Estimated Construction Start / Finish
	Original \$	Revised \$	Awarded \$		
Adaptive Remodel		4,325,000		Increased dollars for adaptive remodeling from other campus projects. Increase of \$1M to college allocation.	<del>Jan</del> Apr 09 / Feb 10 Dec 09
Total	56,006,840	66,696,840	<del>52,426,672</del> 54,853,343		

May 31, 2007

	<b>District Office Relocation 701 Elm to 1601 S. Lamar</b>			<b>Scope / Budget Comments</b>	<b>Estimated Construction Start / Finish</b>
	<b>Original \$</b>	<b>Revised \$</b>	<b>Awarded \$</b>		
Campus		510,000	500,382 491,974 Program Manager fee	Increased for Austin Commercial / Con-Real supplemental contract.	
Bill Priest Expansion	10,200,000	0		Budget re- assigned to District office relocation	
District Office Relocation		9,690,000	22,000 Architect fee  7,930,000 Design- Build		Oct Dec 07 / Oct 08
Total	10,200,000	10,200,000	8,443,974 8,452,382		

**Project Development**

There is also \$10,000,000 designated of program development costs as needed for project contingencies, particularly those associated with site development for the new campuses.

<b>Property Acquisition</b>						
<b>*\$27,890,120 Designated in Revised Program</b>						
	<b>Actual</b>		<b>Projected Additional</b>		<b>Total</b>	
<b><u>Location</u></b>	<b><u>Expenditures</u></b>	<b><u>Acres</u></b>	<b><u>Expenditures</u></b>	<b><u>Acres</u></b>	<b><u>Expenditures</u></b>	<b><u>Acres</u></b>
Coppell	\$9,049,733	37.04			\$9,049,733	37.04
Garland	\$2,572,721	20.50	\$847,000	4.38	\$3,419,721	24.88
Pleasant Grove	\$2,499,289	10.73			\$2,499,289	10.73
South Irving	\$4,452,122	15.62			\$4,452,122	15.62
West Dallas	\$1,440,711	4.56	\$2,065,000	2.73	\$3,505,711	7.29
Corinth/Lamar	\$1,798,439	2.34			\$1,798,439	2.34
Demolition			\$650,000		\$650,000	
<b>Total</b>	<b>\$21,813,015</b>	<b>90.79</b>	<b>\$3,562,000</b>	<b>7.11</b>	<b>\$25,375,015</b>	<b>97.90</b>
*109,880 are expenses related to land acquisition of Paramount building now listed under El Centro. May 31, 2007						

## INFORMATIVE REPORT NO. 31

### Firms and Persons Considered for Awards

Firms and persons considered for awards, including those recommended for awards, that appear in this agenda are listed below.

Alliance Geotechnical Group, Inc.  
Alpha Testing, Inc.  
Applied Products, LLC  
Banyon Harbor Condominiums  
Benchmark Environmental Consultants  
Billy L. Nabors Wrecking  
BKM Total Office of Texas, L.P.  
Brandt Engineering  
Bureau Veritas North America, Inc.  
Business Interiors  
Cardinal Health  
C & G Wholesale  
Chickasaw Electrical  
CMI  
Creative Research  
Crescent Research, Inc.  
CTL/Thompson Texas, LLC  
Dal-Ec Construction, Ltd.  
Dallas County Hospital District  
Decision Analyst, Inc.  
Dougherty, Sprague Environmental, Inc.  
ECS-Texas, LLP  
EFI Global  
Engineered Fire Systems, Ltd.  
Farmers & Associates, Inc.  
Frank Dale Construction Co. Ltd.  
Fugro Consultants, Inc.  
Geotechnical Consulting Services, Inc.  
Giles Engineering Associates, Inc.  
Globe Engineers, Inc.  
GME Consulting Services, Inc.  
Groves Electrical Service, Inc.  
GST Public Safety Supply, LLC  
HJ & Associates, Inc.  
Horizon Wimba, Inc.  
Hospital Systems, Inc.



HVJ Associates, Inc.  
Integrated Testing & Engineering Company  
Interisland Airlines  
Kaplan Early Learning Center Company  
Kennedy Electric, Inc.  
Kleinfelder Central, Inc.  
Laerdal Medical Corp.  
Lawrence Engineering  
LCA Environmental, Inc.  
Lindamood Construction Co., Inc.  
LopezGarcia Group  
Lorraine & Associates  
LVI Facility Services, Inc.  
Mart, Inc.  
Mas-Tek Engineering & Associates, Inc.  
Maxim Mechanical Services, LP  
Mike Huddleston  
Moore Medical, LLC  
NASCO  
National Service Research  
Page Southerland Page, LLP by PSP Architects-Engineers, Inc.  
    its Managing Partner  
Plantation Hale  
Prince & Associates  
Products Unlimited  
Professional Service Industries, Inc.  
Reeves Construction Services, Inc.  
Research & Polling  
Rincon & Associates  
Rone Engineering Services, Ltd.  
Savitz Research Solutions  
Sigma Environmental Solutions, Inc.  
Southwest Geoscience  
STL Engineers  
Subway Real Estate Corp.  
Texas Forest Service  
TFP Group, Inc.  
The College Board  
Thermo Fisher Scientific  
The University of Texas Southwestern Medical Center  
Thrifty Car Rental  
Uncle Billy's Hilo Bay Hotel  
URS Corporation

Viasys/Pulmonetic Systems, Inc.  
WHF Electrical Contractors, Inc.

### Background

House Bill 914 added Chapter 176 to the Local Government Code and took effect January 1, 2006. Chapter 176 provides that local government officers, such as DCCCD's chancellor and Trustees, shall file conflict disclosure statements in certain defined circumstances. It also provides that persons contracting or desiring to contract with DCCCD shall file conflict of interest questionnaires.

Local government officers, persons contracting and persons desiring to contract are required to file information on forms approved by the Texas Ethics Commission. See [http://www.ethics.state.tx.us/whatsnew/conflict\\_forms.htm](http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm) for current versions of each form. The forms must be submitted to DCCCD records administrator, Vice Chancellor Edward M. DesPlas.

This report contains the names of all parties who were considered and/or recommended for awards in this agenda. This report is not intended or represented to be inclusive of all firms and persons contracting or desiring to contract with the Dallas County Community College District.

The penalty for violating Chapter 176 accrues to the individual who failed to file a disclosure, not to DCCCD.

Resource: Edward M. DesPlas  
Vice Chancellor of Business Affairs  
District Service Center  
(972) 860-7752