

**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, September 2, 2008**

**4:00 PM**

**AGENDA**

- I. Certification of Posting of Notice of the Meeting
- II. Public Hearing on Budget for 2008-09
- III. Citizens Desiring to Address the Board Regarding Agenda Items
- IV. Richland Collegiate High School Status Report
- V. Declaration of Conflict of Interest (pp. 7-10)
- VI. Consideration of Bids
  1. Amend CMAR Award for South Campus
  2. Police Uniforms and Accessories
  3. Lecture Capture and Distribution System
  4. Food and Sundries for Parent/Child Study Center
  5. Kiosk Computers and Enclosures
  6. Replacement Air-Supported Roof Structure
  7. Library Online Database and Bibliographic Services and Microfilm Subscriptions
- VII. Consent Agenda: If a trustee wishes to remove an item from the consent agenda, it will be considered at this time.

**Minutes**

8. Approval of Minutes of the August 5, 2008 Regular Meeting
9. Approval of Minutes of the August 19, 2008 Special Meeting
10. Approval of Minutes of the August 26, 2008 Special Meeting

**Policy Reports**

11. Approval for Expense Reimbursement for Board Members
12. Approval of Changes to Board policy regarding Fees for

#### Intercollegiate Sporting Events

13. Approval of Revised Salary Schedules for 2008-2009
14. Revision of Distance Learning Rates
15. Revision of Adjunct Rates Related to Instruction
16. Approval of Administrator, Faculty and Professional Support Staff Across-the-Board Salary Adjustments: 2008-2009
17. Approval of Revision to Policy FBB (LOCAL) Regarding Semester Tuition
18. Approval of a Waiver of Tuition and Book Costs at Richland Collegiate High School

#### Buildings and Grounds Reports

19. Approval of Change Order with Watkins Hamilton Ross, Inc.
20. Approval of Amendment to Agreement with KAI Texas, LLC
21. Approval of a Resolution Regarding City of Dallas Water Easements (2) at Mountain View College

#### Financial Reports

22. Adoption of Budget for 2008-09
23. Approval of Resolution Levying the Interest and Sinking Component of the Ad Valorem Tax Rate for Tax Year 2008
24. Approval of Resolution Levying the Maintenance and Operation Component of the Ad Valorem Tax Rate for Tax Year 2008
25. Approval of Expenditures for July 2008
26. Presentation of Budget Report for July 2008
27. Acceptance of Gifts
28. Notice of Grant Awards
29. Approval of Agreement with Garland Independent School District
30. Approval of Agreement with Dallas Black Chamber of Commerce, Greater Dallas Asian American Chamber of Commerce, and Greater Dallas Hispanic Chamber of Commerce
31. Approval of Agreement with Texas Association of Community Colleges
32. Approval of Agreement with Allied Eye Associates
33. Approval of Agreement with Dental Careers Foundation
34. Approval of Interlocal Agreement with the City of DeSoto (DeSoto Fire Academy)
35. Approval of Interlocal Agreement with DeSoto Police Department
36. Approval of Agreement with Dallas Christian School
37. Approval of Master Release Agreement with Toyota Technical Network (T-TEN)
38. Approval of Resolution to Establish a Scholarship Fund for the Bill J. Priest Institute for Economic Development

39. Approval of Agreement with Bombardier
40. Approval of Interlocal Agreement with The Dallas County Sheriff's Department
41. Approval of Agreement with Dowden Associates, Inc.
42. Approval of Interlocal Agreement with The University of Texas at Arlington
43. Approval of Agreement with City of Coppell, Texas
44. Approval of Agreement with Irving Independent School District
45. Approval of Lease Agreement with Garland Chamber of Commerce
46. Approval of Agreement with Highland Park Independent School District
47. Approval of Agreement with Richardson Independent School District
48. Approval of Consulting Services Proposal with Blackboard, Inc.
49. Approval of Renewal Agreement with Blackboard, Inc.

VIII. Individual Items

50. Consideration of Resignations, Retirements and Phased Faculty Retirement
51. Approval of Warrant of Appointment for Security Personnel
52. Employment of Contractual Personnel
53. Reclassification of Instructors

IX. Informative Reports

54. Receipt of Business and Corporate Contracts
55. Monthly Award and Change Order Summary
56. Payments for Goods and Services
57. Progress Report on Construction Projects
58. Bond Program Report on Projects

X. Questions/Comments from the Board and Chancellor

XI. Citizens Desiring to Appear Before the Board

XII. 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 commencement of annual evaluation of the chancellor, election of Board officers, and 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 on an investigation of an alleged ethics violation 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.

### XIII. Adjournment of Regular Meeting

**CERTIFICATION OF POSTING OF NOTICE SEPTEMBER 2, 2008  
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 29<sup>th</sup> day of August, 2008, 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 29<sup>th</sup> day of August, 2008, 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

## II. Public Hearing on Budget for 2008-09

During the meeting on September 2, 2008, the Board of Trustees will hold a public hearing for persons who desire to speak on the proposed budget for 2008-09. The Board of Trustees reviewed the proposed budget in a public meeting held July 15-16, 2008. Notice of the public hearing on the proposed budget for 2008-09 was published in the *Dallas Morning News* on Friday, August 22, 2008.

### Background

Board Policy CC (LOCAL) provides the following:

#### *AVAILABILITY OF PROPOSED BUDGET*

*After it is presented to the Board and prior to adoption, a copy of the proposed budget shall be available for inspection during regular business hours. (Note: A copy of the proposed budget has been available for inspection in the business affairs department at the District Service Center.)*

#### *BUDGET MEETING*

*The annual public meeting to discuss the proposed budget shall be conducted as follows:*

- 1. The Board Chairperson shall request at the beginning of the meeting that all persons who desire to speak on the proposed budget sign up on the sheet provided.*
- 2. Prior to the beginning of the meeting, the Board may establish time limits for speakers.*
- 3. Speakers shall confine their remarks to the appropriation of funds as contained in the proposed budget.*
- 4. No officer or employee of the District shall be required to respond to questions from speakers at the meeting.*

There have been no substantive changes to the proposed budget for 2008-09 since the Board reviewed it at the budget hearing on July 15-16, 2008. However, at the time of the hearing the certified taxable assessed value (TAV) was not available. The certified TAV for 2008 is \$177.5 billion compared to the estimate of \$175.0 billion on which the tax revenue for the budget was based. Although the certified TAV is somewhat more than was projected at the time of the hearing, the maintenance and operation (M&O) tax rate is proposed to be set at \$0.0759 per \$100 assessed value. Approximately \$1.9 million additional tax revenue will be generated and will be used to support expenses associated with enrollment growth and other needs of the District.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

## Declaration of Conflict of Interest

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.

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

Listed below are the names of 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.

Adolfson & Peterson Construction Company  
African American Experience  
African American Studies Center  
Air Structures American Technologies, Inc.  
Air Structures World Wide, Ltd.  
Allied Eye Associates  
American History Online  
Amigos Library Services  
A-Plus Member Discount Program  
Applied Science & Technology FT  
Art Index Full Text  
Art Index Retrospective  
Art Museum ImageGallery  
ATI Career Training Center  
Ben E. Keith Foods  
Biography Reference Bank  
Blackboard, Inc.  
Bombardier  
Book Analysis System  
Book Leasing Program  
Book Review Digest Plus

Books in Print  
Bowker  
Brodart Company  
C & G Wholesale  
CINAHL with Full Text  
City of Coppell, Texas  
City of Dallas  
City of DeSoto  
College Guidance Inc.  
CollegeSource Online  
Columbia Granger's World of Poetry  
Congressional Quarterly  
CQ Pro & Con Online  
CQ Researcher  
CQ Weekly  
Daily Life Online  
Dallas Black Chamber of Commerce  
Dallas Christian School  
Dallas County Sheriff's Department  
Dallas Morning News  
Dallas Morning News Historical Archives  
Demco, Inc.  
Dental Careers Foundation  
Dental Replacements Training Academy, Inc.  
DeSoto Police Department  
Dowden Associates, Inc.  
Ebsco  
Echo 360  
eLibrary Academic  
Encyclopedia Britannica  
Encyclopedia of Religion  
Expanded Academic ASAP  
Facts On File  
Ferguson's Career Guidance Center  
Gale Group  
Garland Chamber of Commerce  
Gaylord Bros. Inc.  
General Science Full Text  
Greater Dallas Asian American Chamber of Commerce  
Greater Dallas Hispanic Chamber of Commerce  
Greenwood  
Grove Dictionary of Art Online  
Grove Music & Musicians Online



GST Public Safety Supply  
Highland Park Independent School District  
Highsmith, Inc.  
HTI High-Tech Institute  
Humanities Full Text  
IKS Technologies, Inc.  
InfoTrac  
International Encyclopedia of the Social Sciences  
Irving Independent School District  
Issues & Controversies On File  
KAI Texas, LLC  
Kiosk Information Systems, Inc.  
Latino American Experience  
LC Classification Web  
Lexis/Nexis Academic Service  
Library Of Congress  
Literary Reference Center  
Literature Online  
McNaughton Book Service  
Microfilm/Microfiche  
MLA International Bibliography  
National Archive Publishing Company  
Naxos Music Library  
New Dictionary of the History of Ideas  
New York Times Historical  
New York Times, 1999+  
Newsbank  
Noodle Tools  
Opposing Viewpoints  
Oxford University Press  
Paratext  
Platt Health Careers Training  
Proquest Information and Learning  
Reader's Guide Full-text Mega  
Reader's Guide Retrospective Online  
Ready Ref Kiosk Solutions  
Reference Shelf Plus  
Reference Universe  
Resources / College Libraries  
Richardson Independent School District  
Serials Solutions  
SIRS Knowledge Source  
Stat!Ref

Subscription Service  
Tegrity, Inc.  
Texas Association of Community Colleges  
TexShare  
Title Source - Baker & Taylor  
Today's Science  
Toyota Technical Network (T-TEN)  
Ultimedia USA Corp.  
Uniforms, Inc.  
University of Texas at Arlington (UTA)  
Wall Street Journal Online  
Watkins Hamilton Ross, Inc  
World Cultures Today  
World Folklore & Folklife  
World News Digest

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs

CONSIDERATION OF BIDS

Tab No.	Bid No.	Title and Vendor(s)	Location	Amount
1	11147	Amend CMAR Award for South Campus	EFC	\$661,946
2	11425	Police Uniforms and Accessories C&G Wholesale GST Public Safety Supply, LLC Uniforms., Inc.	D-W	(2-year estimate) \$57,000
3	11432	Lecture Capture and Distribution System Tegrity, Inc.	D-W	\$,1,424,553.00
4	11443	Food and Sundries for Parent/Child Study Center Ben E. Keith Foods	EFC	(1-year estimate) \$30,000
5	11450	Kiosk Computers and Enclosures IKS Technologies, Inc.	EFC	\$45,677.97
6	11455	Replacement Air-Supported Roof Structure Air Structures American Technologies, Inc.	NLC	\$123,000
7	---	Library Online Database and Bibliographic Services and Microfilm Subscriptions	D-W	(2-year estimate) \$714,540

Submitted by Mr. Philip Todd, director of purchasing

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AMENDMENT OF AWARD – RFP NO.  
(Tab 1) 11147  
CONSTRUCTION MANAGER AT RISK FOR THE EASTFIELD  
COLLEGE SOUTH COMMUNITY CAMPUS (PLEASANT GROVE)

RECOMMENDATION FOR AMENDMENT TO AWARD:

This amendment will expand the project scope of this project to include the finish out of approximately 8,323 square foot of building space of which roughly one-half may be for use by a non-profit group. Further, the amendment covers modifications and additions to the site utilities work as required by the City of Dallas involving the water main, sewer line and storm drain.

COMMENTS: The attached amended construction budget includes the original and amended Phase I preconstruction fee, Phase II construction fee, the general conditions and the cost of the work.

The funds for the amended construction budget for this project will come from the Bond Program contingency funds supplemented by \$250,000 in funds provided by Eastfield College.

NOTE:

As is the case for all work under the CMAR contracts, the CMAR is required to select the subcontractors for the additional work via an advertised sealed bid process. Further, the guaranteed maximum price may not exceed the budget amount unless specifically approved by the board of trustees.

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

FUNDING: 2004 Bond Program supplemented by funds provided by the college



TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11425  
(Tab 2) POLICE UNIFORMS AND ACCESSORIES  
PRICE AGREEMENT, DISTRICT-WIDE  
SEPTEMBER 3, 2008 THROUGH AUGUST 31, 2010

RESPONSE: Requests for bids were sent to 29 companies, and three bids were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

	(2-year estimate)
C&G Wholesale	\$28,000
GST Public Safety Supply, LLC	\$20,500
Uniforms, Inc.	\$8,500
TOTAL	\$57,000

BEST BIDS

JUSTIFICATION:

Each bidder offers uniforms from a different manufacturer and all meet district requirements. All three bidders are recommended to enable the police departments to match existing uniforms because the fabric, color, style, and accessories vary among the campuses.

COMMENTS: This agreement is for trousers, shirts, outerwear, rainwear, and accessories for the district's police departments.

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

FUNDING: Funds are budgeted in account #24211 in various divisions.

Police Uniforms and Accessories, District-Wide

Item/Description	Qty.	C & G Wholesale Unit Price	GST Public Safety Supply Unit Price	Uniforms, Inc.
<b>SHIRTS:</b>				
Fechheimer Flying Cross, 75/25 Polyester/Wool				
#57R8786	5 ea.	47.00	51.13	-
#07W8786	5 ea.	51.00	57.00	-
#57R8786Z	5 ea.	47.00	53.95	-
#07W8786	5 ea.	51.00	59.80	-
Blauer, 75/25 Polyester/Wool				
#8460	15 ea.	-	51.75	-
#8450	20 ea.	-	57.30	-
#8450W	5 ea.	-	57.30	-
Perfection, 75/25 Polyester/Wool				
#4040	5 ea.	-	-	49.77
#4340	5 ea.	-	-	44.23
Fechheimer, 100% Polyester				
#35W7886	10 ea.	33.00	37.10	-
#85R7886	20 ea.	28.00	32.30	-
Perfection, 100% Polyester				
#2040DN	15 ea.	-	-	33.08
#2340DN	5 ea.	-	-	31.54
Blauer, 100% Polyester				
#8600-Z	5 ea.	-	33.10	-
#8610-Z	5 ea.	-	29.70	-
Fechheimer, 100% Polyester Zipper Front				
#UD12000	5 ea.	24.00	27.25	-
#UD12020	5 ea.	27.65	30.90	-
Fechheimer 65/35 Polyester Cotton. Poplin				
#35W5435	5 ea.	28.00	31.35	-
#85R5435	5 ea.	24.70	29.30	-
Blauer 65/35 Polyester Cotton. Poplin				
#8431	5 ea.	-	30.85	-
Perfection 65/35 Polyester Cotton. Poplin				
#1000DN	5 ea.	-	-	27.63
#1300DN	5 ea.	-	-	24.86
Fechheimer 65/35 Polyester/CoolMax				
#85R7000	5 ea.	44.80	46.65	-
#857000Z	5 ea.	44.80	48.70	-
#35R7000	5 ea.	-	54.75	-
Cotton Pique Knit Luna #BB9499	15 ea.	14.99 Outerbanks	-	9.78-Gildan 3800 Size: 2X-3X: 14.92
Mocean				
#0354	10 ea.	43.00	-	53.08
#0355	5 ea.	46.50	-	57.69
Blauer				
#8130	5 ea.	-	40.50	34.00-Uniforms, Inc. #54500
#8131-3	5 ea.	-	27.45	36.67-United Uniform #541
Tactical				
Tru-Spec #1367	5 ea.	21.50	31.32	29.08 2X – 34.00 ; 3X – 35.67; 4X – 37.33

		C & G Wholesale	GST Public Safety Supply	Uniforms, Inc.
Item/Description	Qty.	Unit Price	Unit Price	
Tru-Spec #1110	5 ea	18.30 ( Tru-Spec 1015 S/S)		26.00 2X – 30.67 ; 3X – 32.33;
Add-on charges (percentage mark-up) for Extra Large Sizes		10%	10%	20%
<b>TROUSERS:</b>				
Fechheimer 75/25 Polyester/Wool #42280	15 ea.	49.50	59.20	-
Blauer 75/25 Polyester/Wool #8560	15 ea.	-	60.10	-
Perfection #4600DN	10 ea.	-	-	56.38
Fechheimer 100% VISA System 3 Polyester				
#UD3900	10 ea.	26.80	30.90	-
#3900	30 ea.	34.50	40.85	-
Perfection 100% VISA System 3 Polyester #2600	10 ea.	-	-	28.77
Blauer 100% VISA System 3 Polyester #8650	15 ea.	-	29.40	-
Blauer 65/35 Rayon Blend #8950W	5 ea.	41.70 Fechheimer 39400 (70/28/2)	48.70	40.10- Perfection 3625. Size 44-54: 48.12
Tru Spec 65/35 Rayon Blend #1335	5 ea.	21.50	29.30	29.08 2X – 34.00; 3X – 35.67; 4X – 37.33
Mocean 65/35 Rayon Blend				
#2150	5 ea.	57.00	-	69.85
#1150	10 ea.	40.00	-	47.79
Add-on charges (percentage mark-up) for Extra Large Sizes		10%	10%	20%
<b>OUTERWEAR:</b>				
Jacket, Ultra 2000. Fechheimer #58100	3 ea.	98.00	113.95	84.46 – Uniforms Inc. #54140
Jacket, Multi-purpose Patrol. Mocean #6023A	5 ea.	134.00	-	161.40
Jacket, Blauer #6120	2 ea.	-	104.35	84.46 - Uniforms Inc. #54140
Windbreaker, Dutyman #J23	5 ea.	41.50	50.75	53.08
Add-on charges (percentage mark-up) for Extra Large Sizes		10%	10%	20%
<b>RAINWEAR:</b>				
Rain Coat, Fechheimer #77120	3 ea.	65.00	77.25	74.77 Gerber #70C3L
Rain Coat, Neese Industries #475C	5 ea.	40.50 (475SC)	47.70	51.82
Rain Cap, Neese Industries #475CC	5 ea.	5.95	6.85	7.37
Rain Cape, Neese Industries #475CAPE	5 ea.	5.80	6.95	7.47
Rain Coat, Neese Industries #447C	5 ea.	39.50 (447SC)	39.90	43.46
Rain Cap, Neese Industries #447CC	5 ea.	4.95	5.65	6.06
Rain Cape, Neese Industries #447CAPE	5 ea.	5.80	6.65	7.12
Rain Coat, Neese Industries #447RAC	5 ea.	39.00 (447RSAC)	46.10	50.12 447RSC
Rain Coat, Neese Industries #447RC3M	5 ea.	40.95 (447RSC3M)	47.95	52.08
Add-on charges (percentage mark-up) for Extra Large Sizes		10%	10%	20%



		C & G Wholesale	GST Public Safety Supply	Uniforms, Inc.
Item/Description	Qty./Ctns.	Unit Price	Unit Price	
<b>ACCESSORIES:</b>				
Tie, clip-on, 18". Wolfmark #180-057	5 ea.	2.95	4.95	3.23 – Broome 90016
Tie, clip-on, 20". Wolfmark #180-057	10 ea.	3.50	4.95	3.38 – Broome 90049
Tie, clip-on, 22". Wolfmark #180-057	5 ea.	3.50	4.95	3.54 – Broome 90063
Belt, Inner duty. Dutyman #5111	5 ea.	11.80	13.70	15.00
Belt, Velcro System. Dutyman #5011	5 ea.	27.50	29.95	34.15
Cap, Uniform. 5-star, 1-hole. Midway	10 ea.	30.00	32.95	42.69
Cap, Uniform. 5-star, 2-hole. Midway	10 ea.	30.00	32.95	42.69
Add-on charges (percentage mark-up) for Extra Large Sizes		-	10%	20%
<b>BUTTONS:</b>				
Silver Texas Star		.85/each	.75/each	.45/each
Gold Texas Star		.95/each	.95/each	.45/each
Silver "F"		.85/each	.75/each	.45/each
Gold "P"		.95/each	.95/each	.45/each
Zipper Plastic		4.00/each	.10/each	5.00/each
Zipper Shirt Metal		3.00/each	.75/each	5.00/each
<b>SHOULDER LOOPS/PIPING:</b>				
1 ½" green, braided		2.50/pair	2.95/pair	3.50/pair
½" red and gold with black centers		2.50/pair	3.95/pair	4.50/pair
1 ½" gold and black, braided		2.50/pair	4.95/pair	4.50/pair
1/8" gold cord		6.00/trouser	8.00/trouser	10.00/trouser
½" black ribbon		8.00/trouser	10.00/trouser	8.00/trouser
<b>CHEVRON AND HASH MARKS:</b>				
Corporal 3 ¼"H x 3"W, Royal/White on Black , Galls #UA124	1 – 10	2.50	2.95/set	2.33
	11 – 20	2.25	2.95/set	2.33
Sergeant 3 5/8"H x 3"W, Gold on Black, Blakinton. Galls #CB043	1 – 10	1.90	2.95/set	2.67
	11 – 20	1.80	2.95/set	2.67
<b>SHOOTERS' SUPPLIES:</b>				
Federal Premium Hydra-Shock JHP Personal Defense Handgun Ammunition, 45 Auto 165gr. 20/box	1 – 10	26.90	24.00	-
	11 – 20	26.50 (185gr)	24.00	-
Remington UMC 45 Auto, 230gr FMJ. 50/box	1 – 10	17.50	-	-
	11- 20	16.90	-	-
Sellier & Bellot 45 ACP 230gr FMJ. 50/box Item #SBA04501	1 – 10	-	-	-
	11 – 20	-	-	-
Magtech 45 ACP 230gr FMJ	1 – 10	-	-	-
	11 – 20	-	-	-
<b>ASSOCIATED COST FOR ADDITIONAL SERVICES</b>				
		-	-	10.00 – waist alteration 2.00 – add and remove patches
<b>DISCOUNT STRUCTURE FOR RELATED PRODUCTS</b>				
		35% Safariland; Bianchi	-	10% all brands

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11432  
(Tab 3) LECTURE CAPTURE AND DISTRIBUTION SYSTEM  
DISTRICT WIDE  
SEPTEMBER 3, 2008 TO AUGUST 31, 2013

RESPONSE: Requests for proposals were sent to four companies and two submitted responses.

COMPARISON OF PROPOSALS:

Echo 360	\$460,000.00
Tegrity, Inc.	\$1,424,553.00

RECOMMENDATION FOR AWARD:

Tegrity, Inc.	\$1,424,553.00
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BEST PROPOSAL

COMMENTS: This recommendation is for licensing and support for a Tegrity Campus 2.0 web-based lecture capture and distribution system for district wide use under the sponsorship of the LeCroy Center. Earlier versions of this system have been in use at the El Centro campus since 2003. This system will address the increased demand for course content to be accessible outside the classroom. Also, the system will permit instructional material to be reused in the future.

The lowest cost proposal is not recommended because, in the professional opinion of the evaluators, its web based flexibility, efficiency of use, ease of access, live audio communication, and local editing capability, are not sufficient to meet the needs of a district wide program.

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

FUNDING: Funds are budgeted in division # 14-28-105786 account 27602

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11443  
(Tab 4) FOOD AND SUNDRIES FOR PARENT/CHILD STUDY CENTER  
PRICE AGREEMENT, EASTFIELD COLLEGE  
SEPTEMBER 3, 2008 THROUGH AUGUST 31, 2009

RESPONSE: Requests for bids were sent to 16 companies, and one response was received.

RECOMMENDATION FOR AWARD:

	(12-month estimate)
BEN E. KEITH FOODS	\$30,000

ONLY BID

COMMENTS: This price agreement will provide food products the parent/child study center staff to prepare meals and/or snacks five days a week for children attending the parent/child study center. The food products to be provided include but are not limited to various quantities and types of meat, frozen food, bread, dairy, fresh produce, canned goods, juices, tableware and sundries. To estimate the annual cost of food, bidders were asked to provide pricing for 155 benchmarked items and quantities, including partial cases. Actual costs will be determined by the price in effect at the time an order is processed and may vary depending on the quantity, packaging and diversity of products.

Many menu items will be purchased through this agreement and it is essential that the successful bidder be knowledgeable of the U.S. Department of Agriculture Federal Labeling Program for Child Nutrition Program requirements, and provide child nutrition labels for eligible products.

In a follow up to ascertain why no other responses were received, the inquiries revealed that our relatively small requirements generally did not fit with the volume requirements and order processing used by the major food product distributors. For example, the time and expense of processing shipment of a partial case of goods is not conducive to their business operations. This is the second attempt to obtain other bids and it is not expected that rebidding would result in any additional responses.

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

FUNDING: Funds budgeted in account #24101 in division #11-04-577095.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11450  
(Tab 5) KIOSK COMPUTERS AND ENCLOSURES  
EASTFIELD COLLEGE

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

COMPARISON OF BIDS:

Ultimedia USA Corp.	\$35,550.00
IKS Technologies, Inc.	\$45,677.97
Kiosk Information Systems, Inc.	\$46,003.00
Ready Ref Kiosk Solutions	\$56,044.00

RECOMMENDATION FOR AWARD:

IKS TECHNOLOGIES, INC.	\$45,677.97
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BEST BID

JUSTIFICATION:

The low bidder is not recommended because they did not include a computer operating system as required by the specifications.

COMMENTS: Nine computer kiosks, priced at \$5,075.33 each, will be installed across the campus to initially provide self-service so that students can perform logging activities in the Student Services areas such as advising, admissions, financial aid, testing, and career services plus general notification purposes. The campus expects to expand application of kiosk for other activities in the future.

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

FUNDING: Funds are budgeted in division # 13-04-133460, accounts 26101 and 23901.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11455  
(Tab 6) REPLACEMENT AIR SUPPORTED ROOF STRUCTURE  
NORTH LAKE COLLEGE

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

COMPARISON OF BIDS:

Air Structures American Technologies, Inc.	\$123,000
Air Structures World Wide, Ltd.	\$139,466

RECOMMENDATION FOR AWARD:

AIR STRUCTURES AMERICAN TECHNOLOGIES, INC.	\$123,000
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LOW BID

COMMENTS: This award is to replace the air supported roof structure that is installed and removed annually to enable year-round use of the swimming pool. The present roof was installed in January of 2001. While the anticipated life expectancy is 8 to 10 years, the roof needs to be replaced due to minor damage and unexpected wear and tear arising from removal and replacement over the past seven years.

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

FUNDING: Funds are budgeted in account #27421 in division #12-07-309000. Note: The City of Irving and the Irving ISD will reimburse the district 50% of the cost.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR RENEWAL OF LIBRARY ONLINE  
(Tab 7) DATABASE AND BIBLIOGRAPHIC SERVICES AND MICROFILM  
SUBSCRIPTIONS  
DISTRICT-WIDE, PRICE AGREEMENT  
SEPTEMBER 3, 2008 THROUGH AUGUST 31, 2010

**BACKGROUND:**

The district has agreements and licenses with various companies for a variety of database services and microfilm subscriptions which students and faculty use in the college libraries. These services allow students and staff access to current events or backfiles of archival material from newspapers, journals, periodicals, dissertations, technical papers and xerographic reproductions of out-of-print books, etc. through online databases and microfilm services. The district's Educational Resource Support Service Center uses an online service to obtain bibliographic information for print and non-print materials to be cataloged for the Learning Resource Centers at district locations.

**RECOMMENDATION FOR AWARD:**

AMIGOS LIBRARY SERVICES	\$175,000
Applied Science & Technology FT	
Art Index Full Text	
Art Index Retrospective	
Art Museum ImageGallery	
Biography Reference Bank	
Book Review Digest Plus	
Columbia Granger's World of Poetry	
General Science Full Text	
Grove Dictionary of Art Online	
Grove Music & Musicians Online	
Humanities Full Text	

Title Source - Baker & Taylor Lexis/Nexis Academic Service A-Plus Member Discount Program Brodart Company, Demco, Inc., Gaylord Bros. Inc., Highsmith, Inc. Reader's Guide Full-text Mega Reader's Guide Retrospective Online Reference Shelf Plus Serials Solutions Stat!Ref	
<b>GALE GROUP</b>	<b>\$40,000</b>
Expanded Academic ASAP InfoTrac Encyclopedia of Religion New Dictionary of the History of Ideas Opposing Viewpoints International Encyclopedia of the Social Sciences	
<b>NATIONAL ARCHIVE PUBLISHING COMPANY</b>	<b>\$25,100</b>
<b>PROQUEST INFORMATION AND LEARNING</b>	<b>\$86,160</b>
eLibrary Academic Literature Online MLA International Bibliography New York Times, 1999+ New York Times Historical Wall Street Journal Online Microfilm/Microfiche Subscription Service SIRS Knowledge Source	
<b>BOWKER</b>	<b>\$52,800</b>
Books in Print Book Analysis System Resources / College Libraries	



COLLEGE GUIDANCE Inc. CollegeSource Online	\$11,330
CONGRESSIONAL QUARTERLY CQ Researcher CQ Weekly CQ Pro & Con Online	\$12,000
EBSCO CINAHL with Full Text Literary Reference Center	\$80,740
ENCYCLOPEDIA BRITANNICA Encyclopedia Britannica	\$20,000
FACTS ON FILE American History Online Ferguson's Career Guidance Center Issues & Controversies On File Today's Science World News Digest	\$36,500
GREENWOOD African American Experience Daily Life Online Latino American Experience World Cultures Today World Folklore & Folklife	\$17,500
NOODLE TOOLS Noodle Tools	\$3,860
LIBRARY OF CONGRESS LC Classification Web	\$750
NAXOS Naxos Music Library	\$3,600
NEWSBANK Dallas Morning News Dallas Morning News Historical Archives	\$74,000

PARATEXT Reference Universe	\$10,500
OXFORD UNIVERSITY PRESS African American Studies Center	\$2,700
TEXSHARE TexShare	\$33,000
MCNAUGHTON BOOK SERVICE Book Leasing Program	\$29,000
ESTIMATED TWO-YEAR TOTAL	\$714,540

COMMENTS: This request is for annual licenses for access to online subscription services for student and staff use in the college libraries.

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

FUNDING: Funds are budgeted in accounts #22321, #24311, #27811 in various divisions.

CONSENT AGENDA NO. 8

Approval of Minutes of the August 5, 2008 Regular Meeting

It is recommended that the Board approve the minutes of the August 5, 2008 Board of Trustees Regular Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
REGULAR MEETING MINUTES  
AUGUST 5, 2008**

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

**Absent:** Mr. Jerry Prater (Board Chair)

**Staff:** Dr. Wright Lassiter, Mr. Ed DesPlas, Mr. Denys Blell, Dr. Andrew Jones, Mr. Justin Lonon and Mrs. Kathryn Tucker

**Guests:** Bond counsel Jeff Leuschel and Senator Royse West, financial advisors Bob Estrada and Jim Sabonis and others associated with 2008 bond issue

Vice Chair Diana Flores convened the meeting at 4:02 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE AUGUST 5, 2008  
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 August, 2008, 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 August, 2008, 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.



\_\_\_\_\_  
Wright L. Lassiter, Jr., Secretary

### **Public Hearing on 2008-2009 Richland Collegiate High School Budget**

There were no citizens desiring to speak on the proposed budget for the Richland Collegiate High School for 2008-2009.

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

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

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

Dr. Steve Mittelstet presented the Richland Collegiate High School Status Report.

### **Declaration of Conflict of Interest**

Vice Chair Diana Flores declared a conflict of interest.

### **Consideration of Bids**

Mr. Ferguson moved and Mrs. Metzger seconded a motion to approve all bids, except #16, in the Consideration of Bids section of the agenda. Motion passed. (See August 5, 2008, Board Meeting, Consideration of Bids, Agenda Items #1-27, minus Agenda Item #16, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mrs. Boyle moved and Mr. Ferguson seconded a motion to table item #16, in the Consideration of Bids section of the agenda, until the Special Meeting on August 19, 2008. Vice Chair Flores and Mrs. Metzger abstained. Motion passed. (See August 5, 2008, Board Meeting, Consideration of Bids, Agenda Item #16, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Consent Agenda**

Mrs. Martha Sanchez Metzger moved and Mr. Bob Ferguson seconded a motion to approve recommendation #31 in the Consent Agenda. Motion passed. (See August 5, 2008, Board Meeting, Agenda Item #31, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mrs. Kitty Boyle moved and Mr. Ferguson seconded a motion to approve recommendation #39 in the Consent Agenda. Motion passed. (See August 5, 2008, Board Meeting, Agenda Item #39, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mrs. Boyle moved and Mrs. Metzger seconded a motion to approve all recommendations in the Consent Agenda, #28-56, except recommendations #31 and #39 which had already been voted on. Motion passed. (See August 5, 2008, Board Meeting, Agenda Items #28-56, minus Agenda Items #31 and #39, which

are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Individual Items**

Mr. Sonny Williams moved and Mrs. Boyle seconded a motion to approve recommendation #57 in the Individual Items section of the agenda. Vice Chair Flores asked that the minutes indicate she voted against this item for reasons contained in letters from two employees who have resigned, copies of which she has had made available to all Board members. Motion passed. (See August 5, 2008, Board Meeting, Agenda Item #57, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mrs. Boyle moved and Mrs. Metzger seconded a motion to approve recommendations #58-62, in the Individual Items section of the agenda. Motion passed. (See August 5, 2008, Board Meeting, Agenda Items #58-62, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Informative Reports**

Dr. Wright Lassiter reviewed the Informative Report, Agenda Item #63. Vice Chancellor Ed DesPlas reviewed the Informative Report, Agenda Items #64-67. (See August 5, 2008, Board Meeting, Agenda Items #63-67, 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**

Vice Chair Flores requested retention rates for the past three to five years by school, by course, and by faculty member. Trustee Boyle inquired about a recent tuition survey conducted by TACC, expressed optimism about restoration of state funding for employee health insurance, indicated her hope that fellow Board members will write letters to state legislators, and complimented college presidents for the presentations made at the Planning & Budget Committee meeting July 15-16, 2008. Trustee Ferguson reiterated the good news – Richland Collegiate High School earned an exemplary rating for the second consecutive year and DCCCD received the equivalent of a “triple A” rating from each of the three agencies – and conveyed concern that turbulence in the economy may spill over into district operations. Dr. Lassiter congratulated Trustee and Mr. Metzger on the occasion of their 41<sup>st</sup> wedding anniversary.

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

There were no citizens desiring to appear before the Board.

**Executive Session**

There was no Executive Session.

**Adjournment**

Mr. Ferguson moved and Mrs. Metzger seconded a motion to adjourn the meeting. Motion passed. Vice Chair Flores adjourned the meeting at 5:04 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. 9

Approval of Minutes of the August 19, 2008 Special Meeting

It is recommended that the Board approve the minutes of the August 19, 2008 Board of Trustees Special Meeting.



**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
AUGUST 19, 2008**

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

**Absent:** Mrs. Kitty Boyle

**Staff:** Dr. Wright Lassiter, Mr. Ed DesPlas, Mr. Denys Blell, Dr. Andrew Jones,  
Mr. Justin Lonon and Mrs. Kathryn Tucker

Chair Jerry Prater convened the meeting at 4:10 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE AUGUST 19, 2008  
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 15<sup>th</sup> day of August, 2008, 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 15<sup>th</sup> day of August, 2008, 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

### **Public Hearing on Tax Increase for Fiscal Year 2008-2009**

There were no citizens desiring to address the Board concerning the tax increase for fiscal year 2008-09. Chair Jerry Prater announced that the meeting to adopt the tax rate will be held September 2, 2008 at 4:00 PM in the Board Room of the Dallas County Community College District at 701 Elm Street, Dallas, Texas.

Vice Chair Diana Flores moved and Mr. Bob Ferguson seconded a motion to adjourn the public hearing on the tax increase for fiscal year 2008-2009. Motion passed. Chair Prater adjourned the public hearing.

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

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

### **Declaration of Conflict of Interest**

Vice Chair Flores and Mrs. Martha Sanchez Metzger declared a conflict of interest.

### **Consideration of Bids**

Mr. JL Sonny Williams moved and Mr. Ferguson seconded a motion to approve bid #1 in the Consideration of Bids section of the agenda. Ms. Charletta Compton abstained. Motion passed. (See August 19, 2008, Board Meeting, Consideration of Bids, Agenda Item #1, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mr. Ferguson moved and Mr. Williams seconded a motion to approve bid #2 in the Consideration of Bids section of the agenda. Vice Chair Flores and Mrs. Metzger abstained. Motion passed. (See August 19, 2008, Board Meeting, Consideration of Bids, Agenda Item #2, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **Consent Agenda**

Vice Chair Flores moved and Mr. Ferguson seconded a motion to approve the recommendation in the Consent Agenda. Motion passed. (See August 19, 2008, Board Meeting, Agenda Item #3, which is 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**

Trustee Williams asked for a year-end report of enrollment and paid advertising.

**Citizens Desiring to Appear Before the Board**

There were no citizens desiring to appear before the Board.

**Executive Session**

There was no Executive Session.

**Adjournment of Special Meeting**

Vice Chair Flores moved and Mrs. Metzger seconded a motion to adjourn the meeting. Motion passed. Chair Prater adjourned the meeting at 4:30 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. 10

Approval of Minutes of the August 26, 2008 Special Meeting

It is recommended that the Board approve the minutes of the August 26, 2008 Board of Trustees Special Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
AUGUST 26, 2008**

**Attendees:** Mrs. Kitty Boyle, Ms. Charletta Compton (arrived at 4:20 PM), Mr. Bob Ferguson, Mrs. Martha Sanchez Metzger, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

**Absent:** Ms. Diana Flores (Board Vice Chair)

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

Chair Jerry Prater convened the meeting at 4:04 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE AUGUST 26, 2008  
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 22<sup>nd</sup> day of August, 2008, 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 22<sup>nd</sup> day of August, 2008, 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

**Public Hearing on Tax Increase for Fiscal Year 2008-2009**

There were no citizens desiring to address the Board concerning the tax increase for fiscal year 2008-09. Chair Jerry Prater announced that the meeting to adopt the tax rate will be held September 2, 2008 at 4:00 PM in the Board Room of the Dallas County Community College District at 701 Elm Street, Dallas, Texas.

Mr. JL Sonny Williams moved and Mrs. Martha Sanchez Metzger seconded a motion to adjourn the public hearing on the tax increase for fiscal year 2008-2009. Motion passed. Chair Prater adjourned the public hearing.

**Executive Session**

There was no Executive Session.

**Adjournment of Special Meeting**

Mrs. Metzger moved and Ms. Charletta Compton seconded a motion to adjourn the meeting. Motion passed. Chair Prater adjourned the meeting at 4:46 PM.

Approved:



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Wright L. Lassiter Jr., Secretary

## POLICY REPORT NO. 11

### Approval for Expense Reimbursement for Board Members

Policy BBG (LOCAL) provides that trustees desiring expense reimbursement shall request approval from the Board of Trustees for trips that are not pre-authorized by Board policy. Accordingly, Trustees Flores and Metzger request the Board's approval for reimbursement of expenses they will incur as a result of their participation in the National Community College Hispanic Council (NCCHC) 13<sup>th</sup> Annual Leadership Symposium in Fort Worth, Texas, September 28-30, 2008.

Sufficient funds are budgeted. Reimbursement shall be in accordance with applicable policies and guidelines.

POLICY REPORT NO. 12

Approval of Changes to Board policy regarding Fees for Intercollegiate Sporting Events

It is recommended that the Board of Trustees revise the current rates related to the Metro Athletic Conference as follows:

“b. Level 2: Metro Athletic Conference

<del>Athletic Trainers Services</del>	<del>\$ 30 per hour</del>
Baseball Assoc. Assigning Fee	\$100 per season
Baseball Mileage Fee	\$10.00 per day
Baseball Umpire	<del>\$100.00 (\$90)</del> per seven inning <del>\$115.00 (\$105)</del> per nine inning
Basketball Official	<del>\$100.00 (\$90.00)</del> per game
Basketball Scrimmage Official	\$25.00 per game
Soccer Referee	<del>\$120.00(\$110.00)</del> per game
Soccer Linesman	<del>\$85.00 (\$75.00)</del> per game
Soccer Assoc. Assigning Fee	\$30.00 per game
Scorekeeper/Timer	<del>\$15.00 (\$10.00)</del> per game/match
Sr. Scorekeeper/Sr. Timer	<del>\$ 25.00 (\$15.00)</del> per game/match
Tournament Scorekeeper/Timer	\$25.00 per game/match
Statistician/Video Tech.	\$10.00 per game/match
Sr. Statistician/Sr. Video Tech.	\$15.00 per game/match
Volleyball Linesman	\$10.00 per match <u>\$50.00 tournament fee</u> <u>(assigned only)</u>
Volleyball Scorekeeper	<u>\$50 per match- tournament</u> <u>only</u>
<del>Sr. Volleyball Linesman</del>	<del>\$15.00 per match</del>
Volleyball Official	<del>\$80.00 (\$70.00)</del> best of five matches <del>\$60.00 (\$50.00)</del> best of three matches <del>\$45.00 for best of three</del> <del>tournament matches</del> \$45.00 ( <del>\$30.00</del> ) for one 30 pt. tie breaker
Volleyball Assigning Fee	\$150.00 per season



## Background

Each year the Board approves the pay rates for sports officials. These rates are set by the various local area officiating associations and the DCCCD has little choice in establishing rates if it wishes to continue its excellent intercollegiate athletic programs. Funding to cover these pay rates come from Auxiliary Service Earnings.

### **Estimated changes to Baseball Umpire cost reflected below:**

**Previous cost** of \$105 (nine innings) and \$90(seven innings):

Baseball Umpires: 28 home games per year per school.

6 schools x 14 nine inning games = 84 total games

84 games x \$210 (two umpires per game) = \$17,640

6 schools x 14 seven inning games = 84 total games

84 games x \$180 (two umpires per game) = \$15,120

**Proposed increase** of \$115 (nine innings) \$100 (seven innings):

Baseball Umpires: 28 home games per year per school. Approximately half of those are single 9 inning games at the \$105 rate and the other half at the 7 inning rate of \$90.

6 schools x 14 nine inning games = 84 total games

84 games x \$230 (two umpires per game) = \$19,320

6 schools x 14 seven inning games = 84 total games

84 games x \$200 (two umpires per game) = \$16,800

**Difference in cost for nine innings = \$17,640 -19,320 = \$1,680 per campus**

**Difference in cost for seven innings = \$15,120 – 16, 800 = \$1,680 per campus**

### **Estimated changes to Basketball Official reflected below:**

**Previous cost** of \$90.00 per game (max thirty games; approx. fifteen home games)

\$ 90.00 x 15(games) = \$1350

**Proposed cost** of \$100.00 per game (max thirty games; approx. fifteen home games)

\$100.00 x 15(games) = \$1500

**Difference in cost = \$ 150 per campus**

Estimated changes to Soccer Referee and Linesman reflected below:

Soccer Referee **current fee** of \$110 per game (approx. 10 home games)  
 $\$110.00 \times 10(\text{games}) = \$1100$

**Proposed rate** for Soccer Referee at \$120.00 per game (approx. 10 home games)  
 $\$120.00 \times 10(\text{games}) = \$ 1200$

**Difference = \$100 per campus**

Soccer Lineman **current fee** of \$75.00 per game (approx. 10 home games)  
 $\$75.00 \times 10(\text{games}) = \$750$

**Proposed rate** for Soccer Lineman at \$85.00 per game (approx. 10 home games)  
 $\$85.00 \times 10(\text{games}) = \$850$

**Difference for Referee and Lineman combined = \$ 200 per campus**

**Estimated changes to Volleyball Official reflected below:**

Volleyball Official **Current rate** of \$70.00 for best of five games, and best of three games:

Five:  $\$70.00 \times 10(\text{matches}) = \$700$

Three:  $\$50.00 \times 2(\text{matches}) = \$100$

**Proposed rate** for Volleyball Official for best of five, and best of three games

Five:  $\$80.00 \times 10(\text{matches}) = \$800$

Three:  $\$60.00 \times 2(\text{matches}) = \$120$

**Difference in cost for best of five games = \$100 per campus**

**Difference in cost for best of three games = \$ 20 per campus**

Submitted by Dr. Andrew Jones, vice chancellor for educational affairs and Mr. Robert Young, district legal counsel

POLICY REPORT NO. 13

Approval of Revised Salary Schedules for 2008-2009

It is recommended that the Board of Trustees approve the implementation of the revised salary schedule listed below:

Administrative Salary Schedule  
Professional Support Staff – General Schedule (37.5 Hour Work Week)  
Professional Support Staff – General Schedule (40 Hour Work Week)

Effective: September 1, 2008

Background

It is recommended that a new salary schedule be approved for the Administrator Salary Schedule, the Professional Support Staff-General 37.5 Hour Work Week and the Professional Support Staff-General 40 Hour Work Week.

As the District continues to recruit and retain new staff, the minimum salary must be attractive in order to attract a broad pool of applicants and pay the selected individual competitively. A schedule adjustment is recommended for each schedule listed. The cost to implement these changes will be \$89,500. A total of 35 administrators and 6 support staff will be moved to the new minimums.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

PROPOSED ADMINISTRATIVE SALARY SCHEDULE

<u>RANGE</u>	<u>MINIMUM</u>	<u>MID-POINT</u>	<u>MAXIMUM</u>
Band I	\$40,022	\$55,030	\$70,038
Band II	\$46,108	\$63,399	\$80,689
Band III	\$51,876	\$71,330	\$90,783
Band IV	\$57,644	\$79,261	\$100,877
Band V	\$70,884	\$89,216	\$113,547

PROPOSED PROFESSIONAL SUPPORT STAFF-GENERAL  
SALARY SCHEDULE (37.5 HOUR WORKWEEK)

<u>RANGE</u>	<u>MINIMUM</u>	<u>MID-POINT</u>	<u>MAXIMUM</u>
2	\$16,952	\$23,309	\$29,666
3	\$19,079	\$26,233	\$33,387
4	\$21,473	\$29,525	\$37,577
5	\$24,166	\$33,228	\$42,290
6	\$27,197	\$37,396	\$47,595
7	\$30,610	\$42,088	\$53,567
8	\$34,449	\$47,368	\$60,287
9	\$38,770	\$53,309	\$67,848
10	\$43,506	\$59,820	\$76,135
11	\$48,944	\$67,298	\$85,652

PROPOSED PROFESSIONAL SUPPORT STAFF-GENERAL  
SALARY SCHEDULE (40 HOUR WORKWEEK)

<u>RANGE</u>	<u>MINIMUM</u>	<u>MID-POINT</u>	<u>MAXIMUM</u>
2	\$18,075	\$24,856	\$31,637
3	\$20,342	\$27,976	\$35,610
4	\$22,901	\$31,491	\$40,082
5	\$25,771	\$35,443	\$45,115
6	\$29,016	\$39,894	\$50,773
7	\$32,656	\$44,886	\$57,138
8	\$36,754	\$50,523	\$64,314
9	\$41,350	\$56,867	\$72,363
10	\$46,405	\$63,814	\$81,203
11	\$52,208	\$71,781	\$91,354

POLICY REPORT NO. 14

Revision of Distance Learning Rates

It is recommended that the Board of Trustees authorize the Chancellor to adjust distance learning rates by five percent (5%) consistent with the recommendation for full-time, limited full-time employees and part-time employees.

Effective: September 1, 2008

Background

A five percent (5%) increase in the hourly rates is recommended to address the District's continued dependency on quality part-time instruction. This will translate to changing the distance learning teaching rate from \$39.08 per hour to \$41.03 per hour.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

## POLICY REPORT NO. 15

### Revision of Adjunct Rates Related to Instruction

It is recommended that the Board of Trustees authorize the Chancellor to adjust compensation for adjunct faculty, not including distance learning rates by five percent (5%), consistent with the recommendation for full-time, limited full-time employees and part-time employees.

Effective: September 1, 2008

### Background

Each year part-time faculty and administrative rates are reviewed for competitiveness. A summary of historical changes follows:

1989-1990	-	0 percent change
1990-1991	-	6.8 percent increase to \$23.50 and \$18.85
1991-1992	-	3.75 percent increase to \$24.38 and \$19.56
1992-1993	-	2.8 percent increase, rounded to \$25 and \$20
1993-1994	-	3.2 percent increase, rounded to \$26 and \$21
1994-1995	-	2.5 percent increase to \$26.65 and \$21.53
1995-1996	-	0 percent change
1996-1997	-	3.5 percent increase to \$27.58 and \$22.28
1997-1998	-	5.0 percent increase to \$28.96 and \$23.29
1998-1999	-	3.0 percent increase to \$29.83 and \$24.09
1999-2000	-	5.0 percent increase to \$31.32 and \$25.29
2000-2001	-	3.2 percent increase to \$32.32 and \$26.10
2001-2002	-	4.0 percent increase to \$33.61
2002-2003	-	2.3 percent increase to \$34.38
2003-2004	-	1.5 percent increase to \$34.90
2004-2005	-	2.5 percent increase to \$35.77
2005-2006	-	3.0 percent increase to \$36.84
2006-2007	-	3.5 percent increase to \$38.13
2007-2008	-	2.5 percent increase to \$39.08

A five percent (5%) increase in the hourly rates is recommended to address the District's continued dependency on quality part-time instruction. This will translate to changing the teaching rate from \$39.08 per hour to \$41.03 per hour.

Estimated total cost, based on budget, is \$1,635,022.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

POLICY REPORT NO. 16

Approval of Administrator, Faculty and Professional Support Staff Across-the-Board Salary Adjustments: 2008-2009

It is recommended that the Board of Trustees authorize the Chancellor to award across-the-board salary adjustments to all full-time, limited full-time, and part time employees (excluding student assistants) equal to five percent (5%) of current salary.

If approved, the adjustments for administrators and professional support staff will be effective September 1, 2008. Faculty adjustments will be effective fall semester 2008.

Background

As a result of analysis and recommendation by District Human Resources, an across-the-board salary adjustment of five percent (5%) is recommended. Excluded are student assistants whose rate changes generally track changes in minimum wage.

The projected cost for implementation in all employee groups is \$9,633,626\*.

\*The actual cost will be based on full-time, limited full-time and part-time individuals actually employed on September 1, 2008.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

POLICY REPORT NO. 17

Approval of Revision to Policy FBB (LOCAL) Regarding Semester Tuition

It is recommended that the Board of Trustees amend Board Policy FBB (LOCAL) and FBB (EXHIBIT), only as follows:

“SEMESTER TUITION

Tuition for all semesters is as follows:

1. Dallas County residents \*    ~~\$39~~ 41 per credit unit or a minimum of ~~\$39~~ 41
2. Out-of-District residents    ~~\$72~~ 76 per credit unit or a minimum of ~~\$72~~ 76
3. Out-of-state residents        ~~\$115~~ 121 per credit unit or a minimum of ~~\$200~~ 200
4. Out-of-country residents    ~~\$115~~ 121 per credit unit or a minimum of ~~\$200~~ 200

\*A full-time District employee, District retiree, or eligible dependent who resides outside Dallas County is eligible for Dallas County tuition rates. An individual who would have been classified as a resident for the first five of the six years immediately preceding registration but who resided in another state for all or part of the year immediately preceding registration shall be classified as a resident student.”

Effective date: Spring 2009

Background

Planning assumptions that guided development of the 2008-09 budget included a tuition increase in Spring 2009. The revisions recommended to the policy are denoted by strikethrough (deletion of existing language) and underlining (addition of new language).

Even with the proposed increase, DCCCD’s tuition will remain a fraction of what is charged by area universities and among the lowest of the state’s 50 community colleges for in-district tuition. Out-of-district and out-of-state tuition remains below the average for Texas community colleges.

The proposed tuition increase is projected to generate over \$1.5 million additional revenue during the 2008-09 fiscal year.

Submitted by Mr. Robert Young, district legal counsel and Mr. Edward DesPlas, vice chancellor of business affairs



FBB (EXHIBIT)

TUITION ALL SEMESTERS

EFFECTIVE SPRING 2009

Semester Credit Hours	In-County Tuition	Out-of-District Tuition	Out-of-State or Out-of-Country Tuition
1	<del>39</del> <u>41</u>	<del>72</del> <u>76</u>	<del>200</del> <u>200</u>
2	<del>78</del> <u>82</u>	<del>144</del> <u>152</u>	<del>230</del> <u>242</u>
3	<del>117</del> <u>123</u>	<del>216</del> <u>228</u>	<del>345</del> <u>363</u>
4	<del>156</del> <u>164</u>	<del>288</del> <u>304</u>	<del>460</del> <u>484</u>
5	<del>195</del> <u>205</u>	<del>360</del> <u>380</u>	<del>575</del> <u>605</u>
6	<del>234</del> <u>246</u>	<del>432</del> <u>456</u>	<del>690</del> <u>726</u>
7	<del>273</del> <u>287</u>	<del>504</del> <u>532</u>	<del>805</del> <u>847</u>
8	<del>312</del> <u>328</u>	<del>576</del> <u>608</u>	<del>920</del> <u>968</u>
9	<del>351</del> <u>369</u>	<del>648</del> <u>684</u>	<del>1,035</del> <u>1,089</u>
10	<del>390</del> <u>410</u>	<del>720</del> <u>760</u>	<del>1,150</del> <u>1,210</u>
11	<del>429</del> <u>451</u>	<del>792</del> <u>836</u>	<del>1,265</del> <u>1,331</u>
12	<del>468</del> <u>492</u>	<del>864</del> <u>912</u>	<del>1,380</del> <u>1,452</u>
13	<del>507</del> <u>533</u>	<del>936</del> <u>988</u>	<del>1,495</del> <u>1,573</u>
14	<del>546</del> <u>574</u>	<del>1,008</del> <u>1,064</u>	<del>1,610</del> <u>1,694</u>
15	<del>585</del> <u>615</u>	<del>1,080</del> <u>1,140</u>	<del>1,725</del> <u>1,815</u>
16	<del>624</del> <u>656</u>	<del>1,152</del> <u>1,216</u>	<del>1,840</del> <u>1,936</u>
17	<del>663</del> <u>697</u>	<del>1,224</del> <u>1,292</u>	<del>1,955</del> <u>2,057</u>
18	<del>702</del> <u>738</u>	<del>1,296</del> <u>1,368</u>	<del>2,070</del> <u>2,178</u>
19	<del>741</del> <u>779</u>	<del>1,368</del> <u>1,444</u>	<del>2,185</del> <u>2,299</u>
20	<del>780</del> <u>820</u>	<del>1,440</del> <u>1,520</u>	<del>2,300</del> <u>2,420</u>

Semester Tuition

Tuition for all semesters is as follows:

1. Dallas County residents \*     \$~~39~~ 41 per credit unit or a minimum of \$~~39~~ 41
2. Out-of-District residents     \$~~72~~ 76 per credit unit or a minimum of \$~~72~~ 76
3. Out-of-state residents         \$~~115~~ 121 per credit unit or a minimum of \$~~200~~ 200
4. Out-of-country residents     \$~~115~~ 121 per credit unit or a minimum of \$~~200~~ 200

## POLICY REPORT NO. 18

### Approval of a Waiver of Tuition and Book Costs at Richland Collegiate High School

It is recommended that the Board waive tuition and book costs for any course taken at Richland College by a Richland Collegiate High School student when the course is required for high school graduation, core curriculum completion, an associate degree, an engineering emphasis degree, or when the course is required as a prerequisite and is approved by a Richland Collegiate High School advisor, registrar, principal, or Deputy Superintendent. This applies to all courses taken after a student has completed the Richland Collegiate High School admission and enrollment process.

Effective Date: September 3, 2008

#### Background

The Texas Education Agency requires that any course offered by a public charter school for high school graduation credit during the regular school year be provided for all students at no cost to the student for instruction or textbooks. Current Board policy waives tuition for college courses taken for dual credit. The current Richland Collegiate High School tuition waiver and free textbook policy does not fully specify the courses that are ineligible for tuition waivers and free textbooks.

The proposed revision clarifies tuition and textbook policies in instances of course repeats, courses not required for high school graduation, core curriculum completion, an associate degree or engineering emphasis degree, and third attempts.  
Analysis:

This waiver will only allow a Richland Collegiate High School student to take courses at no cost outside the 180-day school year to help that student complete a course required for high school graduation, core curriculum completion, an associate degree, an engineering emphasis degree, or when the course is required as a prerequisite and is approved by a Richland Collegiate High School advisor, registrar, principal, or Deputy Superintendent. This applies to all courses taken after a student has completed the Richland Collegiate High School admission and enrollment process.

Richland Collegiate High School will not pay for courses or textbooks in the following situations:

- 1) Repeating a course required for high school graduation, a core curriculum

course, or an associate degree course that has already been successfully completed with a passing grade

- 2) Taking courses that are beyond the requirements for high school graduation, core curriculum completion, an associate degree, or for an engineering emphasis degree, including courses taken outside the required 180-day school calendar and beyond the daily 240-minute attendance requirement
- 3) Repeating a course for the third time outside the required 180-day school calendar and beyond the daily 240-minute attendance requirement

The waiver of textbook costs for these courses adheres to Texas Education Agency regulations.

Submitted by Mr. Robert Young, district legal counsel and Dr. Stephen Mittelstet, superintendent, RCHS/president, Richland College

BUILDING AND GROUNDS REPORT NO. 19

Approval of Change Order with Watkins Hamilton Ross, Inc.

It is recommended that authorization be given to approve change order No. 5 with Watkins Hamilton Ross, Inc in an amount not to exceed \$109,702.00 for additional services at El Centro College.

Original agreement	\$ 839,777.00
Previous change order(s)	143,550.00
Change order No. 5	109,702.00
Revised agreement	\$ 1,093,029.00

Background

This is ECC project #2, *Progress Report on Construction Projects* in the Informative Reports section of the agenda. The project is for Architectural and Design Services for renovation of the Paramount Building to the Center for Allied Health and Nursing for El Centro College.

The Board approved the original contract with Watkins Hamilton Ross, Inc on December 17, 2004. Original contract amount was \$839,777.00. The contract time will be unchanged. The date of Substantial Completion as the date of this Change Order therefore is 05/01/2008.

The first amendment provided architectural services to identify department, room name and number, where equipment is located, establish equipment schedule, prepare equipment numbering system, legend, and prepare equipment.

The second amendment provided additional services of consultants in connection with Audio Visual (AV) system design.

The third amendment provided additional services for the re-roofing and replacement of the skylight system at the Paramount Building.

The fourth amendment provided additional services for the redesign of the cooling tower support frame.

The fifth amendment provides for administration services.

As provided by Board Policy CF (Local), amendment No. # 1, 2, 3, 4 were approved as follows:

<u>Board Approved</u>	<u>VCBA Approved</u>	<u>Amendment No.</u>	<u>Amount</u>	<u>Revised Contract</u>
	09/20/05	1	15,000	854,777
06/06/06		2	79,150	933,927
01/16/07		3	47,900	981,827
	11/13/07	4	1,500	983,327
pending		5	109,702	1,093,029

This recommendation increases the project cost to 1,093,029 which is 253,252 (30%) over the original amount. Financial resources are budgeted in account #27211, in division # 40-05-970501

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs and Mr. Clyde Porter, assistant vice chancellor of facilities management

BUILDING & GROUNDS REPORT NO. 20

Approval of Amendment to Agreement with KAI Texas, LLC

It is recommended that authorization be given to approve an amendment to the agreement with KAI Texas, LLC, in an amount not to exceed \$67,000 for additional services for Eastfield College.

Original Agreement	\$726,590
Previous Amendment (s)	\$29,409
Amendment	<u>\$67,000</u>
Revised Agreement	\$822,999

Background

The Board approved the original contract with KAI Texas, LLC, on August 8, 2006 in the amount of \$726,590 for professional architectural and design services for the South Community Campus (Pleasant Grove) of Eastfield College. Amendment 1 for \$4,463 provided for additional design services due to the preparation of documents required for demolition of existing site improvements. Amendment 2 was a clarification of agreement wording and did not change the scope of work. Amendment 3 for 24,946 provided for additional design services due to an increase in the project size and scope. The following table contains information about prior amendments to the contract.

Board Approved	VCBA Approved	Change Order No.	Amount	Revised Contract
08/08/2006			\$726,590	
12/05/2006		1	\$4,463	\$731,053
	02/14/2007	2	\$0	\$731,053
02/05/2008		3	\$24,946	\$755,999
Pending		4	\$67,000	\$822,999

This amendment of \$67,000 provides for additional design services to complete the interior and mechanical build-out of the second floor to meet the needs of Eastfield College's instructional and community based education programs, upgrade the utility design as required by the City of Dallas, re-design the mechanical systems as part of a value engineering proposal, and perform a planting material study for the City of Dallas arborist.

This amendment has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel.

This recommendation increases the contract to \$822,999, which is \$96,409 (13.27%) over the original amount. This project is financed by General Obligation Bond Series 2004. Funds are budgeted in architects & engineers account #27211 in division #40-04-970401.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs and Mr. Steve Park, executive director, bond program management team

## BUILDING & GROUNDS REPORT NO. 21

### Approval of a Resolution Regarding City of Dallas Water Easements (2) at Mountain View College

It is recommended that the Board of Trustees approve a resolution authorizing the Chancellor to execute a Water Easement granting the City of Dallas easements to maintain the underground water improvements to be construction in the easements of the Mountain View College Campus.

#### Background

The City of Dallas requires a property owner to grant the City a Water Easement prior to the start of construction of water improvements. Approval of a resolution is sought authorizing the Chancellor, Dr. Wright L. Lassiter, Jr., to execute such easements, granting the City of Dallas easements “for the purpose of ...maintaining, repairing and replacing” the water improvements at the Mountain View College Campus. A copy of the proposed resolution and easement are attached. Following construction of the water improvements at Mountain View College Campus, the City will inspect and accept those improvements. Upon such inspection and acceptance, ownership of said water improvements will transfer from the Dallas County Community College District to the City of Dallas

The District Executive Director, Bond Program Management Team and District Legal Counsel have reviewed the proposed resolutions and easements.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs and Mr. Robert Young, district legal counsel and Mr. Steve Park, executive director, bond program management team



**RESOLUTION  
THE BOARD OF TRUSTEES OF  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**

WHEREAS, Dallas County Community College District (“DCCCD”) is a community college district in Dallas County, Texas;

WHEREAS, Mountain View College is a DCCCD campus located in the City of Dallas, Texas;

WHEREAS, DCCCD desires to construct utility improvements on the Mountain View College campus;

WHEREAS, City of Dallas requires a utility Easement be signed by DCCCD prior to the start of construction of such improvements;

WHEREAS, a copy of the Easement is attached to this Resolution;

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

Section 1. That the Chancellor, Dr. Wright L. Lassiter, Jr. is authorized to execute the attached Utility Easement Easement on behalf of DCCCD.

Section 2. 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. 22

### Adoption of Budget for 2008-09

It is recommended that the Board of Trustees adopt the attached resolution approving the budget for 2008-09.

### Background

Board Policy CC (LEGAL), ADOPTION, provides the following: An itemized budget covering the operation of the College District shall be approved on or before September 1 of each year for the fiscal year beginning on September 1 of each year. [Education Code 51.0051, 19 TAC 13.42]

Re BUDGET ADOPTION, Board Policy CC (Local) states: The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, Board policy, and the College District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Chancellor or designee who shall ensure that funds are expended in accordance with the adopted budget. Receipts and expenditures are reported to the Board of Trustees each month.

Total current funds (operating) budget is \$420,382,172 and comprised of the following components:

- unrestricted fund -- \$317,679,365
  - auxiliary fund -- \$12,037,673
  - restricted fund -- \$88,566,282
  - Richland Collegiate H.S. -- \$2,098,852
- Unexpended plant fund budget is \$243,771,460.  
Debt service budget is \$35,146,634.  
Quasi-endowment fund budget is \$574,034.

The budget is \$1,891,795 higher than presented at the budget workshop on July 15-16 due to an increase in estimated tax revenue because of a higher than expected property tax valuation for 2008.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**  
**2008-09 PROPOSED CURRENT FUNDS OPERATING BUDGET**  
**ESTIMATED REVENUES**

CURRENT FUNDS REVENUES & ADDITIONS	Proposed 2009 Budget
<b>UNRESTRICTED FUND:</b>	
State Appropriations	\$ 89,473,204
Tuition	67,337,461
Taxes for Current Operations	126,851,795
Federal Grants & Contracts	844,062
State Grants & Contracts	148,520
General Sources:	
Investment Income	6,625,000
General Revenue	2,291,414
Subtotal General Sources	8,916,414
Use of Fund Balance & Transfers-in	24,107,909
<b>TOTAL UNRESTRICTED REVENUES</b>	<b>\$ 317,679,365</b>
<b>AUXILIARY FUND:</b>	
Sales & Services	\$ 6,694,212
Investment Income	294,664
Transfers-in	5,048,797
<b>TOTAL AUXILIARY REVENUES &amp; ADDITIONS</b>	<b>\$ 12,037,673</b>
<b>RESTRICTED FUND:</b>	
State Appropriations	
Insurance/Retirement Match	\$ 23,758,341
SBDC State Match	1,551,288
Subtotal State Appropriations	25,309,629
Grants & Contracts	
Federal	52,219,278
State	4,425,594
Local	5,911,446
Transfers-in	700,335
<b>TOTAL</b>	<b>\$ 63,256,653</b>
<b>TOTAL RESTRICTED REVENUES &amp; ADDITIONS</b>	<b>\$ 88,566,282</b>
<b>Richland Collegiate High School</b>	
State Funding	2,079,322
Interest Income	19,530
<b>Total</b>	<b>\$ 2,098,852</b>
<b>TOTAL CURRENT FUNDS REVENUES &amp; ADDITIONS</b>	<b>\$ 420,382,172</b>

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**  
**2008-09 PROPOSED CURRENT FUNDS OPERATING BUDGET**  
 ESTIMATED EXPENDITURES

CURRENT FUNDS EXPENDITURES & USES	Proposed 2009 Budget
<b>UNRESTRICTED FUND:</b>	
Instruction	\$ 119,685,646
Public Service	5,797,545
Academic Support	16,781,506
Student Services	26,299,182
Institutional Support	54,943,269
Staff Benefits	10,310,363
Plant Operations & Maintenance	28,931,326
Repairs & Rehabilitation	24,234,688
<b>SPECIAL ITEMS</b>	
Reserve - Campus	2,518,022
Reserve - Compensation	9,235,525
Reserve - Operating	6,186,883
Reserve - New Buildings	500,000
Reserve - Non-operating	1,960,223
<b>TOTAL UNRESTRICTED FUND EXPENDITURES &amp; USES</b>	<b>\$ 307,384,178</b>
<b>AUXILIARY FUND:</b>	
Student Activities	\$ 6,538,578
Sales & Services	4,458,205
Reserve - Campus	744,868
Reserve - District	206,009
Transfers-out	90,013
<b>TOTAL AUXILIARY EXPENDITURES &amp; USES</b>	<b>\$ 12,037,673</b>
<b>RESTRICTED FUND:</b>	
Insurance/Retirement Match	\$ 23,758,341
Grants & Contracts	25,489,134
Scholarships	39,318,807
<b>TOTAL RESTRICTED EXPENDITURES</b>	<b>88,566,282</b>
<b>Richland Collegiate High School</b>	
Instruction	\$ 1,152,085
Public Service	\$ 125,000
Academic Support	\$ 103,500
Student Services	\$ 253,000
Institutional Support	465,267
<b>Total</b>	<b>\$ 2,098,852</b>
<b>SUBTOTAL</b>	<b>\$ 410,086,985</b>
<b>Transfers</b>	
Mandatory Transfers:	
Tuition to Debt Service Fund	\$ 2,141,649
LoanStar Loan to Debt Service Fund	52,071
Institutional Matching - Contracts & Grants	28,000
Non-mandatory Transfers:	
Auxiliary Fund	5,048,797
Debt Service Fund	3,024,670
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>\$ 10,295,187</b>
<b>TOTAL CURRENT FUNDS EXPENDITURES &amp; USES</b>	<b>\$ 420,382,172</b>

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2008-09 PROPOSED ANNUAL BUDGET**

**PROPOSED UNEXPENDED PLANT FUND BUDGET**

REVENUES & ADDITIONS	Proposed 2009 Budget
Investment Revenue	\$ 1,855,718
Commercial Paper	80,000,000
Use of Fund Balance	161,915,742
<b>TOTAL UNEXPENDED PLANT FUND REVENUES &amp; ADDITIONS</b>	<b>\$ 243,771,460</b>

EXPENDITURES & USES

Bldg & Physical Plant Repairs	5,989,454
Construction & Land Purchases	192,154,932
Architects/Design/Engineering	45,427,584
Furniture & Equipment	160,314
Commercial Paper Cost of Issurance	39,176
<b>TOTAL UNEXPENDED PLANT FUND EXPENDITURES &amp; USES</b>	<b>\$ 243,771,460</b>

**PROPOSED DEBT SERVICE BUDGET**

REVENUES & ADDITIONS	Proposed 2009 Budget
Investment Revenue	\$ 73,316
Taxes (Maintenance Tax Notes)	6,252,716
Taxes (General Obligation Bonds)	23,602,212
Transfers-in (Tuition)	2,141,649
Transfers-in (Unrestricted)	3,076,741
<b>TOTAL DEBT SERVICE REVENUES &amp; ADDITIONS</b>	<b>\$ 35,146,634</b>

EXPENDITURES

General Obligation Bonds (Principal & Interest)	\$ 22,970,569
Revenue Bonds (Principal & Interest)	5,239,636
Maintenance Tax Notes (Principal & Interest)	6,085,381
Uncollectible Tax Expense	205,998
Lone Star Notes (State of TX)	52,071
Tax Collection Fees	592,979
<b>TOTAL DEBT SERVICE EXPENDITURES</b>	<b>\$ 35,146,634</b>

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2008-09 PROPOSED ANNUAL BUDGET**

**PROPOSED QUASI-ENDOWMENT FUND BUDGET**

<u>PROPOSED QUASI-ENDOWMENT FUND BUDGET</u>	<u>Proposed 2009 Budget</u>
Revenues:	
Investment Income	\$ 174,034
Lease Income	400,000
<b>TOTAL QUASI-ENDOWMENT REVENUES AND ADDITIONS</b>	<b><u>\$ 574,034</u></b>
Transfers-out	
Rising Star Program	<u>\$ 574,034</u>
<b>TOTAL QUASI-ENDOWMENT USES</b>	<b><u>\$ 574,034</u></b>

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

WHEREAS, on the twenty second day of August, 2008, notice was given of a public meeting on September 2, 2008, at the Board Room of the Dallas County Community College District, 701 Elm Street, Dallas, Texas, to adopt a budget for the fiscal year September 1, 2008, through August 31, 2009;

WHEREAS, all requirements of the statutes of the State of Texas and the regulations of the Texas Higher Education Coordinating Board regarding the budget have been met;

WHEREAS, the meeting was held by the Board of Trustees of the Dallas County Community College District on the second day of September, 2008, and all members of the public were given an opportunity to speak in regard to the proposed budget, and the members of the Board of Trustees were given a full explanation of the proposed budget;

WHEREAS, the meeting was closed from further public comments, and the Board of Trustees, after fully considering the proposed budget, is of the opinion that the proposed budget should be approved; and now therefore;

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

Section 1. That the proposed budget for the fiscal year beginning September 1, 2008, and ending August 31, 2009, is adopted, and is designated as the official budget for the Dallas County Community College District for the 2008-09 fiscal year, and is effective on September 1, 2008.

Section 2. That Dr. Wright L. Lassiter, Secretary of the Board of Trustees of the Dallas County Community College District, is directed to file a copy of the official budget with the county clerk of Dallas County, Texas, the Governor's Office, the Legislative Budget Board and the Texas Higher Education Coordinating Board.

This resolution is effective from and immediately upon its adoption.

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Jerry Prater, Chair  
Board of Trustees  
Dallas County Community College District

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Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chairman of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the second day of September, 2008, establishing the budget for the 2008-09 fiscal year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the second day of September, 2008.

\_\_\_\_\_  
Jerry Prater, Chairman  
Board of Trustees  
Dallas County Community College District

\_\_\_\_\_  
Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

(S E A L)

THE STATE OF TEXAS

COUNTY OF DALLAS

Before me, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Jerry Prater and Wright L. Lassiter, Jr., known to me to be the true persons and officers whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacity therein stated, and declared to me upon oath that the foregoing instrument is true and correct.

GIVEN UNDER MY HAND AND SEAL of office this second day of September, 2008.

Notary Public:

\_\_\_\_\_

My Commission Expires:

\_\_\_\_\_



TO THE BOARD OF TRUSTEES:

The proposed budget for the Dallas County Community College District for the 2008-09 fiscal year has had careful review by the Board of Trustees, including the Board's Planning and Budget Committee. An official public meeting was held on September 2, 2008, after notice of the meeting was advertised as required by law.

We believe that the proposed budget is an estimate of the needs for the Dallas County Community College District for the 2008-09 fiscal year.

Total current funds expenditures and transfers are budgeted at approximately \$420,382,172 of which approximately \$317,679,365 is the unrestricted fund. This budget supports an estimated two percent increase in contact hours. The proposed maintenance and operations (M&O) tax rate is \$0.0759/\$100 of assessed valuation. This tax rate is based on 100 percent of appraised values. The major sources of unrestricted educational and general revenues are state appropriations, 28.16 percent; local taxes, 39.93 percent; and tuition, 21.2 percent. Salaries account for approximately 60.64 percent of the proposed budget for unrestricted fund expenditures.

To service the debt incurred by \$220,000,000 in general obligation bonds priced on August 5, 2008, the District will collect revenue on an interest and sinking (I&S) tax rate of \$0.0135/\$100 of assessed valuation.

The certified taxable assessed value received on July 25, 2007, was \$177.5 billion instead of the \$175.0 billion estimated at the time of the July 15-16, 2008, Planning and Budget Committee. With the M&O tax rate remaining at \$0.0759/\$100 additional tax revenue of \$1.89 million over the amount estimated is expected due to the increased valuation.

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Wright L. Lassiter, Jr.  
Chancellor

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Jerry Prater  
Chair, DCCCD Trustees

## FINANCIAL REPORT NO. 23

### Approval of Resolution Levying the Interest and Sinking Component of the Ad Valorem Tax Rate for Tax Year 2008

It is recommended that the Board of Trustees adopt the attached resolution establishing the tax rate of \$0.0135 per \$100 valuation for tax year 2008.

#### Background

Board Policy CAI (Legal) provides the following: *The Board, before the later of September 30 or the 60<sup>th</sup> day after the date the certified appraisal roll is received by the Board, shall adopt a tax rate for the current tax year and shall notify the assessor for the unit of the rate adopted. The tax rate consists of two components, each of which must be approved separately. The components are:*

- 1. The rate that, if applied to the total taxable value, will impose the total amount published under Tax Code 26.04(e)(3)(c), less any amount of additional sales and use tax revenue that will be used to pay debt service; and*
- 2. The rate that, if applied to the total taxable value, will impose the amount of taxes needed to fund maintenance and operation expenditures of the College District for next year.*

The Board may not impose property taxes in any year until it has adopted a tax rate for that year, and the annual tax rate shall be set by ordinance, resolution, or order. The vote setting the tax rate must be separate from the vote adopting the budget.

The 2008 *Truth-in-Taxation* manual further states: *Adoption of the tax rate must be a separate item on the agenda for the meeting. State law requires most counties...general law cities...and school districts...to adopt a budget before they adopt the tax rate. These units may adopt a budget and a tax rate at the same meeting as long as the budget is adopted first as a separate item. (p. 9)* Agenda items for adoption of the budget and tax rate are individual reports rather than in the consent agenda to ensure compliance with this requirement.

As required by law, the District published effective and rollback rates, statements and schedules on August 7, 2008.

In the debt service fund budget for 2008-09, the line item “Taxes (General Obligation Bonds)” and “Taxes (Commercial Paper)” is based on an I&S rate of \$0.0135 per \$100 assessed valuation.

Administration estimates the levy on an average homestead in Dallas County attributable to the I&S rate will be \$20.73.

Provided the Board approves each component, DCCCD's tax rate for 2008 will be \$0.0894 (\$0.0759 for M&O plus \$0.0135 for I&S).

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

Dallas, Texas

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
OF DALLAS COUNTY, TEXAS

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2008, FOR THE  
DEBT SERVICE OF THE DALLAS COUNTY COMMUNITY COLLEGE  
DISTRICT.

WHEREAS, the Dallas County Community College District has been duly organized in accordance with Act 1929, Forty-first Legislature, Chapter 290 as amended (Chapter 130, Subchapter C, of the Texas Education Code), and is governed by its terms;

WHEREAS, at an election held in Dallas County, Texas, on the 25th day of May, 1965, the qualified voters approved the creation of the Dallas County Community College District, and the election also authorized a levy of taxes for the maintenance and operation of the College District and to pay interest and sinking fund requirements on general obligation bonds authorized by the District;

WHEREAS, it is necessary that the District levy ad valorem taxes to pay interest and sinking fund requirements on general obligation bonded indebtedness of the District; and: NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2008, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2008, as follows:

Ad valorem tax at a rate of \$0.0135 on each one hundred dollar (\$100) increment of assessed valuation of property for debt service interest and sinking requirements on the general obligation bonds of the District as authorized by law;

THAT, the assessed value of taxable property made by the Dallas Central Appraisal District pursuant to the contract made for this purpose, the assessment rolls are approved and adopted and the taxes shall be levied on this valuation.

THAT, the taxes are subject to the same discount as allowed for Dallas County ad valorem taxes under the law.

IT IS FURTHER ORDERED THAT, upon the adoption of this Order of Resolution, the Chairman of the Board of Trustees and the Secretary of the Board of Trustees of the Dallas County Community College District shall certify a copy of this Order of Resolution and send it to the Tax Assessor and Collector of Dallas County, Texas, to the Commissioner's Court of Dallas County, and to the County Auditor of Dallas County, Texas; and when taxes are collected, that the Tax Assessor and Collector shall remit collections to the Business Office of the College District in accordance with the contract between the Dallas County Community College District and Dallas County.

This Order of Resolution is effective from and after its adoption, and it is accordingly so ordered.

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Jerry Prater, Chair  
Board of Trustees  
Dallas County Community College District

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Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chairman of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the second day of September, 2008, establishing the tax rate to levy taxes for the 2008 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the second day of September 2008.

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Jerry Prater, Chairman  
Board of Trustees  
Dallas County Community College District

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Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

(S E A L)

THE STATE OF TEXAS

COUNTY OF DALLAS

Before me, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Jerry Prater and Wright L. Lassiter, Jr., known to me to be the true persons and officers whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacity therein stated, and declared to me upon oath that the foregoing instrument is true and correct.

GIVEN UNDER MY HAND AND SEAL of office this second day of September, 2008.

Notary Public:

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My Commission Expires:

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## FINANCIAL REPORT NO. 24

### Approval of Resolution Levying the Maintenance and Operation Component of the Ad Valorem Tax Rate for Tax Year 2008

It is recommended that the Board of Trustees adopt the attached resolution establishing the tax rate of \$0.0759 per \$100 valuation for tax year 2008.

#### Background

Board Policy CAI (LEGAL) provides the following: *The Board, before the later of September 30 or the 60<sup>th</sup> day after the date the certified appraisal roll is received by the Board, shall adopt a tax rate for the current tax year and shall notify the assessor for the unit of the rate adopted. The tax rate consists of two components, each of which must be approved separately. The components are:*

- 3. The rate that, if applied to the total taxable value, will impose the total amount published under Tax Code 26.04(e)(3)(c), less any amount of additional sales and use tax revenue that will be used to pay debt service; and*
- 4. The rate that, if applied to the total taxable value, will impose the amount of taxes needed to fund maintenance and operation expenditures of the College District for next year.*

The Board may not impose property taxes in any year until it has adopted a tax rate for that year, and the annual tax rate shall be set by ordinance, resolution, or order. The vote setting the tax rate must be separate from the vote adopting the budget.

The 2008 *Truth-in-Taxation* manual further states: *Adoption of the tax rate must be a separate item on the agenda for the meeting. State law requires most counties...general law cities...and school districts...to adopt a budget before they adopt the tax rate. These units may adopt a budget and a tax rate at the same meeting as long as the budget is adopted first as a separate item. (p. 9)* Agenda items for adoption of the budget and tax rate are individual reports rather than in the consent agenda to ensure compliance with this requirement.

As required by law, the District published effective and rollback rates, statements and schedules on August 7, 2008.

Revenue generated by the M&O tax rate supports both the line item "Taxes for Current Operations" in the unrestricted fund and the line item "Taxes (Maintenance Tax Notes)" in the debt service budget.

The proposed M&O rate to support the 2008-09 budget of \$0.0759 per \$100 assessed valuation is the same as the rate per \$100 assessed valuation that

supported the 2007-08 budget.

Although the M&O rate is the same, levies will increase due to increases in assessed valuation on some properties. Administration estimates the levy on an average homestead in Dallas County will be increased by \$4.43 annually (4.0%) because the average value of a residence homestead in 2007 was \$147,746 compared to \$153,580 for 2008.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs



Dallas, Texas

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
OF DALLAS COUNTY, TEXAS

AN ORDER

LEVYING AD VALOREM TAXES FOR THE TAX YEAR 2008, FOR THE  
MAINTENANCE AND OPERATION OF THE DALLAS COUNTY  
COMMUNITY COLLEGE DISTRICT.

WHEREAS, the Dallas County Community College District has been duly organized in accordance with Act 1929, Forty-first Legislature, Chapter 290 as amended (Chapter 130, Subchapter C, of the Texas Education Code), and is governed by its terms;

WHEREAS, at an election held in Dallas County, Texas, on the 25th day of May, 1965, the qualified voters approved the creation of the Dallas County Community College District, and the election also authorized a levy of taxes for the maintenance and operation of the College District and to pay interest and sinking fund requirements on general obligation bonds authorized by the District;

WHEREAS, it is necessary that the District levy ad valorem taxes for the maintenance and operation of the colleges operated by the District; and: NOW THEREFORE;

IT IS ORDERED by the Board of Trustees of the Dallas County Community College District, of Dallas County, Texas, a tax is levied for the tax year 2008, on all taxable property situated within the limits of Dallas County Community College District, whose boundaries are the same as those of Dallas County, Texas, on the first day of January of 2008, as follows:

Ad valorem tax at a rate of \$0.0759 on each one hundred dollar (\$100) increment of assessed valuation of property for the maintenance and operation of the colleges and for paying current interest and principal on the maintenance tax notes of the District as authorized by law;

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

THE TAX RATE WILL RAISE TAXES FOR MAINTENANCE AND

OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$-0-.

THAT, the assessed value of taxable property made by the Dallas Central Appraisal District pursuant to the contract made for this purpose, the assessment rolls are approved and adopted and the taxes shall be levied on this valuation.

THAT, the taxes are subject to the same discount as allowed for Dallas County ad valorem taxes under the law.

IT IS FURTHER ORDERED THAT, upon the adoption of this Order of Resolution, the Chairman of the Board of Trustees and the Secretary of the Board of Trustees of the Dallas County Community College District shall certify a copy of this Order of Resolution and send it to the Tax Assessor and Collector of Dallas County, Texas, to the Commissioner's Court of Dallas County, and to the County Auditor of Dallas County, Texas; and when taxes are collected, that the Tax Assessor and Collector shall remit collections to the Business Office of the College District in accordance with the contract between the Dallas County Community College District and Dallas County.

This Order of Resolution is effective from and after its adoption, and it is accordingly so ordered.

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Jerry Prater, Chair  
Board of Trustees  
Dallas County Community College District

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Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

THE STATE OF TEXAS

COUNTY OF DALLAS

We, the undersigned, Chairman of the Board of Trustees and Secretary of the Board of Trustees of the Dallas County Community College District, do hereby certify that the attached is a true, full and correct copy of the resolution adopted by the Board of Trustees of said District on the second day of September, 2008, establishing the tax rate to levy taxes for the 2008 tax year, which resolution is of record in said minutes.

WITNESSETH MY HAND AND SEAL of said District the second day of September 2008.

\_\_\_\_\_  
Jerry Prater, Chairman  
Board of Trustees  
Dallas County Community College District

\_\_\_\_\_  
Wright L. Lassiter, Jr., Secretary  
Board of Trustees  
Dallas County Community College District

(S E A L)

THE STATE OF TEXAS

COUNTY OF DALLAS

Before me, the undersigned authority, a Notary Public in and for said County and State, on this day personally appeared Jerry Prater and Wright L. Lassiter, Jr., known to me to be the true persons and officers whose names are subscribed to the foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration therein expressed, and in the capacity therein stated, and declared to me upon oath that the foregoing instrument is true and correct.

GIVEN UNDER MY HAND AND SEAL of office this second day of September, 2008.

Notary Public:

\_\_\_\_\_  
My Commission Expires:

\_\_\_\_\_

FINANCIAL REPORT NO. 25

Approval of Expenditures for July 2008

It is recommended that expenditures of \$23,277,252 for July 2008 be approved. A year to date summary of expenditures is included in the budget report. Detailed expenditure information is available in the business affairs office at the District Service Center.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs

## FINANCIAL REPORT NO. 26

### Presentation of Budget Report for July 2008

The budget report for July 2008 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 “13<sup>th</sup> month accounting.” The budget report for month ending August 31 should be viewed differently compared to the other monthly reports because the activities of 13<sup>th</sup> 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.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**REVENUES & ADDITIONS**

Year-to-Date July 31, 2008  
91.7% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 89,473,204	\$ 81,004,063	\$ 8,469,141	90.5%	86.9-96.3%	
Tuition	64,643,023	65,475,578	(832,555)	101.3%	94.3-104.5%	
Taxes for Current Operations	119,889,500	120,612,713	(723,213)	100.6%	98.1-102.9%	
Federal Grants & Contracts	981,855	1,032,885	(51,030)	105.2%	75.0-124.0%	
State Grants & Contracts	151,832	153,261	(1,429)	100.9%	n/a	
General Sources:						
Investment Income	6,416,000	6,128,689	287,311	95.5%	86.3-128.6%	
General Revenue	2,329,490	2,592,824	(263,334)	111.3%	n/a	
Subtotal General Sources	8,745,490	8,721,513	23,977	99.7%	89.6-122.4%	
<b>SUBTOTAL UNRESTRICTED</b>	<b>283,884,904</b>	<b>277,000,013</b>	<b>6,884,891</b>	<b>97.6%</b>	<b>n/a</b>	
Use of Fund Balance & Transfers-in	27,902,033	-	27,902,033	0.0%	n/a	
<b>TOTAL UNRESTRICTED</b>	<b>311,786,937</b>	<b>277,000,013</b>	<b>34,786,924</b>	<b>88.8%</b>	<b>91.5-94.6%</b>	(1)
<b>AUXILIARY FUND</b>						
Sales & Services	6,556,554	4,860,638	1,695,916	74.1%	69.5-91.8%	
Investment Income	309,023	290,657	18,366	94.1%	59.6-141.7%	
Transfers-in	4,530,705	4,530,705	-	100.0%	n/a	
Use of Fund Balance	923,408	-	923,408	0.0%	n/a	
<b>TOTAL AUXILIARY</b>	<b>12,319,690</b>	<b>9,682,000</b>	<b>2,637,690</b>	<b>78.6%</b>	<b>49.4-96.5%</b>	
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	23,258,341	22,801,274	457,067	98.0%	n/a	
SBDC State Match	1,501,733	1,028,296	473,437	68.5%	n/a	
Subtotal State Appropriations	24,760,074	23,829,570	930,504	96.2%	n/a	
Grants, Contracts & Scholarships:						
Federal	59,071,821	35,576,743	23,495,078	60.2%	n/a	
State	9,318,068	5,624,278	3,693,790	60.4%	n/a	
Local	4,672,495	3,559,682	1,112,813	76.2%	n/a	
Transfers-in	942,019	117,722	824,297	12.5%	n/a	
Subtotal Grants, Contracts & Scholarships	74,004,403	44,878,425	29,125,978	60.6%	n/a	
Richland Collegiate High School	68,372	68,372	-	100.0%	n/a	
<b>TOTAL RESTRICTED</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>30,056,482</b>	<b>69.6%</b>	<b>n/a</b>	
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	2,079,322	1,750,945	328,377	84.2%	n/a	
Investment Income	10,000	12,655	(2,655)	126.6%	n/a	
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,763,600</b>	<b>325,722</b>	<b>84.4%</b>	<b>n/a</b>	
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 425,028,798</b>	<b>\$357,221,980</b>	<b>\$ 67,806,818</b>	<b>84.0%</b>	<b>n/a</b>	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date July 31, 2008  
91.7% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 120,392,806	\$ 111,604,276	\$ 8,788,530	92.7%	89.1-96.5%	
Public Service	5,505,588	5,148,166	357,422	93.5%	73.9-91.4%	(2)
Academic Support	18,422,532	15,618,130	2,804,402	84.8%	82.4-90.5%	
Student Services	25,529,015	22,155,867	3,373,148	86.8%	86.5-90.6%	
Institutional Support	54,526,762	45,449,309	9,077,453	83.4%	77.4-86.3%	
Staff Benefits	10,090,614	7,739,631	2,350,983	76.7%	73.5-89.1%	
Operations & Maintenance of Plant	28,566,940	24,639,309	3,927,631	86.3%	81.6-88.5%	
Repairs & Rehabilitation	23,747,731	5,149,156	18,598,575	21.7%	28.8-77.6%	(3)
Special Items:						
Reserve - Campus	2,791,213	-	2,791,213	n/a	n/a	
Reserve - Compensation	-	-	-	n/a	n/a	
Reserve - State Funding Reduction	1,013,357	-	1,013,357	n/a	n/a	
Reserve - Operating	2,092,083	-	2,092,083	n/a	n/a	
Reserve - New Campuses	500,000	-	500,000	n/a	n/a	
Reserve - Non-operating	315,855	-	315,855	n/a	n/a	
<b>TOTAL UNRESTRICTED</b>	<b>293,494,496</b>	<b>237,503,844</b>	<b>55,990,652</b>	<b>80.9%</b>	<b>82.3-91.1%</b>	<b>(4)</b>
<b>AUXILIARY FUND</b>						
Student Activities	6,752,329	5,645,404	1,106,925	83.6%	79.8-92.2%	
Sales & Services	4,653,290	3,789,907	863,383	81.4%	68.2-107.5%	
Reserve - Campus	522,176	-	522,176	n/a	n/a	
Reserve - District	244,015	-	244,015	n/a	n/a	
Transfers-out	147,880	137,680	10,200	93.1%	n/a	
<b>TOTAL AUXILIARY</b>	<b>12,319,690</b>	<b>9,572,991</b>	<b>2,746,699</b>	<b>77.7%</b>	<b>72.0-92.4%</b>	
<b>RESTRICTED FUND</b>						
State Appropriations	23,258,341	22,801,274	457,067	98.0%	92.0-100.7%	
Grants & Contracts	29,551,848	20,908,038	8,643,810	70.8%	n/a	
Scholarships	45,954,288	24,998,683	20,955,605	54.4%	n/a	
Subtotal Grants, Contracts & Scholarships	98,764,477	68,707,995	30,056,482	69.6%	n/a	
Richland Collegiate High School	68,372	68,372	-	100.0%	n/a	
<b>TOTAL RESTRICTED</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>30,056,482</b>	<b>69.6%</b>	<b>n/a</b>	
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	2,089,322	1,320,449	768,873	63.2%	n/a	
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,320,449</b>	<b>768,873</b>	<b>63.2%</b>	<b>n/a</b>	
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>406,736,357</b>	<b>317,173,651</b>	<b>89,562,706</b>	<b>78.0%</b>	<b>n/a</b>	
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	2,134,765	-	100.0%	82.2-102.8%	(5)
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%	n/a	
Institutional Matching-Contracts/Grants	137,098	153,297	(16,199)	111.8%	70.1-122.9%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,530,705	4,530,705	-	100.0%	n/a	
Unexpended Plant Fund	8,230,013	7,318,013	912,000	88.9%	n/a	
Debt Service Fund	3,051,579	2,288,684	762,895	75.0%	n/a	
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>18,292,441</b>	<b>16,633,745</b>	<b>1,658,696</b>	<b>90.9%</b>	<b>n/a</b>	
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 425,028,798</b>	<b>\$ 333,807,396</b>	<b>\$ 91,221,402</b>	<b>78.5%</b>	<b>n/a</b>	



DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date July 31, 2008  
91.7% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
<b>UNRESTRICTED FUND</b>				
Salaries & Wages	\$ 188,430,935	\$ 172,098,094	\$ 16,332,841	91.3%
Staff Benefits	10,090,614	7,739,631	2,350,983	76.7%
Purchased Services	13,314,511	11,250,029	2,064,482	84.5%
Operating Expenses	69,190,304	42,089,141	27,101,163	60.8%
Supplies & Materials	10,154,671	8,019,337	2,135,334	79.0%
Minor Equipment	4,491,951	4,575,109	(83,158)	101.9%
Capital Outlay	6,729,659	4,103,315	2,626,344	61.0%
Charges	(15,620,657)	(12,370,812)	(3,249,845)	79.2%
<b>SUBTOTAL UNRESTRICTED</b>	<b>286,781,988</b>	<b>237,503,844</b>	<b>49,278,144</b>	<b>82.8%</b>
Reserve - Campus	2,791,213	-	2,791,213	n/a
Reserve - Compensation	-	-	-	n/a
Reserve - State Funding Reduction	1,013,357	-	1,013,357	n/a
Reserve - Operating	2,092,083	-	2,092,083	n/a
Reserve - New Campuses	500,000	-	500,000	n/a
Reserve - Non-operating	315,855	-	315,855	n/a
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	2,134,765	2,134,765	-	100.0%
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%
Institutional Matching - Contracts/Grants	137,098	153,297	(16,199)	111.8%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,530,705	4,530,705	-	100.0%
Unexpended Plant Fund	8,230,013	7,318,013	912,000	88.9%
Debt Service Fund	3,051,579	2,288,684	762,895	75.0%
<b>TOTAL UNRESTRICTED</b>	<b>311,786,937</b>	<b>254,137,589</b>	<b>57,649,348</b>	<b>81.5%</b>
<b>AUXILIARY FUND</b>	<b>12,319,690</b>	<b>9,572,991</b>	<b>2,746,699</b>	<b>77.7%</b>
<b>RESTRICTED FUND</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>30,056,482</b>	<b>69.6%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,320,449</b>	<b>768,873</b>	<b>63.2%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 425,028,798</b>	<b>\$ 333,807,396</b>	<b>\$ 91,221,402</b>	<b>78.5%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**REVENUES & ADDITIONS**

Year-to-Date - 91.7% of Fiscal Year Elapsed

	July 31, 2008			July 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 89,473,204	\$ 81,004,063	90.5%	\$ 84,752,747	\$ 76,708,063	90.5%
Tuition	64,643,023	65,475,578	101.3%	61,304,028	63,525,263	103.6%
Taxes for Current Operations	119,889,500	120,612,713	100.6%	110,791,496	112,549,749	101.6%
Federal Grants & Contracts	981,855	1,032,885	105.2%	1,133,870	954,189	84.2%
State Grants & Contracts	151,832	153,261	100.9%	144,642	144,602	100.0%
General Sources:						
Investment Income	6,416,000	6,128,689	95.5%	5,077,543	6,337,382	124.8%
General Revenue	2,329,490	2,592,824	111.3%	2,164,983	2,153,744	99.5%
Subtotal General Sources	8,745,490	8,721,513	99.7%	7,242,526	8,491,126	117.2%
<b>SUBTOTAL UNRESTRICTED</b>	<b>283,884,904</b>	<b>277,000,013</b>	<b>97.6%</b>	<b>265,369,309</b>	<b>262,372,992</b>	<b>98.9%</b>
Use of Fund Balance & Transfers-in	27,902,033	-	0.0%	14,967,133	-	0.0%
<b>TOTAL UNRESTRICTED</b>	<b>311,786,937</b>	<b>277,000,013</b>	<b>88.8%</b>	<b>280,336,442</b>	<b>262,372,992</b>	<b>93.6%</b>
<b>AUXILIARY FUND</b>						
Sales & Services	6,556,554	4,860,638	74.1%	6,621,973	5,115,660	77.3%
Investment Income	309,023	290,657	94.1%	385,322	367,873	95.5%
Transfers-in	4,530,705	4,530,705	100.0%	4,003,439	4,003,439	100.0%
Use of Fund Balance	923,408	-	0.0%	586,494	-	0.0%
<b>TOTAL AUXILIARY</b>	<b>12,319,690</b>	<b>9,682,000</b>	<b>78.6%</b>	<b>11,597,228</b>	<b>9,486,972</b>	<b>81.8%</b>
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	23,258,341	22,801,274	98.0%	20,959,931	20,897,167	99.7%
SBDC State Match	1,501,733	1,028,296	68.5%	1,365,210	1,297,351	95.0%
Subtotal State Appropriations	24,760,074	23,829,570	96.2%	22,325,141	22,194,518	99.4%
Grants, Contracts & Scholarships:						
Federal	59,071,821	35,576,743	60.2%	65,273,765	33,813,061	51.8%
State	9,318,068	5,624,278	60.4%	7,208,445	4,231,246	58.7%
Local	4,672,495	3,559,682	76.2%	6,488,181	4,316,936	66.5%
Transfers-in	942,019	117,722	12.5%	903,745	675,997	74.8%
Subtotal Grants, Contracts & Scholarships	74,004,403	44,878,425	60.6%	79,874,136	43,037,240	53.9%
Richland Collegiate High School	68,372	68,372	100.0%	285,489	285,425	100.0%
<b>TOTAL RESTRICTED</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>69.6%</b>	<b>102,484,766</b>	<b>65,517,183</b>	<b>63.9%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	2,079,322	1,750,945	84.2%	980,420	865,382	88.3%
Investment Income	10,000	12,655	126.6%	-	-	0.0%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,763,600</b>	<b>84.4%</b>	<b>980,420</b>	<b>865,382</b>	<b>88.3%</b>
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 425,028,798</b>	<b>\$357,221,980</b>	<b>84.0%</b>	<b>\$ 395,398,856</b>	<b>\$338,242,529</b>	<b>85.5%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date - 91.7% of Fiscal Year Elapsed

	July 31, 2008			July 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 120,392,806	\$ 111,604,276	92.7%	\$ 118,339,182	\$ 109,156,210	92.2%
Public Service	5,505,588	5,148,166	93.5%	5,651,347	4,590,265	81.2%
Academic Support	18,422,532	15,618,130	84.8%	16,934,565	14,851,068	87.7%
Student Services	25,529,015	22,155,867	86.8%	25,173,405	21,611,162	85.8%
Institutional Support	54,526,762	45,449,309	83.4%	51,218,089	42,093,726	82.2%
Staff Benefits	10,090,614	7,739,631	76.7%	10,171,219	7,939,735	78.1%
Operations & Maintenance of Plant	28,566,940	24,639,309	86.3%	27,238,985	23,246,240	85.3%
Repairs & Rehabilitation	23,747,731	5,149,156	21.7%	9,465,558	2,902,720	30.7%
Special Items:						
Reserve - Campus	2,791,213	n/a	n/a	1,668,188	n/a	n/a
Reserve - Compensation	-	n/a	n/a	-	n/a	n/a
Reserve - State Funding Reduction	1,013,357	n/a	n/a	-	n/a	n/a
Reserve - Operating	2,092,083	n/a	n/a	1,163,500	n/a	n/a
Reserve - New Campuses	500,000	n/a	n/a	500,000	n/a	n/a
Reserve - Non-operating	315,855	n/a	n/a	230,116	n/a	n/a
<b>TOTAL UNRESTRICTED</b>	<b>293,494,496</b>	<b>237,503,844</b>	<b>80.9%</b>	<b>267,754,154</b>	<b>226,391,126</b>	<b>84.6%</b>
<b>AUXILIARY FUND</b>						
Student Activities	6,752,329	5,645,404	83.6%	6,332,711	5,210,900	82.3%
Sales & Services	4,653,290	3,789,907	81.4%	4,666,963	4,059,864	87.0%
Reserve - Campus	522,176	n/a	n/a	128,938	n/a	n/a
Reserve - District	244,015	n/a	n/a	327,816	n/a	n/a
Transfers-out	147,880	137,680	93.1%	140,800	141,836	100.7%
<b>TOTAL AUXILIARY</b>	<b>12,319,690</b>	<b>9,572,991</b>	<b>77.7%</b>	<b>11,597,228</b>	<b>9,412,600</b>	<b>81.2%</b>
<b>RESTRICTED FUND</b>						
State Appropriations	23,258,341	22,801,274	98.0%	20,959,931	20,897,167	99.7%
Grants & Contracts	29,551,848	20,908,038	70.8%	35,323,332	19,921,055	56.4%
Scholarships	45,954,288	24,998,683	54.4%	45,916,014	24,413,536	53.2%
Subtotal Grants, Contracts & Scholarships	98,764,477	68,707,995	69.6%	102,199,277	65,231,758	63.8%
Richland Collegiate High School	68,372	68,372	100.0%	285,489	285,425	n/a
<b>TOTAL RESTRICTED</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>69.6%</b>	<b>102,484,766</b>	<b>65,517,183</b>	<b>63.9%</b>
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	2,089,322	1,320,449	63.2%	980,420	818,562	83.5%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,320,449</b>	<b>63.2%</b>	<b>980,420</b>	<b>818,562</b>	<b>83.5%</b>
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>406,736,357</b>	<b>317,173,651</b>	<b>78.0%</b>	<b>382,816,568</b>	<b>302,139,471</b>	<b>78.9%</b>
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	2,134,765	100.0%	1,894,389	1,816,995	95.9%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching-Contracts/Grants	137,098	153,297	111.8%	144,184	142,246	98.7%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,530,705	4,530,705	100.0%	4,003,439	4,003,439	100.0%
Unexpended Plant Fund	8,230,013	7,318,013	88.9%	3,752,763	3,752,763	100.0%
Debt Service Fund	3,051,579	2,288,684	75.0%	2,579,232	1,934,424	75.0%
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>18,292,441</b>	<b>16,633,745</b>	<b>90.9%</b>	<b>12,582,288</b>	<b>11,858,148</b>	<b>94.2%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 425,028,798</b>	<b>\$ 333,807,396</b>	<b>78.5%</b>	<b>\$ 395,398,856</b>	<b>\$ 313,997,619</b>	<b>79.4%</b>

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
2007-08 CURRENT FUNDS OPERATING BUDGET

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date - 91.7% of Fiscal Year Elapsed

	July 31, 2008			July 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Salaries & Wages	\$ 188,430,935	\$ 172,098,094	91.3%	\$ 180,832,475	\$ 166,796,714	92.2%
Staff Benefits	10,090,614	7,739,631	76.7%	10,171,219	7,939,735	78.1%
Purchased Services	13,314,511	11,250,029	84.5%	12,141,434	9,211,308	75.9%
Operating Expenses	69,190,304	42,089,141	60.8%	53,046,390	38,815,022	73.2%
Supplies & Materials	10,154,671	8,019,337	79.0%	9,261,021	7,300,079	78.8%
Minor Equipment	4,491,951	4,575,109	101.9%	4,332,038	4,220,381	97.4%
Capital Outlay	6,729,659	4,103,315	61.0%	7,552,343	3,728,236	49.4%
Charges	(15,620,657)	(12,370,812)	79.2%	(13,144,570)	(11,620,349)	88.4%
<b>SUBTOTAL UNRESTRICTED</b>	<b>286,781,988</b>	<b>237,503,844</b>	<b>82.8%</b>	<b>264,192,350</b>	<b>226,391,126</b>	<b>85.7%</b>
Reserve - Campus	2,791,213	n/a	n/a	1,668,188	n/a	n/a
Reserve - Compensation	-	n/a	n/a	-	n/a	n/a
Reserve - State Funding Reduction	1,013,357	n/a	n/a	-	n/a	n/a
Reserve - Operating	2,092,083	n/a	n/a	1,163,500	n/a	n/a
Reserve - New Campuses	500,000	n/a	n/a	500,000	n/a	n/a
Reserve - Non-operating	315,855	n/a	n/a	230,116	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	2,134,765	100.0%	1,894,389	1,816,995	95.9%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching - Contracts/Grants	137,098	153,297	111.8%	144,184	142,246	98.7%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,530,705	4,530,705	100.0%	4,003,439	4,003,439	100.0%
Unexpended Plant Fund	8,230,013	7,318,013	88.9%	3,752,763	3,752,763	100.0%
Debt Service Fund	3,051,579	2,288,684	75.0%	2,579,232	1,934,424	75.0%
<b>TOTAL UNRESTRICTED</b>	<b>311,786,937</b>	<b>254,137,589</b>	<b>81.5%</b>	<b>280,336,442</b>	<b>238,249,274</b>	<b>85.0%</b>
<b>AUXILIARY FUND</b>	<b>12,319,690</b>	<b>9,572,991</b>	<b>77.7%</b>	<b>11,597,228</b>	<b>9,412,600</b>	<b>81.2%</b>
<b>RESTRICTED FUND</b>	<b>98,832,849</b>	<b>68,776,367</b>	<b>69.6%</b>	<b>102,484,766</b>	<b>65,517,183</b>	<b>63.9%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>	<b>2,089,322</b>	<b>1,320,449</b>	<b>63.2%</b>	<b>980,420</b>	<b>818,562</b>	<b>83.5%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 425,028,798</b>	<b>\$ 333,807,396</b>	<b>78.5%</b>	<b>\$ 395,398,856</b>	<b>\$ 313,997,619</b>	<b>79.4%</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 *Total Unrestricted* reflects a lower than normal percent of budget due primarily to an increase in use of fund balance requests to support bond projects, deferred maintenance, and other initiatives. Actual amounts appear in budgeted functional areas.
- (2) Actual *Public Service* reflects a higher than normal percent of budget due primarily to increased contract training spending.
- (3) – (4) Actual *Repairs & Rehabilitation and Total Unrestricted* reflects a lower than normal percent of budget due primarily to the allocation of fund balance to support bond projects, deferred maintenance, and other initiatives that have not yet been started.
- (5) Actual *Tuition to Debt Service Fund* reflects the final transfer of unrestricted funds to debt service.

FINANCIAL REPORT NO. 27

Acceptance of Gifts

Administration recommends the Board accept the gifts, summarized in the following table, under the donors' conditions.

<u>Gifts Reported in September 2008</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
DCCCD	Equipment	2	\$100-5000	3,520
	Equipment	1	\$500,000-1,000,000	666,401
	Chancellor's Council	1	\$100-5,000	275
	Chancellor's Council	2	\$5,001-50,000	20,000
	Programs and Services	5	\$100-5,000	13,000
	Scholarships <sup>1</sup>	20	\$100-5,000	15,725
	Scholarships <sup>1</sup>	2	\$5,001-50,000	40,000
	Rising Star Scholarship	1	\$100,000-200,000	175,000
<b>Total</b>	n/a	<b>34</b>	n/a	<b>\$933,921</b>

<u>Gifts Reported in Fiscal Year 2008-09</u>				
<u>Month Reported</u>	<u>Amount by Category</u>			
	<u>Equipment</u>	<u>Rising Star</u>	<u>Other Gifts</u>	<u>Total</u>
September 2008	\$669,921	\$175,000	\$89,000	\$933,921
October 2008				
November 2008				
December 2008				
January 2009				
February 2009				
March 2009				
April 2009				
May 2009				
June 2009				
July 2009				
August 2009				
<b>Total To Date</b>	<b>\$669,921</b>	<b>\$175,000</b>	<b>\$89,000</b>	<b>\$933,921</b>

<u>Type</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>
Equipment	\$3,519,952	\$2,267,725	\$ 187,915	\$ 137,643	\$ 396,503	\$ 64,830	\$220,565
Rising Star	0	724,230	439,556	728,836	492,032	57,068	163,227
Other Gifts	221,703	734,917	1,135,653	939,058	1,432,358	972,010	879,876
<b>Total</b>	<b>\$3,741,655</b>	<b>\$3,726,872</b>	<b>\$1,763,124</b>	<b>\$1,805,537</b>	<b>\$2,320,893</b>	<b>\$1,093,908</b>	<b>\$1,263,668</b>

<sup>1</sup> The "Scholarships" category does not include gifts to the Rising Star program, which are reported as a separate line item.

In August 2008, DCCCD Foundation, Inc. made the following expenditures on behalf of DCCCD:

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Council	1	864
Programs and Services	19	45,753
Total	20	46,617

Submitted by Mrs. Betheny Reid, executive director of DCCCD Foundation, Inc.

**DALLAS COUNTY COMMUNITY COLLEGE  
DEVELOPMENT/FOUNDATION  
OFFICE**

**TO: Dr. Wright Lassiter, Chancellor**

**FROM: Betheny L. Reid, Executive Director**

**DATE: August 21, 2008**

**SUBJECT: Report of Gifts for September 2, 2008**

There are no items requiring special attention.

FINANCIAL REPORT NO. 28

Notice of Grant Awards

Grant Awards Reported in September 2008

*Source:* Texas Higher Education Coordinating Board  
*Beneficiary:* Cedar Valley College – African American M.A.L.E. Project  
*Amount:* \$9,500  
*Term:* July 8, 2008 – August 31, 2009  
*Purpose:* Pilot project to help provide college information, preparation and enrollment assistance to African American males and further continue efforts to support a college-going culture with the following partners: Dallas ISD, University of North Texas at Dallas and representatives of the Faith Based Communities with support of the office of Senator Royce West.

*Source:* Texas Workforce Commission – Skills Development Fund Program  
*Beneficiary:* Bill J. Priest Campus of El Centro College  
*Amount:* \$460,000 award increase, new award total \$1,050,882  
*Term:* August 15, 2008 – February 14, 2009  
*Purpose:* To provide manufacturing training to incumbent employees and new hires at Corporate Express, Dexas International, Manda Machine Company, Mary Kay, Morrison Products, Nestle Waters, Omega Environmental Tech, On-Target Supplies and Logistics, TCS Corporate Services, Trintech, Inc., TurboChef Technologies, Inc., Turbomeca, Web Converting, Inc. and Western Extrusions Corporation.

*Source:* Texas Workforce Commission – Skills Development Fund Program  
*Beneficiary:* Brookhaven College  
*Amount:* \$218,999  
*Term:* August 28, 2008 – August 27, 2009  
*Purpose:* To provide manufacturing training to incumbent employees and new hires at Air Systems Components, Inc.

*Source:* U. S. Department of Education – Talent Search Federal TRIO Program  
*Beneficiary:* Eastfield College  
*Amount:* \$226,600 award increase, new award total \$453,200  
*Term:* September 1, 2008 – August 31, 2009  
*Purpose:* The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to the postsecondary institution of their choice. The program also serves high school dropouts by encouraging them to reenter the education system and complete their education. The goal of



the program is to increase the number of youths from disadvantaged backgrounds who complete high school and enroll in postsecondary education institutions of their choice.

*Source:* U. S. Department of Education – Upward Bound Federal TRIO Program  
*Beneficiary:* Mountain View College partnering with Dallas ISD  
*Amount:* \$800 award increase, new award total \$250,800  
*Term:* December 1, 2007 – November 30, 2008  
*Purpose:* The program provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

**Grant Awards Reported in Fiscal Year 2008-09**

September 2008	\$ 915,899
October 2008	
November 2008	
December 2008	
January 2009	
February 2009	
March 2009	
April 2009	
May 2009	
June 2009	
July 2009	
August 2009 <sup>1</sup>	
<b>Total To Date</b>	<b>915,899</b>

**Grant Awards Reported in Fiscal Years 2001-02 through 2007-08**

Type	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08
Competitive	\$11,917,647	\$20,264,070	\$18,750,094	\$22,137,173	\$17,679,698	\$17,168,910	\$21,334,592
Pell Grants <sup>2</sup>	19,658,023	26,199,861	29,899,662	31,449,815	31,467,783	29,413,886	30,189,339
<b>Total</b>	<b>\$31,575,670</b>	<b>\$46,463,931</b>	<b>\$48,649,756</b>	<b>\$53,586,988</b>	<b>\$49,147,481</b>	<b>\$46,582,796</b>	<b>\$51,523,931</b>

<sup>2</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.

Most of the grants in the *Notice of Grant Awards* report are from government agencies. Very occasionally, a private donor may direct a gift to DCCCD rather than to DCCCD Foundation, Inc., in which case the gift from the private donor is included in *Notice of Grant Awards*.

Funding agencies define fiscal years for each grant, which often do not align with DCCCD's fiscal year. DCCCD administers grants in accordance with requirements of the funding agency and its own policies and procedures.

Submitted by Mrs. Betheny Reid, executive director of DCCCD Foundation, Inc.

## FINANCIAL REPORT NO. 29

### Approval of Agreement with Garland Independent School District

It is recommended that authorization be given to approve an agreement with Garland Independent School District in an amount not to exceed \$1,160,000 during the initial term and all renewals. The initial term began on August 11, 2008 and ends on August 10, 2009. GISD may renew the agreement for three subsequent one-year terms. The agreement provides for DCCCD colleges to provide dual credit programs for students in 8 GISD high schools.

### Background

Board Policy GH (LOCAL) provides a tuition waiver for dual credit as follows: *By written agreement with various high schools, the College District is authorized to offer dual credit enrollment classes to high school students. The Chancellor or designee is authorized to enter into these agreements. The Board waives tuition for students enrolled in courses for which they receive joint credit under Section 130.008 of the Texas Education Code. This provision applies to public and private high schools, including home schools.*

This agreement is for dual credit programs at the following high schools: Garland, Garland Evening, Lakeview Centennial, Naaman Forest, North Garland, Rowlett, Sachse, and South Garland High School.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the vice chancellor for educational affairs, Andrew Jones, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by college presidents Sharon Blackman, Jennifer Wimbish, Carol Brown, Paul McCarthy, Felix Zamora, Herlinda Glasscock and Steve Mittelstet.

Administration requests approval of this agreement retroactively to August 11, 2008.

Administration estimates expenditures will average \$290,000 per year.

Submitted by Dr. Andrew Jones, vice chancellor of educational affairs

## FINANCIAL REPORT NO. 30

### Approval of Agreement with Dallas Black Chamber of Commerce, Greater Dallas Asian American Chamber of Commerce, and Greater Dallas Hispanic Chamber of Commerce

It is recommended that authorization be given to approve an agreement with Dallas Black Chamber of Commerce, Greater Dallas Asian American Chamber of Commerce, and Greater Dallas Hispanic Chamber of Commerce in an amount not to exceed \$150,000 for the period September 1, 2008 through August 31, 2009, to increase contracting efforts and business development of minority and women-owned businesses for DCCCD. The agreement may be extended on a year by year basis as mutually agreed by the governing bodies.

#### Background

This agreement establishes the terms, conditions and consideration under which the Chambers will endeavor to increase participation of minority and women-owned companies (“M/WBEs”) in the business affairs of the District.

The governing bodies of the District and the Chambers mutually agreed in writing that after the initial term of November 2, 2005 through August 31, 2006, the Agreement may be extended on a year by year basis, September 1 - August 31.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD’s legal counsel;
- Assurance from the chief business officer, Edward M. DesPlas, vice chancellor of business affairs, that relevant provisions of the Board Policy Manual have been observed;
- Approval of the substance of the agreement by Wright L. Lassiter, Jr., chancellor.

Paragraph III. Contract Amount and Payment of the agreement provides the following: The District shall, on a monthly basis, pay each Chamber four thousand one hundred sixty six dollars and sixty seven cents per month (\$4,166.67) for a total of \$50,000 each per year. The annual amount per chamber has been decreased from \$70,000 due to the reduced assistance needs of the bond program. Payment to each Chamber shall be conditional upon the submission of each Chamber’s monthly status report, invoice and supporting documentation. The District may withhold payment until the contract requirements have been fulfilled.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs

## FINANCIAL REPORT NO. 31

### Approval of Agreement with Texas Association of Community Colleges

It is recommended that authorization be given to approve membership with Texas Association of Community Colleges in an amount not to exceed \$52,398 for the period September 1, 2008 through August 31, 2009, to pay for the District's annual membership dues and associated fees.

#### Background

The Texas Association of Community Colleges (TACC) is comprised of all 50 public community college districts in the state and represents the interests of the colleges before the Texas Legislature and state agencies. The General Appropriations Bill and legislation affecting public community colleges in general have been and remain the principal concerns of TACC.

Membership dues and fees for each institution are based on enrollment. At the TACC meeting in Galveston on July 20, 2004, the Association voted unanimously to impose a special assessment of \$410,000 to purchase a new building for the association located at 1304 San Antonio Street in Austin. Part of the amount due is the District's annual portion of the building assessment fee.

This recommendation has undergone the following administrative review:

- Assurance from the chief business office, Edward DesPlas, vice chancellor of business affairs, that relevant provisions of the Board Policy Manual have been observed;
- Approval of the substance of the agreement by Wright Lassiter, chancellor.

Estimated revenues of	\$35,444
Legislative Contingency	4,487
Building Assessment Fee	12,467

Financial resources for this agreement are budgeted in account #11-11-107020-23951.

Submitted by Mr. Ed DesPlas, vice chancellor of business affairs

## FINANCIAL REPORT NO. 32

### Approval of Agreement with Allied Eye Associates

It is recommended that authorization be given to approve an agreement with Allied Eye Associates in an amount not to exceed \$63,000 for the period September 10, 2008 through August 31, 2009, to provide ophthalmic assisting and optician training courses for Brookhaven College.

### Background

This is a partnership between Brookhaven College and Allied Eye Associates to provide ophthalmic assisting and optician training courses. Allied Eye Associates will provide instructors and materials. Brookhaven College will register students and maintain students' records.

Copies of 1) the invitation to prospective parties for statements of qualifications, price and availability, and 2) the rating instrument for evaluating respondents' competency, experience and capability relative to the assignment, are available from the cabinet resource named below. Parties who responded to the invitation are the following:

Allied Eye Associates  
ATI Career Training Center  
HTI High-Tech Institute  
Platt Health Careers Training

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, George T. Herring, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Sharon L. Blackman, president.

Estimated expenditures not to exceed \$63,000. Financial resources will be budgeted in account # 11-02-705000-22321.

Submitted by Dr. Sharon Blackman, president, Brookhaven College and Mr. Vernon Hawkins, associate vice president of corporate and continuing education

## FINANCIAL REPORT NO. 33

### Approval of Agreement with Dental Careers Foundation

It is recommended that authorization be given to approve an agreement with Dental Careers Foundation in an amount not to exceed \$190,350 for the period September 4, 2008 through August 31, 2009, to provide dental assisting courses for Brookhaven College.

### Background

This is a partnership between Brookhaven College and Dental Careers Foundation to provide dental assisting courses. Dental Careers Foundation will provide instructors and materials. Brookhaven College will register students and maintain students' records.

Copies of 1) the invitation to prospective parties for statements of qualifications, price and availability, and 2) the rating instrument for evaluating respondents' competency, experience and capability relative to the assignment, are available from the cabinet resource named below. Parties who responded to the invitation are the following:

ATI Career Training Center  
Dental Careers Foundation  
Dental Replacements Training Academy, Inc.  
HTI High-Tech Institute  
Platt Health Careers Training

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, George T. Herring, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Sharon L. Blackman, president.

Estimated expenditures not to exceed \$190,350. Financial resources will be budgeted in account # 11-02-705000-22321.

Submitted by Dr. Sharon Blackman, president, Brookhaven College and Mr. Vernon Hawkins, associate vice president of corporate and continuing education

## FINANCIAL REPORT NO. 34

### Approval of Interlocal Agreement with the City of DeSoto (DeSoto Fire Academy)

It is recommended that authorization be given to approve an interlocal agreement with the City of DeSoto (DeSoto Fire Academy) in an amount not to exceed \$25,000 for the period of September 09, 2008 through August 31, 2009, to provide Emergency Medical Technology, Fire Fighting and related training through Cedar Valley College.

### Background

This is a contract for Educational services. A distinguished feature of contracts for educational services is that enrollment is not open to the public; eligibility to participate in the training is normally limited to employees of the participating business, industry or other institution. Board Policy CF (Local), Delegations of Contractual Authority, 2. Educational Services, provide 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 agreement and must be approved by the Board irrespective of any dollar threshold, Board Policy GG (Legal) provides the following 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 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.*

The purpose of this Interlocal Agreement is to allow Cedar Valley College to offer courses to students at the DeSoto Fire Academy. Under this Agreement, students will be enrolled in college and the courses will be conducted at the DeSoto Fire Academy. These courses are comprised of varying contact hours. The courses are offered at various times during the term of this Agreement. Students who graduate from the programs are eligible to take the Texas Commission on Fire Protection Examination and /or the National Registry Examination, given at the Texas Department of Health.



This recommendation has undergone the following administrative review:

- 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 Jennifer Wimbish, president.

Estimated expenditures are \$25,000

Financial resources are budgeted in account #11-03-573010-2241

Submitted by Dr. Jennifer Wimbish, president, Cedar Valley College and Ms. Rose Blair, director, corporate and community relations

## FINANCIAL REPORT NO. 35

### Approval of Interlocal Agreement with DeSoto Police Department

It is recommended that authorization be given to approve an interlocal agreement with the DeSoto Police Department in the amount not to exceed \$25,000 for a period of September 9, 2008 through August 31, 2009 to provide police training through Cedar Valley College.

#### Background

This is a contract for Educational services. A distinguished feature of contracts for educational services is the enrollment is not open to the public; eligibility to Participate in the training is normally limited to employees of the participating business, industry or other institution. Board Policy CF (LOCAL), Delegations 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 agreement and must be approved by the Board irrespective of any dollar threshold, Board Policy GG (LEGAL) provides the following 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 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.*

The purpose of this Agreement is to allow the Department to offer its Police in-service courses to students. Under this Agreement, students will be enrolled in college and the courses will be conducted at Department. This program is comprised of varying continuing education units and varying contact hours. The program is offered at various times during the term of this Agreement and the duration of each class varies. Students who graduate from the program are awarded Texas Commission on Law Enforcement Officers Standards and Education credit based on the number of hours of the course.

This recommendation has undergone the following administrative review.

- 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 of Policy Manual* have been observed;
- Approval of the substance of the agreement by Jennifer Wimbish, president

Estimated revenues are \$55,743

Estimated expenditures are \$25,000

Financial resources are budgeted in account # 11-03-573010-22241

Submitted by Dr. Jennifer Wimbish, president, Cedar Valley College and Ms. Rose Blair, director, corporate and community relations

## FINANCIAL REPORT NO. 36

### Approval of Agreement with Dallas Christian School

It is recommended that authorization be given to approve an agreement with Dallas Christian School in an amount not to exceed \$ 41,000 for the period of August 25, 2008 though August 11, 2009 for Eastfield College to conduct Dual Credit courses.

### Background

Eastfield College has offered dual credit enrollment in college-level English, biology, history, psychology, sociology and IMED courses for juniors and seniors enrolled at Dallas Christian School since 2000. Approximately 120 students will enroll in these classes per semester.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Jim Jones, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Carol Brown, president.

Estimated expenditures are not to exceed \$41,000.00

Submitted by Dr. Carol Brown, president, Eastfield College

## FINANCIAL REPORT NO. 37

### Approval of Master Release Agreement with Toyota Technical Network (T-TEN)

It is recommended that authorization be given to approve a Master Release Agreement with Toyota Technical Network (T-TEN) related to the disposition of any and all vehicles donated to the Eastfield College Automotive Technology program by Toyota Motor Sales, U.S.A., Inc.

#### Background

Eastfield's agreement with Toyota Motor Sales, U.S.A., Inc. includes being a partner in the Toyota Technical Education Network (T-Ten). The agreement, which supports Eastfield's Automotive Technology program, was originally approved in 1997. As a T-Ten partner, Eastfield receives financial support, training and promotional resources from Toyota. Students are eligible for academic and tool scholarships as well as employment opportunities at Toyota and Lexus dealerships.

This agreement will put in place procedures for the disposition of vehicles donated to Eastfield College by Toyota Motor Sales, U.S.A., Inc. Donated vehicles may be reassigned to other T-TEN training locations or may be reclaimed by T-TEN for scrap value.

Final disposition of donated vehicles with regard to re donation to other educational institutions or scrapping will comply with T-TEN policies and procedures. All such actions must be approved by Eastfield College president and the T-TEN National Manager.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Jim Jones, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Carol Brown, president.

There is no cost to the district under this agreement.

Submitted by Dr. Carol Brown, president, Eastfield College

## FINANCIAL REPORT NO. 38

### Approval of Resolution to Establish a Scholarship Fund for the Bill J. Priest Institute for Economic Development

It is recommended that the Board approve a resolution authorizing the transfer of \$100,000 from the Bill J. Priest Institute for Economic Development's fund balance to provide institutional scholarships for the instruction and training of students enrolled at the Bill J. Priest Institute of Economic Development.

#### Background

Over the 17 years that the Bill J. Priest Institute for Economic Development has been in operation, its revenues have consistently exceeded its expenditures. As a result, the BJPIED has accumulated a fund balance of \$277,144 in the auxiliary enterprise fund.

In an effort to diversify the revenue stream for the Bill J. Priest Institute for Economic Development and to offer more training and instruction for students seeking the services of the BJPIED, it is recommended that \$100,000 of the fund balance be transferred into an established fund for institutional scholarships. These scholarships will provide alternate financial resources for students, traditionally derived from training grants and TPEG funding.

Submitted by Dr. Paul McCarthy, president, El Centro College

**RESOLUTION**

**THE STATE OF TEXAS**

**THE COUNTY OF DALLAS**

**RESOLUTION EXPRESSING OFFICIAL INTENT OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT TO TRANSFER SPECIFIC AUXILIARY ENTERPRISE FUND BALANCE TO INSTITUTIONAL SCHOLARSHIPS**

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 accumulated fund balance in its auxiliary enterprise specifically resulting from the operations of the Bill J. Priest Institute for Economic Development; and

WHEREAS, this specific fund balance has exceeded amounts to be considered normal and prudent reserves for the purpose and needs of the Bill J. Priest Institute for Economic Development; and

WHEREAS, the DCCCD considers institutional scholarships to be an appropriate use for such excess fund balance and such scholarship program to serve a public purpose in accordance with provisions under article III, section 52(a) of the Texas Constitution and pursuant to section 20.48 of the Education Code; NOW THEREFORE;

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

Section 1. That the DCCCD transfer \$100,000 from the fund balance of the Bill J. Priest Institute of Economic Development to the agency fund for institutional scholarships.

Section 2. That the institutional scholarships created by this action be used for the instruction and training of students enrolled at the Bill J. Priest Institute of Economic Development.

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

Section 4. That this Resolution shall become 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. 39

### Approval of Agreement with Bombardier

It is recommended that authorization be given to approve an agreement with Bombardier in an amount not to exceed \$450,000.00 for the period September 3, 2008 through December 31, 2009, to provide specific training programs to consortium corporate customers 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 Bombardier with Bill J. Priest Institute for Economic Development for a period beginning September 3, 2008 and ending December 31, 2009 and not to exceed \$450,000.00, 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 Bombardier to meet specific consortium company/customer learning needs and under direction and management of the Bill J. Priest Institute.

The training curriculum is not available from other sources and is specific to avionic and regulatory requirements for aerospace manufacturing and servicing organizations such as LearJet. A copy of the rating instrument for evaluating competency, experience and capability relative to this assignment is available from the resource named below.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, David Browning, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Paul McCarthy, president.

Estimated revenues are \$675,000.00. Estimated expenditures are \$450,000.00. Financial resources are budgeted in account #11-20-703010-22321.

Submitted by Dr. Paul McCarthy, president, El Centro College

## FINANCIAL REPORT NO. 40

### Approval of Interlocal Agreement with The Dallas County Sheriff's Department

It is recommended that authorization be given to approve an agreement with Dallas County Sheriff's Department for the period September 3, 2008, through August 31, 2010, to provide Basic Peace Officer, Corrections, Telecommunications and in-service training through El Centro College.

#### Background

The purpose of the contract is to provide educational services for employees of the participating business, industry or other institution. Only Coordinating Board approved credit and non-credit courses will be offered. This agreement will allow the department to offer its courses in Police and Corrections to college students. Under this agreement students will be enrolled in college and all training will be conducted at the Bill J. Priest Campus of El Centro. El Centro College will provide dedicated classroom space, office space for support staff, a computer lab for the administration of examinations, and access to student services for individuals enrolled in training classes.

This is an interlocal agreement and must be approved by the Board of Trustees.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, David Browning, vice president, business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Dr. Paul McCarthy., president.

No additional operating expenses will be incurred as a result of this contract. Contingent on approval, El Centro College has designated financial and other resources to implement this recommendation.

Submitted by Dr. Paul McCarthy, president, El Centro College

## FINANCIAL REPORT NO. 41

### Approval of Agreement with Dowden Associates, Inc.

It is recommended that authorization be given to approve an agreement between Dallas County Community College District on behalf of El Centro College with Dowden Associates, Inc. to provide consultant services for Title V managed Grant, HIS (Hispanic Serving Institution) cooperative application for submission to the College Cost Reduction and Access Act program in partnership with Texas Tech University, Lubbock, in an amount not to exceed \$30,000.00 for the period September 3, 2008 and end on September 30, 2010.

### Background

This contract is awarded to Dowden Associates based on their unique skills and contacts in this area. This contract is contingent on the grant being awarded to Bill J. Priest.

Payment of services will be funded from the grant award for consulting services.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, David Browning, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Paul J. McCarthy, president.

Estimated expenditures are \$30,000.

Submitted by Dr. Paul McCarthy, president, El Centro College

## FINANCIAL REPORT NO. 42

### Approval of Interlocal Agreement with The University of Texas at Arlington

It is recommended that authorization be given to approve an interlocal agreement with The University of Texas at Arlington (UTA) in an amount not to exceed \$250,000 for the period September 3, 2008 through August 31, 2009, to provide training/facilitation/consulting services through the Bill J. Priest Institute, a campus of El Centro College.

#### Background

This is a contract for educational services. A distinguished feature of contracts for educational services is that enrollment is not open to the public; eligibility to participate in the training is normally limited to employees of the participating business, industry or other institution. Board Policy CF (LOCAL), Delegations 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 agreement and must be approved by the Board irrespective of any dollar threshold. Board Policy GG (LEGAL) provides the following 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 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.*

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, David Browning, vice president, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Dr. Paul McCarthy, president.

Estimated revenues are \$405,000.00. Estimated expenditures are \$ 250,000.00. Financial resources are budgeted in account # 11-20-703010-22321.

Submitted by Dr. Paul McCarthy, president, El Centro College and Ms. Genie Dillon, director, solutions development

## FINANCIAL REPORT NO. 43

### Approval of Agreement with City of Coppell, Texas

It is recommended that authorization be given to approve an interlocal agreement with City of Coppell, Texas for the period September 3, 2008 through August 31, 2009 with automatic renewal for one-year periods unless terminated, to allow the College to share law enforcement responsibilities with the City of Coppell. College will provide a campus peace officer and City will provide concurrent law enforcement services, when requested at North Campus of North Lake College located at 101 Royal Lane, Coppell, TX 75019, (hereinafter called "North Campus") for North Lake College.

### Background

The Dallas County Community College District's North Lake College Police Department pursuant to the Interlocal Cooperation Act, Chapter 791, of the Texas Government Code authorizes local governments to contract, to the greatest possible extent, with one another and with agencies of the state to perform governmental functions and service.

The interlocal agreement between the City of Coppell and the North Lake College Police Department will enable to enhance safety and security for people attending the North Campus of North Lake College located at 101 Royal Lane, Coppell, TX 75019.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Christa Slejko, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Herlinda M. Glasscock, president.

Contingent on approval by the board, the institution has designated the North Lake College Police Department to support implementation of this recommendation.

Submitted by Dr. Herlinda Glasscock, president, North Lake College

## FINANCIAL REPORT NO. 44

### Approval of Agreement with Irving Independent School District

It is recommended that authorization be given to approve an agreement with Irving Independent School District for \$125,000 for the period September 3, 2008 and ends on June 4, 2009, to provide dual credit academic and technology courses for high school students in the Irving Independent School District on behalf of Irving High School, MacArthur High School, Nimitz High School, and The Academy of Irving Independent School District

### Background

Since the opening in 1977, North Lake College has offered dual credit enrollment in college-level English, government, economics, mathematics, and history courses for juniors and seniors enrolled in the Irving Independent School District high schools. In 2001, North Lake College also began offering technology courses to juniors and seniors in the Irving Independent School District. Approximately 500 students each semester will enroll in these dual credit courses.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Christa Slejko, vice-president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Herlinda M. Glasscock, president.

Estimated revenues are based on state reimbursement. Estimated expenditures are \$125,000. Financial resources are budgeted in account #11-07-402712-22301, 11-07-403522-22301, 11-07-403768-22301, 11-07-404274-22301, 11-07-404275-22301, 11-07-505792-22301.

Submitted by Dr. Herlinda Glasscock, president, North Lake College

## FINANCIAL REPORT NO. 45

### Approval of Lease Agreement with Garland Chamber of Commerce

It is recommended that authorization be given to approve a lease agreement with Garland Chamber of Commerce, commencing on the date that the City of Garland issues to Richland College a Certificate of Occupancy for the premises, to provide 2,965 square feet of office space at the Richland College Garland Campus, as indicated in Exhibit "A" attached to this agreement.

The Garland Chamber agrees to be responsible for the cost of interior upgrades to the construction in the amount of \$87,000 in addition to the cost of furnishings in the amount of \$38,817. The terms of the rental space are to be an "in-kind" match of no less than \$50,000 annually. The "in-kind" match will be in the form of services provided by the Chief Executive Officer and Director of Economic Development of the Garland Chamber of Commerce.

### Background

This agreement is to provide a shared benefit to the Garland community, Garland Chamber of Commerce and Richland College through educational services. The Garland Chamber will provide an on-going introduction to local companies and governmental entities to develop relationships, economic growth and business expansion in the communities served by the Garland Chamber and Richland College.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Ronald M. Clark, vice president for business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Stephen K. Mittelstet, president of Richland College.

Estimated revenues are \$50,000, in-kind match, annually.  
Financial resources are budgeted in account # 11 98 573010.

Submitted by Dr. Stephen Mittelstet, president, Richland College



## FINANCIAL REPORT NO. 46

### Approval of Agreement with Highland Park Independent School District

It is recommended that authorization be given to approve an agreement with Highland Park Independent School District for the period August 25, 2008 through August 6, 2009 to provide dual credit courses for Richland College.

#### Background

Richland College has offered dual credit courses to Highland Park Independent School District for the past six years.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Ronald M. Clark, vice president for business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Stephen Mittelstet, president.

Estimated expenditures are not to exceed \$35,000.

Submitted by Dr. Stephen Mittelstet, president, Richland College

## FINANCIAL REPORT NO. 47

### Approval of Agreement with Richardson Independent School District

It is recommended that authorization be given to approve an agreement with Richardson Independent School District for the 2008-2009 academic year to provide dual credit courses for Richland College.

### Background

Richland College has offered dual credit courses to Richardson Independent School District for the past 20 years.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Ronald M. Clark, vice president for business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Stephen Mittelstet, president.

Estimated expenditures are not to exceed \$60,000.

Submitted by Dr. Stephen Mittelstet, president, Richland College

## FINANCIAL REPORT NO. 48

### Approval of Consulting Services Proposal with Blackboard, Inc.

It is recommended that authorization be given to approve a proposal for consulting services with Blackboard, Inc. in an amount not to exceed \$32,595 for the development of a password authentication module and \$8,000 per year for the integration customization maintenance for R. Jan LeCroy Center for Educational Telecommunications.

### Background

Approval is requested for a consulting services proposal to create a custom authentication security access solution. To maintain compliance with the district security standards, this module will force students to change their password the first time they log into the Blackboard system. This work is anticipated to be done during the fall 2008 semester, with completion ready for implementation during the winter term semester.

The annual integration customization maintenance will be required for technical support to cover the module if it breaks during a maintenance release or DCCCD-initiated upgrade of the system. Integration customization maintenance annual fee to be effective upon completion of the development project.

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, Dorothy J. Clark, dean of financial affairs, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Pamela K. Quinn, provost.

Financial resources will be budgeted in accounts #14 28 105786 22321 and 14 28 105786 23901.

Submitted by Ms. Pamela Quinn, provost, R. Jan LeCroy Center for Educational Telecommunications

## FINANCIAL REPORT NO. 49

### Approval of Renewal Agreement with Blackboard, Inc.

It is recommended that authorization be given to approve the annual maintenance support services fees with Blackboard, Inc. in the amount of \$47,183 for the web-based enterprise-wide course management system and \$73,200 for the content system software support service renewal for the period of September 27, 2008 through September 26, 2009 for the R. Jan LeCroy Center for Educational Telecommunications.

### Background

On August 3, 1999, the Board approved the original agreement with Blackboard, Inc. for a web-based enterprise-wide course management system. With the implementation of Blackboard's Release 8 and the anticipated growth of utilization by both credit and non-credit classes, it remains critical to maintain technical maintenance support for the course management enterprise system. This annual maintenance support services fee represents a 10% increase from prior year.

On July 11, 2006, the Board approved the original license agreement with Blackboard, Inc. for the content system software for management of course files embedded in the course management system, substantially enhancing operational efficiencies for faculty and staff. Content system software cost decreased since the Financial Report No. 41, Board approved September 4, 2007, represented fourteen months. This request is for a twelve-month period consistent with the annual maintenance support services.

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Dorothy J. Clark, dean of financial affairs, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Pamela K. Quinn, provost.

Financial resources will be budgeted in accounts #14 28 105786 22321 and 14 28 105786 23901.

Submitted by Ms. Pamela Quinn, provost, R. Jan LeCroy Center for Educational Telecommunications

PERSONNEL REPORT NO. 50

Consideration of Resignations, Retirements and Phased Faculty Retirement

RESIGNATIONS

Nolte, Lynn (Cedar Valley) Vice President of Instruction September 30, 2008

Johnson, Charles (Eastfield) Visiting Scholar-Instructor, July 31, 2008  
English

RETIREMENTS

Harris, Elizabeth (Bill J. Coordinator, Small Business September 30, 2008  
Priest) Development Training

Carpenter, Robert Instructor, Accounting August 31, 2008  
(Eastfield)

PHASED FACULTY RETIREMENT

Leos, Camilo (Eastfield) Instructor, Math Academic Year 2008-  
2009

Background

Resignations

Dr. Lynn Nolte (Cedar Valley) is resigning to work at an at-home business. Mr. Charles Johnson (Eastfield) is resigning for personal reasons.

Retirements

Ms. Elizabeth Harris (Bill J. Priest) is retiring after serving the district for sixteen years. Mr. Robert Carpenter (Eastfield) is retiring after serving the district for forty-two years.

Phased Faculty Retirement

Mr. Camilo Leos (Eastfield) has declared his participation in the phased faculty retirement program after serving the district for eighteen years.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

PERSONNEL REPORT NO. 51

Approval of Warrant of Appointment for Security Personnel

It is recommended a warrant of appointment be approved for the following College Police/Peace Officer for the period indicated:

NAME	PERIOD OF APPOINTMENT
Williams, Shaun (Cedar Valley) (Full-time)	From 8:00 a.m., September 3, 2008, through termination of DCCCD employment

PERSONNEL REPORT NO. 52

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

JONATHAN HAIGHT (District Service Center) -- \$88,000 per year from September 3, 2008 through August 31, 2009, plus \$235 per month business and travel allowance  
Associate District Director, Information Technology for Strategic Planning, Education Technology and Internet Communications

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

Experience: Information Systems/LAN Support Manager, Cedar Valley College; Information Technology Planning and Development Manager, District Service Center; Dean of Educational and Administrative Technology, North Lake College

JEAN HILL (District Service Center) -- \$58,410 per year from September 1, 2008 through August 31, 2009, plus \$125 per month business and travel allowance  
District Facilities and Interior Designer

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

Experience: Facilities Design Specialist and Senior Facilities Designer, District Service Center

DEBBIE SPECK (District Service Center) -- \$62,212 per year from September 1, 2008 through August 31, 2009, plus \$95 per month business and travel allowance  
District Payroll Manager

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

Experience: College Director Human Resources, Bill J. Priest; District Payroll Accountant and Coordinator of Payroll and Records, District Service Center

NORMA VANLANDINGHAM (District Service Center) -- \$49,914 per year from September 1, 2008 through August 31, 2009, plus \$95 per month business and travel allowance  
District Accounts Payable Manager

Biographical Sketch: Salary based on extensive experience

Experience: Office Manager, Urbach Precision Manufacturing Company, Garland, TX;

Office Manager, Newsom and Carter, Inc., Dallas, TX; Accounts Payable Coordinator and District Accounts Payable Manager, District Service Center

RICK WALKER (LeCroy) -- \$57,888 per year from September 1, 2008 through August 31, 2009, plus \$125 per month business and travel allowance

Producer

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

Experience: College Video Film Maker, Richland College; Director of Cable Production, LeCroy Center and Richland College

LUCINDA GONZALES (Eastfield) -- \$59,708 per year from September 1, 2008 through August 31, 2009, plus \$95 per month business and travel allowance

College Director, Media/Production Services

Biographical Sketch: M.L.A., Southern Methodist University, Dallas, TX; B.S., University of Texas at Austin, Austin, TX

Experience: Manager, Media/Production and Senior Manager, Media/Production, Eastfield College

SHEILA FABRIZE (El Centro) -- \$46,108 per year from September 3, 2008 through August 31, 2009, plus \$125 per month business and travel allowance

Director, Nursing/Allied Health Skills Lab

Biographical Sketch: A.A.S., El Centro College

Experience: Cephalometric Technologist, Baylor College of Dentistry, Dallas, TX; Cardiovascular Technologist, Medical Center of Plano, Plano, TX

REGINA GARNER (Mountain View) -- \$43,558 per year from September 3, 2008 through August 31, 2009, plus \$95 per month business and travel allowance

Director, Career Services

Biographical Sketch: M.Ed., University of North Texas, Denton, TX; B.S., Howard Payne University, Brownwood, TX

Experience: Placement Coordinator/Career Counselor, Vinnell Corporation: North Texas Job Corps, McKinney, TX; Manager of Counseling, Insight Corp: North Texas Job Corps, McKinney, TX

KURT ALBACH (Richland) -- \$55,336 per year from September 1, 2008 through August 31, 2009, plus \$95 per month business and travel allowance

College Director, Media/Production Services

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

Experience: Instructional Associate, Manager, Media Support Services and Manager, Media Production Services, Richland College

#### GRANT-FUNDED APPOINTMENT ADMINISTRATOR

ROBERT LEE (Mountain View) -- \$40,000 per year from September 1, 2008 through August 31, 2009, plus \$95 per month business and travel allowance

Coordinator, Services for Special Populations-Upward Bound



Biographical Sketch: Ph.D., Georgia State University, Atlanta, GA; M.A. and B.A., Howard University, Washington, DC  
Experience: Assistant Dean of Student Development, York College/CUNY, Jamaica, NY; Associate Professor, Fort Valley State University, Fort Valley, GA

#### INTERIM APPOINTMENT ADMINISTRATORS

RODGER BENNETT (Brookhaven) -- \$85,804 per year from September 1, 2008 through August 31, 2009, plus \$235 per month business and travel allowance  
Interim, Vice President of Instruction

Biographical Sketch: M.M. and B.M., Southern Methodist University, Dallas, TX  
Experience: Professor and Chairman, Music Department, Temple College, Temple, TX; Instructional Dean and Executive Dean, Brookhaven College

DONALD HELLSTERN (Eastfield) -- \$62,225 per year from September 3, 2008 through August 31, 2009, plus \$180 per month business and travel allowance  
Interim, Executive Dean

Biographical Sketch: M.S., University of Houston, Houston, TX; B.S., University of Hawaii, Honolulu, Hawaii  
Experience: Adjunct Faculty, Navarro College, Corsicana, TX; Teaching Assistant, Southern Methodist University, Dallas, TX; Full-time Faculty, Eastfield College

CHRISTINA MESSICK (Mountain View) -- \$40,000 per year from September 3, 2008, through February 28, 2009, plus \$95 per month business and travel allowance  
Interim Coordinator, Services for Special Populations-Upward Bound

Biographical Sketch: M.A., New College of California, San Francisco, CA; B.A., Indiana University, Bloomington, IN  
Experience: Counselor, Oaklawn Psychiatric Center, Goshen, IN; Academic Advisor, Mountain View College

#### REGULAR APPOINTMENT FACULTY

STEVEN BROWNE (Cedar Valley) -- \$44,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009  
Instructor, Music

Biographical Sketch: B.S., University of North Texas, Denton, TX  
Experience: Instructor, Teaching Connections, Dallas, TX; Audio Engineer, Big Time Audio, Dallas, TX; Audio Engineer, Chief Lotto Media Group, Dallas, TX

CHRISTINE LOGUE (El Centro) -- \$44,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009  
Instructor, CISCO

Biographical Sketch: M.S., Tarleton State University, Stephenville, TX; B.A., University

of South Carolina, Aiken, SC

Experience: Instructional Associate and Adjunct Faculty, El Centro College; Instructor, Tarrant County College-Northeast Campus, Hurst, TX

EMILY REECE (El Centro) -- \$50,600 (Range F04 – Earned doctorate) Academic Year 2008-2009

Instructor, Nursing

Biographical Sketch: Ph.D. and M.S.N., Texas Woman's University, Denton, TX; B.S.N., Regents College, Albany, NY

Experience: Clinical Examiner, Excelsior College, Albany, NY; Nurse Practitioner, Medical Center of Lewisville, Lewisville, TX; Adjunct Faculty, El Centro College

MARY STRETCHER (El Centro) -- \$44,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Vocational Nursing

Biographical Sketch: B.S.N., Governors State University, University Park, IL

Experience: Head Nurse, Trinity Works, Dallas, TX; Instructor, Everest College, Dallas, TX; Instructor, Concorde Career Institute, Arlington, TX

#### TEMPORARY APPOINTMENT FACULTY

MARK CHAPMAN (Brookhaven) -- \$46,000 (Range F04 - Earned doctorate) Academic Year 2008-2009

Instructor, English

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

Experience: Lecturer I, University of Texas at Dallas, Richardson, TX; Adjunct and Full-time Temporary Faculty, Brookhaven College

STEPHANIE HOLDEN (Brookhaven) -- \$47,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Radiology

Biographical Sketch: M.S., Texas Southern University, Houston, TX; B.S., University of Texas at Arlington, Arlington, TX

Experience: Clinical Coordinator and Adjunct Faculty, El Centro College; Adjunct Faculty, Brookhaven College

RICHARD POST (Eastfield) -- \$40,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Biology

Biographical Sketch: M.S. and B.A., Saint Louis University, St. Louis, MO

Experience: Adjunct Faculty, Collin County Community College District-Central Park Campus, McKinney, TX; Adjunct Faculty, Eastfield and Richland Colleges

RICHARD STEENO (El Centro) -- \$40,000 (Range F04 – Earned doctorate)  
Academic Year 2008-2009

Instructor, Computer Information Technology

Biographical Sketch: J.D., Texas Wesleyan University, Fort Worth, TX; B.S., University of Texas at Arlington, Arlington, TX

Experience: Program Coordinator, Bill J. Priest; District Software Training Manager, District Service Center; Adjunct Faculty, El Centro College

#### VISITING SCHOLAR APPOINTMENT FACULTY

MYESHA APPLEWHITE (Eastfield) -- \$40,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Social Science and Human Services

Biographical Sketch: M.A., University of Nebraska-Lincoln, Lincoln, NE; B.S., Prairie View A&M University, Prairie View, TX

Experience: Instructor/Staff Support, Upward Bound Program, Houston, TX; Lean Non-Residential Case Manager, AIDS Arms Inc., Dallas, TX; Adjunct Faculty, Eastfield College

RAMIRO GUTIERREZ (Eastfield) -- \$40,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Auto Body

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

Experience: Body Shop Supervisor/Trainer, Werner Enterprises, Dallas, TX; Paint/Body and Mechanic, Stevens Transport, Dallas, TX; Adjunct Faculty, Eastfield College

MARILYN ANDERSON (El Centro) -- \$44,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009

Instructor, Radiologic Sciences Program

Biographical Sketch: A.S., University of Arkansas for Medical Sciences, Little Rock, AR

Experience: Instructor, JPS Institute for Health Career Development, Fort Worth, TX; Staff Technologist and Preceptor, Methodist Dallas Hospital, Dallas, TX; Adjunct Faculty, El Centro College

#### RE-EMPLOYMENT OF ADMINISTRATOR

Last Name	First Name	Campus	Title
Pendergrass	Toni	5	Executive Dean, Communications/Math and Student Support

## CORRECTION TO AUGUST 5, 2008 PERSONNEL REPORT

CAROLE MONTGOMERY (Cedar Valley) -- \$36,684

Program Director, Career and Continuing Education

Note: It is recommended that Ms. Montgomery's salary be corrected to reflect the amount listed.

SHELIA SIMON (Cedar Valley) -- \$45,452

Instructor, Marketing, Management and Business

Note: It is recommended that Ms. Simon's salary be corrected to reflect the amount listed.

LEA DAVIS (El Centro)

Instructor, Management

Note: It is recommended that Ms. Davis' contract be corrected from a one-year to a fall semester only contract.

JUANITA HANCOCK-DICKEY (El Centro)

Coordinator, Career Services

Note: It is recommended that Ms. Dickey return to her original Professional Support Staff position effective September 1, 2008.

KETAH HOLMES (El Centro) -- \$36,684

Director, Student Programs and Resources

Note: It is recommended that Ms. Holmes' salary be corrected to reflect the amount shown and her business and travel allowance be adjusted to \$95 per month.

RAMON HERRERA (Mountain View) -- \$36,684

Librarian III

Note: It is recommended that Mr. Herrera's salary be corrected to reflect the amount listed.

## RECLASSIFICATION OF REGULAR APPOINTMENT ADMINISTRATORS

### District Office

DON PERRY from District Director, Workforce Education to Executive District Director, Workforce Education and Compliance. This reclassification involves movement to Band V on the Administrative Salary Schedule. This reclassification includes a salary increase to \$92,201 per year plus an increase in business and travel allowance to \$235 per month. Effective September 1, 2008.

### District Service Center

JOHN KING Director, Risk Management involves movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$67,936 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

### LeCroy Center

ROBERT CROOK from Director of Product Design and Development to Director of Product Design. This reclassification involves movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary of \$92,155 per year plus business and travel allowance of \$150 per month. Effective September 1, 2008.

PATRICIA JENNINGS from Telecommunications Marketing Executive to Project Leader. This reclassification involves movement to Band II on the Administrative Salary Schedule. This reclassification includes a salary increase to \$54,110 per year plus an increase in business and travel allowance to \$125 per month. Effective September 1, 2008.

THERESE ROFFINO from Dean, Resource Development to Dean, Distance Learning Planning and Development. This reclassification involves movement to Band IV on the Administrative Salary Schedule. This reclassification includes a salary increase to \$86,971 per year. Effective September 1, 2008.

### Brookhaven

BARBARA DOTSON from Coordinator, Services to Special Populations to Director, Services to Special Populations. This reclassification involves movement to Band II on the Administrative Salary Schedule. This reclassification includes a salary increase to \$47,156 per year plus an increase in business and travel allowance to \$125 per month. Effective September 1, 2008.

### Eastfield

SHADANA MINGO from Director of Financial Aid to Director, Student Financial Support and Services. This reclassification involves movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$55,517 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

### El Centro

ROBERT GARCIA from College Director, Human Resources III to Executive Director,

Human Resources. This reclassification includes movement to Band IV on the Administrative Salary Schedule. This reclassification includes a salary increase to \$65,832 per year plus an increase in business and travel allowance to \$180 per month. Effective September 1, 2008.

MICHEAL JACKSON from Vice President, Academic Affairs and Student Success to Executive Vice President, Academic Affairs and Student Success. This reclassification includes a salary increase to \$110,472 per year. Effective September 1, 2008.

PYEPER WILKINS from Dean, Resource and Community Development to Executive Dean. This reclassification includes a salary increase to \$72,614 per year. Effective September 1, 2008.

#### Mountain View

TONY HALL from Coordinator, Grants Management and Compliance to Director, Services to Special Populations. This reclassification involves movement to Band II on the Administrative Salary Schedule. This reclassification includes a salary increase to \$53,131 per year plus an increase in business and travel allowance to \$125 per month. Effective September 1, 2008.

WILLIE NEAL from College Director, Human Resources III to Executive Director, Human Resources. This reclassification includes movement to Band IV on the Administrative Salary Schedule. This reclassification includes a salary increase to \$61,170 per year plus an increase in business and travel allowance to \$180 per month. Effective September 1, 2008.

#### Richland

SUSAN BARKLEY from Instructional Dean/Division Chair to Executive Dean 2005. This reclassification includes a salary increase to \$76,972. Effective September 1, 2008.

MICHAEL CRAWFORD from Director of Choral Music to Associate Dean, Performing Arts. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$56,507 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

TANDY DOLLAR from Assistant Dean, Career and Continuing Education to Director, Community Relations. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$61,054 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

KATHRYN EGGLESTON from Vice President, Institutional Effectiveness and Economic Development to Executive Vice President/Chief Operating Officer. This reclassification includes movement to Unbanded on the Administrative Salary Schedule. This reclassification includes a salary increase to \$125,000 per year plus an increase in business and travel allowance to \$405 per month. Effective September 1, 2008.

THALES GEORGIU from Assistant Dean, Developmental Math, Human and Academic Development to Associate Dean, Instructional Support. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$60,821 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

EVA HIGGS-NIXON from Program Administrator II to Associate Dean, Instructional Support. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$55,394 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

REBECCA JONES from Associate Dean, Technical Programs to Associate Dean, Instructional Support. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$65,225 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

DWIGHT RILEY from Associate Dean, Technical Programs to Associate Dean, Instructional Support. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$62,305 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

ANDREW TUBBS from Evening and Weekend Administrator to Associate Dean, Instructional Support. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$66,733 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

GLORIA WASHINGTON from Director, Institutional Effectiveness to Director, Process Support Services. This reclassification includes movement to Band III on the Administrative Salary Schedule. This reclassification includes a salary increase to \$61,568 per year plus an increase in business and travel allowance to \$150 per month. Effective September 1, 2008.

#### TITLE CHANGE ONLY ADMINISTRATORS

### District Office

FRANCES FARIS is recommended for a title change from District Director of Degree Audit to District Director of Academic and Student Records.

ANDREW JONES is recommended for a title change from Vice Chancellor, Educational Affairs to Executive Vice Chancellor, Educational Affairs.

JUSTIN LONON is recommended for a title change from Executive Director, Public and Government Relations to Associate Vice Chancellor, Public and Government Relations.

BETHENY REID is recommended for a title change from Executive District Director, DCCCD Foundation to Associate Vice Chancellor, DCCCD Foundation.

JOYCE WILLIAMS is recommended for a title change from Executive Dean, Program Development, International and Teacher Education to District Director, Workforce Development, Teacher Education and International Programs.

### District Service Center

EDWARD DESPLAS is recommended for a title change from Vice Chancellor, Business Affairs to Executive Vice Chancellor, Business Affairs.

### Eastfield

JAMES BAYNHAM is recommended for a title change from Executive Dean to Associate Vice President of Career and Program Resources.

JOHN EMERY is recommended for a title change from Assistant Dean, Contract Training/Continuing Education to Evening Administrator.

### El Centro

MARY McPHERSON is recommended for a title change from Dean, Health Occupations to Executive Dean.

### Mountain View

SANFORD CORVEY is recommended for a title change from Dean, Educational Resources to Executive Dean.

### North Lake



TERESA ISBELL is recommended for a title change from Director, Institutional Research to Dean, Planning, Research and Institutional Effectiveness.

Richland

ZARINA BLANKENBAKER is recommended for a title change from Dean of Adjunct Faculty and Teacher Preparation to Associate Vice President, Instruction.

DAVID CANINE is recommended for a title change from Vice President, Educational Transitions to Senior Dean, Resource Development.

CINDY CASTANADA is recommended for a title change from Instructional Dean/Division Chair to Executive Dean 2005.

BRENT DONHAM is recommended for a title change from Executive Dean to Associate Vice President, Instruction.

MEHRDAD HAROUTUNIAN is recommended for a title change from Vice President, Corporate Services/Workforce Training to Chief Corporate and Workforce Development Officer.

DONNA WALKER is recommended for a title change from Executive Dean to Associate Vice President for Educational Transitions/Deputy Superintendent, Charter High School.

TITLE CHANGE CORRECTION

PAMELA QUINN from President/Assistant Chancellor to Provost. Effective October 3, 2007.

Regular Appointment Administrators

Mr. Jonathan Haight (District Service Center) (Anglo-American) is recommended to fill a position due to the internal promotion of Sandra Newton. Ms. Jean Hill (District Service Center) (African-American), Ms. Debbie Speck (District Service Center) (Anglo-American), Ms. Norma VanLandingham (District Service Center) (Anglo-American) and Mr. Rick Walker (LeCroy) (American-Indian) are recommended to fill new positions through the regular job evaluation process. Ms. Lucinda Gonzales (Eastfield) (Hispanic) is recommended to fill a new position through the regular job evaluation process. Ms. Sheila Fabrizze (El Centro) (Anglo-American) is recommended to fill a position due to the resignation of Chad Parkhill. Ms. Regina Garner (Mountain View) (Anglo-American) is recommended to fill a new position due to the termination of Kenneth Goffney. Mr. Kurt Albach (Richland) (Anglo-American) is recommended to fill a new position due to the regular job evaluation process.

### Grant-funded Appointment Administrator

Dr. Robert Lee (Mountain View) (African-American) is recommended to fill a new position to meet training program needs for Special Populations.

### Interim Appointment Administrators

Mr. Rodger Bennett (Brookhaven) (Anglo-American) is recommended to fill an interim position due to reassignment of several key administrators. Mr. Donald Hellstern (Eastfield) (Anglo-American) is recommended to fill an interim position due to the death of Dr. Mark Presley. Ms. Christina Messick (Mountain View) (Anglo-American) is recommended to fill a grant-funded interim position in Upward Bound.

### Regular Appointment Faculty

Mr. Steven Browne (Cedar Valley) (Anglo-American) is recommended to fill a position due to the death of Kerby Stewart. Ms. Christine Logue (El Centro) (Anglo-American) is recommended to fill a position due to the transfer of Eliazar Martinez to North Lake College. Dr. Emily Reece (El Centro) (Anglo-American) is recommended to fill a position due to the resignation of Dana Stahl.

### Temporary Appointment Faculty

Dr. Mark Chapman (Brookhaven) (Anglo-American) and Ms. Stephanie Holden (Brookhaven) (African-American) are recommended to fill temporary positions due to increased enrollment. Mr. Richard Post (Eastfield) (Anglo-American) is recommended to fill a temporary position due to the resignation of Jennifer Fernandes. Dr. Richard Steeno (El Centro) (Anglo-American) is recommended to fill a temporary position due to the retirement and resignation of two faculty members.

### Visiting Scholar Appointment Faculty

Ms. Myesha Applewhite (Eastfield) (African-American), Mr. Ramiro Gutierrez (Eastfield) (Hispanic) and Ms. Marilyn Anderson (El Centro) (African-American) are recommended to fill new positions due to increased enrollment.

### Re-employment of Administrator

This item is to recommend the renewal of a previously approved administrator beginning academic year 2008-2009. This incumbent was inadvertently omitted from the earlier list.

Correction to August 5, 2008 Personnel Report

Ms. Carole Montgomery (Cedar Valley) (Anglo-American) and Ms. Shelia Simon (Cedar Valley) (African-American) It is recommended that Ms. Montgomery and Ms. Simon's salary be corrected. Ms. Lea Davis (El Centro) (African-American) It is recommended that Ms. Davis contract be corrected from a one-year to a fall semester only contract. Ms. Juanita Hancock-Dickey (El Centro) (African-American) It is recommended that Ms. Dickey return to her original Professional Support Staff position effective September 1, 2008. Ms. Ketah Holmes (El Centro) (African-American) It is recommended that Ms. Holmes's salary be corrected, including revising her business and travel allowance to \$95. Mr. Ramon Herrera (Mountain View) (Hispanic) It is recommended that Mr. Herrera's salary be corrected.

Reclassification of Regular Appointment Administrators

It is recommended that the following individuals be reclassified on the Administrative Salary Schedule:

District Office

Don Perry (Anglo-American)

District Service Center

John King (Anglo-American)

LeCroy Center

Robert Crook (Anglo-American), Patricia Jennings (American-Indian) and Theresa Roffino (Anglo-American)

Brookhaven

Barbara Dotson (African-American)

Eastfield

ShaDana Mingo (African-American)

El Centro

Robert Garcia (Hispanic), Micheal Jackson (African-American) and Pyeper Wilkins (Anglo-American)

### Mountain View

Tony Hall (African-American) and Willie Neal (African-American)

### Richland

Susan Barkley (Anglo-American), Michael Crawford (Anglo-American), Tandy Dollar (Anglo-American), Kathryn Eggleston (Anglo-American), Thales Georgiou (African-American), Eva Higgs-Nixon (African-American), Rebecca Jones (Anglo-American), Dwight Riley (Anglo-American), Andrew Tubbs (Anglo-American) and Gloria Washington (African-American)

### Title Change Only Administrators

The following administrators are recommended for title changes for 2008-2009

#### District Office

Frances Faris (Anglo-American), Justin Lonon (Anglo-American), Andrew Jones (African-American), Betheny Reid (Anglo-American) and Joyce Williams (African-American)

#### District Service Center

Edward DesPlas (Anglo-American)

#### Eastfield

James Baynham (Anglo-American) and John Emery (Anglo-American)

#### El Centro

Mary McPherson (Anglo-American)

#### Mountain View

Sanford Corvey (Anglo-American)

#### North Lake

Teresa Isbell (Anglo-American)

Richland

Zarina Blankenbaker (Asian), David Canine (Anglo-American), Cindy Castanada (Hispanic), Brent Donham (Anglo-American), Mehrdad Haroutunian (Asian) and Donna Walker (Anglo-American)

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

PERSONNEL REPORT NO. 53

Reclassification of Instructors

In accordance with District policy, the following instructors have met requirements to reclassify on the 2008-2009 Faculty Salary Schedule through the attainment of additional college hours and/or degrees:

<u>NAME</u>	<u>NEW CLASSIFICATION</u>
Mannering, Monique (Brookhaven)	F03
Rutherford, Grace (Brookhaven)	F04
Mewhinney, Christina (Eastfield)	F03
Oliver, Tammy (Eastfield)	F02
Newman, Glynn (Eastfield)	F03
Arandia, Marcos (North Lake)	F04
Branks, Scott (Richland)	F02
Flores, Reynaldo (Richland)	F02
Murphy, Patrick (Richland)	F02
Walters, Jamie (Richland)	F03

Background

In accordance with the District Policy, this recommendation is made to reclassify those individuals who have met the requirements for reclassification on the 2008-2009 Faculty Salary Schedule through the attainment of additional college hours and/or degrees.

Submitted by Mr. Denys Blell, vice chancellor, human and organizational development

INFORMATIVE REPORT NO. 54

Receipt of Business and Corporate Contracts

The following table lists companies with which the colleges have entered into contracts during the past month, courses titles, and the sum of contract amounts.

**BROOKHAVEN COLLEGE - \$13,411**

Ford	Automatic Transmission Diagnosis
Ford	Automatic Transaxle Repair
Ford	Transfer Case & 4X4 Repair
GM	Automatic Transmission Repair
GM	Power Train Repair
GM	4180e Transmission Repair
GM	Aisin Transmission Repair
GM	Vibration Correction
GM	HVAC Repair
City of Farmers Branch	Microsoft Office 2007
City of Farmers Branch	Microsoft Office 2007
Verbacom	Spanish 101-Award CEU's only

**CEDAR VALLEY COLLEGE - \$ 50,489**

American Ace Motorcycle Company	Basic Rider
Best Southwest Professional Employee Development Program	Strategic Planning
Best Southwest Professional Employee Development Program	Introduction to PowerPoint I
Condensed Curriculum International, Inc.	Pharmacy Technician
Federal Correctional Institute	Introduction to Computers
Federal Correctional Institute	Business Math
Federal Correctional Institute	Principles of Selling
Federal Correctional Institute	Customer Relations
Federal Correctional Institute	Principles of Retailing
Federal Correctional Institute	Principles of Management
Federal Correctional Institute	Organizational Behavior
Federal Correctional Institute	Introduction to Business
Federal Correctional Institute	HVAC
Gatlin Educational Services	Intro to Financial Statement
Methodist Health Systems	Excel I
Texas Department of Transportation	Coordination Fee

**EASTFIELD COLLEGE - \$ 24,455**

American Medical Response Ambulance Service, Inc., D/B/A      EMSP 1001; EMSP 1060  
Integra Color      Lean-Green Belt Level  
International Schools, Inc      CVOP 1013 & 1040

**EL CENTRO COLLEGE – \$ 134,620**

Pecan Creek Day School      Food Manager Certification  
Low Birth Weight Development Center      Pre-GED in Spanish  
Concord Church      Microsoft Office 2007  
Parkland Health & Hospital System      Spanish for Medical Personnel  
Parkland Health & Hospital System      Medical Coding  
ECOM Atlantic, Inc      Spanish  
Dallas Sheriff’s Department      Food Manager Certification  
UT Southwestern Medical Center      Emergency Medical Technician  
AT&T Services      Fiber Optic and Wireline Technology  
Automobile Club of Southern California      Sales and Customer Service  
Corporate Express      Lean Manufacturing  
Frito Lay      Operations Management  
Harris Manufacturing      New Product Development  
Mary Kay, Inc.      English Proficiency Assessments  
Mary Kay, Inc.      Lean Manufacturing  
Metalwest      Lean Manufacturing  
Morrison Products, Inc      Lean Manufacturing  
Nestle Waters      Lean Manufacturing  
Pollock Paper      Performance Excellence  
  
Trintech, Inc      Practical Skills for Managers & Supervisors

**MOUNTAIN VIEW COLLEGE – \$ 1,848**

AT&T      Math for Electronics

**NORTH LAKE COLLEGE - \$ 6,119**

Construction Education Foundation      Career  
Dallas Joint Plumbers and Pipefitters      Career



**RICHLAND COLLEGE – \$3,130**

Alliance for Employee Growth & Development	Computer
Chambrel Hill	Emeritus
City of Plano	Professional Development
The Forum	Emeritus
Meadowstone	Emeritus
Presbyterian Village North	Emeritus
Preston Place	Emeritus
RLC Emeritus Program	Materials

**Contracts Reported in 2008-09**

	<u>BHC</u>	<u>CVC</u>	<u>EFC</u>	<u>ECC</u>	<u>MVC</u>	<u>NLC</u>	<u>RLC</u>	<u>Total</u>
September 2008	\$ 13,411	\$ 50,489	\$ 24,455	\$ 134,620	\$ 1,848	\$ 6,119	\$ 3,130	\$ 234,072
October 2008								
November 2008								
December 2008								
January 2009								
February 2009								
March 2009								
April 2009								
May 2009								
June 2009								
July 2009								
August 2009								
<b>Total To Date</b>	<b>\$ 13,411</b>	<b>\$ 50,489</b>	<b>\$ 24,455</b>	<b>\$ 134,620</b>	<b>\$ 1,848</b>	<b>\$ 6,119</b>	<b>\$ 3,130</b>	<b>\$ 234,072</b>

**Contracts Reported in Fiscal Years 2001-02 through 2007-08**

<u>Campus</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>
BHC	\$ 227,110	\$ 240,776	\$ 369,414	\$ 310,983	\$ 272,691	\$ 344,651	\$ 263,919
CVC	115,313	150,814	198,999	563,088	501,655	886,499	804,523
EFC	108,683	186,901	156,515	72,145	125,727	122,943	95,796
ECC	495,808	484,360	555,163	117,300	646,509	312,686	500,707
MVC	289,068	187,826	250,008	202,878	202,246	137,995	164,883
NLC	811,344	1,162,953	791,704	624,729	428,096	424,961	431,473
RLC	438,343	427,108	291,799	343,528	238,414	196,645	173,689
BPI	82,736	248,459	195,066	326,457	115,575 <sup>3</sup>	0	0
<b>Total</b>	<b>\$2,568,405</b>	<b>\$3,089,197</b>	<b>\$2,808,668</b>	<b>\$2,561,108</b>	<b>\$2,530,913</b>	<b>\$2,426,380</b>	<b>\$2,434,990</b>

<sup>3</sup> The Bill J. Priest Institute for Economic Development ceased contract training in October 2005. The Institute subsequently became El Centro College-Bill Priest Campus.

INFORMATIVE REPORT NO. 55

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 July 2008.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

VICE CHANCELLOR OF BUSINESS AFFAIRS  
MONTHLY AWARD AND CHANGE ORDER SUMMARY FOR  
July 2008

**AWARDS:**

11193	Food & Sundries for Childcare Program Price Agreements - EFC Ben E. Keith Foods, Inc.	(2-month estimate) \$10,000.00
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This extension will allow the Purchasing Department sufficient time to rebid this service, complete an evaluation of data and make a recommendation to the Board. The new recommendation is being submitted as the September 2, 2008 agenda.

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11410	Purchase & Installation of Digital Recorder - BHC Vista Com	\$17,782.00
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This award is for the purchase and installation of a digital recorder to replace the current recorder in the Police Dispatch system.

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11433	Stock & Replenish First Aid Supply Cabinets Price Agreement – D-W Zee Medical, Inc.	24-month estimate not to exceed \$23,000.00
-------	--	---

This award is for a price agreement for on-site delivery and restocking of existing first aid supply cabinets located throughout the District with items such as first aid & medical products, comfort tablets, safety products. Bidders were requested to bid a percentage discount from its published list prices for product lines and/or categories.



**CHANGE ORDERS:**

C & M Electrical Contractors, Inc. – BID #- 11311  
Lighting Retrofit – ECC/BJP  
Purchase Order No. B13165  
Change Order No. 1

Change: Added 21 Calendar days with no dollar impact.

Original Contract Amount	\$90,277.00
Change Order Limit/Contingency	0
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	0
Revised Contract Amount	\$90,277.00

Board approved original award 11/06/2007.

---

C & M Electrical Contractors, Inc. – BID #11311  
Lighting Retrofit – ECC/BJP  
Purchase Order No. B13165  
Change Order No. 2

Change: Provides battery back-up for 10 existing light fixtures

Original Contract Amount	\$90,277.00
Change Order Limit/Contingency	0
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	875.00
Revised Contract Amount	\$91,152.00

Board approved original award 11/06/2007.

---

C & M Electrical Contractors, Inc. – BID #11311  
Lighting Retrofit – ECC/BJP  
Purchase Order No. B13165  
Change Order No. 3

Change: Provides and installs 127 Fixtures and Lamps in various offices, elevators and stairwells.

Original Contract Amount	\$90,277.00
Change Order Limit/Contingency	0
Prior Change Order Total Amounts	875.00
Net <b>Increase</b> this Change Order	5,796.31
Revised Contract Amount	\$96,948.31

Board approved original award 11/06/2007.

---

DMI Corp. Decker Mechanical – BID #11333  
Replace Air Handling Unit – RLC  
Purchase Order No. B13189  
Change Order No. 1

Change: Install new duct close to the corridor wall above entry doors and relocate conduit and thermostat in classroom.

Original Contract Amount	\$54,295.00
Change Order Limit/Contingency	0
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	4,194.11
Revised Contract Amount	\$58,489.11

Board approved original award 01/08/2008. This is for RLC project #3, *Progress Report on Construction Projects*.

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Henneberger Construction, Inc. – BID #11309  
Digital Marquees – NLC  
Purchase Order No. 13186  
Change Order No. 1

Change: Construction to include closing the gaps on top and bottom of Marquee signs

Original Contract Amount	\$229,280.00
Change Order Limit/Contingency	0
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	2,879.00
Revised Contract Amount	\$232,159.00

Board approved original award 12/04/2007. This is for NLC project #7, *Progress Report on Construction Projects*.

---

WHF Electrical Contractors, Inc. – BID #11252  
Generator Installation – DSC  
Purchase Order No. 11891  
Change Order No. 1 - Revised

Change: Remove the slab work that has been completed to date and restore the site to its original state.

Original Contract Amount	\$441,500.00
Change Order Limit/Contingency	66,225.00
Prior Change Order Total Amounts	0
Net <b>Increase</b> this Change Order	40,726.00
Revised Contract Amount	\$482,226.00

Board approved original award 07/10/2007. This is for DSC project #1, *Progress Report on Construction Projects*.

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INFORMATIVE REPORT NO. 56

Payments for Goods and Services

This is an indicator report for the M/WBE participation provision in Policy BAA (LOCAL), which the Board of Trustees adopted on April 1, 2008. The policy statement is “The Board intends that the District, in the awarding of contracts for goods and services, shall make competitive opportunities available to all prospective suppliers including but not limited to new businesses, small businesses, and minority and woman-owned business enterprises (M/WBEs).”

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

**Payments for Goods and Services  
September 1, 2007 – August 31, 2008 \***

Ethnicity/Gender	Sept. 07 – Nov. 07		Dec. 07 – Feb. 08		Mar. 08 – May 08	
	1 <sup>st</sup> Qtr		2 <sup>nd</sup> Qtr		3 <sup>rd</sup> Qtr	
	Amount	%	Amount	%	Amount	%
Amer Indian/Alaskan Native	85,197.00	.35	29,310.14	.09	24,364.95	.05
Black/African-American	632,981.67	2.62	2,067,602.26	6.54	3,983,376.06	7.58
Asian Indian	702,129.25	2.90	1,072,666.61	3.39	765,758.00	1.46
Anglo-American, Female	543,505.40	2.25	1,580,279.55	5.00	1,320,153.87	2.51
Asian Pacific	16,026.45	.07	13,740.50	.04	86,845.18	.17
Hispanic/Latino/Mex-American	1,480,838.88	6.12	802,069.56	2.54	4,284,055.25	8.15
Other Female	184,803.78	.76	102,058.31	.32	251,157.66	.48
<b>Total M/WBE</b>	<b>3,645,482.43</b>	<b>15.06</b>	<b>5,667,726.93</b>	<b>17.93</b>	<b>10,715,710.97</b>	<b>20.39</b>
Not Classified	20,554,331.15	84.94	25,934,911.94	82.07	41,829,015.51	79.61
Subtotal for Discretionary Payments	24,199,813.58	100.00	31,602,638.87	100.00	52,544,726.48	100.00
Non-discretionary Payments	5,493,387.75		5,344,815.35		6,349,452.83	
Total Payments	29,693,201.33		36,947,454.22		58,894,179.31	

Ethnicity/Gender	June 30, 08		July 31, 08		August 31, 08	
	Amount	%	Amount	%	Amount	%
Amer Indian/Alaskan Native	115,213.65	.85	14,763.35	.07		
Black/African-American	1,886,463.61	13.96	3,083,789.19	14.28		
Asian Indian	138,729.10	1.03	375,376.61	1.74		
Anglo-American, Female	688,829.92	5.10	355,497.36	1.65		
Asian Pacific	128,547.12	.95	409,288.44	1.90		
Hispanic/Latino/Mex-American	1,435,899.77	10.63	1,356,653.46	6.28		
Other Female	330,558.59	2.45	18,427.79	.09		
<b>Total M/WBE</b>	<b>4,724,241.76</b>	<b>34.97</b>	<b>5,613,796.20</b>	<b>26.00</b>		
Not Classified	8,786,375.80	65.03	15,976,128.20	74.00		
Subtotal for Discretionary Payments	13,510,617.56	100.00	21,589,924.40	100.00		
Non-discretionary Payments	1,843,248.90		2,117,457.59			
Total Payments	15,353,866.46		23,707,381.99			

\*The format for this report includes the first three quarterly reports and two monthly reports for June and July 2008. Starting with the November 4, 2008, report the new year of reporting will be on a monthly basis.



Payments to M/WBEs in Fiscal Years 2000/01 – 2006/07

	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>
Amer Indian/Alaskan Native	16,009	1,985	2,735,072	3,849,775	300,869	976,953	1,098,580
Black/African-American	1,067,785	1,777,088	2,292,519	3,205,921	4,404,239	4,706,496	3,125,284
Asian Indian	789,252	422,606	66,670	148,477	468,352	1,112,483	3,170,023
Anglo-American, Female	1,549,240	1,861,600	1,615,111	1,237,126	5,569,275	4,684,336	3,902,023
Asian Pacific	200,204	193,409	236,225	286,589	995,558	25,793	26,035
Hispanic/Latino/Mex-American	1,120,478	2,214,839	1,019,652	816,123	2,574,890	4,034,906	1,993,010
Other Female	0	14,602	13,991	11,092	33,805	712,096	695,800
HUB	N/A	N/A	N/A	N/A	1,363,959	N/A	N/A
Total paid to M/WBEs	4,742,968	6,486,128	7,979,240	9,555,103	14,346,989	16,253,063	14,010,757
% of all payments	9.00%	9.89%	12.02%	14.33%	22.63%	22.27%	20.07%
Note: Effective September 1, 2004, sources for ascertaining certification were expanded from only NCTRCA to include HUB -State of Texas, DFWMBDC, and WBC - Southwest.							

INFORMATIVE REPORT NO. 57

Progress Report on Construction Projects

The status of all construction projects as of July 31, 2008 is shown on the attached charts.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs

# PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of July 31, 2008

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>BHC</b>																			
1	Renovate cafeteria																		
2	Install access control system																		
3	Recarpet Bldg. B,D,J,T																		
4	Provide acoustical study B304																		
5	Install Scene Shop fire protection																		
6	DCCCD Public Safety Comm Sys																		
<b>Bond Program</b>																			
7	Construct Science bldg																		
8	Expand automotive tech																		
9	Construct Workforce & Continuing Ed bldg with expanded classrooms																		
<b>CVC</b>																			
1	Install theater mezzanine																		
2	Install new kiln																		
3	Repair stairwell Bldg. A																		
4	Subsurface roof moisture																		
<b>Bond Program</b>																			
5	Expand mechanical infrastructure																		
6	Construct Science bldg																		
7	Construct Industrial Tech bldg																		
<b>DO</b>																			
<b>Bond Program</b>																			
1	District Office at 1601 Lamar																		
<b>DSC</b>																			
1	Install emergency generator																		
2	Diversity Renovation																		
3	Remodel Record Mgmt																		
<b>ECC</b>																			
<b>Bond Program</b>																			
1	Develop West Campus																		
2	Back Fill Adaptive Remodel																		
<b>EFC</b>																			
1	Replace lower courtyard																		
2	Reconstruct roadway																		
3	Renovate HVAC Bldg. A, 2 <sup>nd</sup> floor																		
4	Replace drain piping Central Plant floor																		
5	Replace paint booth Bldg. T																		
6	Repair concrete sidewalk																		
7	Repair structural crack in stairwell																		
8	Refurb Paint booth #2																		
9	Remodel Police Offices																		
10	Realign La Prada Drive																		
<b>Bond Program</b>																			
11	Develop South campus																		
12	Expand parking																		
13	Expand mechanical infrastructure																		
14	Build General Classroom																		
15	Remodel vacated space																		
16	Construct Workforce Development																		
17	Construct Parent Child Study Center																		

# PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of July 31, 2008

PROJECTS								DESIGN				CONSTRUCTION							
Project Status		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
18	Construct Industrial Technology Center																		

	<b>LCET</b>																		
1	Renovate server room																		
	<b>MVC</b>																		
1	Replace access control																		
2	Install security cameras																		
	<b>Bond Program</b>																		
3	Build soccer fields & community recreation complex																		
4	Expand mechanical infrastructure																		
5	Construct Science bldg																		
6	Construct Performing Arts bldg																		
7	Remodel vacated space																		
8	Construct Economic & Workforce Center																		
9	Construct Student Center																		
	<b>NLC</b>																		
1	Restore slope Bldg. T																		
2	Remodel & convert old library																		
3	Test and balance HVAC systems																		
4	Install CCTV system																		
5	Retrofit interior lighting																		
6	Replace temporary sidewalk Bldg. A																		
7	Replace existing main entrance signs with digital marquees																		
8	Construct new elevator for Bldg. A																		
9	Relocate above ground fuel tanks																		
10	Improve water filtration gym East wall																		
11	Improve drainage Bldg F entrance																		
	<b>Bond Program</b>																		
12	Develop South campus																		
13	Develop North campus																		
14	Expand mechanical infrastructure																		
15	Construct Science bldg																		
16	Construct General Purpose bldg																		
17	Workforce Development Center																		
18	Remodel vacated space																		
19	Repair structural/waterproofing																		
	<b>RLC</b>																		
1	Replace restroom partitions																		
2	Change door swing																		
3	Replace AHU Hondo bldg																		
4	Replace fire alarms campus-wide																		
5	Install security cameras																		
6	Install 3 solar light poles																		
7	Install new modular bldg																		
8	Revise east entryway Walnut St.																		
9	Replace storefront doors																		
10	Improve soccer field																		

# PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of July 31, 2008

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%
	■ Project Status																		
11	Repair sinkhole south end of lake																		
12	Replace existing wood ADA w/concrete ADA ramps																		
13	Replace ADA Access																		
14	Replace tennis court fencing & gates																		
	<b>Bond Program</b>																		
15	Construct Science bldg & expand parking/mechanical infrastructure																		
16	Renovate Sabine Hall																		
17	Develop Garland Workforce Training Center																		

## COMPLETED PROJECTS<sup>4</sup>

- Replace lower courtyard (EFC)
- Relocate above ground fuel tanks (NLC)
- Renovate server room (LCET)
- Change door swing (RLC)
- Improve soccer field (RLC)

<sup>1</sup> This is the last report on which these projects will appear.

## INFORMATIVE REPORT NO. 58

### Bond Program Report on Projects

The status of planning as of July 31, 2008 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.

Submitted by Mr. Edward DesPlas, vice chancellor of business affairs and Mr. Steven Park, executive director, bond/program management team and Mr. Clyde Porter, associate vice chancellor of facilities management/  
district architect

Brookhaven College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$3,030,342	2,973,192				
<b>Science Building</b> Original Budget: \$29,200,000 Revised Budget: \$46,542,573 Total Awarded: \$40,806,049	0	3,432,921	37,089,291	283,563	274
	Construction Start / End: Dec 07 / Sep 09 Managed by Bond Program Management Team. <b>\$37,089,291 CMAR Guaranteed Maximum Price 01/28/2008.</b>				
<b>Automotive Technology Expansion</b> Original Budget: \$4,000,000 Revised Budget: \$4,534,780 Total Awarded: \$4,060,630	0	352,950	3,656,000	51,680	0
	Construction Start / End: Aug 08 / Jul 09 Managed by Bond Program Management Team.				
<b>Workforce &amp; Continuing Education Building</b> Original Budget: \$8,200,000 Revised Budget: \$7,799,145 Total Awarded: \$6,040,514	0	541,118	5,494,587	4,809	0
	Construction Start / End: Nov 08 / Dec 09 Managed by Bond Program Management Team.				
	July 31, 2008				
<b>Location Summary</b>	<b>Original Budget:</b> <b>60,606,840</b>		<b>Revised Budget:</b> <b>61,906,840</b>		<b>Total Awarded:</b> <b>53,880,385</b>

<b>BHC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>50,192,236</b>	<b>40,160,294</b>	<b>21,019,540</b>	<b>52%</b>	<b>19,140,754</b>	<b>48%</b>



Cedar Valley College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$2,585,342	2,536,582				
<b>Mechanical Infrastructure</b> Original Budget: \$4,306,840 Revised Budget: \$77,810 Total Awarded: \$77,810	0	0	0	77,810	0
Construction Start / End: Apr 08 / Mar 09 Managed by Bond Program Management Team. --Budget and scope included in science, allied health, and veterinary technology building.					
<b>Science, Allied Health, and Veterinary Technology Building</b> Original Budget: \$30,600,000 Revised Budget: \$38,021,487 * Total Awarded: \$32,916,359	0	2,341,837	30,194,547	355,840	24,135
Construction Start / End: Apr 08 / Mar 09 Managed by Bond Program Management Team. <b>\$30,194,547 CMAR Guaranteed Maximum Price 3/17/2008.</b> * \$55,500 added from non-bond program dollars.					
<b>Industrial Technology Building</b> Original Budget: \$6,600,000 Revised Budget: \$13,177,701 Total Awarded: \$11,800,115	0	979,150	10,709,386	111,479	100
Construction Start / End: Dec 07 / Dec 08 Managed by Bond Program Management Team. <b>\$10,709,386 CMAR Guaranteed Maximum Price 12/13/2007.</b> July 31, 2008					
<b>Location Summary</b>	<b>Original Budget: 53,506,840</b>		<b>Revised Budget: 53,862,340</b>		<b>Total Awarded: 47,330,866</b>

<b>CVC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>47,306,351</b>	<b>34,370,605</b>	<b>27,406,885</b>	<b>80%</b>	<b>6,963,720</b>	<b>20%</b>

Eastfield College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$2,825,342	2,565,107				
<b>South Campus</b> Original Budget: \$10,200,000 Revised Budget: \$12,645,887 * Total Awarded: \$9,027,335	0	755,999	7,916,356	110,354	244,626
	Construction Start / End: Aug 07 / Oct 08 Managed by Bond Program Management Team. <b>\$7,916,356 CMAR Guaranteed Maximum Price 4/24/2008.</b> * \$2,499,289 land purchase and \$296,167 demolition.				
<b>Expanded Parking</b> Original Budget: \$1,500,000 Revised Budget: \$0 Total Awarded: \$0	0	0	0	0	0
	Construction Start / End: Aug 09 / Feb 10 Managed by Bond Program Management Team. --Budget and scope included in workforce development building and parent child study center.				
<b>Mechanical Infrastructure</b> Original Budget: \$2,306,840 Revised Budget: \$94,433 Total Awarded: \$94,433	0	0	0	94,433	0
	Construction Start / End: Jul 08 / Oct 09 Managed by Bond Program Management Team. --Budget and scope included in workforce development building.				
<b>Adaptive Remodel</b> Original Budget: \$4,600,000 Revised Budget: \$3,697,599 Total Awarded: \$2,950,517	0	23,880	2,920,037	6,600	0
	Construction Start / End: Jul 09 / May 10 Managed by Bond Program Management Team. --Budget transferred to workforce development building and parent child study center.				

Eastfield College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>General Classroom Building</b> Original Budget: \$17,400,000 Revised Budget: \$14,986,078 Total Awarded: \$12,906,385	0	1,058,965	11,709,770	119,275	18,375
Construction Start / End: Sep 07 / Oct 08 Managed by Bond Program Management Team. <b>\$11,709,770 CMAR Guaranteed Maximum Price 8/9/2007.</b>  --Budget balance transferred to workforce development building and parent child study center.					
<b>Workforce Development Building</b> Original Budget: \$7,100,000 Revised Budget: \$11,309,641 Total Awarded: \$8,875,665	0	735,194	8,052,179	88,292	0
Construction Start / End: Jul 08 / Oct 09 Managed by Bond Program Management Team.					
<b>Parent Child Study Center</b> Original Budget: \$0 Revised Budget: \$7,167,787 Total Awarded: \$6,177,210	0	440,712	5,690,750	45,748	0
Construction Start / End: Aug 08 / Aug 09 Managed by Bond Program Management Team.					
<b>Industrial Technology Center</b> Original Budget: \$0 Revised Budget: \$7,505,960 Total Awarded: \$6,297,250	0	446,607	5,793,958	56,685	0
Construction Start / End: Sep 08 / Nov 09 Managed by Bond Program Management Team.  July 31, 2008					
<b>Location Summary</b>	<b>Original Budget:</b> <b>61,706,840</b>		<b>Revised Budget:</b> <b>60,232,727</b>		<b>Total Awarded:</b> <b>48,893,902</b>

<b>EFC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>47,585,607</b>	<b>28,330,705</b>	<b>19,892,145</b>	<b>70%</b>	<b>8,438,560</b>	<b>30%</b>

El Centro College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$802,034	786,906				
<b>West Campus</b> Original Budget: \$10,200,000 Revised Budget: \$13,664,229 * Total Awarded: \$8,694,100	0	599,729	7,952,700	139,488	2,183
	Construction Start / End: May 08 / May 09 Managed by Bond Program Management Team. <b>\$7,952,700 CMAR Guaranteed Maximum Price 4/30/2008.</b> * \$3,484,907 land purchase and \$530,855 demolition.				
<b>Allied Health and Nursing</b> Original Budget: \$16,100,000 Revised Budget: \$20,592,600 *	0	983,327	11,361,796	351,538	5,429,231
	Construction Start / End: Jan 06 / Aug 07 Managed by Facilities Management. Awarded \$18,125,892 * \$292,600 added from non-bond program dollars.				
<b>Adaptive Remodel</b> Original Budget: \$3,850,000 Revised Budget: \$4,998,646 *	0	342,976	0	0	0
	Managed by Facilities Management. * \$1,000,000 from mechanical infrastructure.				
<b>Paramount Building / Land Acquisition</b> Original Budget: \$11,000,000 Revised Budget: \$11,309,880	Construction: Completed Managed by Facilities Management. Awarded \$11,243,117  July 31, 2008				
<b>Location Summary</b>	<b>Original Budget:</b> 46,990,680	<b>Revised Budget:</b> 51,367,389		<b>Total Awarded:</b> 39,192,991	

<b>ECC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>28,433,573</b>	<b>20,818,274</b>	<b>13,290,668</b>	<b>64%</b>	<b>7,527,606</b>	<b>36%</b>

Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$2,594,564	2,545,628				
<b>Mechanical Infrastructure</b> Original Budget: \$4,491,280 Revised Budget: \$74,000 Total Awarded: \$74,000	0	0	0	74,000	0
	Construction Start / End: Dec 07 / May 09 Managed by Bond Program Management Team. --Budget and scope included in science building and student center and services building. Partial budget transferred to economic and workforce development building.				
<b>Science Building</b> Original Budget: \$15,300,000 Revised Budget: \$17,013,439 Total Awarded: \$15,754,020	0	1,171,350	14,305,212	277,308	150
	Construction Start / End: Dec 07 / Jan 09 Managed by Bond Program Management Team. <b>\$12,948,189 CMAR Guaranteed Maximum Price 11/19/2007.</b>				
<b>Performing Arts Center</b> Original Budget: \$5,700,000 Revised Budget: \$4,435,777 Total Awarded: \$3,990,663	0	278,552	3,668,000	44,111	0
	Construction Start / End: Jul 08 / Apr 09 Managed by Bond Program Management Team. --Partial budget transferred to student center and services building.				



Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Adaptive Remodel</b> Original Budget: \$2,300,000 Revised Budget: \$2,185,000 Total Awarded: \$1,795,006	0	16,050	1,778,956	0	0
Construction Start / End: May 09 / Jan 10 Managed by Bond Program Management Team.					
<b>Economic &amp; Workforce Development Building</b> Original Budget: \$7,600,000 Revised Budget: \$7,716,750 Total Awarded: \$6,616,446	0	525,407	6,079,499	11,540	0
Construction Start / End: Aug 08 / Aug 09 Managed by Bond Program Management Team.					
<b>Student Center and Services Building</b> Original Budget: \$16,500,000 Revised Budget: \$17,871,750 Total Awarded: \$15,408,672	0	1,068,265	14,247,500	92,907	0
Construction Start / End: Jan 08 / May 09 Managed by Bond Program Management Team. <b><i>\$14,247,500 CMAR Guaranteed Maximum Price 01/04/2008.</i></b>					
<b>Athletic and Community Recreation Complex</b> Original Budget: \$5,300,000 Revised Budget: \$9,309,625 *	0	309,075	7,945,758	319,588	0
Construction Start / End: Mar 07 / Apr 08 Managed by Facilities Management. Awarded \$8,574,421 * \$3,009,625 added from non-bond program dollars. July 31, 2008					
<b>Location Summary</b>	<b>Original Budget:</b> 57,191,280		<b>Revised Budget:</b> 61,200,905		<b>Total Awarded:</b> 54,758,856

<b>MVC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>47,673,182</b>	<b>40,022,111</b>	<b>25,625,058</b>	<b>64%</b>	<b>14,397,052</b>	<b>36%</b>

North Lake College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$2,789,534	2,736,922				
<b>South Campus</b> Original Budget: \$10,200,000 Revised Budget: \$14,754,544 * Total Awarded: \$8,907,420	0	638,350	7,977,698	134,578	156,794
	Construction Start / End: Dec 07 / Feb 09 Managed by Bond Program Management Team. <b>\$7,977,698 CMAR Guaranteed Maximum Price 12/04/2007.</b> * \$4,493,873 land purchase and \$587,028 demolition.				
<b>North Campus</b> Original Budget: \$10,200,000 Revised Budget: \$18,842,832 * Total Awarded: \$8,971,670	0	731,031	8,111,025	104,120	25,494
	Construction Start / End: Aug 07 / Sep 08 Managed by Bond Program Management Team. <b>\$8,111,025 CMAR Guaranteed Maximum Price 08/08/2007.</b> * \$9,072,438 land purchase and related cost of \$23,900.				
<b>Mechanical Infrastructure</b> Original Budget: \$1,990,680 Revised Budget: \$76,795 Total Awarded: \$76,795	0	0	0	76,795	0
	Construction Start / End: Nov 07 / Dec 08 Managed by Bond Program Management Team. --Budget and scope included in science and medical professions building.				
<b>Adaptive Remodel</b> Original Budget: \$4,100,000 Revised Budget: \$3,895,000 Total Awarded: \$3,180,556	0	23,980	3,156,576	0	0
	Construction Start / End: May 09 / Jan 10 Managed by Bond Program Management Team.				

North Lake College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Science &amp; Medical Professions Building</b> Original Budget: \$6,800,000 Revised Budget: \$15,156,956 * Total Awarded: \$13,380,729	0	941,613	12,121,726	317,390	0
Construction Start / End: Nov 07 / Dec 08 Managed by Bond Program Management Team. <b>\$12,121,726 CMAR Guaranteed Maximum Price 10/29/2007.</b> * \$165,900 added from non-bond program dollars.					
<b>General Purpose Building</b> Original Budget: \$0 Revised Budget: \$12,460,000 Total Awarded: \$10,834,219	0	851,285	9,864,775	118,159	0
Construction Start / End: Jul 08 / Aug 09 Managed by Bond Program Management Team. <b>\$9,864,775 CMAR Guaranteed Maximum Price 5/29/2008.</b>					
<b>Workforce Development Center</b> Original Budget: \$0 Revised Budget: \$1,722,004 Total Awarded: \$1,512,329	0	148,261	1,304,950	59,118	0
Construction Start / End: Jul 08 / Oct 08 Managed by Bond Program Management Team. * \$121,942 added from non-bond program dollars.					
<b>Structural Repairs</b> Original Budget: \$2,000,000 Revised Budget: \$1,598,295 Total Awarded: \$0	0	0	0	0	0
Construction Start / End: Apr 09 / Oct 09 Managed by Bond Program Management Team. July 31, 2008					
<b>Location Summary</b>	<b>Original Budget:</b> 55,790,680		<b>Revised Budget:</b> 71,295,959		<b>Total Awarded:</b> 49,600,640

<b>NLC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>44,889,528</b>	<b>36,097,044</b>	<b>26,927,331</b>	<b>75%</b>	<b>9,169,712</b>	<b>25%</b>

Richland College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$3,310,342	3,209,570				
<b>Garland Workforce Development Center</b> Original Budget: \$0 Revised Budget: \$15,205,635 * Total Awarded: \$10,754,802	0	899,080	9,576,900	237,809	41,013
Construction Start / End: Nov 07 / Dec 08 Managed by Bond Program Management Team. <b>\$9,576,900 CMAR Guaranteed Maximum Price 11/12/2007.</b> * \$3,214,582 land purchase and \$226,253 demolition. \$2,000,000 added from non-bond program dollars.					
<b>Science Building</b> Original Budget: \$31,600,000 Revised Budget: \$51,481,498 * Total Awarded: \$45,960,462	0	3,534,900	42,029,546	315,640	80,376
Construction Start / End: Nov 07 / Aug 09 Managed by Bond Program Management Team. <b>\$42,029,546 CMAR Guaranteed Maximum Price 2/19/2008.</b> * \$1,600,000 added from non-bond program dollars.					
<b>Adaptive Remodel</b> Original Budget: \$0 Revised Budget: \$4,325,000 Total Awarded: \$3,541,840	0	24,840	3,517,000	0	0
Construction Start / End: May 09 / Jan 10 Managed by Bond Program Management Team. July 31, 2008					
<b>Location Summary</b>	<b>Original Budget:</b> <b>56,006,840</b>	<b>Revised Budget:</b> <b>74,322,475</b>	<b>Total Awarded:</b> <b>63,466,674</b>		

<b>RLC M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>59,839,769</b>	<b>51,933,385</b>	<b>40,384,058</b>	<b>78%</b>	<b>11,549,327</b>	<b>22%</b>

District Office at 1601 S Lamar	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
<b>Location Wide</b> Original Budget: \$0 Revised Budget: \$510,000	500,379				
<b>District Office Relocation</b> Original Budget: \$0 Revised Budget: \$14,675,802 * Total Awarded: \$10,367,578	0	22,000	10,226,208	107,658	11,712
	Construction Start / End: Dec 07 / Nov 08 Managed by Bond Program Management Team. <b><i>\$10,226,208 CMAR Guaranteed Maximum Price 3/5/2008.</i></b> * \$1,829,288 land purchase and \$86,757 demolition. \$1,500,000 added from non-bond program dollars. July 31, 2008				
<b>Location Summary</b>	<b>Original Budget: 10,200,000</b>	<b>Revised Budget: 15,185,802</b>		<b>Total Awarded: 10,867,957</b>	



<b>DO M/WBE Participation</b>						
<b>Location</b>	<b>Total Contracted Dollars</b>	<b>Dollars Allocated</b>	<b>Non-MWBE Dollars</b>	<b>Non-MWBE %</b>	<b>MWBE Dollars</b>	<b>MWBE %</b>
<b>Sub-total</b>	<b>10,877,692</b>	<b>10,590,899</b>	<b>8,449,055</b>	<b>80%</b>	<b>2,141,844</b>	<b>20%</b>

<b>Other</b>	
<b>Property Acquisition</b>	Revised budget dollars were \$27,890,120. There is \$195,928 designated of remaining property acquisition budget.
<b>Project Development</b>	Revised budget dollars were \$10,000,000. There is \$9,175,200 now designated of program development costs as needed for project contingencies, particularly those associated with site development for the new campuses.  July 31, 2008

<b>Notes</b>	
<b>Other Professional Services</b>	Examples of 'Other Professional Services' are geotechnical investigation services, civil and utility assessments, construction materials testing service consultants, environmental and hazardous materials consulting services and abatement, roofing consultant services, HVAC testing / adjusting / balancing consultant, and unique professional services (i.e., a theater assessment or LEED green building commissioning services).
<b>Other Awards</b>	Examples of 'Other Awards' are demolition activity, electrical and plumbing work, site cleanup, permits, and fees.
<b>Construction Start and End Dates</b>	Construction start and end dates are subject to change due to weather, process delays, or unforeseen events beyond the scope of the District and the bond program management team.
<b>Financial Analysis</b>	This report is an informative report only.