

**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 (4th floor)

Dallas, TX 75202

Tuesday, October 7, 2008

4:00 PM

AGENDA

- I. Certification of Posting of Notice of the Meeting
- II. Citizens Desiring to Address the Board Regarding Agenda Items
- III. Richland Collegiate High School Status Report
- IV. Declaration of Conflict of Interest (pp. 5-7)
- V. Consideration of Bids
 1. Construction Manager at Risk for Brookhaven College Workforce & Continuing Education Building
 2. Off-Site Reproduction Services and Digital Printing
 3. Column Showers
 4. Digital Language Laboratory
 5. Wayfinding Signage
 6. Sidewalk Improvements
 7. Sidewalk Replacement
 8. Storefront and Door Replacement
 9. Advertising, Newspaper Media
 10. Software License for Nursing Program
 11. Emergency Replacement of Backup Generator System
- VI. Consent Agenda: If a trustee wishes to remove an item from the consent agenda, it will be considered at this time.

Minutes

12. Approval of Minutes of the September 2, 2008 Regular Meeting
13. Approval of Minutes of the September 16, 2008 Audit Committee Meeting

Policy Reports

14. Approval of Resolution Relating to Investment Policy
15. Approval of Revisions to Board Policies Related to Lease of Property, Gifts, Preservation of Documents, Access of Individuals with Disabilities to Electronic Resources, and Other Subjects
16. Approval of Board Policy Regarding the Academic Calendar
17. Adoption of Board Calendar for January 1 – December 31, 2009

Buildings and Grounds Reports

18. Approval of Change Order with WHF Electrical Contractors
19. Approval of Amendment to Agreement with HDR Architecture, Inc.
20. Approval of Amendment to Agreement with Metropolitan Infrastructure PLLC
21. Approval of Agreement with Henneman Engineering, Inc.

Financial Reports

22. Approval of Expenditures for August 2008
23. Presentation of Budget Report for August 2008
24. Acceptance of Gifts
25. Notice of Grant Awards
26. Approval of Broker-Dealers
27. Approval of Fourth Amendment to Interlocal Agreement of July 2004 with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, and Dallas County Schools District
28. Approval of Agreement with Dallas CBD Enterprises, Inc.
29. Approval of Membership in North Central Texas Regional Certification Agency
30. Approval of Agreement with MGI Investigations
31. Approval of Agreement with American Animal Hospital Association (AAHA)
32. Approval of Agreement with Condensed Curriculum International, Inc.
33. Approval of Interlocal Agreement with Texas Department of Transportation (TxDOT) - Texas Business Opportunity Development Center
34. Approval of Agreement with Bishop Lynch High School
35. Approval of Interlocal Agreement with The Dallas County Hospital District
36. Approval of Agreement with Schneider Training Academy
37. Approval of Agreement with International Schools
38. Approval of Interlocal Agreement with Dallas County Personnel Civil Service
39. Approval of RCHS Funds to Support Expenditures Related to the

RCHS/Le Lycee Ameth Fall Senegal Seminar in St. Louis, Senegal,
West Africa

VII. Individual Items

40. Consideration of Resignations
41. Approval of Warrants of Appointment for Security Personnel
42. Employment of Contractual Personnel
43. Reclassification of Instructors

VIII. Informative Reports

44. Receipt of Business and Corporate Contracts
45. Presentation of 4th Quarter Investment Transactions
46. Presentation of 3rd Quarter Financial Statements
47. Monthly Award and Change Order Summary
48. Payments for Goods and Services
49. Progress Report on Construction Projects
50. Bond Program Report on Projects

IX. Questions/Comments from the Board and Chancellor

X. Citizens Desiring to Appear Before the Board

- XI. 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.

XII. Adjournment of Regular Meeting

**CERTIFICATION OF POSTING OF NOTICE OCTOBER 7, 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 3rd day of October, 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 3rd day of October, 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

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 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.

A Photo Identification
ABC Auto Parts, Ltd.
Abentrix, Inc.
ADCO Decal & Sign Co, Inc
Admiral Construction Co.
Advanced Paving Co.
Allied Builders, Inc.
American Animal Hospital Association
Anachem Corporation
Artneedle Cap & Gown
B & B Concrete Sawing
Banc of America Securities LLC
Bishop Lynch High School
Blue Eon Solutions, LLC
Cantor Fitzgerald L. P.
Carolina Biological Supply Co.
Cawley Digital ID
CDW Government, Inc.
City of Dallas
City of Farmers Branch
Coastal Securities L.P.

Collegenet, Inc
Color ID, LLC
Condensed Curriculum International, Inc.
Continental Truck Driver Training & Education School
County of Dallas
Cynmar Corporation
Dallas CBD Enterprises, Inc.
Dallas County Hospital District
Dallas County Personnel Civil Service
Dallas County Schools
Dallas County Schools District
Dallas Door and Supply Co.
Dallas Independent School District
Dallas Morning News
DCC, Inc.
Deutsche Bank Securities Inc.
Ed2Go, Inc.
Ezappt.com
Fast Signs Mesquite
FedEx Kinko's Office and Print Services, Inc.
Gatlin Educational Services
GC Pro (Guitar Center Professional)
Gilbert Construction, Inc.
Guidance Software, Inc.
HALO Protection Services
Henneman Engineering, Inc.
Herff Jones, Inc.
ID Wholesaler
Identisys, Inc
Innova Corp
Intelligent Interiors, Inc.
International Schools
International Schools Professional Driver Training
Johnson Scientific, Inc.
Jostens, Inc.
Lehman Brothers Inc.
Marks Plumbing Parts
Mart, Inc.
MEDS Publishing
MGI Investigations
Midway Auto Supply
Multimedia Learning Systems, LLC
Muriel Siebert & Co., Inc.

National Environmental, Inc. dba Buy Indian Medical
North Central Texas Regional Certification Agency
Office Max Enterprise
Overnight Press
Products Unlimited
Q2 Marketing Group
Quark Enterprises
RBC Dain Rauscher Corporation
Redrock Software Company
Reprographic Consultants
Ricoh America
Romar Supply
Schneider Training Academy
SimplexGrinnel LP
Software Express, Inc.
Sound Productions, Inc.
Sterene, Agee & Leach, Inc.
Teaching Systems, Inc.
Teter's Faucet Parts
Texas Handgun Academy
Texas Seg LLC
Texas State Technical College
TexPool
TexStar
Texas Department of Transportation
The Trevino Group
Thermo Fisher
TMTelevision
Vendigm, LLC
Walton Johnson & Company
Ward's Natural Science
Wylie Plastering
Zogotech

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

CONSIDERATION OF BIDS

Tab No.	Bid No.	Title and Vendor(s)	Location	Amount
1	11219	Construction Manager at Risk for Brookhaven College Workforce & Continuing Education Building Phillips May Construction	BHC	\$805,413
2	11420	Off-Site Reproduction Services and Digital Printing Over Night Press Ricoh America	D-W	(35-mo. estimate) \$540,000
3	11446	Column Showers Teter's Faucet Parts	RLC	\$30,490
4	11447	Digital Language Laboratory Multimedia Learning Systems, LLC	BHC	\$79,114
5	11453	Wayfinding Signage Intelligent Interiors, Inc.	ECC	\$37,937
6	11454	Sidewalk Improvements Advanced Paving Company	EFC	\$137,532
7	11457	Sidewalk Replacement Mart, Inc.	NLC	\$99,200
8	11459	Storefront and Door Replacement Dallas Door and Supply Company	RLC	\$189,500
9	---	Advertising, Newspaper Media Dallas Morning News	D-W	(2-year estimate) \$2,400,000
10	---	Software License for Nursing Program Meds Publishing	BHC & MVC	(11-mo. estimate) \$30,000
11	---	Emergency Replacement of Backup Generator System	LCET	Estimated Cost \$600,000

Submitted by Mr. Philip Todd, district director of purchasing

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AMENDMENT OF AWARD – RFP NO. 11219-06
(Tab 1) CONSTRUCTION MANAGER AT RISK FOR THE BROOKHAVEN COLLEGE WORKFORCE & CONTINUING EDUCATION BUILDING

RECOMMENDATION FOR AMENDMENT TO AWARD:

At its May 1, 2007 meeting, the board approved the award of seven CMAR contracts based on “not to exceed” construction budgets. The award included the Brookhaven College Workforce and Continuing Education Building. As provided in the original award, board approval is required for any increase in the construction budget. Administration recommends increasing the “not to exceed” construction budget for the referenced project as noted on the attached sheet titled “Amended Construction Budget”. The construction manager-at-risk will base their phase I Guaranteed Maximum Price (GMP) on the revised construction budget.

Since the initial construction budget was established, there have been significant increases in the cost of steel, concrete, and numerous other construction materials. To avoid scaling back the scope of the project and construct the building as planned, it is necessary to increase the construction budget.

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.

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 construction budget amount unless specifically approved by the board of trustees.

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

FUNDING: 2004 Bond Program funds

AMENDED CONSTRUCTION BUDGET

Company	College	Project	Original Award	Previously Approved Amendments to the Construction Budget	Proposed Increase	Amended Construction Budget
Phillips May Construction	BHC	Workforce & Continuing Education	\$5,494,587	0	\$805,413	\$6,300,000

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11420
 (Tab 2) OFF-SITE REPRODUCTION SERVICES AND DIGITAL PRINTING
 PRICE AGREEMENT, DISTRICT-WIDE
 OCTOBER 8, 2008 THROUGH AUGUST 31, 2011

RESPONSE: Requests for proposals were sent to 21 companies, and seven proposals were received from:

	Estimated Cost for 18 Types of Printing
Overnight Press	\$239,000
Ricoh America	\$382,000
Office Max Enterprise	\$444,000
Reprographic Consultants	\$496,000
FedEx Kinko's Office and Print Services, Inc.	\$509,000
Innova Corp	\$554,000
Q2 Marketing Group	\$688,000

RECOMMENDATION FOR AWARD:

Overnight Press	(35- month estimate)
Ricoh America	\$540,000

BEST PROPOSALS

COMMENTS: This award is to provide off-site reproduction of a variety of page sizes in either black or color images, large and small format digital printing of posters and brochures, plus bindery and finishing services.

Award to two bidders is recommended in order to optimize campus flexibility regarding timing of project delivery, pricing, and vendor capabilities due to the variation in project quantities, paper types and sizes, as well as other services which may be required to provide the finished product. The estimate is based on past expenditures by the district for this service.

Proposals were evaluated based on the following key criteria as set forth in the request for proposal: (a) service capability, quality control program, personnel, facilities, financial stability, technical and equipment resources, (b) performance history and demonstrated experience as judged by district evaluators, (c) economic considerations based upon a schedule of fees for prescribed printing needs, and (d) clarity and completeness of proposals.

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

FUNDING: Funding is budgeted in various campus divisions.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11446
(Tab 3) COLUMN SHOWERS
RICHLAND COLLEGE

RESPONSE: Requests for bids were sent to 22 companies, and three bids were received.

COMPARISON OF BIDS:

Teter's Faucet Parts	\$30,490.00
Marks Plumbing Parts	\$30,816.44
Romar Supply	\$30,988.00

RECOMMENDATION FOR AWARD:

TETER'S FAUCET PARTS	\$30,490
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LOW BID

COMMENTS: This award is for the purchase of one five-person shower column to be installed in the men's locker room, and one six-person shower column to be installed in the women's locker room; this is being done to modernize the facilities, with installation of these units to be done by campus staff.

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

FUNDING: Funds are budgeted in account #24401 in division 11-08-809000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11447
(Tab 4) DIGITAL LANGUAGE LABORATORY
BROOKHAVEN COLLEGE

RESPONSE: Requests for bids were sent to nine companies, and two proposals were received.

COMPARISON OF PROPOSALS:

Teaching Systems, Inc.	\$74,374.07
Multimedia Learning Systems, LLC	\$79,114.00

RECOMMENDATION FOR AWARD:

Multimedia Learning Systems, LLC	\$79,114.00
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BEST PROPOSAL

COMMENTS: This award is to provide and install a digital foreign-language laboratory to replace the existing analog lab which was purchased in 1991, has become obsolete, and is no longer supportable.

In the opinion of the evaluators, the recommended system fully meets specified hardware and software compatibility requirements for the foreseeable future, including Blackboard. Instructor control of class sessions is judged to be better, the equipment more reliable, and local support deemed superior.

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

FUNDING: Funds are budgeted in division 11-02-401016.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11453
(Tab 5) WAYFINDING SIGNAGE
EL CENTRO COLLEGE

RESPONSE: Requests for bids were sent to 64 companies, and three bids were received.

COMPARISON OF BIDS:

Intelligent Interiors, Inc.	\$37,937.00
ADCO Decal & Sign Co, Inc	\$42,944.00
Fast Signs Mesquite	\$43,620.69

RECOMMENDATION FOR AWARD:

INTELLIGENT INTERIORS, INC.	\$37,937.00
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LOW BID

COMMENTS: This award consists of the removal of the existing wayfinding signage and installation of 77 new signs campus-wide. Included are wall and column mounted signs, also overhead and attic stock signage for future use.

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

FUNDING: Funds are budgeted in account #22321 in division 11-05-802007.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11454
 (Tab 6) SIDEWALK IMPROVEMENTS
 EASTFIELD COLLEGE

RESPONSE: Of ten companies that attended the mandatory prebid meeting, six bids were received.

COMPARISON OF BIDS:

Advanced Paving Co.	\$137,532.00
B & B Concrete Sawing	\$138,600.00
Allied Builders, Inc.	\$146,400.00
Admiral Construction Co.	\$152,097.55
The Trevino Group	\$153,806.00
Vendigm, LLC.	\$153,880.00

RECOMMENDATION FOR AWARD:

ADVANCED PAVING COMPANY	\$137,532.00
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LOW BID

COMMENTS: This project is for the removal/replacement of 28 selected sections of concrete sidewalks which are not code compliant, are broken, or pose a trip hazard due to shifting soils.

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

FUNDING: Funds are budgeted in account #23641 in division #11-04-809000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11457
(Tab 7) SIDEWALK REPLACEMENT
NORTH LAKE COLLEGE

RESPONSE: Of 12 companies that attended the mandatory prebid meeting, four bids were received.

COMPARISON OF BIDS:

Mart, Inc.	\$99,200.00
Gilbert Construction, Inc.	\$125,000.00
The Trevino Group, Inc.	\$154,093.68
Allied Builders, Inc.	\$168,200.00

RECOMMENDATION FOR AWARD:

MART, INC.	\$99,200.00
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LOW BID

COMMENTS: This project is to construct sidewalks between Building A and the new parking lot adjacent to it; three of the concrete sidewalks will replace asphalt pathways which were installed on a temporary basis to provide students with paved access to the building, while the fourth is a new installation; also included are three additional light poles for increased illumination of the area, plus associated drainage improvements.

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

FUNDING: Funds are budgeted in account #23651 in division #11-07-809000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11459
(Tab 8) STOREFRONT AND DOOR REPLACEMENT
RICHLAND COLLEGE

RESPONSE: Of five companies that attended the mandatory prebid meeting, three bids were received.

COMPARISON OF BIDS:

Dallas Door and Supply Co.	\$189,500
Mart, Inc.	\$315,000
The Trevino Group, Inc.	\$400,079

RECOMMENDATION FOR AWARD:

DALLAS DOOR AND SUPPLY COMPANY	\$189,500
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LOW BID

COMMENTS: This project is for the replacement of 46 doors and 20 associated storefronts in nine buildings; these doors/door frames have become warped and misaligned as a result of at least 25 years of wear and tear, causing the locking mechanisms not to work properly and making it difficult to secure the facilities.

Based on 15% of the awarded amount, a contingency fund of \$28,425 is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

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

FUNDING: Funds are budgeted in account #23641 in division #11-08-809000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD
(Tab 9) ADVERTISING, NEWSPAPER MEDIA
PRICE AGREEMENT, DISTRICT-WIDE
NOVEMBER 1, 2008 THROUGH OCTOBER 31, 2010

BACKGROUND:

This award is for authorization to purchase mass marketing advertising from *The Dallas Morning News*. The district will use the newspaper for its human resources' personnel advertisements, legal advertising of bids and official notices, college marketing, promotional advertising for potential students and special distribution services. This award also includes the purchase of subscriptions for instructional purposes. *The Dallas Morning News* is the most widely distributed newspaper in Dallas County.

To serve and reach the most constituents and/or potential students, it is recommended that authorization be given to the director of purchasing to contract with *The Dallas Morning News* for various newspaper advertising services that require widespread distribution. Because advertisements are ordered and run on an as-needed basis, the exact number of advertisements and expenditures cannot be determined. Furthermore, the cost of each advertisement will vary based on the size and category of the advertisement.

RECOMMENDATION FOR AWARD:

DALLAS MORNING NEWS	(2-year estimate) \$2,400,000
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SOLE SOURCE

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

FUNDING: Funds are budgeted in accounts #23312, #23314, #23961, and #24311 in various divisions.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD
(Tab 10) SOFTWARE AND LICENSE FOR NURSING PROGRAM
PRICE AGREEMENT, BROOKHAVEN AND MOUNTAIN VIEW
COLLEGES
OCTOBER 8, 2008 THROUGH AUGUST 31, 2009

RECOMMENDATION FOR AWARD:

	(11-month estimate)
MEDS PUBLISHING	\$30,000

SOLE SOURCE

COMMENTS: This recommendation is for site licenses and associated software. The software provides nursing students with a review of the National Council Licensure Examination (NCLEX), which they are required to complete prior to beginning practice as entry-level nurses. Students will pay for the test upon enrollment and will take a test at the end of each semester for a cost of \$75 per test.

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

FUNDING: Funds are budgeted in account #86900 in divisions #24-02-939350 and 24-06-939350.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AUTHORIZATION TO AWARD –
(Tab 11) EMERGENCY
REPLACEMENT BACKUP GENERATOR SYSTEM
LECROY

BACKGROUND:

The present backup generator has failed and, because of the nature and extent of the damage, in the opinion of the LeCroy staff and district engineers, replacement is a better solution than repair. The present generator was installed in 2003 and has a history of poor reliability, failures and costly repairs. Accordingly, replacement rather than repair is recommended to help assure reliable operations.

In the event of a power failure, the backup generator system is to provide seamless transfer of power to provide continuous operation of the technology systems located at LCET. At any given time, up to 80,000 users could be accessing the technology systems and any loss of power would be very disruptive. The programs supported at the LeCroy site include: eCampus / Blackboard which is a course management system; the backup computer for the main system located at the District Service Center which operates the Colleague System; all telecommunications equipment including satellite up and down links; and the Telecollege programs.

On a temporary basis, a portable generator is being rented to provide backup power. Diesel for the generator is being purchased under the district's fuel contract. Additionally, a consultant has been engaged to start preparation of the site work and installation specifications

RECOMMENDATION:

Because of the need to move quickly on the replacement, administration recommends that the chancellor or the executive vice chancellor of business affairs be given the authority to award contracts as needed to replace the generator system. The major contracts and estimated costs are as follows:

Equipment rental and fuel for 3 months	\$40,000
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Professional A/E to prepare installation specifications	\$60,000
New system including a generator, UPS system and automatic transfer switch	\$227,000
Site work and installation	\$200,000
Contingency	<u>\$33,000</u>
ESTIMATED TOTAL	\$600,000

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

FUNDING: Funds are budgeted in account #23821 in division 12-28-028914 for rental and in various accounts in division 45-28-949034 for the various segments of the project.

CONSENT AGENDA NO. 12

Approval of Minutes of the September 2, 2008 Regular Meeting

It is recommended that the Board approve the minutes of the September 2, 2008 Board of Trustees Regular Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
SEPTEMBER 2, 2008**

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

Absent: None

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 4:10 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**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 29th 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 29th 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 Budget for 2008-09

There were no citizens desiring to address the Board concerning the budget for 2008-09.

Vice Chair Diana Flores moved and Mr. Bob Ferguson seconded a motion to adjourn the public hearing on the budget for fiscal year 2008-09. Motion passed. Chair Jerry Prater adjourned the public hearing.

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, including mention that RCHS was finalist for Tech Titan of the Year Award in the higher education category.

DCCCD Purchasing Department Recognition

On August 19, 2008, during Minority Enterprise Development week, Mr. David Riehl, Mr. Steve Overby, Mr. Zeno Cox and Ms. Lori Low (from the DCCCD Purchasing Department) received recognition as members of the "Million Dollar Club" at the Mayor's Million Dollar Roundtable. The Board of Trustees and Chancellor Lassiter recognized and congratulated them.

Declaration of Conflict of Interest

There were no declarations of conflict of interest.

Consideration of Bids

Vice Chair Flores moved and Mrs. Kitty Boyle seconded a motion to approve all bids in the Consideration of Bids section of the agenda. Motion passed. (See September 2, 2008, Board Meeting, Consideration of Bids, Agenda Items #1-7, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Consent Agenda

Consent Agenda Items #22-24 were moved to VIII. Individual Items.

Mrs. Boyle moved and Vice Chair Flores seconded a motion to approve all recommendations in the Consent Agenda, #8-49, except recommendations #22-24 (which had been moved to the Individual Items) and recommendations #17, 30 and 45. Motion passed. (See September 2, 2008, Board Meeting, Agenda Items #8-49, except Items #22-24, 17, 30 and 45, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Ms. Charletta Compton moved and Mr. JL Sonny Williams seconded a motion to approve recommendation #17 in the Consent Agenda. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #17, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mr. Ferguson moved and Mrs. Boyle seconded a motion to approve recommendation #30 in the Consent Agenda. Vice Chair Flores, Mrs. Martha Sanchez Metzger and Ms. Compton abstained. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #30, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Ms. Compton moved and Vice Chair Flores seconded a motion to approve recommendation #45 in the Consent Agenda. Chair Prater abstained. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #45, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Individual Items

Mrs. Boyle moved and Mr. Ferguson seconded a motion to approve the Budget for 2008-09, recommendation #22, in the Individual Items section of the agenda. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #22, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Vice Chair Flores moved and Mrs. Boyle seconded a motion to approve the Resolution Levying the Interest and Sinking Component of the Ad Valorem Tax Rate for Tax Year 2008, recommendation #23, in the Individual Items section of the agenda. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #23, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mr. Ferguson moved and Vice Chair Flores seconded a motion to approve the Resolution Levying the Maintenance and Operation Component of the Ad Valorem Tax Rate for Tax Year 2008, recommendation #24, in the Individual Items section of the agenda. Motion passed. (See September 2, 2008, Board Meeting, Agenda Item #24, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Mrs. Boyle moved and Ms. Compton seconded a motion to approve recommendations #50, 51 and 53, in the Individual Items section of the agenda. Motion passed. (See September 2, 2008, Board Meeting, Agenda Items #50, 51 and 53, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Informative Reports

Chancellor Lassiter reviewed the Informative Report, Agenda Item #54. Executive Vice Chancellor Ed DesPlas reviewed the Informative Report, Agenda Items #55-58. (See September 2, 2008, Board Meeting, Agenda Items #54-58, 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

Chancellor Lassiter will provide follow-up information to the Board concerning schedule of RCHS PTA meetings, dollar value of tuition and book costs for RCHS students, members obligations for TACC's building assessment fee and building maintenance, results of an investigation into what factors may have contributed to health enrollment increases in Fall 2008, a definitive list of college statuses with respect to being designated Hispanic Serving Institutions (HSIs), and an answer to Trustee Flores question about allowing tri-chamber employees to participate in DCCCD's employee software training classes.

Ms. Flores asked that the National Community College Hispanic Council's annual leadership symposium be added to the list of pre-approved trips for DCCCD Board members.

Mrs. Boyle asked that software training schedules and job vacancy notices be sent electronically rather than in the weekend packet.

Chancellor Lassiter will also arrange for trustees to tour their new facilities at 1601 S. Lamar as part of the retreat on October 21, 2008, will direct corrective actions for trip hazards Trustee Compton observed at the Paramount Building, and confirm there is furniture at the Paramount Building for persons for whom standard seating is too small.

Ms. Flores advised fellow trustees that although DCCCD is scaling back its financial support for the tri-chamber agreement, the Hispanic Chamber will not scale back with putting DCCCD "front and center."

Mrs. Boyle urged fellow trustees "to do all we can" during the 81st legislative session, noting that due to the Governor's veto of employee health care benefit funding following the 80th session, community colleges now occupy "a place we may not have again."

Citizens Desiring to Appear Before the Board

There were no citizens desiring to appear before the Board.

Executive Session

The Board went into executive session at 5:37 PM as authorized 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; and 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.

At approximately 7:27 PM, the Board re-convened in its regular meeting. Mrs. Metzger excused herself from the meeting because she was late to her son's birthday celebration.

Ms. Compton moved and Mrs. Boyle seconded a motion to approve recommendation #52 in the Individual Items section of the agenda. Motion passed. Ms. Flores asked that her vote against recommendation #52 be recorded in the minutes. (See September 2, 2008, Board Meeting, Agenda Item #52, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Adjournment

Ms. Compton moved and Mr. Ferguson seconded a motion to adjourn the meeting. Motion passed. Chair Prater adjourned the meeting at 7:29 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. 13

Approval of Minutes of the September 16, 2008 Audit Committee Meeting

It is recommended that the Board approve the minutes of the September 16, 2008 Board of Trustees Audit Committee Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
AUDIT COMMITTEE MEETING MINUTES
SEPTEMBER 16, 2008**

Attendees: Ms. Charletta Compton (Committee Chair), Mr. Bob Ferguson, Ms. Diana Flores (Board Vice Chair, left at 1:55 PM), Mrs. Martha Sanchez Metzger (arrived at 1:44 PM), Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

Absent: Mrs. Kitty Boyle


Staff: Dr. Wright Lassiter, Mr. Ed DesPlas, Mr. Justin Lonon, Mrs. Kathryn Tucker and Mr. Robert Young

Guests: Ben Kohnless and staff from Grant Thornton

Committee Chair Ms. Charletta Compton convened the meeting at 12:14 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE SEPTEMBER 16, 2008
AUDIT COMMITTEE 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 12th day of September, 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 12th day of September, 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

Pre-Audit Presentation by Grant Thornton

Mr. Ben Kohnle, Mr. Jim Forson, Ms. Fulya Bayolken and committee members discussed reports to be issued, estimated fees and expenses, audit approach, new auditing standards, and timeline and expectations. Responding to Mr. Kohnle's question to Board members, "Are you aware of any frauds?" Ms. Flores advised she had asked the chancellor to look into reports of two matters: 1) an employee teaching continuing education courses during normal work hours, and 2) faculty receiving supplemental employment contracts in excess of policy and what can reasonably be done.

Special Internal Audit Report on Control Self Assessment Study

Mr. Rafael Godinez and committee members reviewed the results of the Annual Control Self Assessment Survey. Ms. Flores asked Mr. Godinez to include questions about extra-service contracts in the next CSA survey.

3rd Quarter Report from Internal Audit

Mr. Godinez presented the 3rd Quarter Report from Internal Audit and the committee members reviewed the results.

4th Quarter Report from Internal Audit

Mr. Godinez presented the 3rd Quarter Report from Internal Audit and the committee members reviewed the results.

Annual Internal Audit Plan

Committee Chair Compton deferred review of the internal audit plan to the retreat on October 21, 2008.

Review of Investment Policy

Mr. Bob Ferguson moved and Ms. Charletta Compton seconded a motion to present a resolution to the board at its regular meeting on October 7, 2008, evidencing the board has reviewed policy and strategy, as provided by Board Policies CAK (LOCAL). The motion passed.

Report from Investment Officers on Training

Executive Vice Chancellor Ed DesPlas and committee members reviewed the Report from Investment Officers on Training as provided by Board Policies CAK (LEGAL and LOCAL). Mrs. Metzger indicated interest in a refresher course for trustees.

List of Qualified Brokers/Dealers

Mr. Ferguson moved and Ms. Compton seconded a motion to present a financial report to the board of trustees at its regular meeting on October 7, 2008, as provided by Board Policies CAK (LEGAL and LOCAL). Motion passed.

4th Quarter Report on Investment Transactions

Executive Vice Chancellor DesPlas presented the 4th Quarter Investment Transactions to the Audit Committee. Mr. Ferguson moved and Ms. Compton seconded the motion to present an informative report to the board of trustees at its regular meeting on October 7, 2008, as provided by Board Policy CAK (LEGAL). Motion passed.

3rd Quarter Financial Report

Executive Vice Chancellor DesPlas presented the 3rd Quarter Financial Report to the Audit Committee. Mr. Ferguson moved and Ms. Compton seconded the motion to present an informative report to the board of trustees at its regular meeting on October 7, 2008, as provided by Board Policy CDA (LOCAL). Motion passed.

Presentation of Trustee's Travel

Mr. Ferguson moved and Ms. Compton seconded a motion to approve agenda item #12. Motion passed. (See September 16, 2008, Board of Trustees Audit Committee Meeting, Agenda Item #12, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Review of Chancellor's Travel

The committee received the chancellor's travel report.

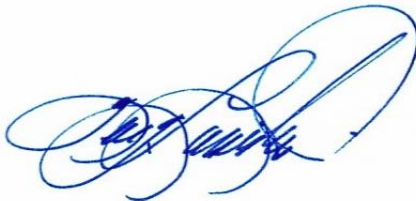
Other Notes from the Meeting

Chancellor Lassiter will provide a table or graph, in future recommendations for audit firm engagements, depicting the trend in independent audit firm fees.

Adjournment

Mr. Ferguson moved and Ms. Compton seconded a motion to adjourn the meeting. Motion passed and the meeting was adjourned at 2:40 PM.

Approved:



Wright L. Lassiter, Jr., Secretary

POLICY REPORT NO. 14

Approval of Resolution Relating to Investment Policy

It is recommended that the resolution reflecting review of the investment policy and strategies be approved, and, that Board Policy CAK (LOCAL) maintain its current wording.

Background

Board Policy CAK (LEGAL), paragraph on ANNUAL REVIEW, states: *The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.*

The Audit Committee reviewed investment policies and strategies on September 16, 2008. Trustees who serve on the Audit Committee are Ms. Charletta Compton, (chair), Mrs. Kitty Boyle and Mr. Bob Ferguson.

There are no recommendations for changes in wording at this time. Maintaining the policy as it currently is stated satisfies the requirement for annual review.

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

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

WHEREAS, the Audit Committee of the Board of Trustees of Dallas County Community College District in its quarterly meeting on September 16, 2008, reviewed the Board's investment policy and strategies; and

WHEREAS, the Audit Committee further recommended no changes to the investment policy, CAK (Local); and

WHEREAS, the Audit Committee's review and recommendation was considered by the Board of Trustees at its regular meeting on October 7, 2008; NOW
THEREFORE,

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

Section 1. That the Audit Committee's review of the Board's investment policy and strategies is accepted and approved.

Section 2. That there are no recommended changes to CAK (Local) by the Audit Committee and its recommendation is accepted and approved.

Section 3. That this resolution is effective upon adoption by the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Jerry M. Prater, Chair
Board of Trustees

ATTEST

By: _____
Wright L. Lassiter, Jr., Secretary to
The Board of Trustees
Dallas County Community College District

POLICY REPORT NO. 15

Approval of Revisions to Board Policies Related to Lease of Property, Gifts, Preservation of Documents, Access of Individuals with Disabilities to Electronic Resources, and Other Subjects

It is recommended that the Board of Trustees amend Board Policy CAL (LOCAL), CAM (LOCAL), CIA (LOCAL), CS (LOCAL), DBD (LOCAL), DH (LOCAL), AND GAB (LOCAL), only as follows:

“APPROPRIATIONS AND REVENUE SOURCES SALE, TRADE OR LEASE OF COLLEGE-OWNED PROPERTY

CAL (LOCAL)

The Board delegates to the Chancellor the authority to negotiate the lease of College District property or office space to another political subdivision or an agency of a state or federal government in accordance with state law.

The Chancellor shall report the terms of any new lease to the Board at the next regular Board meeting.

CAM (LOCAL)

CERTIFICATE OF RECOGNITION

Any bequests, gifts, or donations made by a donor totaling at least \$10,000 within a calendar year shall be acknowledged with a certificate of recognition from the Texas Higher Education Coordinating Board.

CIA (LOCAL)

DOCUMENT DESTRUCTION PRACTICES

The College District shall follow its records management program regarding document destruction. However, the College District shall preserve documents, including electronically stored information, and suspend routine record destruction practices as applicable according to procedures developed by the records management officer:

1. In the event of pending or reasonably anticipated litigation;
2. In the event of an investigation by a federal agency or department or any bankruptcy case; or
3. In the event of a public information request.

Notification shall be given to appropriate staff of any applicable obligations to suspend routine record destruction practices.

WEB SITE POSTINGS

The College District's records management program shall address the length of time documents will be posted on the College District's Web site when the law does not specify a posting period.

CS (LOCAL)

ACCESS BY INDIVIDUALS WITH DISABILITIES

The Chancellor shall develop procedures to ensure that individuals with disabilities have access to the College District's electronic and information resources similar to individuals without disabilities.

DBD (LOCAL)

NONCOLLEGE EMPLOYMENT

An employee shall disclose in writing to the employee's immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the College District.

DH (LOCAL)

UNAUTHORIZED RECORDING

No employee may record, by any means, a conversation of an employee or student unless all the following criteria are met:

1. A legitimate purpose for the recording.
2. A recording device is in plain view.
3. Written authorization from an employee's supervisor.

Secret recordings are strictly prohibited unless authorized in writing by district legal counsel.

A violation of this provision may result in disciplinary action, including termination.

DH (LOCAL)

ARRESTS, INDICTMENTS, CONVICTIONS, AND OTHER ADJUDICATIONS

An employee shall notify the employee's immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony or offense involving moral turpitude.

~~(ARRESTS AND CONVICTIONS~~

~~An employee who is arrested for any felony or any offense involving moral turpitude must report the arrest to the immediate supervisor within three calendar days of the arrest. An employee who is convicted of or receives deferred adjudication for such an offense must also report that event to the immediate supervisor within three calendar days of the event.)~~

GAB (LOCAL)

CHARGING FOR PERSONNEL TIME

After personnel of the College District collectively have spent 36 hours of time producing public information for a requestor during the College District's fiscal year, the College District shall charge the requestor for any additional personnel time spent producing information for the requestor in accordance with law.

LEGAL DEPARTMENT REVIEW

Any employee who receives a written request for information under the Public Information Act, shall send the request immediately by facsimile or electronic means to the District Legal Department for review.

~~(APPLICATION FOR DOCUMENTS~~

~~Persons desiring to review documents maintained by the College District and classified as open records shall submit their requests, in writing, on forms provided by the College District or in any other written manner that sets forth the required information. The application shall properly identify the document, or documents, to be inspected.~~

~~The applicant's name and address must be set forth on the application. A picture identification card, such as a driver's license, may be required to verify identity.~~

~~No employee of the College District shall make any inquiry of a person applying for inspection or copying of public records beyond the purpose of establishing proper identification and a description of the public records being requested, except for student records. [See FJ]~~

~~COORDINATION OF DISCLOSURE PROCEDURES~~

~~The College District public information coordinator shall coordinate the administration of these procedures in the College District office. The College President shall designate a College District official to administer these procedures at the College District.~~

~~Applications shall be handled in the order in which they are received.~~

~~APPROVAL OF APPLICATIONS~~

~~Applications to review documents must be approved by an employee authorized to do so. In the event a request is made for information that the custodian thereof believes to be privileged or nondisclosure under applicable laws, the custodian shall immediately forward such request to the College District legal counsel, who shall ascertain if the previous determination has been made that such information is privileged or nondisclosure.~~

~~DOCUMENTS UNAVAILABLE~~

~~In the event the requested documents are in active use or in storage and, therefore, not available at the time the application to review documents is submitted, the College President or designee shall set forth this fact in writing on the application to the applicant, and set a date and hour at which time the requested materials will be available for inspection.~~

~~DESIGNATED INSPECTION AREA~~

~~Persons inspecting documents may do so only in a designated inspection area, and a College District employee shall be available for assistance.~~

~~COPY LIMIT~~

~~The College District public information coordinator, college presidents, or designee may limit the number of pages that can be copied and supplied during a person's visit, if the number of copies requested is beyond the reasonable capacity of the available personnel and machines. Copies in excess of the number available during a person's visit will be made and mailed to the applicant in the order in which the request is received.~~

~~INSPECTION HOURS~~

~~Documents may be inspected during regular business hours.~~

~~REQUESTS FOR INFORMATION AT A PUBLIC MEETING~~

~~Persons requesting information, in a written form, at a public meeting (Board meeting, hearing, or the like) shall be directed to follow the procedures outlined in this policy.~~

COST OF COPIES

The cost of copies is as follows:

1. ~~For books, brochures, pamphlets, catalogs and similar publications printed in large quantities for the purpose of public distribution, there shall be no charge, unless the Board shall specifically prescribe a charge therefore. The custodian may limit to one the number of such documents per requesting party.~~
2. ~~For readily available information verbally communicated without the expenditure of staff time, there shall be no charge.~~
3. ~~For other printed form information:~~
 - a. ~~Noncertified photographic reproduction of record on standard office copy machines (letter or legal size document only):
8 1/2 x 11 or 8 1/2 x 14 — first page of requested material \$.55;
additional pages of requested material \$.15 per page~~
 - b. ~~Photostatic records (only where document exceeds legal size):
18 x 10 — \$1.25 per page
18 x 12 — \$1.25 per page
18 x 15 — \$1.55 per page
18 x 20 — \$1.55 per page
18 x 24 — \$1.55 per page~~
 - c. ~~Microfilm records:
8 1/2 x 11 or 8 1/2 x 14 — first copy \$.375 per sheet;
additional copies of the same document \$.375 per sheet~~
 - d. ~~Other forms of records or other documents that may be printed or reproduced on office copy machines:
Handbook, manual, or record already printed and available —
first impression — \$.55
each additional impression — \$.05
Handbook, manual, or record not available for sale that has to be reproduced
first impression — \$.55
each additional impression — \$.10
(An impression is one side of a page only)~~
 - e. ~~College District Policies and Procedures Manual \$30~~

4. ~~Computer record banks. The fees charged will be the costs determined to be sufficient to reasonably reimburse the College District for the actual expense of producing the printed or published material requested.~~
5. ~~Cassette tapes. Cassette tapes are up to 60 minutes in length. The fee is \$2 per cassette regardless of the length of recording.~~
6. ~~If the information is mailed, postage is added to the fee.~~
7. ~~The Chancellor may establish the charges for other College District information not otherwise prescribed by this policy, provided that such charges shall not exceed the actual cost of providing the same.)”~~

Effective Date: October 7, 2008

Background

As part of Update 23 to the Policy Manual, these revisions are recommended by the Texas Association of School Boards (TASB) and District Legal Counsel.

CAL (LOCAL)

TASB recommends adding a new policy based upon a new state law that permits leasing of college district property to another governmental entity if a public purpose is served.

CAM (LOCAL)

TASB recommends adding a new provision under CERTIFICATE OF RECOGNITION based upon a new state law that permits the college district to request a certificate of recognition from the Texas Higher Education Coordinating Board for any donor who contributes at least \$10,000 to the college district during a calendar year.

CIA (LOCAL)

TASB recommends adding new provisions under DOCUMENT DESTRUCTION PRACTICES and WEB SITE POSTINGS that deals with preservation of documents, particularly electronic documents, in the event of anticipated litigation, investigation or a public information request and with maintenance of web site postings.

CS (LOCAL)

TASB recommends adding a new provision under ACCESS BY INDIVIDUALS WITH DISABILITIES that authorizes the Chancellor to develop procedures to ensure individuals with disabilities have access to college district electronic and

CORRECTION TO PAGE 42 OF 170 - 10/7/2008 1:08 PM

information resources similar to individuals without disabilities.

DBD (LOCAL)

TASB recommends adding a new provision under NONCOLLEGE EMPLOYMENT that requires an employee to disclose to the employee's supervisor any outside employment which may create a potential conflict of interest with proper discharge of the employee's duties.

DH (LOCAL)

TASB recommends a revision under ARRESTS, INDICTMENTS, CONVICTIONS, AND OTHER ADJUDICATIONS that requires an employee to notify the employee's supervisor of any arrest, indictment, conviction, or other disposition for any felony or offense of moral turpitude.

District Legal Counsel recommends a new provision under UNAUTHORIZED RECORDING that prohibits unauthorized recording of conversations of employees and students without written authorization ~~except under certain circumstances.~~

GAB (LOCAL)

TASB recommends a new provision based upon a new law that allows the college district to charge for personnel time spent producing information requested under the Public Information Act if college district personnel spend more than 36 hours collectively during a year producing information for a requestor. In addition, District Legal Counsel recommends retaining a provision (although rewritten) under LEGAL DEPARTMENT REVIEW that requires an employee who receives a request for information under the Public Information Act to immediately send this request to the Legal Department for review.

Submitted by Mr. Robert Young, district legal counsel

POLICY REPORT NO. 16

Approval of Board Policy Regarding the Academic Calendar

It is recommended that the Board of Trustees adopt EA (LOCAL) as follows:

“EA (LOCAL) SCHOOL YEAR AND CALENDAR

ACADEMIC CALENDAR

The Board shall approve the Academic Calendar annually during the Fall Semester for the next academic year. The Chancellor is authorized to approve subsequent amendments to that calendar.”

Effective Date: October 7, 2008

Background

The proposed policy will provide a consistent timeline for the DCCCD Academic Calendar Committee to develop the annual Academic Calendar for Board approval. Authorizing the Chancellor to approve subsequent amendments to an Academic Calendar will allow DCCCD to comply with current state law or meet local needs.

There was no process in the Policy Manual for approval of the Academic Calendar; therefore, this policy provides for that process.

Submitted by Mr. Robert Young, district legal counsel and Dr. Andrew Jones, executive vice chancellor of education affairs

POLICY REPORT NO. 17

Adoption of Board Calendar for January 1 – December 31, 2009

The Board of Trustees adopts the following schedule of meetings for calendar year 2009. All meetings are on Tuesday.

Date	Time	Type of Meeting
January 6	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
January 20	8 AM–3 PM	Retreat
February 3	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
March 3	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
March 17	3-4:30 PM	Audit Committee Meeting
April 7	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
April 21	3-4:30 PM	Planning and Budget Committee Meeting
May 5	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
May 19	8 AM–3 PM	Retreat
June 2	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
June 16	3-4:30 PM	Audit Committee Meeting
July 7	2-3:45 PM	Executive Session: Chancellor’s Annual Evaluation
	4-5 PM	Regular Business Meeting
July 21	9 AM-3 PM	Planning and Budget Committee Meeting
August 4	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
August 18	4-5 PM	Special Business Meeting for Public Hearing on the Tax Rate (1 of 2) ¹
August 25	4-5 PM	Special Business Meeting for Public Hearing on the Tax Rate (2 of 2) ²
September 1	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
September 15	3-4:30 PM	Audit Committee Meeting
October 6	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
October 20	8 AM–3 PM	Retreat

¹ Date subject to change if indicated by the calendar in the 2009 edition of the State Comptroller’s *Truth-in-Taxation Manual*.

² Same as above; this date subject to change.

November 3	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
November 17	3-4:30 PM	Planning and Budget Committee Meeting
December 1	3-4 PM	Work Session
	4-5 PM	Regular Business Meeting
December 15	3-4:30 PM	Audit Committee Meeting
	4:30-5 PM	Special Meeting to Receive Audited Financial Statements

BUILDING AND GROUNDS REPORT NO. 18

Approval of Change Order with WHF Electrical Contractors

It is recommended that authorization be given to approve change order No. 2 with WHF Electrical Contractors in an amount not to exceed \$247,144 to provide services for moving the generator to a new location, building a screen wall and re-routing conduits at District Service Center

Original agreement	\$441,500
Previous change order(s)	40,726
Change order No.2	<u>247,144</u>
Revised agreement	\$729,370

Background

This DSC project is #1, *Progress Report on Construction Projects*, (Informative Reports section of the agenda). The project for Generator Installation District Service Center Construction was 65% complete as of September 2, 2008.

The Board approved the recommendation for award for bid No. 11252 for installation and providing a 600K dual fuel generator on 07/10/2007. Original contract amount was \$441,500 plus \$66,225 (15%) contingency for a total of \$507,725. The vice chancellor of business affairs was authorized to approve change orders in an amount not to exceed the contingency fund.

The project will be completed by December 31, 2008.

As provided by Board Policy CF (Local), change order No. 1 was approved as follows:

<u>Board Approved</u>	<u>VCBA Approved</u>	<u>Change Order No.</u>	<u>Amount</u>	<u>Revised Contract</u>	<u>Contingency</u>
			\$441,500		\$66,225
	8/14/08	1	40,726	482,226	\$25,499
Pending		2	247,144	729,370	(221,645)

Change order No. 1 provided for removing the slab work that had been completed to date and restored the site to its original state.

Change order No. 2 provides moving the generator to a new location, building a screen wall and re-routing conduits.

This recommendation increases the project cost to \$729,370, which is \$287,870 or 65% over the original amount. Financial resources are budgeted in account #14 - 11-105050-27203.

Submitted by Mr. Ed DesPlas, executive vice chancellor, business affairs and Mr. Clyde Porter, associate vice chancellor of facilities management/district architect

BUILDING & GROUNDS REPORT NO. 19

Approval of Amendment to Agreement with HDR Architecture, Inc.

It is recommended that authorization be given to approve an amendment to the agreement with HDR Architects, Inc. in an amount not to exceed \$240,810 for additional services for Brookhaven College.

Original Agreement	\$2,499,379
Previous Amendment(s)	\$933,542
Amendment	<u>\$240,810</u>
Revised Agreement	\$3,673,731

Background

This BHC project is #7, *Progress Report on Construction Projects*, (Informative Reports section of this agenda). Construction was 30% complete as of 07/31/2008.

The Board approved the original contract with HDR Architects, Inc. July 11, 2006 in the amount of \$2,499,379 for professional architectural and design services for the science and allied health building for Brookhaven College. Amendment 1 was a clarification of agreement wording and added \$840,260 for the preparation of a master plan as required by the City of Farmers Branch and an increase in the size of the science building. Amendment 2 for \$93,282 covered the early site bid package for G building demolition and site rough grading and supplemental services for review of site application for the planning and zoning and city council review and upgrade of the fire lane mandated by the City of Farmers Branch.

Board Approved	VCBA Approved	Change Order No.	Amount	Revised Contract
07/11/06			\$2,499,379	
12/05/06		1	\$840,260	\$3,339,639
02/05/08		2	\$93,282	\$3,432,921
Pending		3	\$240,810	\$3,673,731

Amendment 3 for \$240,810 provides for additional fees for revisions to the entrances of Alpha and McKuen streets as required by the City of Farmers Branch. Revisions to the original scope of work for the K building remodel are required to accommodate the redesign of approximately 10,735 square feet for use as computer labs, which increases the heating, ventilation, and air conditioning (HVAC) load and requires additional electrical capacity. These revisions are required as a result of the City of Farmers Branch requiring all portables to be removed from the campus prior to the issue of a certificate of

occupancy of the science and allied health building. The classes currently held in the portables must be moved to the P building and those classes held in the P building will be moved to the remodeled classrooms in the K building.

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 \$3,673,731, which is \$1,174,352 (46.99%) over the original contract amount. This project is financed by General Obligation Bond Series 2004. Funds are budgeted in architects & engineers account #27211 in division #40-02-970202.

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

BUILDING AND GROUNDS REPORT NO. 20

Approval of Amendment to Agreement with Metropolitan Infrastructure PLLC

It is recommended that authorization be given to approve an amendment in the amount of \$17,086 to the agreement with Metropolitan Infrastructure PLLC for additional services for Retaining Wall Failure at North Lake College.

Background

This NLC project is #1, *Progress Report on Construction Projects*, (Informative Reports section of this agenda). Construction was 65% complete as of 07/31/2008.

The Board approved the original contract with Metropolitan Infrastructure PLLC on 03/12/2007 in the amount of \$35,830. The purpose of the agreement was Slope restoration of Bldg T at North Lake College

<u>Board Approved</u>	<u>VCBA Approved</u>	<u>Amendment no.</u>	<u>Amount</u>	<u>Revised Contract</u>
	03/28/2008	1	6,832.48	42,662.48
Pending		2	17,086.00	59,748.48

Amendment no. 1 in the amount of \$6,832 provides for construction management and reimbursables.

Amendment no. 2 in the amount of \$17,086 provides for engineering, design services and reimbursables for the retaining wall failure.

This recommendation increases the cost to \$59,748.48, which is \$23,918.48 or 66% over the original amount. Financial resources are budgeted in account # 11-07-809000-22201.

Submitted by Mr. Ed DesPlas, executive vice chancellor, business affairs and Mr. Clyde Porter, associate vice chancellor of facilities management/district architect

BUILDING AND GROUNDS REPORT NO. 21

Approval of Agreement with Henneman Engineering, Inc.

It is recommended that authorization be given to approve an agreement with Henneman Engineering, Inc. in an amount not to exceed \$60,600 to provide Professional Electrical Engineering Design Services for the emergency generator at the LeCroy Center for Educational Telecommunications.

Background

The project is for the complete installation of a new emergency generator and UPS system that will provide un-interruptible conditioned electrical power and back up power for the technical spaces that house the servers that support the entire DCCCD.

The facilities management staff pre-qualifies architectural and engineering firms and selected Henneman Engineering, Inc. from its pool of pre-qualified firms. The agreement will be effective as of October 7, 2008. Compensation is to be a fee not to exceed \$60,600; \$40,000 basic services, \$17,800 commissioning fees and reimbursable expenses not to exceed \$2,800.

Financial resources are budgeted in accounts #27212 and 27214 in division #45-28-949034.

Submitted by Mr. Ed DesPlas, executive vice chancellor, business affairs and Mr. Clyde Porter, associate vice chancellor of facilities management/district architect

FINANCIAL REPORT NO. 22

Approval of Expenditures for August 2008

It is recommended that expenditures of \$34,634,227 for August 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.

FINANCIAL REPORT NO. 23

Presentation of Budget Report for August 2008

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

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

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

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

REVENUES & ADDITIONS

Year-to-Date August 31, 2008
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
State Appropriations	\$ 89,473,204	\$ 89,498,204	\$ (25,000)	100.0%	100.0-100.1%	(1)
Tuition	64,643,023	64,742,802	(99,779)	100.2%	94.7-104.1%	
Taxes for Current Operations	119,889,500	120,612,713	(723,213)	100.6%	99.3-103.4%	
Federal Grants & Contracts	981,855	1,035,352	(53,497)	105.4%	83.0-142.2%	
State Grants & Contracts	151,832	153,261	(1,429)	100.9%	n/a	
General Sources:						
Investment Income	6,416,000	6,650,015	(234,015)	103.6%	92.4-141.7%	(2)
General Revenue	2,329,490	2,206,874	122,616	94.7%	n/a	
Subtotal General Sources	8,745,490	8,856,889	(111,399)	101.3%	97.5-139.1%	(3)
SUBTOTAL UNRESTRICTED	283,884,904	284,899,221	(1,014,317)	100.4%	n/a	(4)
Use of Fund Balance & Transfers-in	27,902,033	-	27,902,033	0.0%	n/a	
TOTAL UNRESTRICTED	311,786,937	284,899,221	26,887,716	91.4%	94.2-99.4%	(5)
AUXILIARY FUND						
Sales & Services	6,556,554	5,397,182	1,159,372	82.3%	85.2-115.6%	(6)
Investment Income	309,023	316,024	(7,001)	102.3%	66.1-152.4%	(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	
TOTAL AUXILIARY	12,319,690	10,243,911	2,075,779	83.2%	52.9-119.8%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	23,258,341	25,129,879	(1,871,538)	108.0%	n/a	(8)
SBDC State Match	1,501,733	1,087,898	413,835	72.4%	n/a	
Subtotal State Appropriations	24,760,074	26,217,777	(1,457,703)	105.9%	n/a	(9)
Grants, Contracts & Scholarships:						
Federal	59,071,821	49,007,311	10,064,510	83.0%	n/a	
State	9,318,068	6,475,093	2,842,975	69.5%	n/a	
Local	4,672,495	4,707,769	(35,274)	100.8%	n/a	(10)
Transfers-in	942,019	136,501	805,518	14.5%	n/a	
Subtotal Grants, Contracts & Scholarships	74,004,403	60,326,674	13,677,729	81.5%	n/a	
Richland Collegiate High School	68,372	68,372	-	100.0%	n/a	
TOTAL RESTRICTED	98,832,849	86,612,823	12,220,026	87.6%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,079,322	1,923,232	156,090	92.5%	n/a	
Investment Income	10,000	14,747	(4,747)	147.5%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	1,937,979	151,343	92.8%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 425,028,798	\$ 383,693,934	\$ 41,334,864	90.3%	n/a	

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date August 31, 2008
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 120,392,806	\$ 117,122,785	\$ 3,270,021	97.3%	93.4-102.3%	
Public Service	5,505,588	5,563,823	(58,235)	101.1%	82.3-103.2%	(11)
Academic Support	18,422,532	16,816,966	1,605,566	91.3%	90.6-98.9%	
Student Services	25,529,015	24,164,963	1,364,052	94.7%	94.7-99.7%	
Institutional Support	54,526,762	49,973,163	4,553,599	91.6%	90.6-97.0%	
Staff Benefits	10,090,614	8,008,855	2,081,759	79.4%	68.6-137.6%	
Operations & Maintenance of Plant	28,566,940	26,507,146	2,059,794	92.8%	90.1-103.3%	
Repairs & Rehabilitation	23,747,731	5,644,380	18,103,351	23.8%	39.2-83.1%	(12)
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	
TOTAL UNRESTRICTED	293,494,496	253,802,081	39,692,415	86.5%	90.4-99.5%	(13)
AUXILIARY FUND						
Student Activities	6,752,329	6,104,989	647,340	90.4%	76.6-128.6%	
Sales & Services	4,653,290	3,740,310	912,980	80.4%	74.6-112.8%	
Reserve - Campus	522,176	-	522,176	n/a	n/a	
Reserve - District	244,015	-	244,015	n/a	n/a	
Transfers-out	147,880	144,098	3,782	97.4%	n/a	
TOTAL AUXILIARY	12,319,690	9,989,397	2,330,293	81.1%	79.9-109.2%	
RESTRICTED FUND						
State Appropriations	23,258,341	25,129,879	(1,871,538)	108.0%	98.6-114.7%	(14)
Grants & Contracts	29,551,848	22,128,121	7,423,727	74.9%	n/a	
Scholarships	45,954,288	39,286,451	6,667,837	85.5%	n/a	
Subtotal Grants, Contracts & Scholarships	98,764,477	86,544,451	12,220,026	87.6%	n/a	
Richland Collegiate High School	68,372	68,372	-	100.0%	n/a	
TOTAL RESTRICTED	98,832,849	86,612,823	12,220,026	87.6%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,089,322	1,404,329	684,993	67.2%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	1,404,329	684,993	67.2%	n/a	
SUBTOTAL EXPENDITURES & USES	406,736,357	351,808,630	54,927,727	86.5%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	2,134,765	-	100.0%	86.6-116.4%	
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%	n/a	
Institutional Matching-Contracts/Grants	137,098	152,545	(15,447)	111.3%	50.4-177.1%	
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	
TOTAL TRANSFERS & DEDUCTIONS	18,292,441	16,632,993	1,659,448	90.9%	n/a	
TOTAL EXPENDITURES & USES	\$ 425,028,798	\$ 368,441,623	\$ 56,587,175	86.7%	n/a	

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

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date August 31, 2008
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$ 188,430,935	\$ 183,058,831	\$ 5,372,104	97.1%
Staff Benefits	10,090,614	8,008,855	2,081,759	79.4%
Purchased Services	13,314,511	12,244,707	1,069,804	92.0%
Operating Expenses	69,190,304	45,563,903	23,626,401	65.9%
Supplies & Materials	10,154,671	8,875,227	1,279,444	87.4%
Minor Equipment	4,491,951	4,899,535	(407,584)	109.1%
Capital Outlay	6,729,659	4,563,201	2,166,458	67.8%
Charges	(15,620,657)	(13,412,178)	(2,208,479)	85.9%
SUBTOTAL UNRESTRICTED	286,781,988	253,802,081	32,979,907	88.5%
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	152,545	(15,447)	111.3%
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%
TOTAL UNRESTRICTED	311,786,937	270,435,074	41,351,863	86.7%
AUXILIARY FUND	12,319,690	9,989,397	2,330,293	81.1%
RESTRICTED FUND	98,832,849	86,612,823	12,220,026	87.6%
RICHLAND COLLEGIATE HIGH SCHOOL	2,089,322	1,404,329	684,993	67.2%
TOTAL EXPENDITURES & USES	\$ 425,028,798	\$ 368,441,623	\$ 56,587,175	86.7%

REVENUES & ADDITIONS

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2008			August 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
State Appropriations	\$ 89,473,204	\$ 89,498,204	100.0%	\$ 84,752,747	\$ 84,752,747	100.0%
Tuition	64,643,023	64,742,802	100.2%	61,304,028	62,384,020	101.8%
Taxes for Current Operations	119,889,500	120,612,713	100.6%	110,791,496	112,935,266	101.9%
Federal Grants & Contracts	981,855	1,035,352	105.4%	1,133,870	954,172	84.2%
State Grants & Contracts	151,832	153,261	100.9%	144,642	144,602	100.0%
General Sources:						
Investment Income	6,416,000	6,650,015	103.6%	5,077,543	6,974,061	137.4%
General Revenue	2,329,490	2,206,874	94.7%	2,164,983	2,531,160	116.9%
Subtotal General Sources	8,745,490	8,856,889	101.3%	7,242,526	9,505,221	131.2%
SUBTOTAL UNRESTRICTED	283,884,904	284,899,221	100.4%	265,369,309	270,676,028	102.0%
Use of Fund Balance & Transfers-in	27,902,033	-	0.0%	14,967,133	-	0.0%
TOTAL UNRESTRICTED	311,786,937	284,899,221	91.4%	280,336,442	270,676,028	96.6%
AUXILIARY FUND						
Sales & Services	6,556,554	5,397,182	82.3%	6,621,973	5,855,911	88.4%
Investment Income	309,023	316,024	102.3%	385,322	402,296	104.4%
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%
TOTAL AUXILIARY	12,319,690	10,243,911	83.2%	11,597,228	10,261,646	88.5%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	23,258,341	25,129,879	108.0%	20,959,931	22,611,693	107.9%
SBDC State Match	1,501,733	1,087,898	72.4%	1,365,210	1,418,552	103.9%
Subtotal State Appropriations	24,760,074	26,217,777	105.9%	22,325,141	24,030,245	107.6%
Grants, Contracts & Scholarships:						
Federal	59,071,821	49,007,311	83.0%	65,273,765	45,902,287	70.3%
State	9,318,068	6,475,093	69.5%	7,208,445	6,532,901	90.6%
Local	4,672,495	4,707,769	100.8%	6,488,181	4,744,786	73.1%
Transfers-in	942,019	136,501	14.5%	903,745	736,299	81.5%
Subtotal Grants, Contracts & Scholarships	74,004,403	60,326,674	81.5%	79,874,136	57,916,273	72.5%
Richland Collegiate High School	68,372	68,372	100.0%	285,489	381,564	133.7%
TOTAL RESTRICTED	98,832,849	86,612,823	87.6%	102,484,766	82,328,082	80.3%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,079,322	1,923,232	92.5%	1,045,738	957,220	91.5%
Investment Income	10,000	14,747	147.5%	-	-	0.0%
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	1,937,979	92.8%	1,045,738	957,220	91.5%
TOTAL REVENUES & ADDITIONS	\$ 425,028,798	\$ 383,693,934	90.3%	\$ 395,464,174	\$ 364,222,976	92.1%

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2008			August 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 120,392,806	\$ 117,122,785	97.3%	\$ 118,339,182	\$ 114,336,509	96.6%
Public Service	5,505,588	5,563,823	101.1%	5,651,347	5,106,745	90.4%
Academic Support	18,422,532	16,816,966	91.3%	16,934,565	15,985,432	94.4%
Student Services	25,529,015	24,164,963	94.7%	25,173,405	23,388,787	92.9%
Institutional Support	54,526,762	49,973,163	91.6%	51,218,089	46,168,038	90.1%
Staff Benefits	10,090,614	8,008,855	79.4%	10,171,219	8,379,753	82.4%
Operations & Maintenance of Plant	28,566,940	26,507,146	92.8%	27,238,985	25,531,052	93.7%
Repairs & Rehabilitation	23,747,731	5,644,380	23.8%	9,465,558	3,298,154	34.8%
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
TOTAL UNRESTRICTED	293,494,496	253,802,081	86.5%	267,754,154	242,194,470	90.5%
AUXILIARY FUND						
Student Activities	6,752,329	6,104,989	90.4%	6,332,711	5,643,422	89.1%
Sales & Services	4,653,290	3,740,310	80.4%	4,666,963	4,295,661	92.0%
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	144,098	97.4%	140,800	147,238	104.6%
TOTAL AUXILIARY	12,319,690	9,989,397	81.1%	11,597,228	10,086,321	87.0%
RESTRICTED FUND						
State Appropriations	23,258,341	25,129,879	108.0%	20,959,931	22,611,693	107.9%
Grants & Contracts	29,551,848	22,128,121	74.9%	35,323,332	21,427,704	60.7%
Scholarships	45,954,288	39,286,451	85.5%	45,916,014	37,907,121	82.6%
Subtotal Grants, Contracts & Scholarships	98,764,477	86,544,451	87.6%	102,199,277	81,946,518	80.2%
Richland Collegiate High School	68,372	68,372	100.0%	285,489	381,564	n/a
TOTAL RESTRICTED	98,832,849	86,612,823	87.6%	102,484,766	82,328,082	80.3%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,089,322	1,404,329	67.2%	1,045,738	896,577	85.7%
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	1,404,329	67.2%	1,045,738	896,577	85.7%
SUBTOTAL EXPENDITURES & USES	406,736,357	351,808,630	86.5%	382,881,886	335,505,450	87.6%
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	2,134,765	100.0%	1,894,389	1,894,389	100.0%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching-Contracts/Grants	137,098	152,545	111.3%	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	2,579,232	100.0%
TOTAL TRANSFERS & DEDUCTIONS	18,292,441	16,632,993	90.9%	12,582,288	12,580,350	100.0%
TOTAL EXPENDITURES & USES	\$ 425,028,798	\$ 368,441,623	86.7%	\$ 395,464,174	\$ 348,085,800	88.0%

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

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2008			August 31, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$ 188,430,935	\$ 183,058,831	97.1%	\$ 180,832,475	\$ 176,674,026	97.7%
Staff Benefits	10,090,614	8,008,855	79.4%	10,171,219	8,379,753	82.4%
Purchased Services	13,314,511	12,244,707	92.0%	12,141,434	10,432,137	85.9%
Operating Expenses	69,190,304	45,563,903	65.9%	53,046,390	42,176,626	79.5%
Supplies & Materials	10,154,671	8,875,227	87.4%	9,261,021	8,231,521	88.9%
Minor Equipment	4,491,951	4,899,535	109.1%	4,332,038	5,032,218	116.2%
Capital Outlay	6,729,659	4,563,201	67.8%	7,552,343	3,647,565	48.3%
Charges	(15,620,657)	(13,412,178)	85.9%	(13,144,570)	(12,379,376)	94.2%
SUBTOTAL UNRESTRICTED	286,781,988	253,802,081	88.5%	264,192,350	242,194,470	91.7%
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	1,894,389	100.0%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching - Contracts/Grants	137,098	152,545	111.3%	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	2,579,232	100.0%
TOTAL UNRESTRICTED	311,786,937	270,435,074	86.7%	280,336,442	254,774,820	90.9%
AUXILIARY FUND	12,319,690	9,989,397	81.1%	11,597,228	10,086,321	87.0%
RESTRICTED FUND	98,832,849	86,612,823	87.6%	102,484,766	82,328,082	80.3%
RICHLAND COLLEGIATE HIGH SCHOOL	2,089,322	1,404,329	67.2%	1,045,738	896,577	85.7%
TOTAL EXPENDITURES & USES	\$ 425,028,798	\$ 368,441,623	86.7%	\$ 395,464,174	\$ 348,085,800	88.0%

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 *State Appropriations* has exceeded a 100% of budget due to an increase in state funding to support the Cedar Valley College’s Green Building Program.
- (2) - (3) Actual *Investment Income* has exceeded a 100% of budget due to a
& (7) budget projection based on a conservative yield rate while the market yielded a slightly higher interest rate.
- (4) Actual *SUBTOTAL UNRESTRICTED* has exceeded a 100% of budget due to moderate increases in actual unrestricted revenues.
- (5) Actual *TOTAL UNRESTRICTED* continues to reflect 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.
- (6) Actual *Sales & Services* reflects a lower than normal percent of budget due primarily to a reduction of the revenues from the consortium of UCD and a decline in LCET sales and service receipts due to increasing competition from national growth in distance learning and video courses.
- (8) &
(14) Actual *Insurance & Retirement Match* in the Restricted Funds has exceeded a 100% of budget for revenues and expenditures due to the early receipt of state funding for the reallocation of insurance funds from fiscal year 2007 and the recognition of actual retirement match that was slightly higher than budget.
- (9) Actual *Subtotal State Appropriations* in the Restricted Funds has exceeded a 100% of budget for the reasons listed above for note eight.
- (10) Actual *Local grants* in the Restricted Funds has exceeded a 100% of budget due primarily to the variation in the rate of receipts, expenditures, and transfers because the timing is based on the fiscal

year unique to each contract and grant rather than based on DCCCD's fiscal year.

- (11) Actual *Public Service* has exceeded a 100% of budget due primarily to increased contract training spending.
- (12) & Actual *Repairs & Rehabilitation and Total Unrestricted* continues to
- (13) reflect a lower than normal percent of budget due primarily to deferred maintenance and other initiatives that have not yet been started.

FINANCIAL REPORT NO. 24

Acceptance of Gifts

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

<u>Gifts Reported in October 2008</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
	Chancellor's Council	1	\$100-5,000	1,000
	Programs and Services	2	\$100-5,000	2,619
	Programs and Services	2	\$5,001-50,000	75,000
	Scholarships ³	5	\$100-5,000	12,085
	Scholarships ¹	1	\$50,001-100,000	60,316
	Rising Star Scholarship	2	\$100-5,000	6,000
Total	n/a	13	n/a	157,020

<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	\$0	\$6,000	\$151,020	\$157,020
November 2008				
December 2008				
January 2009				
February 2009				
March 2009				
April 2009				
May 2009				
June 2009				
July 2009				
August 2009				
Total To Date	\$669,921	\$181,000	\$240,020	\$1,090,941

<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
Total	\$3,741,655	\$3,726,872	\$1,763,124	\$1,805,537	\$2,320,893	\$1,093,908	\$1,263,668

³ The "Scholarships" category does not include gifts to the Rising Star program, which are reported as a separate line item.

In September 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	775
Programs and Services	17	44,030
Total	18	44,805

FINANCIAL REPORT NO. 25

Notice of Grant Awards

Grant Awards Reported in October 2008

Source: Gateway to College National Network
Beneficiary: Eastfield College
Amount: \$300,000
Term: October 1, 2008 to December 31, 2011
Purpose: The purpose of the grant is to provide planning and startup activities to support the replication of the Gateway to College program for 300 students at Eastfield College.

Source: National Science Foundation, through a subcontract with Collin County Community College District
Beneficiary: El Centro College – Convergence Technology Center Program
Amount: \$24,653 award increase for Year 5, new award total \$226,503
Term: August 1, 2008 – July 31, 2009
Purpose: The goal of this program is to create a regional remote site to provide video-conferencing and streaming audio/video between campuses.

Source: Texas Education Agency
Beneficiary: Mountain View College – Dropout Recovery Pilot Program
Amount: \$150,000
Term: August 28, 2008 – August 31, 2009
Purpose: To identify and recruit students who have already dropped out of public high schools and provide services designed to enable them to earn a high school diploma or demonstrate college readiness.

Source: Texas Higher Education Coordinating Board
Beneficiary: DCCCD Annual Application Grant (District-wide)

Basic Grant		Reserve Grant	
Total:	\$1,088,111	Total:	\$685,000
Brookhaven	\$ 125,045	Brookhaven	\$ 78,720
Cedar Valley	\$ 157,410	Cedar Valley	\$ 99,095
Eastfield	\$ 159,433	Eastfield	\$100,368
El Centro	\$ 196,763	El Centro	\$123,868
Mountain View	\$ 126,701	Mountain View	\$ 79,762
North Lake	\$ 102,059	North Lake	\$ 64,249
Richland	\$ 209,819	Richland	\$132,088
LeCroy	\$ 10,881	LeCroy	\$ 6,850

Term: September 1, 2008 – August 31, 2009

Purpose: To assist in the planning and implementation of improvements to career and technical education as prescribed under the Carl D. Perkins Career and Technical Education Improvement Act of 2006, the state “Closing the Gaps by 2015” and the requirements of Public Law 109-270 (Perkins IV).

Source: Texas Higher Education Coordinating Board
Beneficiary: DCCCD – North Central Texas Tech Prep Consortium
Amount: \$697,871
Regional Office (DO) \$ 133,583
Dallas Subcenter \$ 237,001
Southern Counties Subcenter \$ 141,072
Tarrant County Subcenter \$ 186,215

Term: September 1, 2008 – August 31, 2009

Purpose: To support, promote and encourage quality educational programs and innovative delivery systems to maximize the effectiveness of linking secondary and postsecondary education, employers and communities to ensure a skilled and educated workforce.

Source: Texas Higher Education Coordinating Board
Beneficiary: Cedar Valley College – College Readiness Special Advisors Program
Amount: \$15,000
Term: August 26, 2008 – August 31, 2010
Purpose: To develop programs which support the participation and success goals in the state’s master plan for higher education.

Source: Texas Higher Education Coordinating Board
Beneficiary: North Lake College – College Readiness Special Advisors Program
Amount: \$15,000
Term: September 9, 2008 – August 31, 2010
Purpose: To develop programs which support the participation and success goals in the state’s master plan for higher education.

Source: Texas Workforce Commission
Beneficiary: Mountain View College – Skills Development Fund Program
Amount: \$525,000
Term: August 31, 2008 – August 30, 2009
Purpose: To provide training to incumbent employees and new hires in the trucking industry at Covenant Transport, U. S. Express and Werner Enterprises.

Source: Texas Workforce Commission
Beneficiary: North Lake College – Skills Development Fund Program
Amount: \$408,637
Term: August 18, 2008 – August 17, 2009

Purpose: To provide health care training to incumbent employees and new hires at HMS Business Services, Inc.

Source: U.S. Department of Education

Beneficiary: DCCCD – Student Support Services Federal TRIO Program

Amount: \$2,011,048 (continuation awards)

<u>College</u>	<u>Increase</u>	<u>New Award Amount</u>
Brookhaven	\$285,570	\$1,099,545
Cedar Valley	\$302,040	\$ 875,988
Eastfield	\$303,519	\$1,168,656
El Centro	\$282,055	\$ 818,027
Mountain View	\$242,183	\$ 932,492
North Lake	\$302,776	\$ 878,122
Richland	\$292,905	\$ 849,495

Term: September 1, 2008 – August 31, 2009

Purpose: The program provides opportunities for academic development, assists students with basic college requirements, and serves to motivate students toward the successful completion of their postsecondary education. The goal of the program is to increase the college retention and graduation rates of its participants and help students make the transition from one level of higher education to the next.

Source: U. S. Department of Education

Beneficiary: Cedar Valley College – Title III Strengthening Institutions Program

Amount: \$400,056

Term: October 1, 2008 – September 30, 2009

Purpose: To assist eligible institutions of higher education to become self-sufficient by providing funds to improve and strengthen their academic quality and institutional management, and fiscal stability.

Source: U. S. Department of Education

Beneficiary: Child Care Access Means Parents In School (CCAMPIS)

Amount: \$137,592 (continuation awards)

<u>College</u>	<u>Increase</u>	<u>New Total</u>
Eastfield	\$48,387	\$145,161
El Centro	\$46,200	\$138,600
Mountain View	\$43,005	\$129,015

Term: October 1, 2008 – September 30, 2009

Purpose: To assist eligible institutions of higher education to become self-sufficient by providing funds to improve and strengthen their academic quality and institutional management, and fiscal stability.

Source: U. S. Department of Education
Beneficiary: Mountain View College – Fund for the Improvement of Postsecondary Education
Amount: \$217,577 award increase, \$605,260 new award total
Term: October 1, 2008 – October 1, 2009
Purpose: To implement a model of Family-Centered, Community-Based Approach to Latino Student Access, Persistence, and Retention programs at Brookhaven, Cedar Valley, El Centro, North Lake and Richland Colleges. Mountain View is the project lead college.

Source: U.S. Department of Education
Beneficiary: Mountain View College – Title V Developing Hispanic-Serving Institutions
Amount: \$699,864 award increase, new award total \$2,599,831
Term: October 1, 2008 – September 30, 2009
Purpose: To assist eligible Hispanic-serving institutions of higher education to expand their capacity to serve Hispanic and low-income students.

<u>Grant Awards Reported in Fiscal Year 2008-09</u>	
September 2008	\$ 915,899
October 2008	7,375,409
November 2008	
December 2008	
January 2009	
February 2009	
March 2009	
April 2009	
May 2009	
June 2009	
July 2009	
August 2009 ¹	
Total To Date	<u>8,291,308</u>

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 ⁴	19,658,023	26,199,861	29,899,662	31,449,815	31,467,783	29,413,886	30,189,339
Total	<u>\$31,575,670</u>	<u>\$46,463,931</u>	<u>\$48,649,756</u>	<u>\$53,586,988</u>	<u>\$49,147,481</u>	<u>\$46,582,796</u>	<u>\$51,523,931</u>

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.

⁴ 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.

FINANCIAL REPORT NO. 26

Approval of Broker-Dealers

It is recommended that the Board of Trustees approve the attached list of broker-dealers, as provided by Board Policy CAK (LEGAL), which states: *The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the College District.*

Background

The Audit Committee reviewed the attached list of brokers/dealers on September 16, 2008.

After reviewing the investment needs of the District for fiscal year 2008-09, the staff recommends no changes to the current list of broker-dealers and investment pools.

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

LIST OF QUALIFIED BROKERS/DEALERS

INVESTMENT POOLS RECOMMENDED FOR CONTINUATION

The investment pools listed in this report, TexPool and TexSTAR, were organized in accordance with The Interlocal Cooperation Act and the Public Funds Investment Act, (Chapters 791 and 2256) of the Texas Government Code. These two acts provide for the creation of public funds investment pools and permit eligible governmental entities to jointly invest their funds in authorized investments.

TexPool: Texas Local Government Investment Pool ("TexPool") was organized in 1989 with the State Comptroller of Public Accounts providing oversight. Lehman Brothers and Federated Investors manage the daily operations of the pool under a contract with the Comptroller. As of July 2008, TexPool has over 2,100 participants and a total invested balance of \$18.4 billion. Of that amount, 46.9% is invested in Repurchase Agreements, and 53.1% in Agency Notes. TexPool's weighted average maturity is 41 days; Standard & Poor's current rating is AAAM.¹

TexSTAR: TexSTAR was created in April 2002 through a contract among its participating governing units. The pool is governed by a board of directors to provide for the joint investment of participants' public funds under their control. TexSTAR is administered by JP Morgan Chase and First Southwest Asset Management, Inc. organized in full compliance with the Texas Public Funds Investment Act. As of July, 2008, TexSTAR has 643 participants and a total invested balance of more than \$5.3 billion. Of that amount, 56.27% is invested in Repurchase Agreements, and 43.73% in Agency Notes. TexSTAR's weighted average maturity is 36 days; Standard & Poor's current rating is AAAM.²

¹ Source: July 2008 TexPool Newsletter

² Source: July 2008 TexSTAR Newsletter

BROKERS/DEALERS

Annually the District performs due diligence on the brokers/dealers that are approved to do business with the District. This is accomplished by researching the record of actions taken by individuals and filed with the National Association of Security Dealers. Each of the following brokers/dealers has been reviewed. None have actions that involve any criminal activity. The actions listed are various lawsuits and arbitrage actions taken by the SEC that are not material in effect.

All brokers/dealers are registered with the Security and Exchange Commission (SEC) and all are members of the National Association of Securities Dealers (NASD). Primary brokers/dealers may perform treasury and federal agency notes transactions and repurchase transactions with the District. Secondary brokers/dealers may perform only treasury and federal agency notes transactions for the District.

Primary

Banc of America Securities LLC: This firm is a subsidiary of Bank of America Corporation (NYSE:BAC), one of the world's leading financial services companies. The company's Global Capital Markets and Investment Banking (GCIB) provide investment banking, equity and debt capital raising, research, trading, risk management, treasury management and financial advisory services. Through offices in 35 countries, GCIB serves domestic and international corporations, institutional investors, financial institutions and government entities.

Deutsche Bank Securities Inc.: The firm is part of the Corporate and Investment Bank unit of German colossus Deutsche Bank. Deutsche Bank is one of the world's leading international financial service providers. With roughly 65,435 employees, the bank serves customers in 73 countries worldwide. More than half of the bank's staff work outside Germany. The bank offers corporate and institutional clients the full product assortment of an international corporate and investment bank. The firm's investment banking activities focus on health care, media, telecommunications, real estate, and technology industries.

Lehman Brothers Inc.: The firm offers investment and merchant banking services, as well as underwriting, equities and fixed income products (bonds and other debt), asset management, institutional sales, and private client services. The firm's alliance with Fidelity Investments gives Fidelity's brokerage clients access to Lehman's investment products. Employees and management own about a third of the company. Assets under management at Lehman's Investment Management Division rose to a record \$175 billion.

Cantor Fitzgerald L. P.: This is a global financial services firm with leading position in the institutional equity and fixed income markets. Founded in 1945 and headquartered in New York City, Cantor Fitzgerald has trading desks in all major worldwide financial centers, 30 worldwide offices and a 2,500 person global workforce.

Secondary

Coastal Securities L.P.: Headquartered in Houston, Texas, Coastal Securities L.P. was founded in 1991 as a broker-dealer of fixed income securities. Coastal Securities L.P. serves as either an underwriter or financial advisor to a variety of public entities. In June 1996, Coastal Securities L.P. acquired another Houston-based securities firm, confirming Coastal's commitment to the fixed income market.

Muriel Siebert & Co., Inc. ("Siebert"): Siebert was one of the first stock brokerage firms in the U.S. to adopt a discounted commission schedule on May 1, 1975, when discounting was first permitted. Siebert conducts its municipal investment banking activities through Siebert, Brandford, Shank & Co., LLC, a separate M/WBE certified affiliate specializing in municipal and financial advisory services. Siebert is based in New York City and recently purchased the retail brokerage accounts of William O'Neill & Co., the Los Angeles-based institutional equities and financial data firm which is the parent company of Investors Business Daily. Siebert has a large well-established retail account base, over 100 employees, and revenues greater than \$25 million a year.

Sterene, Agee & Leach, Inc.: Founded in 1901, Sterne, Agee & Leach, Inc. is a wholly owned subsidiary of Sterne Agee Group, Inc., headquartered in Birmingham, Alabama. Sterne Agee has extended its reach throughout the Southeast, with offices in 17 states. Sterne Agee offers full-service equity and capital markets support.

RBC Dain Rauscher Corporation.: This is a wholly owned subsidiary of Royal Bank of Canada. The company's broker-dealer, RBC Dain Rauscher Inc., serves individual investors and small business owners through offices across the United States, and capital markets and correspondent clients in select U.S. and international markets. In March 2002, RBC Dain Rauscher merged with Tucker Anthony Sutro to form the nation's ninth largest full-service securities firm.

Walton Johnson & Company: The firm is a full service, 100% minority-owned investment banking firm based in Texas. The firm offers a broad range of investment banking services and products, including sales and trading.

FINANCIAL REPORT NO. 27

Approval of Fourth Amendment to Interlocal Agreement of July 2004 with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, and Dallas County Schools District

It is recommended that authorization be given to approve a fourth amendment to an interlocal agreement with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, and Dallas County Schools District to participate in the land bank established by the City of Dallas. The City established the land bank for the purpose of acquiring, holding and transferring vacant real property acquired in a tax foreclosure sale for the development of single-family housing affordable to low-income households. This amendment will refer up to 300 parcels prior to March 31, 2009, and extend the term until September 30, 2009.

Background

The 2003 Texas Urban Land Bank Demonstration Program Act:

- Permits direct sale of qualified tax-foreclosed properties to a municipally created Land Bank;
- Authorizes the Land Bank to assemble tax-foreclosed properties and sell those properties at below market prices to nonprofit and for-profit affordable housing developers; and
- Provides community housing developers with a limited right of first refusal on properties in neighborhoods where they are actively building housing.

The goal of the Dallas Urban Land Bank Demonstration Program is to develop a significant quantity of affordable single-family homes on vacant, tax-delinquent properties within Dallas neighborhoods. During 2008-09, the objective is to acquire up to 300 unproductive, vacant and developable lots in the inner city to be “banked” for affordable housing development. Development of these lots will provide housing for low- and moderate-income homeowners and stabilize distressed communities.

This initiative has been made possible by means of aggressive foreclosure on tax delinquent vacant lots and land banking. With cooperation and assistance from the Dallas taxing entities, including DCCCD, the City of Dallas proposes to continue this local Urban Land Bank Demonstration project to address the dual needs of insufficient affordable housing and older neighborhoods at risk.

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, that relevant provisions of the Board Policy Manual have been observed;
- Approval of the substance of the agreement by Edward M. DesPlas, executive vice chancellor of business affairs.

There are no expenditures to the District for this amendment. Long-term development of these properties is expected to increase assessed valuation, which will favorably impact the District's revenue from local taxes.

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

FINANCIAL REPORT NO. 28

Approval of Agreement with Dallas CBD Enterprises, Inc.

It is recommended that authorization be given to approve an agreement with Dallas CBD Enterprises, Inc., a Texas nonprofit corporation (DCBDE), in an amount not to exceed \$469,000 to provide management and improvement services for the District's downtown locations. The initial term of the contract will run from January 1, 2008 through December 31, 2010, and may be extended for an additional three year period upon written approval by both parties.

Background

The City of Dallas (the City) passed a resolution on August 9, 2006, to authorize and re-establish the Dallas Downtown Improvement District as a Public Improvement District in accordance with Chapter 372 of the Texas Local Government Code. The City entered into a contract for management services and improvements with DCBDE on January 1, 2007. The administration of the Dallas County Community College District feels that the management, services and improvements supplied to the Public Improvement District by DCBDE provide benefits to the DCCCD District as a property owner and therefore recommends participation in this program.

The District has participated in the Dallas Downtown Improvement District with DCBDE since 1997. Until now the amount of annual expenditure was less than \$25,000 per year and the agreement was entered into on a year by year basis. The annual participation amount now is based on a percentage of the assessed value of the DCCCD District's property in the area being benefited, which includes El Centro and its Center for Allied Health (the Paramount Building) and 701 Elm. The first year assessment of \$37,000 is based on \$0.1190 per \$100 of assessed value discounted by approximately 76%.

While the term of the contract starts January 1, 2008, the request for the agreement was received from DCBDE on September 9, 2008, and the first payment is due on or before December 31, 2008.

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, executive vice chancellor, business affairs, that relevant provisions of the *Board Policy Manual* have been observed.

Estimated expenditures are \$169,000 over the initial three-year period and are

capped at \$100,000 per year for each of the three years that the contract can be extended. Financial resources are budgeted in account # 11-11-107080-22321.

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

FINANCIAL REPORT NO. 29

Approval of Membership in North Central Texas Regional Certification Agency

It is recommended that authorization be given to renew membership in the North Central Texas Regional Certification Agency in an amount not to exceed \$36,180 for the period September 1, 2008 through August 31, 2009.

Background

In 1985, The Board of Trustees adopted a simple policy declaration on the subject of outreach to minority, disadvantaged, and woman-owned business enterprises. The statement recognized certification of eligible firms through the Dallas Regional Minority Purchasing Council. This organization became the Dallas/Fort Worth Minority Business Development Council. In 1991, this agency and the City of Dallas, which had been the principal certifying agency for the public sector in Dallas County, discontinued certification programs.

In November 1991, the Board of Trustees approved an interlocal agreement for establishing a North Central Texas Regional Certification Agency with responsibility for performing certification services for participating public entities. DCCCD has been a member each subsequent year.

The annual membership fee for 2008/2009 is \$36,180 for the period September 1, 2008 through August 31, 2009.

Funds are budgeted in the institutional memberships account #23951, division #11-11-107020.

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

FINANCIAL REPORT NO. 30

Approval of Agreement with MGI Investigations

It is recommended that authorization be given to approve an agreement with MGI Investigations in an amount not to exceed \$67,200 for the period October 10, 2008 through August 31, 2009, to provide private investigator preparation courses for Brookhaven College.

Background

This is a partnership between Brookhaven College and MGI Investigations to provide private investigator preparation courses. MGI Investigations 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 resource named below. Parties who responded to the invitation are the following:

HALO Protection Services
MGI Investigations
Texas Handgun Academy

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 Richard D. McCrary, executive vice president.

Estimated expenditures not to exceed \$67,200. Financial resources will be budgeted in account #11-02-705000-22321.

Submitted by Dr. Richard McCrary, executive vice president, Brookhaven College and Mr. Vernon Hawkins, associate vice president corporate and continuing education

FINANCIAL REPORT NO. 31

Approval of Agreement with American Animal Hospital Association (AAHA)

It is recommended that authorization be given to approve an agreement with American Animal Hospital Association (AAHA) in an amount not to exceed \$444,765 for the period September 1, 2008 through August 31, 2010, to provide online instruction in the Distance Education Veterinary Technology Program through Cedar Valley College.

Background

This is a contract for Educational Services between Cedar Valley College (CVC) and the American Animal Hospital (AAHA). Eligibility to participate in the training is limited to enrollments through AAHA as a member or non-member designation. *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.* The educational services provided in the contract are not to exceed \$444,765. In this agreement, educational services are defined as delivery of online instruction, testing, development of curriculum and student advisement.

The purpose of this Agreement is to allow CVC to provide online instruction presented in three levels—basic, intermediate and advanced, as well as general education and other veterinary courses required to grant an Associate of Arts and Applied Science (AAS) degree to AAHA members and non-members. The first three levels have been designed as non-credit courses. An articulation agreement between the Distance Educational Distance Learning Program (DEVTP) and the onsite program have been developed to convert CEU's earned through DEVTP to academic credit hours in the corresponding on-campus courses at no additional cost to the student. CVC has agreed to offer by distance learning laboratory and large animal courses, a preceptorship, and any other AVMA requirements to maintain accreditation.

Cedar Valley College is requesting retroactive approval since the review process of current contract took longer than anticipated.

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 revenues are \$1,191,300

Estimated expenditures are \$444,765

Financial resources are budgeted in account #11-03-505121-22241

Submitted by Dr. Jennifer Wimbish, president, Cedar Valley College and Mrs. Jennie Pollard, executive dean, math, science and allied health division

FINANCIAL REPORT NO. 32

Approval of Agreement with Condensed Curriculum International, Inc.

It is recommended that authorization be given to approve an agreement with Condensed Curriculum International, Inc. in an amount not to exceed \$85,677 for the period November 1, 2007 through November 1, 2010 to provide Allied Health programs through Cedar Valley College.

Background

This is a contract for Educational services. Students enrolling in these programs must have a high school diploma or a GED. 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 for students enrolled at Cedar Valley College.*

The purpose of this Agreement is to allow this partnership between Cedar Valley College and Condensed Curriculum International, Inc. to provide Allied Health Programs to students. Condensed Curriculum International, Inc. will provide instructors and materials. Cedar Valley College will register students and maintain students' records.

Income and expenditure projections have increased since inception of this agreement due to student interest and enrollment in Condensed Curriculum International, Inc. course offerings. Therefore, this is a request for retroactive approval with the revised numbers.

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:

Condensed Curriculum International, Inc.
Ed2Go, Inc.
Gatlin Educational 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, 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 revenues are \$129,890.

Estimated expenditures are \$85,677.

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. 33

Approval of Interlocal Agreement with Texas Department of Transportation (TxDOT) - Texas Business Opportunity Development Center

It is recommended that authorization be given to approve an interlocal agreement with Texas Department of Transportation (TxDOT) in an amount not to exceed \$391,600 for the period October 1, 2008 through September 30, 2009. Cedar Valley College will provide business development training and technical assistance services to certified Disadvantaged Business Enterprises (DBE) in the heavy highway construction industry, as part of TxDOT's DBE Supportive Service Programs.

Background

This is a contract to provide business development training and technical assistance with a mission to increase the number of minority, female, and disadvantaged businesses participating in the highway construction industry. Cedar Valley College will offer DBE business development program through the Texas Business Opportunity Development Center (TBODC). The TBODC will utilize community and industry business development resources that target the needs of underutilized DBE firms. Board Policy CF (Local), Delegations of Contractual Authority, 2. Educational Services provide the following: *The Chancellor (or designee) is authorized to enter into contacts 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 contacting 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 Texas Department of Transportation (TxDOT) recently notified Cedar Valley College of its intent to discontinue the existing Interlocal Agreement, (Ref. 80-7XXF-7001) and the workforce development program component, effective September 30, 2008. It was determined that a new Interlocal Agreement was

needed to continue the DBE programs and their supportive services beginning October 1, 2008. Since that time of notification, approximately 45 days ago, both parties have spent been working on draft versions for the new Interlocal Agreement.

The purpose of this Interlocal Agreement is to allow Cedar Valley College to offer courses to students in the TBODC Program. Under this Agreement, students will be enrolled in college, courses comprised of various contact hours. The courses are offered at various times during the term of this Agreement.

After TxDOT receives the signed Interlocal Agreement, the contract will be forwarded for signature and contract execution. An official copy with all signatures will be sent back to Cedar Valley College within two weeks from receipt of the contract.

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 Dr. Jennifer Wimbish, President.

Estimated revenues are \$391,600

Estimated expenditures are \$356,000

Financial resources are budgeted in account # 11-03-703010

Submitted by Dr. Jennifer Wimbish, president, Cedar Valley College and Ms. Adrienne Williams, associate dean, workforce development

FINANCIAL REPORT NO. 34

Approval of Agreement with Bishop Lynch High School

It is recommended that authorization be given to approve an agreement with Bishop Lynch High School in an amount not to exceed \$140,000 for the period of August 25, 2008 through August 11, 2009 to conduct Dual Credit courses.

Background

An agreement to provide dual credit classes at Bishop Lynch High School was previously submitted and approved by the Board on August 5, 2008. The original agreement provided an annual payment to Bishop Lynch at the end of the school year. The revised agreement will allow payment to Bishop Lynch twice a year, at the end of the fall semester and at the end of the spring semester. This change will allow Bishop Lynch to pay their instructors on a semester basis rather than once a year. The total payment to Bishop Lynch will remain the same under the new agreement.

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 \$140,000

Submitted by Dr. Carol Brown, president, Eastfield College

FINANCIAL REPORT NO. 35

Approval of Interlocal Agreement with The Dallas County Hospital District

It is recommended that authorization be given to approve an interlocal agreement with The Dallas County Hospital District in an amount not to exceed \$140,000 for the period September 1, 2008 through August 31, 2009, for non-credit, State reportable instruction provided by El Centro College.

Background

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

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

We are requesting retroactive approval since contract negotiations were not completed prior to the deadline for the September board meeting.

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 \$140,000. Financial resources are budgeted in account 11-05-573010-20453.

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

FINANCIAL REPORT NO. 36

Approval of Agreement with Schneider Training Academy.

It is recommended that authorization be given to approve an agreement with Schneider Training Academy, in an amount not to exceed \$345,000 for the period October 8, 2008 and end on August 31, 2010, to provide truck driver training for the Trucking Consortium Training program at the Bill Priest campus of El Centro College.

Background

The Bill Priest campus of El Centro College was awarded grant funds from the Texas Workforce Commission, Self-Sufficiency Fund program, to provide truck driver training for employees of the Teamsters Union member companies as well as for other students recruited specifically for this program who are eligible for Self-Sufficiency Fund training. The agreement with Schneider Training Academy to provide this training, if approved, spans the period of October 8, 2008 and ends on August 31, 2010 in order to comply with the anticipated grant period.

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:

Continental Truck Driver Training & Education School
International Schools Professional Driver Training
Texas State Technical College
Schneider Training Academy.

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 of \$517,500 were calculated based on projected enrollment in training. Estimated expenditures are \$345,000. Financial resources will be budgeted in account #11-20-703010-22321.

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

FINANCIAL REPORT NO. 37

Approval of Agreement with International Schools

It is recommended that authorization be given to approve an agreement with International Schools in an amount not to exceed \$450,000 for the period September 22, 2008 through August 31, 2009, to provide a truck driver training program for Mountain View College.

Background

This contract provides for payment not to exceed \$450,000 to International Schools of Dallas, Texas for instructional services related to the training of up to 150 individuals enrolled in the Professional Truck Driver training program at Mountain View College between September 22, 2008 and August 31, 2009. The agreement calls for remittance by the College to International Schools in the amount of \$3,000 per student and will be funded through a Texas Workforce Commission (TWC) Grant. Payment to International Schools will be made upon the conclusion of each class offering. This recommendation is retroactive due to finalization of the grant.

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, Sharon Davis, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the substance of the agreement by Felix A. Zamora, president.

Estimated expenditures are \$450,000. Financial resources will be budgeted in the new grant once the GL number is set up by district.

Submitted by Mr. Felix Zamora, president, Mountain View College

FINANCIAL REPORT NO. 38

Approval of Interlocal Agreement with Dallas County Personnel Civil Service

It is recommended that authorization be given to approve interlocal an agreement with Dallas County Personnel Civil Service in an amount not to exceed \$30,000 for the period October 1, 2008 through September 30, 2009, to provide instructional services to the Dallas County Personnel Civil Service employees through Richland College.

Background

This is a contract for educational services. A distinguishing 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, 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.

Financial resources are budgeted in account # 11-08-573010-20501 and 11-08-573010-20453.

Submitted by Dr. Stephen Mittelstet, president, Richland College

FINANCIAL REPORT NO. 39

Approval of RCHS Funds to Support Expenditures Related to the RCHS/Le Lycee Ameth Fall Senegal Seminar in St. Louis, Senegal, West Africa

It is recommended that approval be given for Richland Collegiate High School funds not to exceed the amount of \$32,439 for the period of December 11-22, 2008, providing Richland Collegiate High School students an educational and cultural experience in Senegal, West Africa, consistent with the Memorandum of Understanding between RCHS and Le Lycee Ameth Fall, St. Louis, Senegal. These RCHS funds will include reimbursement for travel-related seminar expenditures for two of the three group sponsors (Dr. Sherry Dean and Dr. Kristyn Edney).

Background

The Richland Collegiate High School is partnering with the Ameth Fall Girls High School (Le Lycee Ameth Fall) in St. Louis, Senegal. Officials from Ameth Fall will host seven RCHS students in a non-credit educational and cultural program in Senegal December 11-21, 2008. The group sponsors are Dr. Sherry Dean, Executive Dean, Richland College School of Humanities, Fine and Performing Arts; Dr. Kristyn Edney, RCHS principal; and Dr. Stephen K. Mittelstet, superintendent of the Richland Collegiate High School. The program is an international field study seminar option in the fall 2008 Cultural Studies 2370.8860 class entitled "The History and Cultures of Senegal." This educational and cultural program is an outgrowth of an academic collaboration between the Lycee Ameth Fall, l'Universite Gaston Berger, and the Dallas County Community College District dating back to 1998.

In 1998, DCCCD Senegal initiatives began as a study abroad program at Mountain View College funded in part by a Chancellor's Innovation Grant. In 2000, it became a collaborative project between Mountain View and Cedar Valley Colleges. In 2004, the project furthered evolved into a DCCCD international professional development program for faculty and staff. In 2006, a Fulbright-Hays Group Projects Abroad grant funded an Eastfield College History, Religions and Cultures of Senegal curriculum development project for DCCCD faculty and regional high school teachers of French.

This recommendation has undergone the following administrative review:

- Approval of the form of the MOU from DCCCD's legal counsel;
- Assurance from the chief business officer, Ron Clark, vice-president of business services, that relevant provisions of the Board Policy Manual have

- been observed;
- Approval of the substance of the MOU and seminar by Stephen K. Mittelstet, RCHS superintendent.

Estimated expenditures are \$32,439. Financial resources are budgeted in account #24-08-939302-86900. \$6,487.80 is budgeted in account #08-08-409008-23406 (RCHS TEA account).

Submitted by Dr. Stephen Mittelstet, president, RCHS superintendent and Richland College

PERSONNEL REPORT NO. 40

Consideration of Resignations

RESIGNATIONS

Howell, A. Rachelle (LeCroy)	Dean, College Marketing/Community	October 8, 2008
King, Brittini (Cedar Valley)	Campus Peace Officer (Part-time)	July 22, 2008
Arroyo, Paul (Eastfield)	Campus Peace Officer (Full-time)	September 7, 2008
Sconce, Evelyn (Richland)	Instructor, Management	August 31, 2008

Background

Resignations

Ms. A. Rachelle Howell (LeCroy) is to accept a position as Assistant Vice Chancellor for Marketing with the Pima Community College District in Tuscon, AZ. Ms. Brittini King (Cedar Valley) is resigning for personal reasons. Mr. Paul Arroyo (Eastfield) is resigning to accept a position with the Dallas County Constables Office. Ms. Evelyn Sconce (Richland) is resigning her Phased Faculty Retirement position due to medical reasons.

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

PERSONNEL REPORT NO. 41

Approval of Warrants of Appointment for Security Personnel

It is recommended warrants of appointment be approved for the following College Police/Peace Officers for the periods indicated:

<u>NAME</u>	<u>PERIOD OF APPOINTMENT</u>
King, Kevin (Cedar Valley) (Part-time)	From 8:00 a.m., October 8, 2008, through termination of DCCCD employment
Huff, William (El Centro) (Part-time)	From 8:00 a.m., October 8, 2008, through termination of DCCCD employment
Reed, Levarn (El Centro) (Full-time)	From 8:00 a.m., October 8, 2008, through termination of DCCCD employment

PERSONNEL REPORT NO. 42

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

ALENE DENSON (District Service Center) -- \$65,000 per year from October 8, 2008 through August 31, 2009, plus \$125 per month business and travel allowance
District Contracts and Grants Accounting Director

Biographical Sketch: M.Ed., Georgia State University, Atlanta, GA; B.S., Wiley College, Marshall, TX

Experience: Grant Accounting Manager, Habitat for Humanity International, Atlanta, GA; Senior Grant Officer, Emory University, Atlanta, GA; Director, Grants and Contracts Accounting, Clark Atlanta University, Atlanta, GA

PAULA DENNIS (Cedar Valley) -- \$46,108 per year from October 8, 2008 through August 31, 2009, plus \$125 per month business and travel allowance
Evening Administrator

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

Experience: District Support Service Manager, Wang Laboratories, Dallas, TX; Assistant Dean, Richland College; Coordinator, Instructional Computer Labs, Cedar Valley College

INTERIM APPOINTMENT ADMINISTRATORS

SAVANNAH JONES (Cedar Valley) -- \$89,889 per year from October 8, 2008 through August 31, 2009, plus \$235 per month business and travel allowance
Interim, Vice President of Instruction

Biographical Sketch: Ph.D., University of Texas at Austin, Austin, TX; M.F.A., University of North Carolina at Greensboro, Greensboro, NC; B.S., North Carolina A&T State University, Greensboro, NC

Experience: Senior Grants Manager, Cedar Valley College; Director of Operations, Southwest Region, Edison Schools/Newton Learning SES Division, New York, NY; Adjunct Faculty, Dallas Baptist University and Argosy University, Dallas, TX; President and Founder, The Mykayla Group, Dallas, TX

REGULAR APPOINTMENT FACULTY

LEA DAVIS (El Centro) -- \$44,000 (Range F01 – Masters Degree or equivalency) October 8, 2008 through May 14, 2009
Instructor, Management
Biographical Sketch: M.S. and B.B.A., Amberton University, Garland, TX
Experience: Interim Director, Purchasing/Business Diversity and Manager, Special Collections Division, City of Dallas, Dallas, TX; Adjunct and Temporary Full-time Faculty, El Centro College

TEMPORARY APPOINTMENT FACULTY

OLLIVETTE HILL (Cedar Valley) -- \$40,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009
Instructor, Chemistry
Biographical Sketch: B.A., Talladega College, Talladega, AL
Experience: Chemist, Alabama Department of Environmental Management, Birmingham, AL; Processing Facility Chief Technologist, Curative Health Services, Memphis, TN; Instructional Associate, Cedar Valley College

HUY (TIM) HOANG NGO (El Centro) -- \$40,000 (Range F01 – Masters Degree or equivalency) Fall Semester Only
Instructor, Math
Biographical Sketch: Ph.D., M.A. and B.S., University of Texas at Dallas, Richardson, TX
Experience: Adjunct Faculty, Tarrant County College, Arlington, TX; Adjunct Faculty, El Centro College

CARRIE SANFORD (El Centro) -- \$40,000 (Range F01 – Masters Degree or equivalency) Fall Semester Only
Instructor, Writing
Biographical Sketch: M.A., Kansas State University, Manhattan, KS; B.A., Texas Lutheran University, Seguin, TX
Experience: Adjunct Faculty, Navarro College, Corsicana, TX; Adjunct Faculty, Tarrant County College, Arlington, TX; Adjunct Faculty, El Centro College

JON EWING (Richland) -- \$40,000 (Range F01 – Masters Degree or equivalency) Academic Year 2008-2009
Instructor, Religion
Biographical Sketch: Ph.D., Graduate Theological Union, Berkeley, CA; M.A., Fuller Theological Seminary, Pasadena, CA; B.A., California State University, Fullerton, CA
Experience: Teaching Assistant, Pacific School of Religion, Berkeley, CA; Director of Religious Education, Joy of All Who Sorrow Orthodox Church, Los Angeles, CA

ALTERNATIVE APPOINTMENT FACULTY

DAVEN SALMI (Cedar Valley) -- \$54,853 (Range F03 – Masters Degree and 48 additional hours) October 13, 2008 through September 12, 2009

Faculty/Counselor

Biographical Sketch: M.S., California State University-East Bay, Hayward, CA; B.A., Westmont College, Santa Barbara, CA

Experience: Counselor, Volunteers of America, Fort Worth, TX; Counselor, Dallas County Juvenile Department, Dallas, TX

DERRICK SLEDGE (Cedar Valley) -- \$51,332 (Range F01 – Masters Degree or equivalency) October 13, 2008 through September 12, 2009

Faculty/Counselor

Biographical Sketch: M.S., Texas A&M University-Commerce, Commerce, TX; B.F.A., Parsons School, New York, NY

Experience: Teacher, T.C. Marsh Middle School, Dallas Independent School District, Dallas, TX; Therapist, Youth and Family Department-North Oak Cliff Location, Dallas Independent School District, Dallas, TX; Counselor, Margaret B. Henderson Elementary School- Dallas Independent School District, Dallas, TX

CYNTHIA MILLER (Eastfield) -- \$45,200 (Range F01 – Masters Degree or equivalency) September 1, 2008 through August 31, 2009

Instructor, ESOL

Biographical Sketch: M.A., Texas A&M University-Commerce, Commerce, TX; B.A., Biola University, La Mirada, CA

Experience: International Student Specialist and Instructional Specialist III, Richland College; Visiting Scholar-Faculty, Eastfield College

VISITING SCHOLAR APPOINTMENT FACULTY

REGINA BROWN (Eastfield) -- \$43,260 (Range F02 – Masters Degree and 24 additional hours) Academic Year 2008-2009

Instructor, Accounting

Biographical Sketch: M.B.A., Amberton University, Garland, TX; B.S., Chicago State University, Chicago, IL

Experience: Visiting Scholar-Faculty, North Lake College; Instructor, Lane College, Jackson, TN; Adjunct Faculty, Eastfield College

SARAH DANIEL (Richland) -- \$45,100 (Range F03 – Masters Degree and 48 additional hours) October 13, 2008 through May 14, 2009

Instructor, Management

Biographical Sketch: M.B.A., University of Phoenix, Phoenix, AZ; B.S., Barry

University, Miami Shores, FL
Experience: Public Relations Administrator, State Attorney's Office/State of Florida, Miami, FL; Assistant Director of Admissions, Argosy University-Dallas Campus, Dallas, TX; Adjunct Faculty, Cedar Valley College

CORRECTION TO AUGUST 5, 2008 PERSONNEL REPORT

GRACE RUTHERFORD (Brookhaven) -- \$56,466

Instructor, Nursing

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

CORRECTION TO SEPTEMBER 2, 2008 PERSONNEL REPORT

ROBERT CROOK (LeCroy) -- \$104,046

Director of Product Design and Development

Note: It is recommended that Mr. Crook's salary and job title be corrected. Effective September 1, 2008.

RICHARD STEENO (El Centro) -- \$44,000

Instructor, Computer Information Technology

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

TITLE CHANGE CORRECTION

VELMA HARGIS (District Office) from District Director, Student Programs to District Director of Student and Academic Programs. Effective September 1, 2008.

Background

Regular Appointment Administrators

Ms. Alene Denson (District Service Center) (African-American) is recommended to fill a position due to the resignation of Carolyn Mangin. Ms. Paula Dennis (Cedar Valley) (Anglo-American) is recommended to fill a new position due to reorganization.

Interim Appointment Administrators

Dr. Savannah Jones (Cedar Valley) (African-American) is recommended to fill an interim position due to the resignation of Lynn Nolte.

Regular Appointment Faculty

Ms. Lea Davis (El Centro) (African-American) is recommended to fill a position due to the Phased Faculty Retirement participation of John Berry.

Temporary Appointment Faculty

Ms. Ollivette Hill (Cedar Valley) (African-American) is recommended to fill a new position due to increased enrollment. Dr. Huy (Tim) Hoang Ngo (El Centro) (Asian/Pacific Islander) and Ms. Carrie Sanford (El Centro) (Anglo-American) are recommended to fill temporary positions due to increased enrollment. Dr. Jon Ewing (Richland) (Unknown) is recommended to fill a temporary position due to the resignation of Mark Hanshaw.

Alternative Appointment Faculty

Mr. Daven Salmi (Cedar Valley) (Anglo-American) and Mr. Derrick Sledge (Cedar Valley) (African-American) are recommended to fill positions created by the Phased Faculty Retirement participation of Joel Riley. Ms. Cynthia Miller (Eastfield) (Hispanic) is recommended to fill a position due to the Visiting Scholar Appointment ending for Ms. Miller.

Visiting Scholar Appointment Faculty

Ms. Regina Brown (Eastfield) (African-American) is recommended to fill a position due the retirement of Robert Carpenter. Ms. Sarah Daniel (Richland) (Unknown) is recommended to fill a position due to the retirement of Evelyn Sconce.

Correction to August 5, 2008 Personnel Report

Dr. Grace Rutherford (Brookhaven) (Anglo-American) is recommended for salary correction.

Correction to September 2, 2008 Personnel Report

Mr. Robert Crook (LeCroy) (Anglo-American) It is recommended that Mr. Crook's salary and job title be corrected. Effective September 1, 2008. Dr. Richard Steeno (El Centro) (Anglo-American) It is recommended that Dr. Steeno's salary be corrected.

Title Change Correction

Ms. Velma Hargis (District Office) (Anglo-American) It is recommended that Ms. Hargis' title be corrected.

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

PERSONNEL REPORT NO. 43

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>
Reyes, Czarina (Brookhaven)	F04
Daily, Michael (Cedar Valley)	F03
Kelman, Alla (Eastfield)	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. 44

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 - \$ 35, 923

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	Customer Service
City of Farmers Branch	Legal and Effective Disciplinary
GEICO	Accounting 2301
GEICO	Math 2342
North Texas Tollway Authority	Communications-ESL Level 5
North Texas Tollway Authority	Communications-ESL Level 3
North Texas Tollway Authority	Communications-ESL Level 3
Senior Adult Services	Dealing with Difficult People
Stone Xpressions	Teamwork

CEDAR VALLEY COLLEGE - \$ 156, 436

American Ace Motorcycle Company	Basic Rider
Best Southwest Professional Employee Development Program	Managing Performance/Discipline
Best Southwest Professional Employee Development Program	Introduction to PowerPoint 2
Federal Correctional Institute	Introduction to Computers
Federal Correctional Institute	Business Math
Federal Correctional Institute	Organizational Behavior
Federal Correctional Institute	Principles of Management
Federal Correctional Institute	Introduction to Business
Federal Correctional Institute	Principles of Marketing
Federal Correctional Institute	Advertising & Sales promotion
Federal Correctional Institute	Business Correspondence & Communication

Methodist Health System	Excel 2
Texas Department Criminal Justice	Business Correspondence & Communication
Texas Department of Criminal Justice	Business Math
Texas Department of Criminal Justice	Advertising & Sales Promotion
Texas Department of Criminal Justice	Principles of Retailing
Texas Department of Criminal Justice	Principles of Marketing
Texas Department of Criminal Justice	Customer Relations
Texas Department of Criminal Justice	Principles of Selling
Texas Department of Criminal Justice	Principle of Economics 1
Texas Department of Criminal Justice	Principle of Economics 2
Texas Department of Criminal Justice	Principles to Psychology
Texas Department of Criminal Justice	Introduction to Speech
Texas Department of Criminal Justice	Human Resources Management
Texas Department of Criminal Justice	Organizational Behavior
Texas Department of Criminal Justice	Major World Religion
Texas Department of Criminal Justice	Introduction to Business
Texas Department of Criminal Justice	Principles of Management
Texas Department of Criminal Justice	Problem Solving & Decision Making
Texas Department of Criminal Justice	Biology for Non-Science Majors
Texas Department of Criminal Justice	Composition I
Texas Department of Transportation	Coordination Fee

EASTFIELD COLLEGE - \$ 5, 126

Integra Color, Ltd	Group 1-PowerPoint for Sales
Integra Color, Ltd	Group 2-Excel ITSW: Beginner, Intermediate & Advanced
Integra Color, Ltd	Group 3-Excel ITSW: Beginner, Intermediate & Advanced

EL CENTRO COLLEGE – \$ 40, 595

Parkland Health & Hospital System	Job Description Analysis
Dallas Public Library	Spanish
Dallas Airmotive, Inc	Curriculum Development
Low Birth Weight Development Center	English as a Second Language
Low Birth Weight Development Center	Pre-GED in Spanish
Dawson State Jail (Corrections Corp)	Correctional Officer
International Sommelier Guild	Wine
AT&T Services	Fiber Optic and Wireline Technology
Corporate Express	Lean Manufacturing
Manda Machine Co. Onc.	Lean Manufacturing
Mary Kay, Inc.	Lean Manufacturing
Morrison Products, Inc	Lean Manufacturing

EL CENTRO COLLEGE – \$ 40, 595

Paragon Industries, Inc.	Lean Manufacturing
Turbomeca USA, Inc	Lean Manufacturing
Western Extrusions Corp	Lean Manufacturing

CORRECTION TO PAGE 106 OF 170 - 10/7/2008 1:22 PM

MOUNTAIN VIEW COLLEGE – \$ 6,630

Consolidated Casting Corp	Machine Shop
Workforce Development	Machine Shop
Workforce Development	Welding Technology
Sanders Estes Unit	GED

NORTH LAKE COLLEGE - \$ 7, 245

DFW International Airport	Speaking English at Work
Mary Kay Cosmetics	Workforce English
Construction Education Foundation	Career (Annual Sponsored Contract)

RICHLAND COLLEGE – \$9, 124

Alliance for Employee Growth & Development	Computer
Chambrel Hill	Emeritus
City of Garland	Professional Development
Dallas County	Professional Development
The Forum	Emeritus
Meadowstone	Emeritus
Presbyterian Village North	Emeritus
Preston Place	Emeritus
Trailblazers Health Enterprises	Medical Insurance Coding

CORRECTIONS TO PAGE 107 OF 170 - 10/7/2008 1:22 PM

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	\$35, 923	\$156,436	\$5,126	\$40,595	6,630	\$ 7,245	\$ 9,124	\$255,112
November 2008								
December 2008								
January 2009								
February 2009								
March 2009								
April 2009								
May 2009								
June 2009								
July 2009								
August 2009								
Total To Date	\$ 49,334	\$206,925	\$29,581	\$175,215	<b style="color: red;">\$8,478	\$13,364	\$12,254	\$489,184

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 ⁵	0	0
Total	\$2,568,405	\$3,089,197	\$2,808,668	\$2,561,108	\$2,530,913	\$2,426,380	\$2,434,990

⁵ 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. 45

Presentation of 4th Quarter Investment Transactions

The 4th quarter investment transactions are presented as provided by Board Policy CAK (Legal), which states: *Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act.*

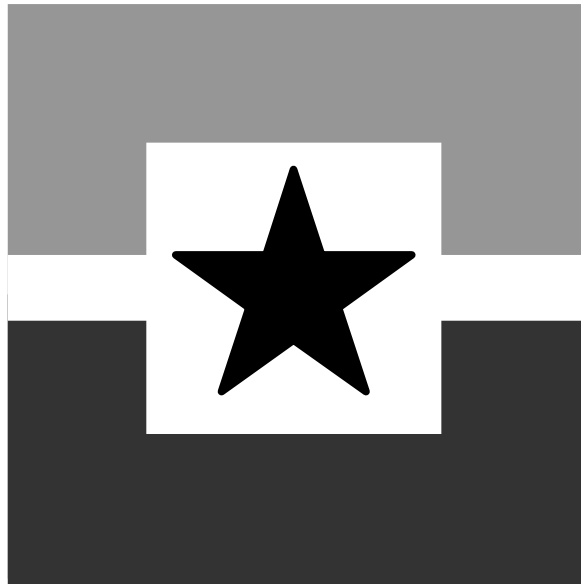
Background

Trustees who serve on the Audit Committee are Ms. Charletta Compton (chair), Mrs. Kitty Boyle and Mr. Bob Ferguson. The Audit Committee reviewed the report of 4th quarter investment transactions on September 16, 2008. If indicated, Audit Committee members will discuss the statements with the Board during the meeting on October 7, 2008.

The 4th quarter investment transaction report is typical for this phase of the annual financial cycle.

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Investment Portfolio

As of August 31, 2008

**Dallas County Community College District
4th Quarter Report of Investment Transactions
Executive Summary**

The investment portfolio of the District is summarized in the table *Investment Portfolio Summary Report*. The purchase date, maturity date, yield to maturity, book value, and market value are shown for each of the investment securities of the District as of August 31, 2008. The configuration of the portfolio is shown for both the quarters ended May 31, 2008 and August 31, 2008, see Figures 1 and 2. The portfolio is invested 54.34% in U.S. Agency securities and 9.08% is invested in U.S. Treasury securities. The remaining 36.58% is invested in TexPool and TexSTAR. Within the portfolio, 59.24 % will mature in one year or less. No security has a maturity of more than four years from August 31, 2008. An analysis of the portfolio maturity is shown in Figure 3. The portfolio has coupons that range from 2.11% to 4.40%. In the past quarter, the District has earned 2.24% average return on the short-term investment pools. Because of a declining interest environment, the portfolio yield is currently outperforming the Treasury yield curve as of August 31, 2008 from a minimum of 73 basis points for securities that are two years or less to a maximum of 141 basis points for securities that are 4 years or less. An analysis of the District's portfolio yield compared with the Treasury yield at August 31, 2008 and August 31, 2007 is shown in Figure 4.

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

*Dallas County Community College District
Investment Portfolio Summary Report
Activity for the 4th Quarter Ended August 31, 2008*

INVESTMENTS:			MARKET	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
Beginning of Period	May 31, 2008	\$	323,201,785	\$	206	2.82%
Purchases		\$	342,697,535			
Maturities / Sold		\$	(400,596,677)			
Market Value Change		\$	129,467			
End of Period	August 31, 2008	\$	265,432,110	\$	558	2.87%

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

/s/ Edward M. DesPlas

Edward M. DesPlas, Vice Chancellor of Business Affairs

/s/ Kim Green

Kim Green, Associate Vice Chancellor of Business Affairs

/s/ Robb Dean

Robb Dean, Director of Finance and Treasury

*Dallas County Community College District
Investment Portfolio Transaction Summary Report
Activity for the 4th Quarter Ended August 31, 2008
By Type of Investment*

	Face Amount 8/31/2008	Market Transactions					Market Value 8/31/2008
		Market Value 5/31/2008	Securities Purchased	Securities Matured /Sold	Market Value Change		
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 97,101,986	\$ 63,326,796	\$ 287,385,353	\$ (253,610,163)	\$ -	\$ 97,101,986	
REPURCHASE AGREEMENTS	-	89,536,332	312,182	(89,848,514)	-	-	
TREASURY SECURITIES	24,000,000	24,166,240	-	-	(56,600)	24,109,640	
AGENCY SECURITIES	201,238,000	146,172,417	55,000,000	(57,138,000)	186,067	144,220,484	
PORTFOLIO TOTAL	\$ 322,339,986	\$ 323,201,785	\$ 342,697,535	\$ (400,596,677)	\$ 129,467	\$ 265,432,110	

	Face Amount 8/31/2008	Book Transaction Excludes Unrealized Gain and Loss					Book Value 8/31/2008
		Book Value 5/31/2008	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.		
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 97,101,986	\$ 63,326,796	\$ 287,385,353	\$ (253,610,163)	\$ -	\$ 97,101,986	
REPURCHASE AGREEMENTS	-	89,536,332	312,182	(89,848,514)	- #	-	
TREASURY SECURITIES	24,000,000	24,004,181	-	-	(1,504) #	24,002,677	
AGENCY SECURITIES	201,238,000	146,074,797	55,000,000	(57,138,000)	174,544	144,111,341	
PORTFOLIO TOTAL	\$ 322,339,986	\$ 322,942,106	\$ 342,697,535	\$ (400,596,677)	\$ 173,040	\$ 265,216,004	

*Dallas County Community College District
Investment Portfolio Transaction Report
Activity for the 4th Quarter Ended August 31, 2008*

Invest. ID	Cusip Number	Description	Purchase Date	Call Date	Maturity Date	Face Amount	Yield
MONEY MARKET FUNDS / INVESTMENT POOLS							
73190		TEXPOOL	30-Jul-90		N/A	\$ 127,282	(1)
1111		TEXSTAR	23-Jun-03		N/A	50,378,032	(2)
2003		TEXSTAR (TAX NOTE)	06-Aug-03		N/A	1,312,269	(2)
2004		TEXSTAR (TAX NOTE)	06-Apr-04		N/A	11,976,103	(2)
40		TEXSTAR (GO)	14-Sep-04		N/A	-	(2)
40-1		TEXSTAR (CP)	09-Oct-07		N/A	33,308,300	(2)
REPURCHASE AGREEMENTS							
JPMorgan		Federal Agency	20-Nov-07		N/A	-	(3)
TREASURY SECURITIES							
13081	T912828BV1	U. S. Treasury	29-Jan-04		15-Jan-09	4,000,000	3.23%
13082	T912828BZ2	U. S. Treasury	25-Feb-04		15-Feb-09	20,000,000	2.97%
AGENCY SECURITIES							
16223	3128X2F34	FHLMC Notes	27-Feb-04	27-Feb-07	27-Feb-09	15,000,000	3.40%
16244	313588YP4	FNDN	4-Jan-08		25-Jun-08	12,138,000	4.02%
16245	313588ZV0	FNDN	4-Jan-08		25-Jul-08	5,000,000	3.95%
16246	313396YU1	FNDN	7-Jan-08		30-Jun-08	4,000,000	3.98%
16247	313384ZV4	FNDN	25-Jan-08		25-Jul-08	11,000,000	2.91%
16248	3133XPHN7	FHLB	4-Feb-08	4-Feb-09	4-Feb-10	10,000,000	3.00%
16249	313396ZR7	FHLMC Notes	12-Mar-08		21-Jul-08	13,000,000	2.14%
16251	3134A4UD4	FHLMC Notes	13-Mar-08		15-Sep-08	21,000,000	2.19%
16252	313588XZ3	FNMA Notes	13-Mar-08		11-Jun-08	6,000,000	2.21%
16253	313396C27	FHLMC Notes	25-Mar-08		15-Aug-08	6,000,000	2.16%
16254	3133XQVP4	FHLB	29-Apr-08	29-Apr-09	29-Apr-10	15,000,000	3.05%
16255	3133XQVP4	FHLB	29-Apr-08	29-Apr-09	29-Apr-10	15,000,000	3.05%
16256	3128X7WA8	FHLMC	27-May-08	27-Aug-08	27-Nov-09	10,000,000	2.95%
16257	3128X7WR1	FHLMC	9-Jun-08	9-Jun-09	9-Jun-11	15,000,000	3.63%
16258	3136F9SL8	FHLMC	27-Jun-08	28-Jul-09	28-Jul-11	15,000,000	3.87%
16259	3133XRQT0	FHLB	17-Jul-08	17-Jul-09	17-Jan-12	15,000,000	4.40%
16260	3128X7U36	FHLMC	30-Jul-08	30-Jan-09	30-Jul-10	5,000,000	3.75%
16261	31331Y5N68	FFCB	20-Aug-08	20-Aug-09	20-Aug-12	5,000,000	4.25%
45-1	3128X3WY5	FHLMC Notes	1-Feb-06	22-Sep-06	22-Sep-09	1,300,000	4.00%
45-2	31359MWP4	FNMA Notes	1-Feb-06		21-Oct-09	1,800,000	4.01%
PORTFOLIO TOTAL						<u>\$ 322,339,986</u>	

(1) The TexPool yield varies daily. The yield as of May 31, 2008 was 2.2812% and August 31, 2008 was 2.2878%.
(2) The TexSTAR yield varies daily. The yield as of May 31, 2008 was 2.2194% and August 31, 2008 was 2.2120%.
(3) The JPMorgan Chase flex repo rate as of February 29, 2008 was 4.0160% and May 31, 2008 was 2.476%.

Market Transactions

Invest. ID	Market Transactions				
	Market Value 5/31/2008	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 8/31/2008
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	\$ 29,814,552	\$ 161,570,476	\$ (191,257,746)		\$ 127,282
1111	19,791,629	55,586,403	(25,000,000)		50,378,032
2003	1,304,970	7,299	-		1,312,269
2004	12,415,645	68,647	(508,189)		11,976,103
40	-	-	-		-
40-1	-	70,152,528	(36,844,228)		33,308,300
REPURCHASE AGREEMENTS					
JPMorgan	89,536,332	312,182	(89,848,514)		-
TREASURY SECURITIES					
13081	4,033,440			(12,800)	4,020,640
13082	20,132,800			(43,800)	20,089,000
AGENCY SECURITIES					
16223	15,086,100			(64,200)	15,021,900
16244	12,119,793		(12,138,000)	18,207	-
16245	4,983,500		(5,000,000)	16,500	-
16246	3,992,800		(4,000,000)	7,200	-
16247	10,963,700		(11,000,000)	36,300	-
16248	9,978,100			6,300	9,984,400
16249	12,959,700		(13,000,000)	40,300	-
16251	21,078,750			(72,240)	21,006,510
16252	5,995,800		(6,000,000)	4,200	-
16253	5,972,400		(6,000,000)	27,600	-
16254	14,962,500			14,100	14,976,600
16255	14,962,500			14,100	14,976,600
16256	9,975,500			500	9,976,000
16257	-	15,000,000		(32,850)	14,967,150
16258	-	15,000,000		23,400	15,023,400
16259	-	15,000,000		117,150	15,117,150
16260	-	5,000,000		15,800	5,015,800
16261	-	5,000,000		26,550	5,026,550
45-1	1,317,082			(4,966)	1,312,116
45-2	1,824,192			(7,884)	1,816,308
PORTFOLIO TOTAL	\$ 323,201,785	\$ 342,697,535	\$ (400,596,677)	\$ 129,467	\$ 265,432,110

(1) The TexPool yield varies daily. The yield as of May 31, 2008 was 2.2812% and August 31, 2008 was 2.2878%.
(2) The TexSTAR yield varies daily. The yield as of May 31, 2008 was 2.2194% and August 31, 2008 was 2.2120%.
(3) The JPMorgan Chase flex repo rate as of February 29, 2008 was 4.0160% and May 31, 2008 was 2.476%.

Book Transaction Excludes Unrealized Gain

Invest. ID	Book Value 5/31/2008	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.	Book Value 8/31/2008
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	\$ 29,814,552	\$ 161,570,476	\$ (191,257,746)		\$ 127,282
1111	19,791,629	55,586,403	(25,000,000)		50,378,032
2003	1,304,970	7,299	-		1,312,269
2004	12,415,645	68,647	(508,189)		11,976,103
40	-	-	-		-
40-1	-	70,152,528	(36,844,228)		33,308,300
REPURCHASE AGREEMENTS					
JPMorgan	89,536,332	312,182	(89,848,514)		-
TREASURY SECURITIES					
13081	4,000,395			(159)	4,000,236
13082	20,003,786			(1,345)	20,002,441
AGENCY SECURITIES					
16223	15,000,000				15,000,000
16244	12,106,576		(12,138,000)	31,424	-
16245	4,971,425		(5,000,000)	28,575	-
16246	3,987,627		(4,000,000)	12,373	-
16247	10,953,470		(11,000,000)	46,530	-
16248	10,000,000				10,000,000
16249	12,962,264		(13,000,000)	37,736	-
16251	21,099,635			(88,294)	21,011,341
16252	5,996,400		(6,000,000)	3,600	-
16253	5,972,400		(6,000,000)	27,600	-
16254	14,962,500			37,500	15,000,000
16255	14,962,500			37,500	15,000,000
16256	10,000,000				10,000,000
16257	-	15,000,000			15,000,000
16258	-	15,000,000			15,000,000
16259	-	15,000,000			15,000,000
16260	-	5,000,000			5,000,000
16261	-	5,000,000			5,000,000
45-1	1,300,000				1,300,000
45-2	1,800,000				1,800,000
PORTFOLIO TOTAL	\$ 322,942,106	\$ 342,697,535	\$ (400,596,677)	\$ 173,040	\$ 265,216,004

- (1) The TexPool yield varies daily. The yield as of May 31, 2008 was 2.2812% and August 31, 2008 was 2.2878%.
 (2) The TexSTAR yield varies daily. The yield as of May 31, 2008 was 2.2194% and August 31, 2008 was 2.2120%.
 (3) The JPMorgan Chase flex repo rate as of February 29, 2008 was 4.0160% and May 31, 2008 was 2.476%.

*Dallas County Community College District
Investment Portfolio Percentage Report
Activity for the 4th Quarter Ended August 31, 2008*

Type of Security	Portfolio Pct 5/31/2008	Market Value 5/31/2008	Portfolio Pct 8/31/2008	Market Value 8/31/2008
MONEY MKT FUNDS & INVESTMENT POOLS	19.59%	\$ 63,326,796	36.58%	\$ 97,101,986
REPURCHASE AGREEMENTS	27.70%	89,536,332	0.00%	-
TREASURY SECURITIES	7.48%	24,166,240	9.08%	24,109,640
AGENCY SECURITIES	45.23%	146,172,417	54.34%	144,220,484
PORTFOLIO TOTAL	100.00%	\$ 323,201,785	100.00%	\$ 265,432,110

Portfolio Percent by Investment Type

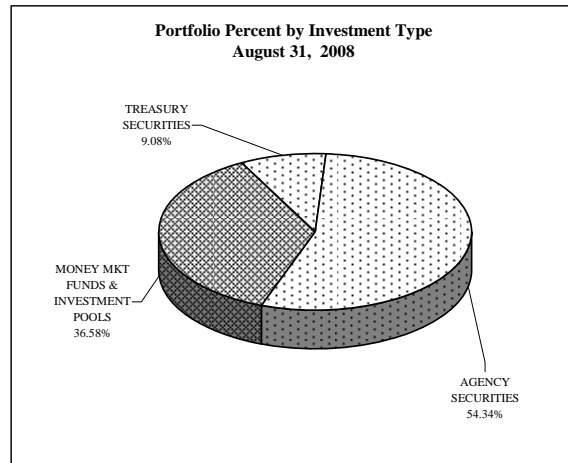
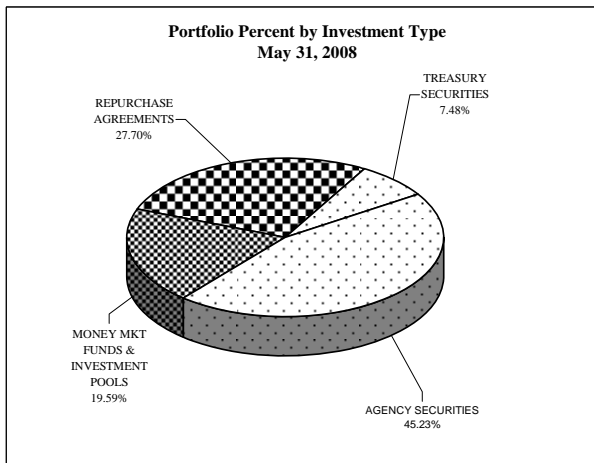


Figure 1 - Investment Portfolio Percentage Report

*Dallas County Community College District
Investment Pool Report by Fund Type
Activity for the 4th Quarter Ended August 31, 2008*

Fund Description	Portfolio Pct 5/31/2008	Market Value 5/31/2008	Portfolio Pct 8/31/2008	Market Value 8/31/2008
Unrestricted Fund	58.87%	\$ 190,252,268	70.81%	\$ 187,941,239
Auxiliary Fund	5.62%	18,166,600	6.83%	18,131,834
Unexpended Plant Fund	33.81%	109,285,440	19.82%	52,612,315
Quasi - Endowment Fund	1.70%	5,497,478	2.54%	6,746,722
PORTFOLIO TOTAL	100.00%	\$ 323,201,786	100.00%	\$ 265,432,110

Portfolio Pool Allocation Percent by Fund Type

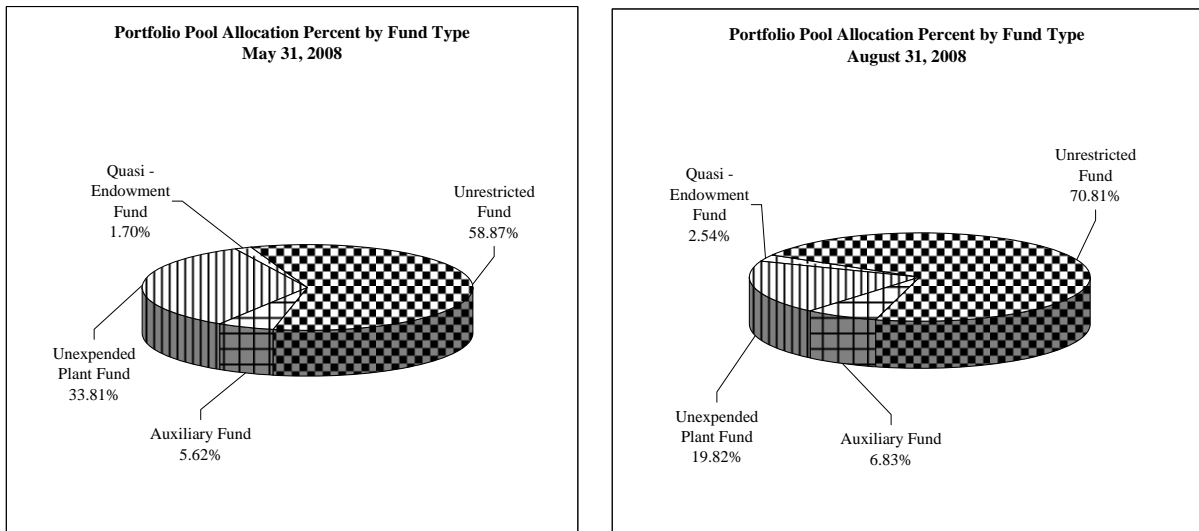
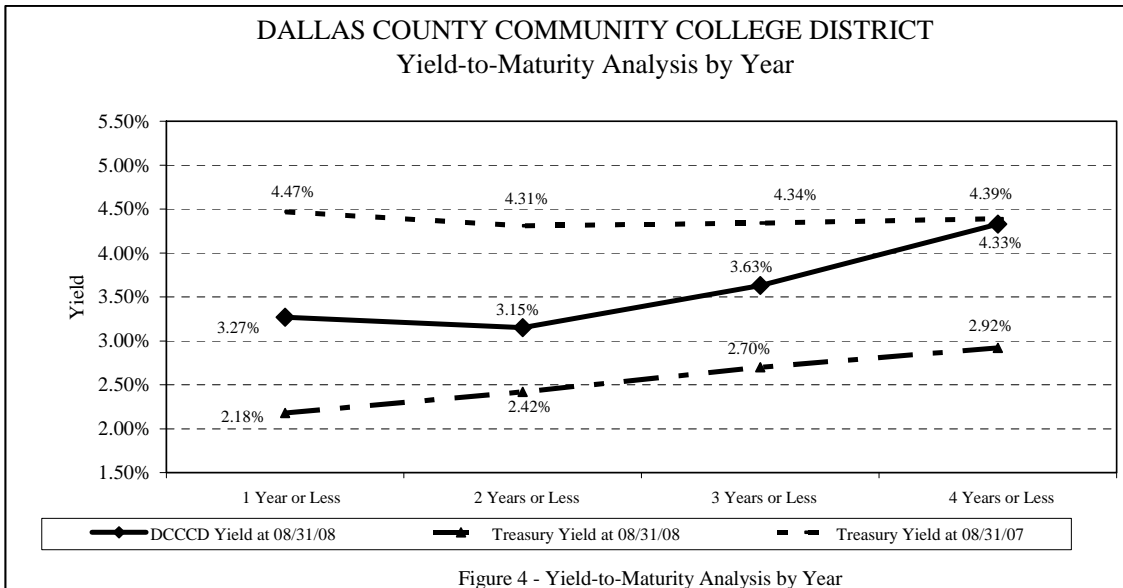
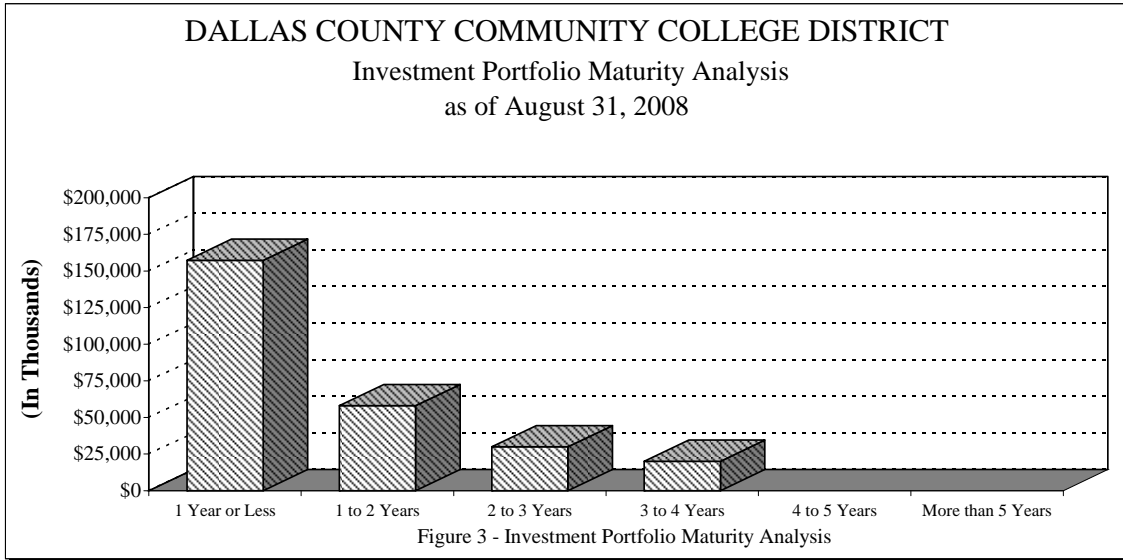


Figure 2 - Investment Portfolio Fund Report



GLOSSARY OF INVESTMENT TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Repurchase agreement: Agreement between a seller and a buyer, usually of agency or treasury securities, where the seller agrees to repurchase the securities at an agreed upon price and date. A “flex-repo” allows periodic draws against the overall value without a complete repurchase of all principal values.

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

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

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

Underwriter: An investment banker who assumes the risk of bringing a new securities issue to market. The underwriter will buy the issue from the issuer and guarantee sale of a certain number of shares to investors; this is firm-commitment underwriting. To spread the risk of purchasing the issue, the underwriter often will

form a syndicate (underwriting group, purchase group) among other investment firms. If the investment firm is unwilling to buy the issue outright, other underwriting forms may be used.

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

INFORMATIVE REPORT NO. 46

Presentation of 3rd Quarter Financial Statements

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

Background

Trustees who serve on the Audit Committee are Ms. Charletta Compton (chair), Mrs. Kitty Boyle and Mr. Bob Ferguson. The Audit Committee reviewed the 3rd quarter financial statements on September 16, 2008. If indicated, Audit Committee members will discuss the statements with the Board during the meeting on October 7, 2008.

The Audit Committee accepted the financial statements and recommended they be presented to the full Board of Trustees at the October 7, 2008, meeting.

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Financial Statements

As of May 31, 2008

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

There have been no significant changes or transactions affecting the financial position of the District for the period September 1, 2007 through May 31, 2008, with the exception of the issuance of \$125 million in Commercial Paper Notes, Series A, which will be used as an interim financing method for the voter-approved capital improvement projects. A brief analysis of each of the primary statements follows.

Balance Sheet

The schedule *Combined Balance Sheet* presents the unaudited Combined Balance Sheet by fund group as of May 31, 2008. The assets of the District continue to consist primarily of cash, investments, and plant assets (approximately 97.0% of total assets). Cash, cash equivalents, and investments increased approximately \$91.7 million (40.2%) from May 31, 2007. This increase is primarily due to the issuance of the \$125 million of commercial paper. The proceeds from the sale were invested in a flexible repurchase agreement. Receivables decreased approximately \$2.5 million (17.9%) from May 31, 2007. This decrease is primarily due to grant receivables. Inventories and other assets decreased approximately \$1.9 million (18.4%) from May 31, 2007. This decrease is primarily due to a temporary reduction in the bond reserve fund and a reduction in unamortized bond issue costs. Property, plant and equipment increased approximately \$25.6 million (7.8%) from May 31, 2007. This increase is primarily related to the capitalization of assets for major repairs and rehabilitation projects, construction projects and other capital equipment expenditures, net of asset disposals and depreciation. Total combined assets have increased from May 2007 by about \$111.0 million (19.0%). The District's Combined Assets, Liabilities and Fund Balances are depicted graphically in Figures 1-2.

District assets are funded approximately 59.7% by fund balances, and 40.3% by liabilities. Isolating the effects of interfund payables, total liabilities of the District have increased about \$109.7 million (65.0%) when compared to May 2007. This increase is mainly attributable to the issuance of the \$125 million of commercial paper.

Schedule of Fund Balances

The *Schedule of Fund Balances* presents the total fund balances of the District by fund and by type (i.e. Restricted, Designated, etc.). The largest components of fund balance are the investment in plant assets (\$207.2 million, 50.0%) and current

operating funds (\$165.4 million, 39.9%). Total current fund balances increased by approximately \$46.3 million (33.4%) for the year to date. The change in fund balance is cyclical in nature over the course of the fiscal year. The components of the fund balances are depicted graphically in Figure 3.

Statement of Current Funds Revenues, Expenditures, and Other Changes

The results of operations for the current funds are summarized in the *Combined Current Funds Revenues, Expenditures and Transfers* table. This table presents a comparison for the third quarter ended May 31, 2008, 2007 and 2006.

Current revenues have increased from the same period in the prior year. Unrestricted state appropriations for college operations to date increased approximately \$3.4 million (5.6%) from May 2007 as a result of a \$4.7 million increase in appropriations from the state in the first year of the biennium. (State appropriations for the Richland Collegiate High School are being shown for the first time this year as a part of a combined report.) Total tuition and charges have increased approximately \$3.1 million (4.7%) from May 2007 primarily due to a \$3 per credit hour tuition increase that began in the Spring 2007 semester combined with enrollment increases and to additional tuition for students taking a class for the third or more time. Ad valorem tax revenue in the current funds increased approximately \$7.7 million (7.0%) from May 2007 primarily due to an increase in property valuation. Investment revenues decreased approximately \$0.3 million (4.4%) from May 2007 as a result of declining interest rates in the District's investment portfolio. Contracts and grants revenue increased approximately \$2.5 million (7.1%) from May 2007 as a result of increased Federal grants from the Department of Education and increased specialized training grants. Auxiliary Enterprises revenue decreased approximately \$0.2 million (5.7%) from May 2007 as a result of a decrease in telecourse sales revenue. The District's Current Unrestricted Revenues are depicted graphically in Figure 4.

Current unrestricted funds expenditures are relatively unchanged from those from the same period in the prior year reflecting mainly the cost of living increase. Current Unrestricted Expenditures are shown in Figure 5.

Restricted expenditures are approximately \$3.8 million (7.1%) ahead of those from the same period in the prior year primarily due to corresponding increases in expenditures resulting from the increased revenues for the grants described above.

In summary, the net difference between total expenditures and transfers and total revenues results in an increase to fund balance of approximately \$46.3 million for the first nine months of the 2007-08 fiscal year. This change is greater than in past years

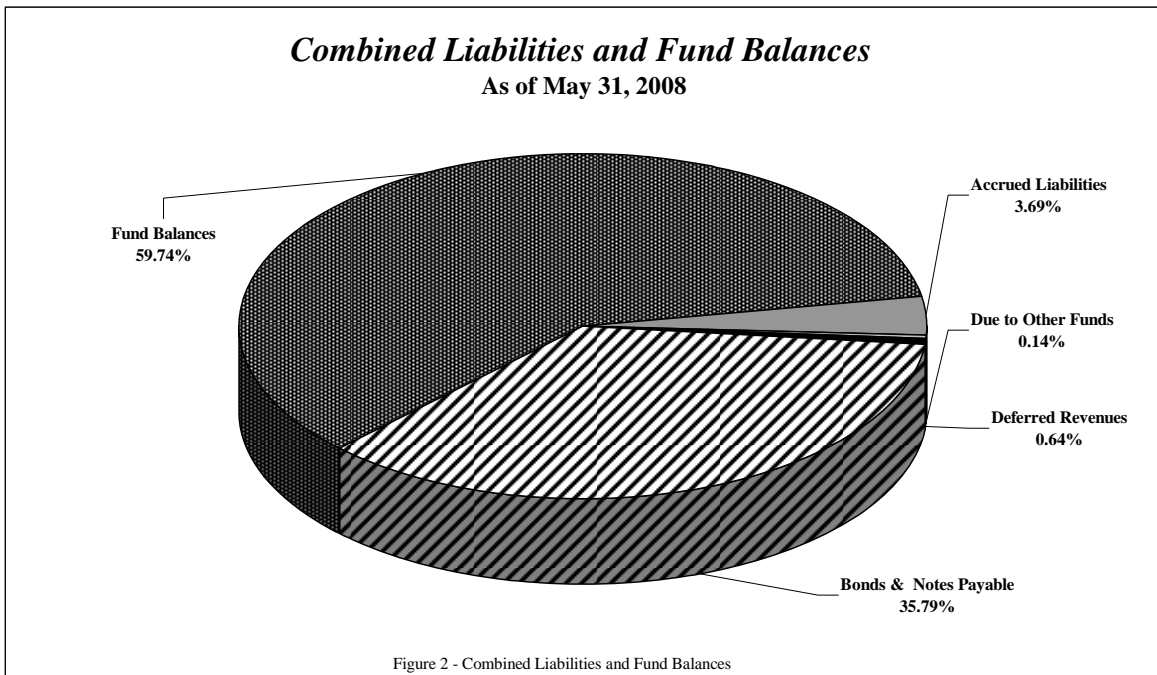
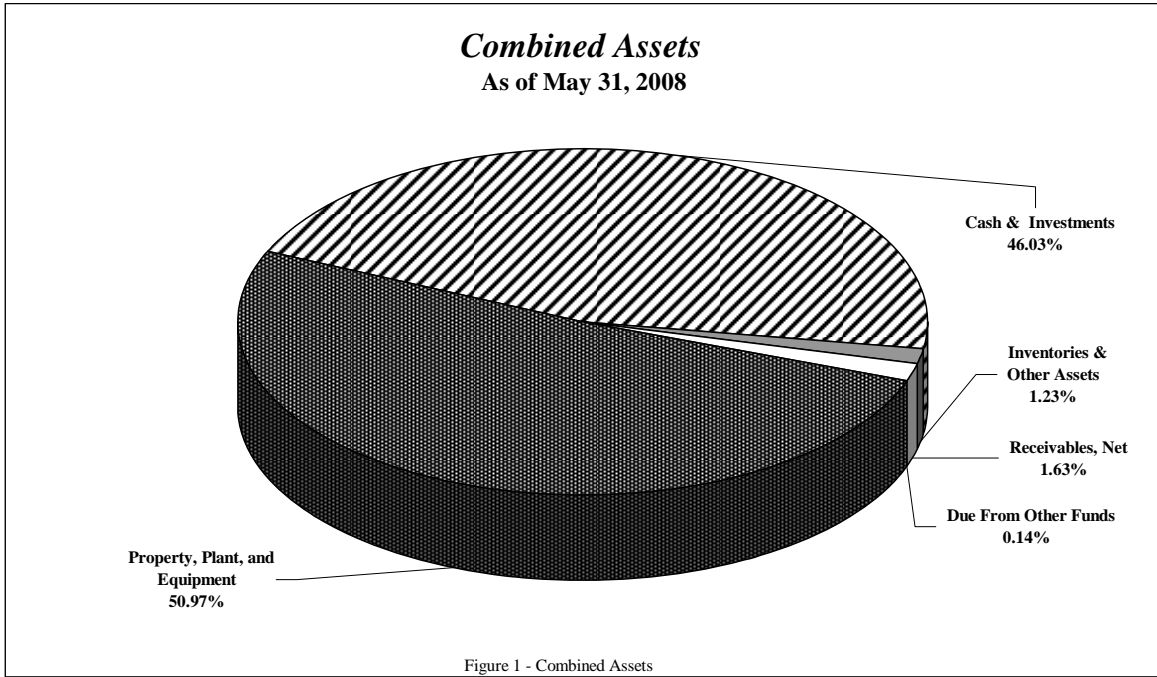
due primarily to a combination of the increase in state appropriations, taxes, tuition revenues and contracts and grants revenues.

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

*Dallas County Community College District
 Combined Balance Sheet (Unaudited)
 May 31, 2008
 With Comparative Totals (000's)*

	<i>Current Funds</i>	<i>Plant Funds</i>	<i>Loan and Agency Funds</i>	<i>Quasi- Endowment Fund</i>	<i>Total Current Year</i>	<i>Total As Of 08/31/07</i>	<i>Total May 2007</i>
<u>ASSETS:</u>							
Cash and Cash Equivalents	\$34,700	\$112,116	\$2,038	\$290	\$149,144	\$153,008	\$128,746
Receivables, Net	10,912	160	26	200	11,298	26,897	13,763
Inventories and Other Assets	5,215	3,358			8,573	7,074	10,510
Due From Other Funds		952			952	2,989	2,843
Investments	159,763	5,368		5,207	170,338	52,347	99,071
Property, Plant, and Equipment		353,825			353,825	363,960	328,240
TOTAL ASSETS	\$210,590	\$475,779	\$2,064	\$5,697	\$694,130	\$606,275	\$583,173
<u>LIABILITIES:</u>							
Accounts Payable and Accrued Liabilities	\$21,924	\$3,670	\$4		\$25,598	\$34,899	\$28,507
Due to Other Funds	949			3	952	2,989	2,843
Deposits and Deferred Revenues	2,733		1,585	133	4,451	28,710	5,822
Notes Payable		103			103	252	301
Bonds Payable		248,355			248,355	134,145	134,145
TOTAL LIABILITIES	\$25,606	\$252,128	\$1,589	\$136	\$279,459	\$200,995	\$171,618
<u>FUND BALANCES:</u>							
<u>Current Funds:</u>							
Operating	\$165,446				\$165,446	\$121,044	\$144,371
Auxiliary	18,997				18,997	17,659	18,135
Restricted	-				-	-	-
Richland Collegiate High School ⁽¹⁾	541				541	-	(55)
<u>Plant Funds:</u>							
Unexpended		10,968			10,968	20,551	14,845
Retirement of Indebtedness		5,465			5,465	3,664	13,669
Investment in Plant		207,218			207,218	236,563	214,962
Loan Fund			475		475	477	129
Quasi-Endowment Fund				5,561	5,561	5,322	5,499
TOTAL FUND BALANCES	\$184,984	\$223,651	\$475	\$5,561	\$414,671	\$405,280	\$411,555
TOTAL LIABILITIES & FUND BALANCES	\$210,590	\$475,779	\$2,064	\$5,697	\$694,130	\$606,275	\$583,173

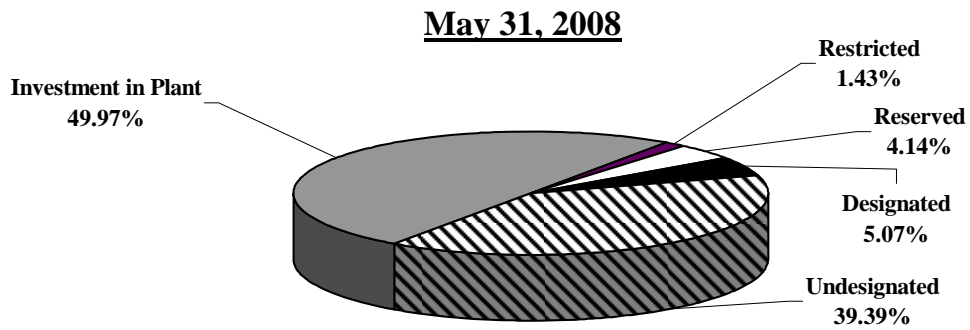
⁽¹⁾ Does not take into consideration a loan from Richland College for \$474,469.



*Dallas County Community College District
Schedule of Fund Balances (Unaudited)
May 31, 2008
With Comparative Totals (000's)*

	<i>Unrestricted</i>			<i>Restricted Debt</i>		<i>Net Investment in Plant</i>	<i>Total-Current Month</i>	<i>Fiscal Year Ending 08/31/07</i>	<i>Net Change Increase/ (Decrease)</i>
	<i>Reserved</i>	<i>Designated</i>	<i>Undesignated</i>	<i>Service</i>	<i>Other</i>				
<u>FUND BALANCES:</u>									
<i>Current Funds:</i>									
Operating	\$15,128	\$4,484	\$145,834				\$165,446	\$120,983	\$44,463
Auxiliary	2,017	2	16,978				18,997	17,659	1,338
Restricted							-	-	-
Richland Collegiate High School	2		539				541	61	480
<i>Subtotal:</i>	17,147	4,486	163,351				184,984	138,703	46,281
<i>Plant Funds:</i>									
Unexpended		10,968					10,968	20,551	(9,583)
Retirement of Indebtedness				5,465			5,465	3,664	1,801
Investment in Plant						207,218	207,218	236,563	(29,345)
Loan Fund					475		475	477	(2)
Quasi-Endowment Fund		5,561					5,561	5,322	239
TOTAL FUND BALANCES	\$17,147	\$21,015	\$163,351	\$5,465	\$475	\$207,218	\$414,671	\$405,280	\$9,391

Fund Balances by Type - All Funds



Fund Balances by Fund Group - All Funds

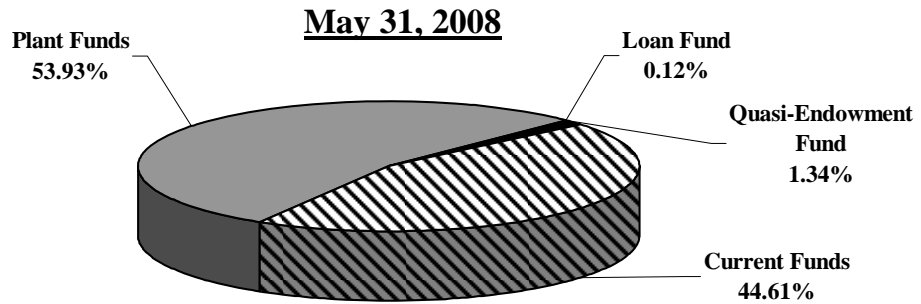
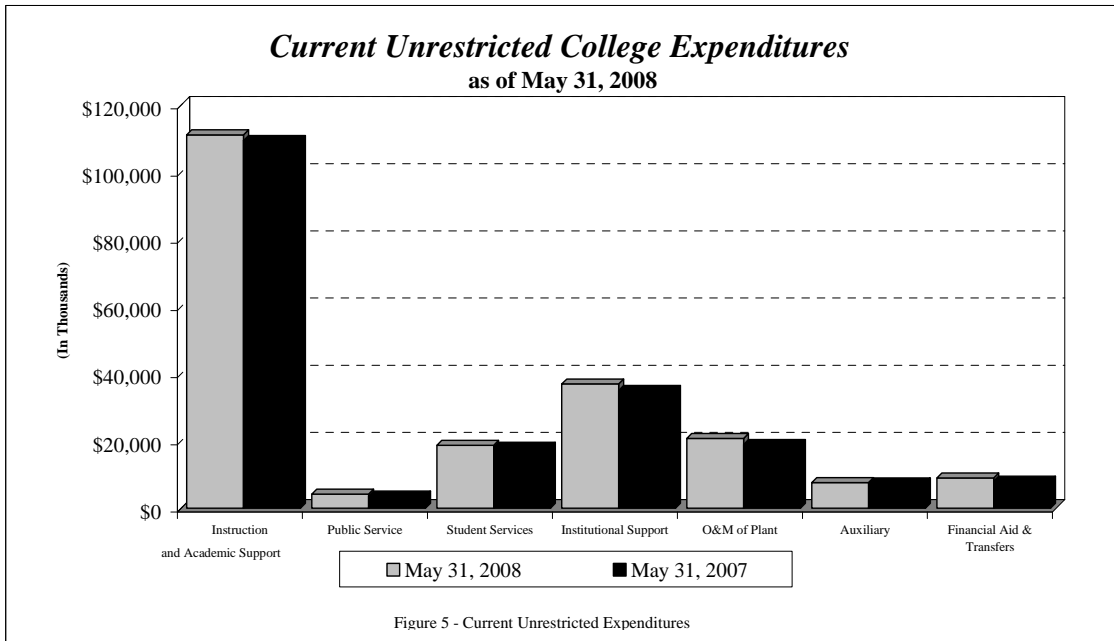
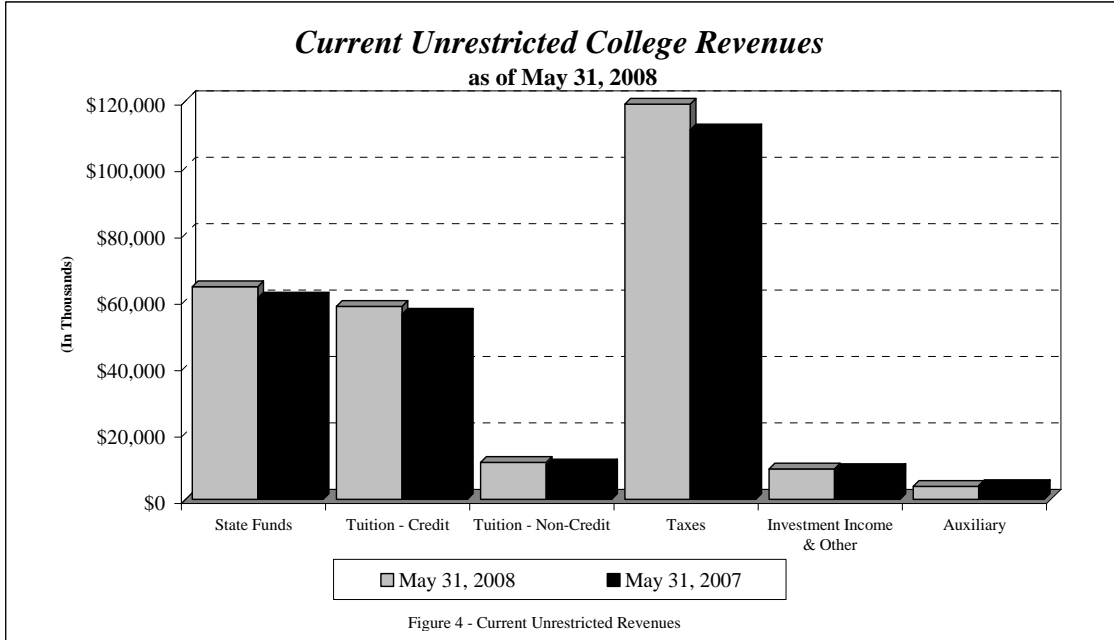


Figure 3 - Fund Balances By Type & Fund Group

*Dallas County Community College District
 Combined Current Funds Revenues, Expenditures, and Transfers (Unaudited)
 For the Six Months Ending May 31, 2008
 With Comparative Totals (000's)*

	<i>Operating</i>	<i>Auxiliary</i>	<i>Restricted ⁽¹⁾</i>	<i>RCHS</i>	<i>Total Current Year</i>	<i>Total May 2007</i>	<i>Total May 2006</i>
<u>REVENUES:</u>							
State Appropriations	\$64,016		\$19,400	\$1,407	\$84,823	\$79,213	\$77,873
Tuition & Charges - Credit	58,137				58,137	55,766	49,640
Tuition & Charges - Non-Credit	11,114				11,114	10,394	10,693
Total Tuition & Charges	69,251				69,251	66,160	60,333
Ad Valorem Taxes	119,017				119,017	111,268	102,675
Investment Income	5,975	503		9	6,487	6,788	3,252
Contracts & Grants	1,153	45	37,115		38,313	35,765	36,563
Other	1,437				1,437	1,230	1,411
Auxiliary Enterprises		3,882			3,882	4,116	4,510
TOTAL REVENUES	\$260,849	\$4,430	\$56,515	\$1,416	\$323,210	\$304,540	\$286,617
<u>EXPENDITURES:</u>							
Instruction and Academic Support	\$111,207		\$18,912	\$469	\$130,588	\$125,957	\$122,249
Public Service	4,224		3,551	75	7,850	7,744	7,417
Student Services	18,743		5,476	113	24,332	23,010	21,679
Institutional Support	37,014		7,150	279	44,443	41,458	37,536
Operation and Maintenance of Plant	20,791				20,791	19,631	18,503
Financial Aid	4,371		24,121		28,492	27,310	28,078
Auxiliary Enterprises		7,623			7,623	7,551	7,689
Mandatory Transfers	(4,669)		2,348		(2,321)	(2,117)	(1,919)
TOTAL EXPENDITURES & MANDATORY TRANSFERS	\$201,019	\$7,623	\$56,862	\$936	\$266,440	\$254,778	\$245,070
<u>Other Transfers and Additions, net</u>	(15,367)	4,531	347		(10,489)	(6,476)	(3,110)
NET INCR/(DECR) in FUND BALANCE	\$44,463	\$1,338	-	\$ 480	\$46,281	\$43,286	\$38,437

⁽¹⁾ Included in Restricted revenues and expenditures are RCHS grants totalling \$68,372.



GLOSSARY

FUND GROUPS

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

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

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

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

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

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

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

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

Loan funds: Funds available for loan to students.

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

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

FUNCTIONAL AREAS OF EXPENDITURES

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

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

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

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

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

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

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

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

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

OTHER FINANCIAL TERMS

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

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

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

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

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

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

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

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

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

Repurchase agreement: Agreement between a seller and a buyer, usually of agency or treasury securities, where the seller agrees to repurchase the securities at an agreed upon price and date. A “flex-repo” allows periodic draws against the overall value without a complete repurchase of all principal values.

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

INFORMATIVE REPORT NO. 47

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 August 2008.

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

AWARDS:

10841	Price Agreement, Academic Regalia – D-W Herff Jones, Inc.	(3-month estimate) \$8,000.00
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This extension will allow the Purchasing Department and Auxiliary Business Services sufficient time to negotiate an amendment to the existing contract with Follett Higher Education Group to provide regalia to students, faculty, administrators, and members of the Board of Trustees through the college bookstores. Herff Jones, Inc. has a contract with Follett Higher Education Group for academic regalia.

11371	Counseling Center Scheduling System - MVC Blue Eon Solutions, LLC	
	Original amount (requisition 2D59936)	\$16,000.00
	Increase amount (requisition 6D99886)	<u>\$ 8,099.25</u>
	Revised amount	\$24,099.25

This award consists of 14 individual software licenses, maintenance, onsite installation, and first year's support for the "Who's Next" counseling center scheduling system. The system is web-based, and will run on a Mountain View campus-level server. The system has been judged most appropriate for this application based on RFP No. 11371, which resulted in the Brookhaven award earlier this year.

11419	Software Licenses, Academic AutoCAD 2008 - RLC CDW Government, Inc.	\$24,800.00
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This award consists of the purchase of 20 perpetual licenses for the Academic version of AutoCAD 2008. The software will be used for instruction presented by the Continuing Education division of Richland College, primarily for off-site corporate customers in a non-networked environment. AutoCAD is an industry standard software package for drafting and drawings of all types. Utilization of the existing multi-campus AutoCAD "ACES" agreement was considered but ruled out due to the lack of networking for the instructional computers.

11423	Police Equipment Personal Transporters – ECC & RLC Texas SEG LLC	
	El Centro College	\$11,028.62
	Richland College	<u>\$13,320.24</u>
	TOTAL	\$24,348.86

This request is to procure four two-wheel personal transporters for the police departments at El Centro and Richland Colleges to patrol college grounds. Richland is purchasing two at \$6,660.24 each, equipped with a spare wheel and tire kit, 5 watt lithium LED Light, ramp kit, and police light and siren. El Centro is purchasing two at \$5,515.31 each, equipped only with the spare wheel and tire kit. As this is such a specialized item, rebidding would not be expected to yield any better response.

11431	Price Agreement - Supplies for ID Camera Systems – D-W Cawley Digital ID	\$15,405.00
	Identisys, Inc	<u>\$1,400.00</u>
	TOTAL	(1-year estimate) \$16,805.00

This award is for a price agreement to purchase blank cards and other supplies for the existing ID camera systems used by the District to make student identification badges.

Award is not recommended to the low bidder, ID Wholesaler, LLC as they could not provide three of the items specified or usage reports as requested. Award is recommended to the next two overall low bidders, Cawley Digital ID and Identisys, Inc., respectively, as they best met the District's requirements. Both bidders are recommended to provide maximum flexibility regarding the awardees' location and their specific product offering.

11438	Laboratory Equipment – NLC & RLC National Environmental, Inc. dba	
	Buy Indian Medical (NLC)	\$5,761.00
	Carolina Biological Supply Co. (NLC)	\$2,921.25
	Anachem Corporation	
	(NLC \$ 3,980)	
	(RLC \$ 4,060)	<u>\$8,040.00</u>
	TOTAL	\$16,722.25

This award is for the purchase of equipment for use in various campus laboratories. Award is not recommended to the lowest bidders of Cynmar Corporation and Johnson Scientific, Inc. respectively, as they offered alternate products which do not meet specifications. The requested model has an external printer and twelve-inch chambers. The alternate models do not include the printer and have smaller chambers. Per the college evaluator, the larger chamber saves the instructor time by allowing them to sterilize and prepare more agars in less time. Award is recommended to the next lowest bidder, National Environmental, Inc. dba Buy Indian Medical. Award is not recommended to the low bidder of Johnson Scientific, Inc., due to the college evaluator's past experience with the product they offered not being of the same quality and durability as the requested product. Award is recommended to the next lowest bidder, Carolina Biological Supply Co. Award is not recommended to the low bidder of Quark Enterprises, as they offered an alternate product which is not acceptable due to some of the outside diameters of the glass components being larger than the requested product. This is not acceptable as they need to be interchangeable with existing equipment. Award is recommended to the next lowest bidder, Anachem Corporation.

11444	Digital Audio Lab Equipment - RLC TMTELEVISION	\$19,628.00
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This award consists of the purchase of equipment to be used in an audio classroom laboratory to enable recording, editing, and replaying of digital sound files. Included in the purchase are workstations which interface to existing computers in the classroom, software, and various accessories.

11451	Price Agreement for Automotive Parts – D-W ABC Auto Parts, LTD. Midway Auto Supply	(24-month estimate, not to exceed) \$24,000.00
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This award will establish a price agreement for automotive repair parts for the District's automotive classes, as well as repair parts for District-owned vehicles. Both bidders are recommended to provide maximum flexibility regarding the awardees' location and their specific product offering.

1D49913 & 1D49920	Renewal of Software Licenses & Maintenance Agreement for R25 and Schedules25 Software – D-W Collegenet, Inc.	
	Licenses & maintenance (1D49920)	\$13,496.70
	Room Wizard upgrade (1D49913)	<u>\$ 2,000.00</u>
	TOTAL	\$15,496.70

This award consists of the annual renewal of licenses and maintenance fees for the facility-scheduling software used throughout the District, R25 and SCHEDULE25. The programs work together to provide comprehensive scheduling for classrooms, conference rooms, and other similar requirements. Collegenet, Inc. is the sole provider of this proprietary software. The \$2000 upgrade fee is to purchase a new “Room Wizard” interface for the Paramount Building of El Centro College. This interface to R25 will enable realtime display of current schedule data on small monitors outside of each classroom. Other campuses may be implemented later with this capability, but at this time El Centro was the only campus requesting the “Room Wizard.”

8D95902	Swimming Pool Repairs - RLC DCC, Inc.	\$23,520.00
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This recommendation consists of labor and materials necessary to repair the campus swimming pool. Scope of work includes re-plastering as necessary, cleaning the surface of all ceramic tiles and overflow gutter, repairing grout and ceramic tile mortar, and replacing all broken or missing ceramic tiles.

8D98426	Computer Forensics Software Licenses - RLC Guidance Software, Inc.	\$15,000.00
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This award consists of the purchase of EE University Academic licenses for one year. The software is used in classroom instruction in the Richland College Computer Forensics program, established last fiscal year. The Forensics program is popular and is being expanded this year. This year’s purchase is for license coverage of 30 students, as opposed to 10 students last year. The price includes a special educational discount of 28.6%.

Various Requisitions Bus Transportation Services For Trio/Upward Bound Students - D-W
Dallas County Schools (1-year estimate)
\$24,500.00

This request is to recommend the continued use of Dallas County Schools to provide bus transportation services on an as-needed basis for TRIO/Upward Bound students. At the beginning of each school year, two rate plans are established, District Trip Charges and Non-District Trip Charges. DCCCD's cost for use of a school bus is based on District Trip Charges; \$80.00 minimum for the first two hours, and \$40.00 for each additional hour after that. Past history has shown that commercial carrier's prices are not competitive with the prices offered by Dallas County Schools.

N/A Simplex Electronic Parts & Labor Price Agreement – D-W
SimplexGrinnel LP (1-year estimate)
\$24,000.00

This award is for a price agreement for time and materials with SimplexGrinnell for proprietary parts and services not available elsewhere. Compliance with local fire codes requires the annual inspection of all fire-related systems. Problems or system outages found must be promptly repaired in order to retain building occupancy authorization from the Fire Marshall. SimplexGrinnell sells direct only and has no dealers; therefore, purchase of, as well as the associated programming of simplex electronic parts is proprietary.

INFORMATIVE REPORT NO. 48

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).”

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

Ethnicity/Gender	<u>Sept. 07 – Nov. 07</u>		<u>Dec. 07 – Feb. 08</u>		<u>Mar. 08 – May 08</u>	
	<u>1st Qtr</u>		<u>2nd Qtr</u>		<u>3rd Qtr</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
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
Total M/WBE	3,645,482.43	15.06	5,667,726.93	17.93	10,715,710.97	20.39
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	<u>June 08</u>		<u>July 08</u>		<u>August 08</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
Amer Indian/Alaskan Native	115,213.65	.85	14,763.35	.07	24,394.90	.10
Black/African-American	1,886,463.61	13.96	3,083,789.19	14.28	3,280,303.48	13.92
Asian Indian	138,729.10	1.03	375,376.61	1.74	439,914.03	1.87
Anglo-American, Female	688,829.92	5.10	355,497.36	1.65	405,447.14	1.72
Asian Pacific	128,547.12	.95	409,288.44	1.90	2,103.87	.01
Hispanic/Latino/Mex-American	1,435,899.77	10.63	1,356,653.46	6.28	1,659,575.76	7.04
Other Female	330,558.59	2.45	18,427.79	.09	53,781.73	.23
Total M/WBE	4,724,241.76	34.97	5,613,796.20	26.00	5,865,520.91	24.89
Not Classified	8,786,375.80	65.03	15,976,128.20	74.00	17,700,860.74	75.11
Subtotal for Discretionary Payments	13,510,617.56	100.00	21,589,924.40	100.00	23,566,381.65	100.00
Non-discretionary Payments	1,843,248.90		2,117,457.59		1,988,355.48	
Total Payments	15,353,866.46		23,707,381.99		25,554,737.13	

Payments to M/WBEs in Fiscal Years 2000/01 – 2007/08

	<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>	<u>2007-08</u>
Amer Indian/Alaskan Native	16,009	1,985	2,735,072	3,849,775	300,869	976,953	1,098,580	293,244
Black/African-American	1,067,785	1,777,088	2,292,519	3,205,921	4,404,239	4,706,496	3,125,284	14,934,516
Asian Indian	789,252	422,606	66,670	148,477	468,352	1,112,483	3,170,023	3,494,574
Anglo-American, Female	1,549,240	1,861,600	1,615,111	1,237,126	5,569,275	4,684,336	3,902,023	4,893,713
Asian Pacific	200,204	193,409	236,225	286,589	995,558	25,793	26,035	656,552
Hispanic/Latino/Mex-American	1,120,478	2,214,839	1,019,652	816,123	2,574,890	4,034,906	1,993,010	11,019,093
Other Female	0	14,602	13,991	11,092	33,805	712,096	695,800	940,788
HUB	N/A	N/A	N/A	N/A	1,363,959	N/A	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	36,232,479.20
% of all payments	9.00%	9.89%	12.02%	14.33%	22.63%	22.27%	20.07%	21.69%

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. 49

Progress Report on Construction Projects

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

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of August 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%
BHC																		
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																		
7 Renovate Bldg. R; ADA/TAS																		
Bond Program																		
8 Construct Science bldg																		
9 Expand automotive tech																		
10 Construct Workforce & Continuing Ed bldg with expanded classrooms																		
CVC																		
1 Install theater mezzanine																		
2 Install new kiln																		
3 Repair stairwell Bldg. A																		
4 Subsurface roof moisture																		
Bond Program																		
5 Expand mechanical infrastructure																		
6 Construct Science bldg																		
7 Construct Industrial Tech bldg																		
DO																		
Bond Program																		
1 District Office at 1601 Lamar																		
DSC																		
1 Install emergency generator																		
2 Diversity Renovation																		
3 Remodel Record Mgmt																		
ECC																		
Bond Program																		
1 Develop West Campus																		
2 Back Fill Adaptive Remodel																		
EFC																		
1 Reconstruct roadway																		
2 Renovate HVAC Bldg. A, 2 nd floor																		
3 Replace drain piping Central Plant floor																		
4 Replace paint booth Bldg. T																		
5 Repair concrete sidewalk																		
6 Repair structural crack in stairwell																		
7 Refurb Paint booth #2																		
8 Remodel Police Offices																		
9 Realign La Prada Drive																		
Bond Program																		
10 Develop South campus																		
11 Expand parking																		
12 Expand mechanical infrastructure																		
13 Build General Classroom																		
14 Remodel vacated space																		
15 Construct Workforce Development																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of August 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%

16	Construct Parent Child Study Center																		
17	Construct Industrial Technology Center																		
	LCET																		
1	Replace Emergency Generator																		
	MVC																		
1	Replace access control																		
2	Install security cameras																		
	Bond Program																		
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																		
	NLC																		
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																		
	Bond Program																		
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																		
	RLC																		
1	Replace restroom partitions																		
2	Replace AHU Hondo bldg																		
3	Replace fire alarms campus-wide																		
4	Install security cameras																		
5	Install 3 solar light poles																		
6	Install new modular bldg																		
7	Revise east entryway Walnut St.																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of August 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																		
8	Replace storefront doors																		
9	Repair sinkhole south end of lake																		

10	Replace existing wood ADA w/concrete ADA ramps																		
11	Replace ADA Access																		
12	Replace tennis court fencing & gates																		
	Bond Program																		
13	Construct Science bldg & expand parking/mechanical infrastructure																		
14	Renovate Sabine Hall																		
15	Develop Garland Workforce Training Center																		

COMPLETED PROJECTS⁶

- Install theater mezzanine (CVC)
- Install new kiln (CVC)
- Relocate above ground fuel tanks (NLC - Hold)

¹ This is the last report on which these projects will appear.

INFORMATIVE REPORT NO. 50

Bond Program Report on Projects

The status of planning as of August 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 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. Ed DesPlas, executive vice chancellor, 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
Location Wide Original Budget: \$0 Revised Budget: \$3,030,342	2,973,192				
Science Building 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 / Beneficial Occupancy: Dec 07 / Jul 09 Managed by Bond Program Management Team. \$37,089,291 CMAR Guaranteed Maximum Price 01/28/2008.				
Automotive Technology Expansion 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 / Beneficial Occupancy: Aug 08 / Jul 09 Managed by Bond Program Management Team.				
Workforce & Continuing Education Building 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 / Beneficial Occupancy: Nov 08 / Dec 09 Managed by Bond Program Management Team. August 31, 2008				
Location Summary	Original Budget: 60,606,840		Revised Budget: 61,906,840		Total Awarded: 53,880,385

BHC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	50,195,662	40,306,410	21,136,666	52%	19,169,744	48%

Cedar Valley College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,585,342	2,536,582				
Mechanical Infrastructure Original Budget: \$4,306,840 Revised Budget: \$77,810 Total Awarded: \$77,810	0	0	0	77,810	0
Construction Start / Beneficial Occupancy: Apr 08 / Sep 09 Managed by Bond Program Management Team. --Budget and scope included in science, allied health, and veterinary technology building.					
Science, Allied Health, and Veterinary Technology Building Original Budget: \$30,600,000 Revised Budget: \$38,021,487 * Total Awarded: \$33,015,059	0	2,341,837	30,194,547	454,540	24,135
Construction Start / Beneficial Occupancy: Apr 08 / Sep 09 Managed by Bond Program Management Team. \$30,194,547 CMAR Guaranteed Maximum Price 3/17/2008. * \$55,500 added from non-bond program dollars.					
Industrial Technology Building Original Budget: \$6,600,000 Revised Budget: \$13,177,701 Total Awarded: \$11,970,268	0	979,150	10,820,539	170,479	100
Construction Start / Beneficial Occupancy: Jan 08 / Mar 09 Managed by Bond Program Management Team. \$10,820,539 CMAR Guaranteed Maximum Price 12/13/2007. August 31, 2008					
Location Summary	Original Budget: 53,506,840		Revised Budget: 53,862,340		Total Awarded: 47,599,719

CVC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	47,417,504	37,510,602	30,449,697	81%	7,060,905	19%

Eastfield College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,825,342	2,565,107				
South Campus Original Budget: \$10,200,000 Revised Budget: \$12,645,887 * Total Awarded: \$9,049,875	0	755,999	7,916,356	132,894	244,626
	Construction Start / Beneficial Occupancy: May 08 / May 09 Managed by Bond Program Management Team. \$7,916,356 CMAR Guaranteed Maximum Price 4/24/2008. * \$2,429,736 land purchase and \$296,152 demolition.				
Expanded Parking Original Budget: \$1,500,000 Revised Budget: \$0 Total Awarded: \$0	0	0	0	0	0
	Construction Start / Beneficial Occupancy: Sep 08 / Sep 09 Managed by Bond Program Management Team. --Budget and scope included in workforce development building and parent child study center.				
Mechanical Infrastructure Original Budget: \$2,306,840 Revised Budget: \$94,433 Total Awarded: \$94,433	0	0	0	94,433	0
	Construction Start / Beneficial Occupancy: Sep 08 / Sep 09 Managed by Bond Program Management Team. --Budget and scope included in workforce development building.				
Adaptive Remodel 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 / Beneficial Occupancy: Jul 09 / Feb 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
General Classroom Building 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 / Beneficial Occupancy: Aug 07 / Nov 08 Managed by Bond Program Management Team. \$11,709,770 CMAR Guaranteed Maximum Price 8/9/2007. --Budget balance transferred to workforce development building and parent child study center.					
Workforce Development Building Original Budget: \$7,100,000 Revised Budget: \$11,309,641 Total Awarded: \$10,145,631	0	735,194	9,322,145	88,292	0
Construction Start / Beneficial Occupancy: Sep 08 / Sep 09 Managed by Bond Program Management Team. \$9,322,145 CMAR Guaranteed Maximum Price 8/15/2008.					
Parent Child Study Center Original Budget: \$0 Revised Budget: \$7,167,787 Total Awarded: \$6,634,648	0	440,712	6,148,188	45,748	0
Construction Start / Beneficial Occupancy: Sep 08 / Jul 09 Managed by Bond Program Management Team. \$6,148,188 CMAR Guaranteed Maximum Price 8/12/2008					
Industrial Technology Center Original Budget: \$0 Revised Budget: \$7,505,960 Total Awarded: \$6,297,250	0	446,607	5,793,958	56,685	0
Construction Start / Beneficial Occupancy: Nov 08 / Oct 09 Managed by Bond Program Management Team. August 31, 2008					
Location Summary	Original Budget: 61,706,840		Revised Budget: 60,232,727		Total Awarded: 50,643,846

EFC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	47,746,006	29,212,662	19,740,398	68%	9,472,264	32%

El Centro College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$802,034	786,906				
West Campus Original Budget: \$10,200,000 Revised Budget: \$13,664,229 * Total Awarded: \$8,705,100	0	599,729	7,952,700	150,488	2,183
	Construction Start / Beneficial Occupancy: May 08 / Apr 09 Managed by Bond Program Management Team. \$7,952,700 CMAR Guaranteed Maximum Price 4/30/2008. * \$3,443,374 land purchase and \$530,855 demolition.				
Allied Health and Nursing Original Budget: \$16,100,000 Revised Budget: \$20,592,600 *	0	1,093,129	11,361,796	351,538	5,429,231
	Construction Start / End: Jan 06 / Aug 07 Managed by Facilities Management. Awarded \$18,235,694 * \$292,600 added from non-bond program dollars.				
Adaptive Remodel 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.				
Paramount Building / Land Acquisition Original Budget: \$11,000,000 Revised Budget: \$11,309,880	Construction: Completed Managed by Facilities Management. Awarded \$11,243,117 August 31, 2008				
Location Summary	Original Budget: 46,990,680	Revised Budget: 51,367,389	Total Awarded: 39,313,793		

ECC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	28,433,572	20,818,274	11,434,334	55%	9,383,940	45%

Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,594,564	2,545,628				
Mechanical Infrastructure Original Budget: \$4,491,280 Revised Budget: \$74,000 Total Awarded: \$74,000	0	0	0	74,000	0
Construction Start / Beneficial Occupancy: Dec 07 / Aug 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.					
Science Building Original Budget: \$15,300,000 Revised Budget: \$17,013,439 Total Awarded: \$15,789,820	0	1,171,350	14,305,212	313,108	150
Construction Start / Beneficial Occupancy: Dec 07 / Jan 09 Managed by Bond Program Management Team. \$12,948,189 CMAR Guaranteed Maximum Price 11/19/2007.					
Performing Arts Center Original Budget: \$5,700,000 Revised Budget: \$4,435,777 Total Awarded: \$3,997,206	0	278,552	3,668,000	50,654	0
Construction Start / Beneficial Occupancy: Jul 08 / Mar 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
Adaptive Remodel 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 / Beneficial Occupancy: May 09 / Jan 10 Managed by Bond Program Management Team.					
Economic & Workforce Development Building Original Budget: \$7,600,000 Revised Budget: \$7,716,750 Total Awarded: \$6,644,445	0	525,407	6,079,499	39,539	0
Construction Start / Beneficial Occupancy: Aug 08 / Aug 09 Managed by Bond Program Management Team. \$6,079,499 CMAR Guaranteed Maximum Price 7/10/2008					
Student Center and Services Building 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 / Beneficial Occupancy: Jan 08 / Aug 09 Managed by Bond Program Management Team. \$14,247,500 CMAR Guaranteed Maximum Price 01/04/2008.					
Athletic and Community Recreation Complex Original Budget: \$5,300,000 Revised Budget: \$9,309,625 *	0	309,075	7,945,758	319,588	0
Construction Start / End: Mar 07 / Dec 08 Managed by Facilities Management. Awarded \$8,574,421 * \$3,009,625 added from non-bond program dollars. August 31, 2008					
Location Summary	Original Budget: 57,191,280		Revised Budget: 61,200,905		Total Awarded: 54,829,198

MVC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	51,431,937	43,815,255	29,342,074	67%	14,473,181	33%

North Lake College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,789,534	2,736,922				
South Campus 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 / Beneficial Occupancy: Dec 07 / Dec 08 Managed by Bond Program Management Team. \$7,977,698 CMAR Guaranteed Maximum Price 12/04/2007. * \$4,467,609 land purchase and \$596,935 demolition.				
North Campus 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 / Beneficial Occupancy: Aug 07 / Aug 08 Managed by Bond Program Management Team. \$8,111,025 CMAR Guaranteed Maximum Price 08/08/2007. * \$8,978,994 land purchase and related cost of \$23,900.				
Mechanical Infrastructure Original Budget: \$1,990,680 Revised Budget: \$76,795 Total Awarded: \$76,795	0	0	0	76,795	0
	Construction Start / Beneficial Occupancy: Nov 07 / Dec 08 Managed by Bond Program Management Team. --Budget and scope included in science and medical professions building.				
Adaptive Remodel 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 / Beneficial Occupancy: 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
Science & Medical Professions Building 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 / Beneficial Occupancy: Nov 07 / Dec 08 Managed by Bond Program Management Team. \$12,121,726 CMAR Guaranteed Maximum Price 10/29/2007. * \$165,900 added from non-bond program dollars.					
General Purpose Building Original Budget: \$0 Revised Budget: \$12,460,000 Total Awarded: \$10,902,680	0	851,285	9,933,236	118,159	0
Construction Start / Beneficial Occupancy: Jun 08 / Aug 09 Managed by Bond Program Management Team. \$9,933,236 CMAR Guaranteed Maximum Price 5/29/2008.					
Workforce Development Center Original Budget: \$0 Revised Budget: \$1,722,004 Total Awarded: \$1,512,329	0	148,261	1,304,950	59,118	0
Construction Start / Beneficial Occupancy: Jul 08 / Dec 08 Managed by Bond Program Management Team. * \$121,942 added from non-bond program dollars.					
Structural Repairs Original Budget: \$2,000,000 Revised Budget: \$1,598,295 Total Awarded: \$0	0	0	0	0	0
Construction Start / Beneficial Occupancy: Apr 09 / Oct 09 Managed by Bond Program Management Team. August 31, 2008					
Location Summary	Original Budget: 55,790,680		Revised Budget: 71,295,960		Total Awarded: 49,669,101

NLC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	49,509,091	41,642,596	30,368,739	73%	11,273,857	27%

Richland College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$3,310,342	3,209,570				
Garland Workforce Development Center Original Budget: \$0 Revised Budget: \$14,790,748 * Total Awarded: \$11,185,109	0	899,080	10,002,843	242,173	41,013
	Construction Start / Beneficial Occupancy: Dec 07 / Feb 09 Managed by Bond Program Management Team. \$10,002,843 CMAR Guaranteed Maximum Price 11/12/2007. * \$3,214,582 land purchase and \$230,617 demolition. \$1,580,749 added from non-bond program dollars.				
Science Building Original Budget: \$31,600,000 Revised Budget: \$49,881,498 Total Awarded: \$45,960,537	0	3,534,900	42,029,546	315,640	80,451
	Construction Start / Beneficial Occupancy: Nov 07 / Aug 09 Managed by Bond Program Management Team. \$42,029,546 CMAR Guaranteed Maximum Price 2/19/2008.				
Adaptive Remodel Original Budget: \$0 Revised Budget: \$4,325,000 Total Awarded: \$3,541,840	0	24,840	3,517,000	0	0
	Construction Start / Beneficial Occupancy: Jul 09 / Feb 10 Managed by Bond Program Management Team. August 31, 2008				
Location Summary	Original Budget: 56,006,840	Revised Budget: 72,307,588	Total Awarded: 63,897,056		

RLC M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	60,369,747	52,473,662	40,842,301	78%	11,631,361	22%

District Office at 1601 S Lamar	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$510,000	500,379				
District Office Relocation Original Budget: \$0 Revised Budget: \$16,133,327 * Total Awarded: \$10,437,178	0	22,000	10,226,208	107,658	81,312
	<p>Construction Start / Beneficial Occupancy: Feb 08 / Dec 08 Managed by Bond Program Management Team. \$10,226,208 CMAR Guaranteed Maximum Price 3/5/2008.</p> <p>* \$3,392,400 land purchase and \$93,402 demolition. \$1,500,000 added from non-bond program dollars. \$1,457,525 from contingency.</p> <p style="text-align: right;">August 31, 2008</p>				
Location Summary	Original Budget: 10,200,000	Revised Budget: 16,643,327		Total Awarded: 10,937,557	

DO M/WBE Participation						
Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	10,972,537	10,688,999	8,547,155	80%	2,141,844	20%

Other	
Property Acquisition	Revised budget dollars were \$27,890,120. There is \$191,564 designated of remaining property acquisition budget.
Project Development	Revised budget dollars were \$10,000,000. There is \$7,717,675 now designated of program development costs as needed for project contingencies, particularly those associated with site development for the new campuses. <p style="text-align: right;">August 31, 2008</p>

Notes	
Other Professional Services	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).
Other Awards	Examples of 'Other Awards' are demolition activity, electrical and plumbing work, site cleanup, permits, and fees.
Construction Start and End Dates	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. End date a.k.a. beneficial occupancy.
Financial Analysis	This report is an informative report only.