

Persons who address the board are reminded that the board may not take formal action on matters that are not part of the meeting agenda, and, may not discuss or deliberate on any topic that is not specifically named in the agenda that was posted 72 hours in advance of the meeting today. For any non-agenda topic that is introduced during this meeting, there are only three permissible responses: 1) to provide a factual answer to a question, 2) to cite specific Board of Trustees policy relevant to the topic, or 3) to place the topic on the agenda of a subsequent meeting.

Speakers shall direct their presentations ONLY to the Board Chair or the Board as a whole.

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

**District Office
1601 South Lamar Street
Lower Level, Room 007
Dallas, TX 75215
Tuesday, August 7, 2012
4:00 PM**

AGENDA

- I. Certification of notice posted for the meeting
- II. Pledges of allegiance to U.S. and Texas flags
- III. Public Hearing on Richland Collegiate High School Budget for 2012-13
p. 7
- IV. Special Presentation of the LULAC National Young Adult Woman of the Year winner, Wendy Balderas, introduced by Dr. Jean Conway, president, Eastfield College
- V. Special Presentation about the success of the online Biology 1406 course produced at the LeCroy Center for Educational Telecommunications presented by Pam Quinn, Provost, Jennifer Baggett, Biology Subject Matter Expert, and Jesus Moreno, Online Format Developer
- VI. Richland Collegiate High School status report presented by Superintendent Donna Walker *Policy Report No. 19 (p. 47); Financial Report No. 44 (pp. 129-130) & No. 45 (pp. 131-133) and Informative Report No. 47 (p. 137)*
- VII. Citizens desiring to address the Board regarding agenda items
- VIII. Opportunity for members of the Board and chancellor to declare conflicts of interest specific to this agenda *pp. 8-11*

IX. Consideration of Bids

1. Best Bids: Recommendation for price agreement with Brick Steel, Garland Steel, Inc., and QMF Steel in an estimated amount of \$200,000 over a three-year period, for cut steel, District-wide (Bid No. 11932) *p. 12*
2. Low Bid: Recommendation for award to Federal Mechanical Systems, Inc. in an amount of \$128,900, for replacement of two boilers, Richland College (Bid No. 11940) *p. 13*
3. Best Bids: Recommendation for price agreement with Anixter, Inc., Communications Supply Corporation, Graybar, and TKC Enterprises, Inc., in an estimated amount of \$125,000 over a three-year period, for telecommunications materials and supplies, District Service Center (Bid No. 11944) *p. 14*
4. Best Proposal: Recommendation for award to Texas Kids First in an estimated amount of \$500,000, over a six-year period, for intercollegiate sports accident insurance, District Service Center (RFP No. 11945) *pp. 15-16*
5. Best Bids: Recommendation for award to DFW Printing Company and Midway Press in an estimated amount of \$380,000 over a two-year period, for printing of student newspapers, Brookhaven, Eastfield, Northlake, and Richland Colleges (Bid No. 11947) *pp. 17-18*
6. Best Bids: Recommendation for price agreement with Gas & Alloy Supply Company, Metroplex Welding Supply, Welder's Warehouse, and W.W. Grainger in an estimated amount of \$250,000, over a three-year period, for welding supplies and repair parts, District-wide (Bid No. 11948) *p. 19*
7. Best Bids: Recommendation for price agreement with Bridges Electric, Inc., Environmental Lighting, Groves Electrical Service, Inc., and Richardson Ready Electric, Inc., in an estimated amount of \$125,000 over a three-year period, for boom truck service, District-wide (Bid No. 11949) *p. 20*
8. Best Proposals: Recommendation for price agreement with American Sign Language Interpreting Services, Cauthen & Associates, Inc., Texas Interpreting Services, LLC., and Wright & Associates, LLC., in an estimated amount of \$400,000 over a two-year period, for sign language interpreting services, District-wide (RFP No. 11950) *p. 21*
9. Professional Services: Recommendation for advertising services with an annual cost estimate of \$2,200,000, District-wide *pp. 22-24*
10. Best Source: Recommendation for price agreement with Dallas County Schools in an estimated amount of \$200,000 over a five-year

- period, for bus transportation services, District-wide *p. 25*
11. Cooperative Purchasing: Recommendation for authorization to make purchases of various goods and services under cooperative purchase contracts with US Communities, The Cooperative Purchasing Network, Buy Board, and Educational & Institutional Cooperative Services, Inc. in an amount estimated to be \$5,000,000 over a one-year period, District-wide *p. 26*
 12. Professional Services: Recommendation for professional services for creative services with an annual cost estimate of \$195,000, District marketing/communications and LeCroy Center marketing *pp. 27-29*
 13. Renewal: Recommendation for renewal of library online database, bibliographic services, and microfilm subscription to various vendors in an amount of \$657,578, over a two-year period, District Service Center *pp. 30-33*
 14. Sole Sources: Recommendation for annual award to Datatel in the amount of \$645,045, Innovative Interfaces, Inc. in the amount of \$80,437, Novell in the amount of \$185,000, and Paperwise in the amount of \$94,825, for licenses and maintenance for installed software at the District Service Center *p. 34*
 15. State Contracts: Recommendation for authorization to make purchases under state contracts for technology and other goods and services in an amount estimated to be \$10,000,000 over a one year period, District-wide *p. 35*

** The starting and ending dates shown on the recommendation for an award may vary depending on the actual date of commencement of performance, annual review if for multiple years, and the terms and conditions of the contract.

- X. Consent Agenda: If a trustee wishes to remove an item from the consent agenda, it will be considered at this time.

Minutes

16. Approval of Minutes of the July 17, 2012 Regular Meeting *pp. 36-41*
17. Approval of Minutes of the July 17, 2012 Planning & Budget Committee Meeting *pp. 42-45*

Policy Reports

18. Revision of Academic Calendar for 2012-2013 *p. 46*
19. Approval of 2012-13 Academic Calendar for Richland Collegiate High School *p. 47*
20. Approval of a Change to Board Policy by adding the Logo of R. Jan LeCroy Center *p. 48*

Financial Reports

21. Approval of Expenditures for June 2012 *p.49*
22. Acceptance of Gifts *pp. 50-51*
23. Approval of Tuition for Continuing Education Courses *pp. 52-57*
24. Approval of District Corporate Resolution Relating to Check Signatures *pp. 58-59*
25. Approval of Agreement with Richardson Independent School District *p. 60*
26. Approval of Lease Agreement with Wilkinson Center *p. 61*
27. Approval of Agreement with North Texas Electrical Joint Apprenticeship Training Center *p. 62*
28. Approval of Agreement with Dallas Joint Apprentice Committee for the Plumbing and Pipefitting Industry *p. 63*
29. Approval of Agreement with Construction Education Foundation *p. 64*
30. Approval of Interagency Agreement for Services Provided by DCCCD to The University of Texas at Arlington *p. 65*

XI. Individual Items

Policy Reports for Individual Action

31. Approval of Policies Concerning the Trustee Election, Legal Counsel, Computer and Information Security, Medical Examination and other Policies *pp. 66-93*
32. Approval of Changes to Board policy regarding Fees for Intercollegiate Sporting Events *p. 94*
33. Request to Pay Expenses for Trustee Travel to HACU Annual Meeting *pp. 95-96*

Personnel Reports for Individual Action

34. Acceptance of Terminations, Resignations and Retirements *pp. 97-98*
35. Approval of Warrants of Appointment for Security Personnel *p. 99*
36. Employment of Contractual Personnel *pp. 100-108*
37. Non-Renewal of Administrative Contracts *p. 109*
38. Renewal of Adjunct Instructors *p. 110*
39. Re-employment of Administrators for 2012 - 2013 *pp. 111-124*
40. Re-employment of Administrators for 2012-2015 *p. 125*
41. Extension of Chancellor's Employment Contract *p. 126*

Building and Grounds Reports for Individual Action

42. Approval of Amendment to Agreement with Neel-Schaffer Inc. *p. 127*
43. Approval of Interlocal Agreement for Services Provided by DCCCD to Dallas County for the Brookhaven Trail Project *p. 128*

Financial Reports for Individual Action

44. Adoption of Revised Budget for Richland Collegiate High School (RCHS) for 2011-12 *pp. 129-130*
45. Adoption of Resolution for 2012-13 Budget for Richland Collegiate High School (RCHS) *pp. 131-133*
46. Approval of Date to Adopt Ad Valorem Tax Rate for 2012 Tax Year *pp. 134-135*

XII. Informative Reports

47. Richland Collegiate High School *pp. 136-137*
48. Presentation of Current Funds Operating Budget Report for June 2012 *pp. 138-145*
49. Monthly Award and Change Order Summary *pp. 146-147*
50. Payments for Goods and Services *pp. 148-150*
51. Progress Report on Construction Projects *pp. 151-153*
52. Report of M/WBE Participation of Maintenance and SARS Report on Projects *pp. 154-161*
53. Facilities Management Project Report *pp. 162-184*
54. Notice of Grant Awards - August 2012 *pp. 185-186*
55. Presentation of Contracts for Educational Services *p. 187-188*

XIII. Questions/comments from members of the Board and chancellor

56. Request for strategic plan update since last discussion (Trustee Flores)
57. Concern that colleges receive direct benefit in allocated resources if the Board approves a tax increase (Trustee Flores)

XIV. Citizens desiring to appear before the Board

XV. Executive session

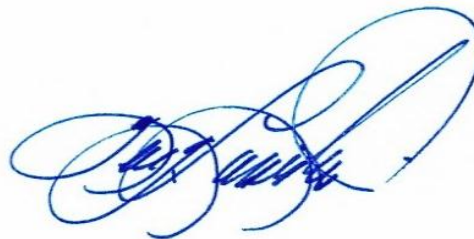
The Board may conduct an executive session as authorized under 551.074 of the Texas Government Code to deliberate on personnel matters, including reorganization of the Board officers, commencement of annual evaluation and/or consideration of contract of the Chancellor and any prospective employee who is noted in Employment of Contractual Personnel.

The Board may conduct an executive session under §551.071 of the Texas Government Code to seek the advice of its attorney and/or on a matter in which the duty of the attorneys under the Rules of Professional Conduct clearly conflict with the Open Meetings Act.

XVI. Adjournment of regular meeting

**CERTIFICATION OF NOTICE POSTED
FOR THE AUGUST 7, 2012
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 of August 2012, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 3rd of August 2012, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen, Sr. Courts Building, all as required by the Texas Government Code §551.054.



Wright L. Lassiter, Jr., Secretary

III. Public Hearing on Richland Collegiate High School Budget for 2012-13

During the meeting on August 7, 2012, the Board of Trustees will hold a public hearing for persons who desire to speak on the proposed budget for the Richland Collegiate High School for 2012-13.

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

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

IV. Opportunity for Chancellor and Board Members to Declare Conflicts of Interest Specific to this Agenda

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

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

1820 Productions, LLC	Charter Cable
3D Mechanical Service Co.	Chinese Yellow Pages
African American News & Issues	Cinemark
Albert Outdoor	ClearChannel Communications Outdoor
Alloy Media Marketing	College Guidance Inc.
American Sign Language Interpreting Services	ComCast
Amesbury Web	Communications Supply Corp.
Amigos Library Services	Congressional Quarterly
AMS Pictures	Constant Contact
Amy McDonald	Construction Education Foundation
Anixter, Inc.	Coppell Gazette
Armed Forces Communication	Cox Cable
Asian Business Directory	Cypress Risk Management
Asian Gazette	Dallas Black Chamber of Commerce
AT&T Cable	Dallas Business Journal
Bilingual Yellow Pages	Dallas Child Magazine
Billboard by the Day	Dallas Chinese News
Black Business Directory	Dallas Chinese Times
Bowker	Dallas County
Brick Steel	Dallas County Schools
Bridges Electric, Inc.	Dallas Examiner
BumpQProductions	Dallas Family Magazine
Careerbuilder.com	Dallas Joint Apprentice Committee for the Plumbing and Pipefitting Industry
Carrollton Leader	Dallas Observer
Cauthen & Associates, Inc.	Dallas Regional Chamber
CBS Outdoor	Dallas Weekly
Center Operating Company, LP	DallasGospelConnection.com

Datatel, Inc.	Groves Electrical Service, Inc.
DFW Printing Company	HACU
Direct TV	High Tech Signs
Dish TV	Hispanic Journal
Dissenger Reed	Hobson's College Guides
Downtown Business News	Hobsons Inc.
Ebsco	Hula
Eclipse Magazine	Industrial Strength Productions, Inc.
Edgar Sotela	Infinity Contractors, Ltd.
Educational & Institutional Cooperative Services, Inc. (E&I)	Innovative Interfaces, Inc.
El Extra	Jennie Gilmer
El Herald News	KAAM-AM
El Hispano News	KBFB-FM
Elite News	KBOC-FM
Encyclopedia Britannica	KCBI-AM
Environmental Lighting	KDAF-TV
Erin Gooden	KDBN-FM
Erin Jennings	KDFI-TV
Evco Partners	KDFW-TV
Facebook.com	KDGE-FM
Facts On File	KDMX-FM
Federal Mechanical Systems, Inc.	KDOF-TV
Fox Sports Southwest	KDXX-FM
Francisco Cuevas	KEGL-FM
Friedrich Software Resources, LLC	KEOM-FM
Gale Group	KERA-FM
Garland Chamber of Commerce	KERA-TV
Garland Journal News	KESN-FM
Garland Steel, Inc.	KESS-FM
Gas & Alloy Supply Co.	KFLC-FM
Gisela Janet Alonso –AKA- Jenny Vilchis	KFWD-TV
Glenn Stone	KFXR-FM
Google.com	KFZO-FM
Graybar	KHCK-FM
Greater Dallas Asian Chamber of Commerce	KHKS-FM
Greater Dallas Hispanic Chamber of Commerce	KHVN-AM
Greater Dallas Press	KHYI-FM
Greenwood	Kim Dawson Agency

Kimberly Smith
KJKK-FM
KJKK-FM
KKDA-A/FM
KKDL-FM
KLEG-TV
KLIF-FM
KLLI-FM
KLNO-FM
KLTY-FM
KLUV-FM
KME-FM
KMKI-AM
KMPX-TV
KMKV-FM
KNON-FM
KNOR-FM
KOAI-FM
KODF-TV
Korean Mid-South Weekly
Korean Times Daily
KPLX-FM
KRBV-FM
KRLD-AM
KRLD-FM
KRNH-FM
KSCS-FM
KSKY-AM

KSTR-TV
KTCK-AM
KTCY-FM
KTVT-TV
KTXA-TV
KTYS-FM
KUVN-TV
KVIK-FM
KVIL-FM
KVTI-FM
KXAS-TV
KXEB-AM
KXTX-TV
KYNG-FM

KZMP-FM
KZPS-FM
KZZA-FM
Lamar Advertising Co.
Lamar Transit
Library Of Congress
Mapformation LLC
Mcnaughton Book Service
Mesquite News
Metroplex Welding Supply
Midway Press, Ltd.
Military.com
MNI – Media Networks, Inc.
Monster.com
Montrose Cunningham
Moses Olmos Photography
Msn.com
Myspace.com
National Archive Publishing Company
National CineMedia
Naxos
NCH Corp.
Neel-Schaffer Inc.
Newsbank
NISOD
Noodle Tools
North Dallas Gazette
North Texas Electrical Joint
Apprenticeship Training Center
Novell
Oxford University Press
Pandora
Paperwise
Paratext
Park Cities News
Pegasusnews.com
Post Asylum
Proquest Information And Learning
QMF Steel
Randy Jenson
Reach Local
Reginald Loftin Photographer
Richardson Independent School District

Richardson Ready Electric, Inc.
RightNow Technologies
Rockwall Signs and Wraps
Rolo Photography
Sanchez Social Media
Scott Keith Photography
Sederrick Raphiel
Senior Life Magazine
Senior News-Dallas
Shelly Ely
Sher Walker/DreamWalker, LLC
SJS Graphic Arts
Sports Page Weekly
Stephen Cabrero/Eye to Eye
Productions
Streetwise Media
Susan B. Aycock
Texas Interpreting Services, LLC
Texas Kids First
Texas Local Government State-wide
Purchasing Cooperative (Buy Board)
Texas Monthly
Texshare
The Advocate
The Barber Shop Marketing
The Clutts Agency
The Cooperative Purchasing Network
(TCPN)
The U.S. Communities Government
Purchasing Alliance (USC)
The University of Texas at Arlington
Time Warner Cable
Titan Worldwide
TKC Enterprises, Inc.
Travers Tool Co.
Trinity Strand Trail
TriPod Texas
Trust Advertising
Twitter.com
Verve Communications Group
Via Media
Viacom Outdoor

Vietnam Weekly News
W.W. Grainger
Wall-to-Wall Studios
WBAP-AM
WebTrends
Welder's Warehouse
WFAA-TV
White Rocker News
Wilkinson Center
Wright & Associates, LLC
WRR-FM
Yahoo.com

(Tab 1) RECOMMENDATION FOR AWARD – BID NO. 11932
CUT STEEL
PRICE AGREEMENT, DISTRICT WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2015

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

COMPARISON OF BIDS:

	<u>discount from list</u>
Brick Steel	net
Garland Steel, Inc.	40%
QMF Steel	cost plus 20%

RECOMMENDATION FOR AWARD:

BRICK STEEL	(3-year estimate)
GARLAND STEEL, INC.	\$200,000
QMF STEEL	

BEST BIDS

COMMENTS: This award is for cut steel to be used for industrial and curriculum-specific needs throughout the district. All three bidders are recommended for award to provide maximum flexibility regarding the awardees' location and their specific product offering.

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

(Tab 2) RECOMMENDATION FOR AWARD – BID NO. 11940
REPLACE TWO BOILERS
RICHLAND COLLEGE

RESPONSE: Of 17 companies that attended the mandatory prebid meeting, three bids were received.

COMPARISON OF BIDS:

Federal Mechanical Systems, Inc.	\$128,900
3D Mechanical Service Co.	\$146,470
Infinity Contractors, Ltd.	\$146,690

RECOMMENDATION FOR AWARD:

FEDERAL MECHANICAL SYSTEMS, INC.	\$128,900
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LOW BID

COMMENTS: This project is to replace two boilers; includes removal of existing units plus replacement of associated flue, housing, piping, insulation, controls, etc.

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

(Tab 3) RECOMMENDATION FOR AWARD – BID NO. 11944
TELECOMMUNICATIONS MATERIALS AND SUPPLIES
PRICE AGREEMENT, DISTRICT SERVICE CENTER
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2015

RESPONSE: Requests for bids were sent to 180 companies, and four responses were received.

COMPARISON OF BIDS:

	<u>discount from list</u>
Anixter, Inc.	0-48%
Communications Supply Corp.	0-45%
Graybar	0-50%
TKC Enterprises, Inc.	20%

RECOMMENDATION FOR AWARD:

ANIXTER, INC.	
COMMUNICATIONS SUPPLY CORP.	(3-year estimate)
GRAYBAR	\$125,000
TKC ENTEPRISES, INC.	

BEST BIDS

COMMENTS: This award is for the purchase of minor communications materials and supplies as needed by the Communications Department to perform repairs and routine maintenance of voice and data communications systems for classrooms and administrative offices throughout the district. Bidders quoted percentages of discounts from list price for various manufacturers currently used by the district. All bidders are recommended for award to provide maximum flexibility regarding the awardees' specific product offerings.

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

(Tab 4) RECOMMENDATION FOR AWARD – RFP NO. 11945
 INTERCOLLEGIATE SPORTS ACCIDENT INSURANCE
 DISTRICT SERVICE CENTER
 SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2018

RESPONSE: Requests for proposals were sent to 26 companies, and three proposals were received.

COMPARISON OF BIDS:

	<u>Excess/yr</u>	<u>Catastrophic/yr</u>
Texas Kids First	\$54,995	\$26,916
Dissenger Reed	\$58,599-\$74,371	\$26,916
Cypress Risk Management	\$60,099	\$14,105

RECOMMENDATION FOR AWARD:

	(6-year estimate)
TEXAS KIDS FIRST	\$500,000

BEST PROPOSAL

COMMENTS: This award is for a basic excess insurance policy and a catastrophic insurance policy for sports-related accidents. Each is a one-year policy renewable up to six years. The excess policy provides coverage for an uninsured student, or coverage beyond a student's existing insurance, while the catastrophic policy provides additional coverage beyond the basic excess policy.

The estimated six-year cost is based on the 2012-2013 combined premium of \$81,911. Subsequent annual premiums may vary depending on loss history, market conditions, and carrier changes.

Texas Kids First uses the Texas Athletic Network group of medical providers. These providers agree to generally accept the amounts paid by insurance as sufficient to cover the medical expenses. The other two agents quoted companies paying medical expenses at "usual and customary" rates which may be insufficient to cover full medical expenses; students could experience significantly greater out-of pocket expense than with the recommended company.

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

(Tab 5) RECOMMENDATION FOR AWARD – BID NO. 11947
PRINTING OF STUDENT NEWSPAPERS
PRICE AGREEMENT, BROOKHAVEN, EASTFIELD, NORTH
LAKE & RICHLAND COLLEGES
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2014

RESPONSE: Requests for bids were sent to 41 companies, and three bids were received.

COMPARISON OF BIDS:

See attached tabulation.

RECOMMENDATION FOR AWARD:

DFW PRINTING COMPANY	(2-year estimate)
MIDWAY PRESS	\$380,000

BEST BIDS

COMMENTS: This award is for the printing of campus newspapers published by journalism program students. Award is recommended to the two lowest overall bidders.

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

Bid #11947 – Printing of Student Newspapers

	DFW Printing Company	Greater Dallas Press	Midway Press, Ltd.
Brookhaven College: Qty. 36,000/3,000 copies/issue. Size 13.5" x 23"			
6 pages	206.80	412.00	278.00
8 pages	222.37 alt	454.33	296.00
10 pages	253.08	647.00	312.00
12 pages	268.65	689.33	328.00
Brookhaven College: Qty. 36,000/3,000 copies/issue. Size 11.5" x 23"			
6 pages	no bid	392.66	276.00
8 pages	no bid	429.33	292.00
10 pages	no bid	618.00	308.00
12 pages	no bid	650.66	324.00
Eastfield College: Qty. 24,000/2,000 copies/issue			
20 pages	303.30	403.00	476.00
24 pages	316.18	451.50	498.00
North Lake College: News – Register. Qty. 2,500 copies/issue-12.5' wide x 22.75' tall			
8 pages	258.98	512.40	422.00
10 pages	293.92 alt	733.60	496.00
12 pages	310.68	778.00	514.00
North Lake College: The Blazer Qty. 4,500. 40 pages	3,960.00	5,728.50	6,399.00
North Lake College – Duck Soup Magazine Qty. 2,500	3,225.00	4,704.00	4,168.25
Richland College: Qty. 120,000/4,000 copies/issue 22.75" w x 12.5" tall			
12 pages	147.07	no bid	228.00
16 pages	157.03	no bid	240.00
20 pages	171.54	no bid	254.00
24 pages	181.50	no bid	268.00
Richland College: Qty. 120,000/4,000 copies/issue 11.375" w x 12.5" tall			
12 pages	no bid	181.25	228.00
16 pages	no bid	216.75	240.00
20 pages	no bid	256.25	254.00
24 pages	no bid	293.00	268.00

(Tab 6) RECOMMENDATION FOR AWARD – BID NO. 11948
 WELDING SUPPLIES AND REPAIR PARTS
 PRICE AGREEMENT, DISTRICT WIDE
 SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2015

RESPONSE: Requests for bids were sent to 32 companies, and seven bids were received.

COMPARISON OF BIDS:

	<u>supplies</u> <u>discount</u>	<u>parts</u> <u>discount</u>
Evco Partners	10%	10%
Gas & Alloy Supply Co.	10-28%	29%
Metroplex Welding Supply	20%	20%
NCH Corp.	20%	n/b
Travers Tool Co.	8%	n/b
Welder's Warehouse	10%	10%
W.W. Grainger	20%	20%

RECOMMENDATION FOR AWARD:

GAS & ALLOY SUPPLY CO.	(3-year estimate)
METROPLEX WELDING SUPPLY	\$250,000
WELDER'S WAREHOUSE	
W.W. GRAINGER	

BEST BIDS

COMMENTS: This award is for the purchase of welding equipment repair parts and supplies as needed throughout the district to perform repairs plus routine equipment maintenance primarily for instructional programs. The recommended companies offer parts as well as supplies, and have local facilities/inventories where campuses can promptly pick up parts.

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

(Tab 7) RECOMMENDATION FOR AWARD – BID NO. 11949
BOOM TRUCK SERVICE
PRICE AGREEMENT, DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2015

RESPONSE: Requests for bids were sent to 129 companies, and four bids were received.

COMPARISON OF BIDS:

	<u>labor/hour</u>	<u>parts markup</u>
Bridges Electric, Inc.	\$ 75 - 115	20%
Environmental Lighting	\$ 75 - 195	0%
Groves Electrical Service, Inc.	\$ 90 - \$120	10%
Richardson Ready Electric, Inc.	\$150 -\$231	15%

RECOMMENDATION FOR AWARD:

BRIDGES ELECTRIC, INC.	
ENVIRONMENTAL LIGHTING	(3-year estimate)
GROVES ELECTRICAL SERVICE, INC.	\$125,000
RICHARDSON READY ELECTRIC, INC.	

BEST BIDS

COMMENTS: This award is for boom truck services as needed throughout the district for the repair and re-lamping of parking lot and roadway light fixtures which are beyond the reach of campus equipment. Bidders quoted varying prices and services due to variances in the height capabilities of their lift equipment. All bidders are recommended for award to provide maximum flexibility and availability.

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

(Tab 8) RECOMMENDATION FOR AWARD – RFP NO. 11950
SIGN LANGUAGE INTERPRETING SERVICES
PRICE AGREEMENT, DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2014

RESPONSE: Requests for proposals were sent to 32 companies, and four proposals were received.

RECOMMENDATION FOR AWARD:

AMERICAN SIGN LANGUAGE INTERPRETING SERVICES CAUTHEN & ASSOCIATES, INC.	(2-year estimate)
TEXAS INTERPRETING SERVICES, LLC	\$400,000
WRIGHT & ASSOCIATES, LLC	

BEST PROPOSALS

COMMENTS: This is to provide a pool of sign language service providers as needed for students at all district locations. Services include on-site certified interpreters, computer aided real-time translation (CART) services, and video remote interpreting services. Award is recommended to all respondents to provide campuses with maximum flexibility in scheduling.

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

(Tab 9) RECOMMENDATION FOR PROFESSIONAL SERVICES
ADVERTISING SERVICES
PRICE AGREEMENT, DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2013

BACKGROUND:

This award is for the purchase of media time and space to advertise and promote classes for which students may register. Media related purchases include advertisements on television, radio, internet, social media, outdoor and indoor movie theatres, malls and kiosks, plus print advertisements in newspapers and other print publications.

Media outlets are listed in Appendix A.1; however, this list is not all-inclusive as other entities will be used as needed.

PROFESSIONAL SERVICES

SELECTION PROCESS:

The purchase of advertising from radio and television stations, outdoor, cinema, newspapers, print publications, social media and the internet is to cover general and minority audiences. For each campus or district-wide promotional campaign, specific media outlets are selected based on the target audience, station ratings, costs, and availability of media time and space.

ANNUAL COST ESTIMATE: \$2,200,000

CONTRACT AUTHORIZATION:

Administration recommends that the vice chancellor, public and governmental affairs or designee be authorized to execute contracts with, or issue work orders to, the applicable business entity as needed for various jobs. Campus expenditures will be authorized by the college president or designee.

APPENDIX A.1
Advertising Outlets
9/1/12 – 8/31/13

Newspaper, Magazines and Specialty Publications

The Advocate
African American News & Issues
Asian Business Directory
Asian Gazette
Carrollton Leader
Chinese Yellow Pages
Coppell Gazette
Bilingual Yellow Pages
Black Business Directory
D Magazine
Dallas Black Chamber of Commerce
Dallas Business Journal
Dallas Child Magazine
Dallas Chinese News
Dallas Chinese Times
Dallas Examiner
Dallas Family Magazine
Dallas Observer
Dallas Regional Chamber
Dallas Weekly
Downtown Business News
Eclipse Magazine
El Extra
El Heraldo News
El Hispano News
Elite News
Garland Chamber of Commerce
Garland Journal News
Greater Dallas Asian Chamber of Commerce
Greater Dallas Hispanic Chamber of Commerce
HACU
Hispanic Journal
Hobson's College Guides
Korean Mid-South Weekly
Korean Times Daily
Mesquite News
NISOD
North Dallas Gazette
Park Cities News
Reach Local
Senior Life Magazine
Senior News-Dallas
Sports Page Weekly
Texas Monthly

Vietnam Weekly News
White Rocker News

Radio and Television

KAAM-AM
KBFB-FM
KBOC-FM
KCBI-AM
KDAF-TV
KDFI-TV
KDFW-TV
KDGE-FM
KDBN-FM
KDMX-FM
KDOF-TV
KDXX-FM
KEGL-FM
KEOM-FM
KERA-FM
KERA-TV
KESN-FM
KESS-FM
KFLC-FM
KFWD-TV
KFXR-FM
KFZO-FM
KHCK-FM
KHKS-FM
KHAVN-AM
KHYI-FM
KJKK-FM
KJKK-FM
KKDA-A/FM
KKDL-FM
KLEG-TV
KLIF-FM
KLLI-FM
KLNO-FM
KLTU-FM
KLUV-FM
KME-FM
KMKI-AM
KMPX-TV
KMVK-FM
KNON-FM
KNOR-FM
KOAI-FM
KODF-TV
KPLX-FM
KRBV-FM
KRLD-AM

KRLD-FM
KRNB-FM
KSCS-FM
KSKY-AM
KSTR-TV
KTCK-AM
KTCY-FM
KTVT-TV
KTYS-FM
KTXA-TV
KUVN-TV
KVIK-FM
KVIL-FM
KVTI-FM
KXAS-TV
KXEB-AM
KXTX-TV
KYNG-FM
KZMP-FM
KZPS-FM
KZZA-FM
WBAP-AM
WFAA-TV
WRR-FM

Armed Forces Communication
Amesbury Web
Careerbuilder.com
Constant Contact
DallasGospelConnection.com
Facebook.com
Google.com
Hobsons
Military.com
MNI – Media Networks, Inc.
Monster.com
Msn.com
Myspace.com
Pegasusnews.com
TriPod Texas
Twitter.com
Yahoo.com
Reach Local

AT&T Cable
Charter Cable
ComCast
Cox Cable
Direct TV
Dish TV
Fox Sports Southwest
Hula
Pandora
Time Warner Cable
Via Media

Internet, Outdoor and Movie Theatre

Albert Outdoor
Billboard by the Day
CBS Outdoor
Center Operating Company, LP
Cinemark
ClearChannel Communications Outdoor
Lamar Advertising Co.
Lamar Transit
National CineMedia
Streetwise Media
Titan Worldwide
Trinity Strand Trail
Viacom Outdoor

Alloy Media

(Tab 10) RECOMMENDATION FOR AWARD
BUS TRANSPORTATION SERVICES
PRICE AGREEMENT, DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2017

BACKGROUND:

The district has used the bus transportation services of Dallas County Schools for several years to transport students on field trips and extracurricular activities on an as-needed basis. Chapter 34, Transportation, of the Texas Education Code, Section 34.010, *Use of School Buses for Extracurricular and Other School-Related Activities*, allows the Dallas County Schools system to provide transportation services to non-school organizations.

RECOMMENDATION FOR AWARD:

	(5-year estimate)
DALLAS COUNTY SCHOOLS	\$200,000

BEST SOURCE

COMMENTS: This award is to continue using Dallas County Schools to provide bus transportation services on an as-needed basis for students.

Two rate plans are established at the beginning of each school year. DCCCD's cost for use of a school bus is based on district trip charges of \$160 for a minimum of four hours and \$40 for each additional hour thereafter. The Activity Bus rate is \$240 for a four-hour minimum and \$65 for each additional hour. An Activity bus is permitted to leave Dallas County but cannot leave the state of Texas. Comparisons have shown that commercial carrier pricing is not competitive with Dallas County Schools.

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

(Tab 11) RECOMMENDATION FOR AWARD
COOPERATIVE PURCHASING CONTRACTS FOR
VARIOUS GOODS AND SERVICES
DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2013

BACKGROUND:

In accordance with the provisions of Chapter 791 of the Texas Government Code which is known as the Inter-Local Cooperation Contracts Act, the board of trustees has previously authorized the district to participate in cooperative purchasing programs with The U.S. Communities Government Purchasing Alliance (USC), The Cooperative Purchasing Network (TCPN), Texas Local Government State-wide Purchasing Cooperative (Buy Board), and Educational & Institutional Cooperative Services, Inc., (E&I). Participation in these programs permits the district to purchase goods and services directly from companies which have contracts under the applicable cooperative entity. Purchases made under the cooperative contracts allow the district to achieve substantial savings and staffing efficiencies. Purchases via the cooperative contracts meet statutory competitive bid requirements but do not preclude use of the advertised bid process when more favorable terms or pricing can be identified.

RECOMMENDATION FOR AWARD:

Various contracted vendors with USC, TCPN, Buy Board, and E&I	(1-year estimate) \$5,000,000
---	----------------------------------

COOPERATIVE PURCHASING

COMMENTS: There are several hundred companies with contracts under these cooperative purchasing programs for products such as disaster response and recovery services, audio/visual, furniture, technology products, industrial supplies, HVAC equipment and maintenance services, office supplies, sporting goods, and instructional supplies/materials/equipment.

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

(Tab 12) RECOMMENDATION FOR PROFESSIONAL SERVICES
CREATIVE SERVICES
DISTRICT MARKETING/COMMUNICATIONS AND
LECROY CENTER MARKETING DEPARTMENT
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2013

BACKGROUND:

This is for creative services to produce a variety of collateral materials and commercial work for television, radio, CD-rom and internet publishing and design. On an annual basis, independent contractors are engaged to provide professional services to support marketing design and broadcast production requirements.

PROFESSIONAL SERVICES

SELECTION PROCESS:

Staff researched available North Texas resources in the advertising and video/film industry (via North Central Texas Regional Certification Agency, area chamber directories, professional association directories) and obtained numerous resumes and production profiles of business entities to be considered for inclusion in a pool of available independent contractors. After evaluation of each entity, review of written material and conducting individual interviews, the business entities listed in Appendix A-1 have been identified as possessing the unique skills and intellectual creativity required for successful production. Selection of these service providers was based on the following criteria:

1. Professional qualifications demonstrated by industry experience plus a proven level of creative excellence, skills, and competency in their areas of specialization,
2. Verification of experience and competency by professional references,
3. Availability to provide professional services on an “as needed” basis, and
4. Acceptance of a fee or compensation within the approved budget on a project-by-project basis.

Inclusion of a business entity on the list does not mean that each contractor will be used. Use of a contractor's services will be determined by an appropriate matching of creative skill to creative needs, budget, and availability for each specific project. Exclusion of a business entity from the present list does not mean that business entity cannot be hired to perform professional services.

COMPENSATION:

On a case by case basis, the independent contractor will be required to quote a not-to-exceed fixed fee based on project requirements. The fixed fee will include all incidental fees for such as meetings/consultations, travel, courier receipts, and spec design.

ANNUAL COST ESTIMATE: \$195,000

The estimated annual cost includes a variety of services for graphic design/illustration, photography, broadcast (television/radio) producers, media service procurement and advertising agencies for projects that include Rising Star, internet development, international programs, senior adult programs, general audience, Spanish language materials, special high school seniors/parents projects, and web-based promotions. Category totals are only estimates, actual expenditures will be based on departmental priorities.

CONTRACT AUTHORIZATION

Administration recommends that vice chancellor, public and governmental affairs or designee and LeCroy provost or designee be authorized to execute contracts with, or issue work orders to, the applicable business entity as needed for various jobs throughout the fiscal year.

**APPENDIX A.1
INDEPENDENT CONTRACTORS
CREATIVE SERVICES
09/01/12 - 8/31/13**

Advertising Agencies/Media Procurement – \$72,000

AMS Pictures
Alloy Media Marketing
Armed Forces Communications
The Barber Shop Marketing
BumpQProductions
Industrial Strength Productions, Inc.
Verve Communications Group

Copy Writers - \$50,000

Susan B. Aycock
Montrose Cunningham
Amy McDonald
Jennie Gilmer

Graphic Designers/Illustrators - \$40,000

Francisco Cuevas
Shelly Ely
Mapformation LLC
Sederrick Raphiel
SJS Graphic Arts
Kimberly Smith
Trust Advertising

Makeup/Stylists For Photo Shoots - \$1,500

The Clutts Agency
Kim Dawson Agency
Sher Walker/DreamWalker, LLC

Photographers - \$15,000

Scott Keith Photography
Reginald Loftin Photographer
Moses Olmos Photography
Rolo Photography

Sign Companies - \$5,000

High Tech Signs
Rockwall Signs and Wraps

Talent - \$2,000

Gisela Janet Alonso –AKA- Jenny Vilchis
Stephen Cabrero
Edgar Sotela

Video Producers/Videographers – \$3,000

AMS Pictures
1820 Productions, LLC
Stephen Cabrero/Eye to Eye Productions
Post Asylum

New Media Design & Development - \$6,500

Amesbury Web
Constant Contact
Datatel, Inc.
Friedrich Software Resources, LLC
Erin Gooden
Hobsons Inc.
Erin Jennings
Randy Jenson
Sanchez Social Media
Glenn Stone
Wall-to-Wall Studios
RightNow Technologies
WebTrends

(Tab 13) RECOMMENDATION FOR RENEWAL OF LIBRARY
ONLINE DATABASE, BIBLIOGRAPHIC SERVICES, AND
MICROFILM SUBSCRIPTIONS
PRICE AGREEMENT, DISTRICT SERVICE CENTER
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2014

BACKGROUND:

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

RECOMMENDATION FOR AWARD:

AMIGOS LIBRARY SERVICES	\$166,835
Applied Science & Technology FT	
Art Index Full Text	
Art Index Retrospective	
Art Museum ImageGallery	
Biography Reference Bank	
Book Review Digest Plus	
Columbia Granger's World of Poetry	
General Science Full Text	
Grove Dictionary of Art Online	
Grove Music & Musicians Online	
Humanities Full Text	
Lexis/Nexis Academic Service	
Reader's Guide Full-text Mega	
Reader's Guide Retrospective Online	
Reference Shelf Plus	
Serials Solutions	
Stat!Ref	
Title Source - Baker & Taylor	

GALE GROUP	\$42,596
Expanded Academic ASAP	
InfoTrac	
Encyclopedia of Religion	
New Dictionary of the History of Ideas	
Opposing Viewpoints	
International Encyclopedia of the Social Sciences	
NATIONAL ARCHIVE PUBLISHING COMPANY	\$25,100
PROQUEST INFORMATION AND LEARNING	\$81,900
eLibrary Academic	
Literature Online	
MLA International Bibliography	
New York Times, 1999+	
New York Times Historical	
Wall Street Journal Online	
Microfilm/Microfiche	
Subscription Service	
SIRS Knowledge Source	
BOWKER	\$40,558
Books in Print	
Book Analysis System	
Resources / College Libraries	
COLLEGE GUIDANCE Inc.	\$12,118
CollegeSource Online	
CONGRESSIONAL QUARTERLY	\$10,396
CQ Researcher	
CQ Weekly	
CQ Pro & Con Online	
EBSCO	\$35,695
CINAHL with Full Text	
Literary Reference Center	

ENCYCLOPEDIA BRITANNICA Encyclopedia Britannica	\$20,000
FACTS ON FILE American History Online Ferguson's Career Guidance Center Issues & Controversies On File Today's Science World News Digest	\$40,350
GREENWOOD African American Experience Daily Life Online Latino American Experience World Cultures Today World Folklore & Folklife	\$17,500
NOODLE TOOLS Noodle Tools	\$3,860
LIBRARY OF CONGRESS LC Classification Web	\$750
NAXOS Naxos Music Library	\$3,600
NEWSBANK Dallas Morning News Dallas Morning News Historical Archives	\$80,870
PARATEXT Reference Universe	\$10,500
OXFORD UNIVERSITY PRESS African American Studies Center	\$2,950
TEXSHARE TexShare	\$33,000
MCNAUGHTON BOOK SERVICE Book Leasing Program	\$29,000
TWO-YEAR TOTAL RENEWAL	\$657,578

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

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

(Tab 14) RECOMMENDATION FOR AWARD
 LICENSES AND MAINTENANCE FOR INSTALLED
 SOFTWARE
 DISTRICT SERVICE CENTER
 SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2013

RECOMMENDATION FOR AWARD:

DATA TEL		\$645,045.00
Colleague	\$403,680	
Unidata	\$162,528	
Security Smith	\$3,365	
E-Commerce	\$23,285	
E-Commerce Volume Based Fee	\$52,187	
INNOVATIVE INTERFACES, INC.		\$80,437.00
Innopac Library System	\$67,937	
Encore System	\$12,500	
NOVELL		\$185,000.00
Academic License Agreement		
PAPERWISE		\$94,825.00
Server	\$4,575	
Client	\$90,250	
	TOTAL	\$1,005,307

SOLE SOURCES

COMMENTS: The district uses a variety of software products which support administrative applications assigned to district computers. The maintenance of computer operating software is a continuous operation that can be provided only by each specified supplier.

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

(Tab 15) RECOMMENDATION FOR AWARD – STATE CONTRACTS
TECHNOLOGY AND OTHER GOODS AND SERVICES
DISTRICT-WIDE
SEPTEMBER 1, 2012 THROUGH AUGUST 31, 2013

ANNUAL COST ESTIMATE: \$10,000,000

In accordance with Local Government Code Chapter 271, Subchapter D, the district has a cooperative agreement with the State of Texas which permits the district to take advantage of contracts established by the State Comptroller's Office and the Department of Informational Resources. Purchases via the cooperative agreement meet competitive bid requirements but do not preclude use of the advertised bid process when more favorable terms or pricing can be identified.

STATE CONTRACTS

COMMENTS: The products and services that can be acquired under the cooperative purchasing programs include, but are not limited to, computers and peripheral devices, printers, software and software licenses, facsimile and other office machines, imaging systems, travel services, telecommunications equipment, audio visual equipment, video equipment, electrical/electronic testing and training equipment, and related components, supplies, maintenance, support, and service.

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

CONSENT AGENDA NO. 16

Approval of Minutes of the July 17, 2012 Regular Meeting

It is recommended that the Board approve the minutes of the July 17, 2012 Board of Trustees Regular Meeting. This meeting was rescheduled from July 10, 2012.

Board Members and Officers Present:

Ms. Charletta Rogers Compton

Mr. Bob Ferguson

Ms. Diana Flores

Dr. Wright Lassiter (board secretary and chancellor)

Mr. JL Sonny Williams

Absent:

Mr. Wesley Jameson

Mr. Bill Metzger

Mr. Jerry Prater

In the absence of the Chair, Trustee Charletta Compton convened the meeting at 9:07 a.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE JULY 17, 2012
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 13th day of July 2012, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 13th day of July 2012, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

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

Pledges of Allegiance to U.S. and Texas Flags

Pledges of allegiance to the flags were recited

Richland Collegiate High School status report presented by Superintendent Donna Walker

Supt. Walker presented the monthly status report, focusing her remarks on Financial Report #15, a required dual credit agreement with the DCCCD.

Citizens Desiring to Address the Board Regarding Agenda Items

Eric Edwards, identifying himself as a citizen of Dallas County and a non-credit student at El Centro College, registered to speak regarding “Item # 30-3rd Quarter Financial Statements.” He described concerns with the eligibility and deadlines associated with the Texas Public Education Grant (TPEG) as well as questioned rumors regarding the cancellation of the El Centro College welding program. Mr. Edwards confirmed that he not spoken with anyone at the college regarding his concerns. President McCarthy advised that program cancelation was not being considered, citing a recent grant of \$550,000 in support of the program; and Provost Blackman clarified TPEG deadlines and eligibility related to Summer II 2012. President McCarthy will follow up with the student and as requested by Trustee Flores, all trustees will receive confirmation of follow-up actions.

Opportunity for Chancellor and Board Members to Declare Conflicts of Interest Specific to this Agenda

There were none.

Consideration of Bids

Trustee Flores moved and Trustee Ferguson seconded a motion to approve Items 1-5. Motion passed. (See July 17, 2012, Board Meeting, Consideration of Bids 1-5, which are made part of and incorporated into the approved minutes as though fully set out in the minutes.)

Consent Agenda

Trustee Ferguson moved and Trustee Flores seconded a motion to approve Items

6-15. (See July 17, 2012, Board Meeting, Consent Agenda, Items 6-15, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Individual Items

Resignations/Retirements

Trustee Flores moved and Trustee Ferguson seconded a motion to approve Item #16. Motion passed.

Warrants of Appointment

Trustee Ferguson moved and Trustee Flores seconded a motion to approve #17. Motion passed.

Employment of Contractual Personnel

Trustee Ferguson moved and Trustee Williams seconded a motion to approve #18. Motion failed, 3-1, with the request of Trustee Flores to record her vote against approval, and made “comments for the record” regarding her opinion that the Board’s commitment to diversity was not being implemented through the actions of the hiring locations, as evidenced by the individuals included in this agenda item.

Trustee Flores requested that diversity data previously supplied to trustees by employee group on a district-wide basis be disaggregated by college/location, and shared with all trustees.

Trustee Ferguson asked about the implications for the failure to approve this agenda item. Upon the request of Trustee Flores, Trustee Compton adjourned the meeting to **executive session at 9:37 a.m. under Section 551.074 of the Texas Government Code**, related to personnel matters and the prospective employees noted in this item.

The Board was returned to the **regular session by Trustee Compton at 10:11 a.m.**

Trustee Ferguson moved and Trustee Williams seconded a motion to reconsider #18. Motion passed.

Trustee Ferguson moved and Trustee Williams seconded a motion to approve #18. Motion passed.

Resolution/Part-time Retirement

Trustee Flores moved and Trustee Ferguson seconded a motion to approve #19.

Motion passed.

Chancellor's Contract Extension

Trustee Ferguson moved and Trustee Williams seconded a motion to table #20.
Motion passed.

Approval of NLC Electrical Easement

Trustee Flores moved and Trustee Ferguson seconded a motion to approve #21.
Motion passed.

(See July 17, 2012, Board Meeting Individual Items, Items #16-19, and Item #21 which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Informative Reports

Trustees reviewed the informative reports. (See July 17, 2012 Board Meeting, Agenda Items #22-31, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Question/Comments from the Board and Chancellor

Trustee Flores asked the Chancellor about the status of the SACSCOC re-accreditation process. The Chancellor confirmed that each college president and their staff are currently engaged in making response to the off-site reviews, in anticipation of the on-site reviews occurring in early fall. The required production of certain separate college financial reports was confirmed in a recent discussion with SACSCOC representatives, based on rule changes occurring since the last evaluation of DCCCD colleges.

Trustee Flores noted two recent situations (one at the Bill J Priest Center with SBDC course registration and another at Mountain View College for rental of soccer fields) where a "cash-only" payment process was required. Trustee Flores requested that the Board be briefed on situations where such a practice is warranted, and that the related policy documents be shared.

Citizens desiring to appear before the Board

Kyle Barron, an employee of Richland College, and representing the DCCCD Professional Support Staff Association in his capacity as District President, addressed the Board with written remarks as set out below:

"My name is Kyle Barron and I am President of the Professional Support Staff Executive Council. Our council represents over 1,783 full-time professional support staff and 1,736 part-time professional support staff. Since joining the PSS

Executive Council 4 years ago I have seen our District go through some difficult and promising times. We have not had a Cost Of Living Adjustment in 3 years; in the last 12 to 16 months, we have had a number of experienced employees leave our doors 237 through the retirement incentive and 82 through the necessary reduction in force; we have experienced record growth and now face a flat enrollment for the first time in years. Through all of these events you, the Board, have had many challenging decisions to make and have done so with dignity and grace, representing your constituents well.

In the next few months you are being asked to consider another challenging decision in the approval of a Cost Of Living Adjustment for the employees of the DCCCD. The 3,500+ PSS, most of whom are living within Dallas County, support the proposal of a tiered COLA. Most of our employees are not only tax payers within our district; they are parents paying college tuition to our district because they recognize the value and quality of education that Dallas County Community College District provides.

As you approach your decision on the COLA I ask you to do two things. First, please recognize that PSS is not asking for a Cost Of Living Adjustment because we plan to go buy a new car or go on a fancy vacation. We are asking for a Cost Of Living Adjustment in the name of **EQUITY**. As prices go up on goods as simple as milk and gas, our pay checks simply cannot afford as much as they could 3 years ago.

Secondly, I ask you to be **BRAVE**. Be brave about raising taxes, you have our support. Be brave about raising tuition, you have our support. Be brave about supporting the DCCCD employees, as we support you. And, be **BRAVE** about continuing to make the Dallas County Community College District one of the best places to work, and the only place I want to work.

Thank you all for your time and dedication to our District and our students.”

Executive Session

There was no additional executive session held.

Adjournment

Trustee Ferguson moved and Trustee Flores seconded a motion to adjourn. Trustee Compton adjourned the regular meeting at 10:30 a.m.

Approved:

A handwritten signature in blue ink, appearing to be 'W. Lassiter, Jr.', written in a cursive style.

Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 17

Approval of Minutes of the July 17, 2012 Planning & Budget Committee Meeting

It is recommended that the Board approve the minutes of the July 17, 2012 Board of Trustees Planning & Budget Committee meeting.

Committee Members and Trustees Present:

Ms. Charletta Rogers Compton
Mr. Bob Ferguson
Ms. Diana Flores
Dr. Wright Lassiter (secretary and chancellor)
Mr. JL Sonny Williams

Committee Members Absent:

Mr. Wesley Jameson
Mr. Bill Metzger (arrived 3:47 p.m.)
Mr. Jerry Prater

Trustee Compton convened the meeting at 10:47 a.m. Dr. Wright Lassiter certified the meeting notice had been posted.

**CERTIFICATION OF NOTICE POSTED
FOR THE JULY 17, 2012
PLANNING & BUDGET COMMITTEE MEETING
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 13th day of July 2012, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 13th day of July 2012, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Opening Remarks from the Chancellor

Dr. Lassiter read from prepared remarks as follows:

Members of the board – as you are aware, we are in the third year of significant actions to address the reduction in state funding; to accommodate the continued growth in enrollment; and to respond to the growing new demands for programs and services.

These comments, as in the past, are designed to provide the context for the proceedings of today.

We have previously reported on the impact of the Voluntary Retirement program; the range of actions to reduce expenditures at the location and district levels; and the actions to restructure and reorganization as a result of the diminished number of employees.

We have also reported on actions taken to more accurately fund the newly acquired space from the bond programs; how we have addressed the expanding technology requirements; the program enhancements enacted; and the one example of centralization, that being financial aid.

Over the past two years there has been significant growth in the pursuit of, and the awarding of skill development grants from the Texas Workforce Commission. Not only have those actions provided a source of added revenue, but our work has demonstrated our capacity to respond to workforce needs.

As you have noted in the college reports, several have had renewals of Title V and Title IV grants. These are important funding sources for enhanced services to students

The departure of 274 individuals through the VRI has made it necessary for each college, and district area, to engage in strategic restructuring in order to meet service demands with a reduced staff. You should have noted how this is being accomplished in the individual reports in your budget book.

As reported by EVC DesPlas, it is wishful thinking to anticipate any

additional revenue from the state. Our challenge is to position ourselves so that we will not be unduly impacted, negatively, by changes on the horizon regarding actions by the Texas Legislature and the Coordinating Board.

As you will note in a portion of your budget book, we have been to a certain extent treading water hoping that funds will be restored. That is just wishful thinking and there is no “rescue ship” coming our way. As you will note from Ed’s upcoming report, we have to “save ourselves.” As requested by you earlier, we are demonstrating our “will” by placing before you funding models designed to put the DCCCD in a position to continue to be a high-quality institution with our services to students and the community.

The reports also reflect our collective task of optimization in a constantly changing environment.

Multi-Year Financial Plan

Executive Vice Chancellor for Business Affairs Ed DesPlas presented the 2012-2014 multi-year financial plan.

2012-13 Proposed Budgets

Mr. DesPlas presented proposed budgets for DCCCD. Presidents Chesney, Wimbish, Conway, McCarthy, Zamora, Slejko, and Eggleston presented proposed budgets for their respective colleges. Other District administrators including Executive Vice Chancellor DesPlas, Vice Chancellor Justin Lonon, Provost Sharon Blackman, and Associate Vice Chancellor Betheny Reid, provided budget review and comment as well. Members of the Board asked follow-up questions after each presentation.

Questions/Comments from the Board and Chancellor

Trustee Flores shared concerns regarding Brookhaven customer service issues raised by a DISD staff member. President Chesney confirmed that follow-up would occur.

Trustee Flores asked the Chancellor to provide trustees with a report on the success of non-course based remediation after 2012-2013 implementation, as described in President Conway’s budget presentation.

Trustees Williams and Flores raised questions regarding weekend closures and inconsistencies noted among the colleges, which might limit student access.

Trustee Ferguson requested summaries of the books noted in President Eggleston’s presentation: *Great by Choice* (Collins) and *A Framework for Understanding Poverty* (Payne).

Trustee Flores requested that the handrail on stairs/ramp at the back of 1601 South Lamar be evaluated to improve usability during periods of high heat.

Trustee Flores requested that a summary of all cost reductions be developed for easier review. The Chancellor acknowledged the request, confirming that this report would be sent to the Board on Friday.

Based upon the information presented and extended discussion among the Board members present, staff was directed to produce a planning model reflecting a \$7 per credit hour tuition increase and a 2 cent tax increase. Mr. DesPlas indicated that this model could be prepared by Friday for forwarding to the Board.

Trustee Ferguson, joined by other trustees, acknowledged the long day and hard work required to deliver specific information as decisions on forward movement are made.

Trustee Compton was thanked for leading the meeting throughout the day.

Citizens desiring to appear before the board

There were none.

Executive Session

There was none.

Adjournment

Trustee Ferguson moved and Trustee Flores seconded a motion to adjourn. Trustee Compton adjourned the Planning & Budget Committee meeting at 5:07 p.m.

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

POLICY REPORT NO. 18

Revision of Academic Calendar for 2012-2013

The Chancellor recommends that the Board of Trustees adopt a revision of the approved Academic Calendar for 2012-2013 as follows:

Spring Semester, 2013

January 1 (T) Holiday
January 2 (W) College Buildings and Offices Open
January 14 (M) Faculty Reports
January 21 (M) Martin Luther King, Jr. Day Holiday
January 22 (T) Classes Begin
February 4 (M) 12th Class Day

February 28 21(R)	Employee Development Day-day and evening classes will not meet.
March 1 February 22 (F)	Day of Service- Friday-day classes will not meet. Friday evening, Saturday and Sunday classes will meet.
March 4 (M)	
February 25 (M)	Classes Resume

March 18-22 (M-F) Spring Break-College buildings & offices will be closed for the week.
March 25 (M) Classes Resume
March 29 (F) Holiday Begins
April 1 (M) Classes Resume
April 18 (R) Last Day to Withdraw
May 13 - 16 (M-R) Final Exams
May 16 (R) Semester Ends
May 20 (M) Last day for faculty to submit grades electronically through eConnect to the Registrar's Office.
May Graduation Ceremony dates may vary at the colleges depending on space available.

POLICY REPORT NO. 19

Approval of 2012-13 Academic Calendar for Richland Collegiate High School

The chancellor recommends that the Board of Trustees adopt the 2012-13 academic calendar for Richland Collegiate High School.

Richland Collegiate High School 2012-2013 School Calendar

Fall Semester

August 13, 2012	August Term Begins; Students Report for First Class Day
August 27	Fall Term Begins
September 3	School Holiday (Labor Day)
October 20	PSAT Test
November 22-23	School Holiday (Thanksgiving)
December 10-13	Final Exam Week
December 14 - January 4	School Holiday (Winter Break)

Spring Semester

January 7	January Term Begins; Students Report for First Class Day
January 21	School Holiday (Martin Luther King Day)
January 22	Spring Term Begins
February 21	RCHS Bad Weather Make-Up Day
February 22	School Holiday
March 4	TAKS Testing – English Language Arts
March 18-22	School Holiday (Spring Break)
March 29	School Holiday
April 23-25	TAKS Testing – Math, Science and Social Studies
May 13-16	Final Exams
May 16	Richland Graduation Ceremony
May 17	RCHS Bad Weather Make-Up Day
May 20	May Term Begins
May 27	School Holiday (Memorial Day)
May 31	RCHS Graduation Celebration
June 4	May Term Ends

POLICY REPORT NO. 20

Approval of a Change to Board Policy by adding the Logo of R. Jan LeCroy Center

It is recommended that the Board amend the policy below, only as follows:

Effective date: August 7, 2012

COLLEGE DISTRICT NAME AND DEFINITIONS

AB
(LOCAL)

“USE OF
INSTITUTIONAL
NAME OR LOGO

The logos of the following institutions are protected trademarks under federal law:

1. Brookhaven College.
2. Cedar Valley College.
3. Eastfield College.
4. El Centro College.
5. Mountain View College.
6. North Lake College.
7. Richland College.
8. Dallas County Community College District
9. Dallas County Community College District Foundation
10. R. Jan LeCroy Center for Telecommunications.”

FINANCIAL REPORT NO. 21

Approval of Expenditures for June 2012

The chancellor recommends approval of expenditures in the amount of \$23,438,031 in the month of June 2012.

FINANCIAL REPORT NO. 22

Acceptance of Gifts

The Chancellor recommends the Board of Trustees accept the gifts, summarized in the following table, under the donors' conditions.

<u>Gifts Reported in July 2012</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
	Equipment	1	\$ 100 - 5,000	\$ 450
	Chancellor's Council	2	\$ 100 - 5,000	\$ 417
DCCCD	Programs and Services	15	\$ 100 - 5,000	\$ 13,417
	Programs and Services	2	\$5,001 - 20,000	\$ 17,565
	Scholarship	12	\$ 100 - 5,000	\$ 4,725
Total		32		\$ 36,574

<u>Gifts Reported in Fiscal Year 2011-12</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	\$ 6,277	\$ 0	\$ 29,281	\$ 35,558
October	0	0	196,436	196,436
November	5,400	200	66,101	71,701
December	6,700	275,500	44,672	326,872
January	10,690	4,518	105,929	121,137
February	44,426	200	87,830	132,456
March	1,500	0	108,718	110,218
April	0	0	194,360	194,360
May	46,670	0	214,529	261,199
June	8,200	0	97,465	105,665
July	450		36,124	36,574
August				
Total	\$130,313	\$280,418	\$1,181,445	\$1,592,176

<u>Gifts Reported 2004-05 Through 2010-11</u>							
<u>Type</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>
Equipment	\$ 137,643	\$ 396,503	\$ 64,830	\$ 220,565	\$ 791,041	\$ 96,567	\$ 183,113
Rising Star	728,836	492,032	57,068	163,227	978,546	1,327,400	941,177
Other Gifts	939,058	1,432,358	972,010	879,876	1,204,822	1,382,297	1,294,760
Total	\$1,805,537	\$2,320,893	\$1,093,908	\$1,263,668	\$2,974,409	\$2,806,264	\$2,419,050

In June 2012, DCCCD Foundation, Inc. made the following expenditures on behalf of DCCCD:

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Fund	3	\$ 1,353
Programs and Services	47	\$ 39,387
Total	50	\$ 40,740

In addition to activity from the preceding month the following is a cumulative summary of gifts pledged for major initiatives, such as the Health Careers Resource Center Endowment and the Rising Star Endowment. See table below.

<u>Strategic Initiatives</u>	<u>Pledged</u>
Health Careers Resource Center Endowment	\$ 150,000
Rising Star Endowment	\$2,750,000
Total	\$2,900,000

FINANCIAL REPORT NO. 23

Approval of Tuition for Continuing Education Courses

The chancellor recommends that approval be given to the attached continuing education course tuitions. This recommendation is made to comply with the Texas Higher Education Coordinating Board guideline: "Tuition and fees for workforce continuing education courses offered for continuing education units (CEUs) must be established by the institution's governing board and be uniformly and consistently assessed."

There are three attached lists compiled from information supplied by deans of continuing education at the colleges. The first list is *Retroactive Approval for Workforce Education CEU Reimbursable Courses* and contains courses not included on the May 2012 board agenda that need to be reported for 4th quarter reimbursement. The second list is *New Tuition for Workforce Education CEU Reimbursable Courses* and represents changes in tuition costs beginning in the 1st quarter. The third list, *New Workforce Education CEU Courses*, contains courses being offered for the first time during the 1st quarter. Because the Coordinating Board groups courses of similar content under generic course numbers, course numbers are repeated.

These courses are reimbursed at the same rate per contact hour as equivalent credit courses. Community colleges report CEU courses for contact hour reimbursement at the end of each reporting quarter (1st quarter: September – November, 2nd quarter: December – February, 3rd quarter: March – May, 4th quarter: June - August).

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION COURSE TUITION SCHEDULE
EFFECTIVE FOR 1ST QUARTER (SEPTEMBER 1, 2012 – NOVEMBER 30, 2012)**

RETROACTIVE APPROVAL FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES							
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours	Comments/Explanatory Notes
1.	ECC	RNSG	2022	LVN Bridge Skills Review	\$ 280	40	Setup after submission of last report
2.	MVC	HITT	1002	The Culture of Healthcare	\$ 25	36	See ID #1
3.	MVC	HITT	1004	IT for Health Professions	\$ 25	36	See ID #1
4.	MVC	HITT	1006	Language of Healthcare and Public Health	\$ 25	32	See ID #1
5.	MVC	HITT	1008	Health Management Information Systems	\$ 25	36	See ID #1
6.	MVC	HITT	1012	History of Health Information Technology in the U.S.	\$ 25	36	See ID #1
7.	MVC	HITT	1015	Introduction to Public Health	\$ 25	36	See ID #1
8.	MVC	HITT	2025	Public Health Information Technology	\$ 25	32	See ID #1
9.	MVC	HITT	2027	Vendor Specific HIT Systems	\$ 25	48	See ID #1
10.	MVC	HITT	2040	Insurance Coding II	\$ 185	40	See ID #1
11.	MVC	HITT	2043	Quality Assessment and Performance Improvement	\$ 25	48	See ID #1
12.	NLC	BMGT	1020	Lead Essentials for Leaders	\$ 305	8	See ID #1
13.	NLC	ITSC	1010	Office PC Fundamentals	\$ 360	12	See ID #1
14.	NLC	ITSW	1037	Introduction to PowerPoint	\$ 100	8	See ID #1
15.	NLC	ITSW	1037	Introduction to PowerPoint-Customized Training	\$ 185	8	See ID #1
16.	NLC	LMGT	1019	Business Logistics - Basic Skills	\$ 535	48	See ID #1
17.	NLC	LMGT	1019	Introduction to Business Logistics	\$ 577	48	See ID #1
18.	NLC	LMGT	1093	Basic Warehouse and Distribution Management	\$ 417	48	See ID #1
19.	NLC	LMGT	1093	Warehouse and Distribution Management	\$ 536	48	See ID #1
20.	NLC	WLDG	1000	Basic to Advanced Welding Skills	\$ 110	48	See ID #1

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION COURSE TUITION SCHEDULE
EFFECTIVE FOR 1ST QUARTER (SEPTEMBER 1, 2012 – NOVEMBER 30, 2012)**

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
21.	BHC	WLDG	1003	Oxy-Acetylene and Gas Metal Arc Welding Techniques for the Craftsman	\$ 255	42
22.	BHC	WLDG	1009	Oxy-Acetylene and Arc Welding Techniques for the Craftsman	\$ 255	42
23.	BHC	FMKT	1005	Identification and Techniques for Flowers and Foliage	\$ 120	15
24.	BHC	FMKT	1005	Contemporary Floral Design	\$ 115	15
25.	BHC	FMKT	1015	Floral Arrangements for Weddings and Celebrations, Part I	\$ 115	15
26.	BHC	FMKT	1015	Floral Arrangements for Weddings and Celebrations, Part II	\$ 115	15
27.	BHC	FMKT	1010	Floral Arrangements for Sympathy	\$ 115	12
28.	BHC	ABDR	1002	Auto Body Repair and Repainting	\$ 225	36
29.	BHC	PHTC	1004	Basic Photography Techniques	\$ 90	21
30.	BHC	PHTC	1004	Off-the-Camera Flash Photography	\$ 90	21
31.	BHC	ITSC	1010	Securing Your Personal Computer	\$ 135	18
32.	BHC	ARTC	1051	Photoshop, Intermediate	\$ 240	24
33.	BHC	ITSW	1053	Access 2010, Introduction	\$ 135	18
34.	BHC	POFI	1024	Word 2010, Introduction	\$ 135	18
35.	BHC	ITSW	2029	Excel 2010, Advanced	\$ 135	18
36.	BHC	ARTC	1051	Photoshop, Introduction	\$ 240	24
37.	BHC	ITSW	1046	Excel 2010, Intermediate	\$ 135	18
38.	BHC	ITSW	1055	Access 2010, Intermediate	\$ 135	18
39.	BHC	ITSC	1006	Windows 7	\$ 135	18
40.	BHC	ITSC	1022	Workplace Computers for ESOL	\$ 135	18
41.	BHC	POFI	1042	Word 2010, Intermediate	\$ 135	18
42.	BHC	POFI	2025	Word 2010, Advanced	\$ 135	18
43.	BHC	ITSC	1022	Computer Literacy	\$ 135	18
44.	BHC	ITSW	2047	Access 2010, Advanced	\$ 135	18

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
45.	BHC	ITSW	1058	PowerPoint 2010	\$ 135	18
46.	BHC	ARTC	1051	Illustrator, Introduction	\$ 240	24
47.	MVC	ITSC	1012	Workforce Computers 101	\$ 130	24
48.	MVC	ITSC	1022	Workforce Computers 102	\$ 130	24
49.	MVC	ITSC	1043	Workforce Computers 103	\$ 130	24
50.	NLC	BMGT	1020	Leadership Skills and Motivation to Lead	\$ 135	20
51.	NLC	HART	1043	Mechanical, Electrical, Plumbing Overview for Construction	\$ 47	20
52.	RLC	PHRA	1060	Clinical - Pharmacy Technician with Liability Insurance	\$ 250	128
53.	RLC	PHRA	1047	Pharmaceutical Mathematics II	\$ 200	32
54.	RLC	PHRA	1049	Institutional Pharmacy Practice	\$ 320	64
55.	RLC	PHRA	1045	IV Admixture & Sterile Compounding	\$ 360	80
56.	RLC	HITT	1019	Professionalism & Customer Service in Healthcare	\$ 200	32
57.	RLC	PHRA	1066	Practicum - Pharmacy Technician with Liability Insurance	\$ 290	144

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION COURSE TUITION SCHEDULE
EFFECTIVE FOR 1ST QUARTER (SEPTEMBER 1, 2012 – NOVEMBER 30, 2012)**

NEW WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	Campus	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
58.	BHC	BUSG	1005	Managing Customer Service	\$ 100	24
59.	BHC	MRKG	1032	Introduction to Selling	\$ 100	24
60.	BHC	EDTC	1090	Practical Ideas for the Adult ESL/EFL Classroom	\$ 100	24
61.	BHC	BUSA	1093	Analysis and Valuation of Stocks	\$ 100	24
62.	BHC	EDTC	1090	Solving Classroom Discipline Problems I	\$ 100	24
63.	BHC	EDTC	1090	Solving Classroom Discipline Problems II	\$ 100	24
64.	BHC	CPMT	1091	PC Security, Introduction	\$ 100	24
65.	BHC	CPMT	1091	PC Security, Advanced	\$ 100	24
66.	BHC	FLMC	1091	Screenwriting, Introduction	\$ 100	24
67.	BHC	EDTC	1090	Creating Classroom Center	\$ 100	24
68.	ECC	FSHD	1033	Fashion Tour Study	\$ 90	32
69.	EFC	HRPO	1000	Human Resources 101	\$ 150	20
70.	EFC	HRPO	2008	Talent Management	\$ 150	30
71.	EFC	HRPO	1004	Employment Law	\$ 150	24
72.	EFC	HRPO	2006	Benefits and Compensation	\$ 150	48
73.	EFC	HRPO	2004	Employee Relations	\$ 150	32
74.	EFC	BMGT	1011	Performance Management	\$ 150	24
75.	EFC	HRPO	1091	Human Resources Strategic Planning	\$ 150	24
76.	EFC	HRPO	2031	Global Human Resources	\$ 150	48
77.	EFC	ACNT	1025	Principles of Accounting I	\$ 125	48
78.	EFC	ACNT	1026	Principles of Accounting II	\$ 125	48
79.	EFC	ACNT	1029	Payroll and Business Tax Accounting	\$ 150	48
80.	EFC	ACNT	1047	Federal Income Tax for Partnerships and Corporations	\$ 150	48
81.	EFC	BUSG	1003	Principles of Finance	\$ 125	48

NEW WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	Campus	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
82.	EFC	ACNT	1020	Business Taxation	\$ 150	16
83.	EFC	ACNT	1031	Federal Income Tax	\$ 150	48
84.	EFC	ACNT	2043	Tax Preparation Update	\$ 150	7
85.	EFC	ACNT	2011	Managerial Accounting	\$ 150	48
86.	EFC	ACNT	2009	Cost Accounting	\$ 150	48
87.	EFC	ACNT	2030	Governmental and Not for Profit Accounting	\$ 175	48
88.	EFC	ACNT	1040	Accounting and Business Ethics	\$ 150	32
89.	EFC	ACNT	1015	Payroll Accounting	\$ 150	21
90.	EFC	ACNT	1093	Accounting Certification Prep Test Course	\$ 150	48
91.	EFC	ACNT	1093	Bookkeeping Certification Prep Test Course	\$ 150	48
92.	MVC	BUSG	1025	Introduction to Business Plan Writing	\$ 125	10
93.	MVC	HRPO	1091	Human Resource Management	\$ 200	12
94.	MVC	ITSC	1006	Computer Literacy for Seniors	\$ 30	7
95.	MVC	MDCA	1060	Clinical Medical Assistant	\$ 2,399	140
96.	MVC	POFT	1010	Keyboarding for Seniors	\$ 30	7
97.	MVC	POFT	1010	Workforce Keyboarding	\$ 60	12
98.	NLC	COMG	1015	Developing Communication Skills for the Workplace	\$ 60	20
99.	RLC	MCHN	1023	Basic Mill	\$ 395	64
100.	RLC	MCHN	1035	Grinding and Drill Press	\$ 395	64
101.	RLC	POFT	1022	Introduction to Transcription	\$ 120	20
102.	RLC	MCHN	1026	Introduction Computer -Aided Manufacturing (CAM)	\$ 135	96

FINANCIAL REPORT NO. 24

Approval of District Corporate Resolution Relating to Check Signatures

The chancellor recommends that the attached District corporate resolution relating to the authorized signatures for checks drawn upon the depository of the District be approved.

The District Corporate Resolution currently authorizes the designated colleges to sign checks for the Imprest Account on behalf of the District:

The attached revised Corporate Resolution makes changes to the current authorized signatures. The Resolution reflects add or delete columns for the names to be corrected for a particular campus and may not include all campuses.

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

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, a political subdivision organized under the laws of the State of Texas, hereinafter called "District," do hereby certify that I am keeper of the records and the minutes of the proceedings of the Board of Trustees of the District, and I am authorized by law to execute and deliver this certificate, and that on August 07, 2012 there was held a meeting of the Board of Trustees of the District at which meeting a quorum of the Trustees was present and acting throughout, and that at such meeting the following resolutions were duly and legally adopted:

RESOLVED, that Depository is hereby authorized to change signatures on an account in the name of the District styled Imprest Fund (account 638476648). Changes should be implemented as follow:

ADD
Eastfield College
Adrian Douglas

DELETE
Eastfield College
Esther Bueno

The above resolutions are in conformity with State Law which has not been modified or replaced and is now in full force and effect.

DATE: August 07, 2012

AFFIRMED AND CERTIFIED:

Jerry Prater
Chairman, Board of Trustees

Wright Lassiter
Secretary, Board of Trustees

FINANCIAL REPORT NO. 25

Approval of Agreement with Richardson Independent School District

The chancellor recommends that authorization be given to approve an agreement with Richardson Independent School District for the period August 27, 2012 through August 12, 2013, to provide dual credit instruction for Richland College. The total value of this contract shall not exceed \$80,000.00.

FINANCIAL REPORT NO. 26

Approval of Lease Agreement with Wilkinson Center

The chancellor recommends that authorization be given to approve a lease agreement with the Wilkinson Center in an amount not to exceed \$55,500 for the period August 8, 2012 through August 8, 2015, to provide office and classroom space at the Eastfield College Pleasant Grove campus.

The Wilkinson Center, a non-profit organization that provides adult education, children's services as well as food and emergency services to the working poor, has leased space at the Pleasant Grove Campus since the campus opened in August, 2009. This center has not only provided food, training, and children's services to its clients, but also staff-assistance for their clients to help them learn about Eastfield College's educational opportunities at the Pleasant Grove campus. The partnership has been beneficial for the clients served and for the campus as well.

The first lease with the Wilkinson Center was for three years. That lease will end on August 5, 2012; both parties would like to extend the lease for another three years. For this second lease period, the terms are similar except that two of the classrooms that had been assigned in the current lease to Wilkinson all day would now be assigned only from 1:00 to 5:00 p.m. because the Pleasant Grove campus will need them for morning classes. These changes are reflected in the details of the new Wilkinson lease agreement. Estimated revenues are \$55,500 for the three year lease agreement.

FINANCIAL REPORT NO. 27

Approval of Agreement with North Texas Electrical Joint Apprenticeship Training Center

The chancellor recommends that authorization be given to approve an agreement with North Texas Electrical Joint Apprenticeship Training Center in an amount not to exceed \$161,600 for the period September 1, 2012 through August 31, 2013, to provide credit and non-credit instruction for North Lake College.

The North Texas Electrical Joint Apprenticeship Training Center has requested the delivery of credit and non-credit electrical construction instruction for the apprentices at its facility. This instruction is offered through the electrical technology program at North Lake College. Approximately 400 apprentices (200 per semester) will enroll for this instruction.

FINANCIAL REPORT NO. 28

Approval of Agreement with Dallas Joint Apprentice Committee for the Plumbing and Pipefitting Industry

The chancellor recommends that authorization be given to approve an agreement with Dallas Joint Apprentice Committee for the Plumbing and Pipefitting Industry in an amount not to exceed \$60,460 for the period September 1, 2012 through August 31, 2013, to provide credit and non-credit instruction for North Lake College.

The Dallas Joint Apprentice Committee for the Plumbing and Pipefitting Industry has requested the delivery of credit and non-credit plumbing and pipefitting instruction for the apprentices at its facility. This instruction is offered through the construction technology program at North Lake College. Approximately 700 apprentices (350 per semester) and 486 continuing education Journeyman license requirement students will enroll for this instruction

FINANCIAL REPORT NO. 29

Approval of Agreement with Construction Education Foundation

The chancellor recommends that authorization be given to approve an agreement with Construction Education Foundation in an amount not to exceed \$59,381 for the period September 1, 2012 through August 31, 2013, to provide non-credit instruction for construction industry employees for North Lake College.

The Construction Education Foundation has requested the delivery of non-credit construction instruction for their industry members at the North Lake College West Campus. This non-credit instruction refers to training that encompasses both craft and management coursework for DFW area construction workers. This instruction is offered through the Construction Technology program at North Lake College.

FINANCIAL REPORT NO. 30

Approval of Interagency Agreement for Services Provided by DCCCD to
The University of Texas at Arlington

The chancellor recommends that authorization be given to approve an interagency agreement for services provided by DCCCD to The University of Texas at Arlington (UTA) on behalf of the Texas Manufacturing Assistance Center (TMAC) in an amount not to exceed \$2,000,000 for the period September 1, 2012 through August 31, 2013, to provide training/facilitation/consulting services through the Bill J. Priest Institute (BJP), a campus of El Centro College.

The purpose of the agreement is to establish the business relationship between BJP and UTA to coordinate and provide information regarding the registration, scheduling, and delivery of a variety of training classes and to offer consulting and mentoring assistance and advice at BJP, customer, or third party locations. This agreement provides customers the opportunity to enroll their employees in continuing education courses through BJP. Most of the trainers will be provided by UTA. Customers may be private businesses and organizations that have conducted business with the parties to this agreement.

The second purpose of the agreement is to allow these customers to participate in the services offered under this master agreement during its term. This master agreement may be amended through task orders. Task orders will not require approval from the DCCCD's Board of Trustees unless the cumulative dollar amount, of all task orders, exceeds \$2 million. The source of these funds is from the approved current budget of BJP.

POLICY REPORT NO. 31

Approval of Policies Concerning the Trustee Election, Legal Counsel, Computer and Information Security, Medical Examination and other Policies

It is recommended that the Board of Trustees take the following actions regarding Board Policy changes proposed in Texas Association of School Boards' (TASB*) Update 27, only as follows:

- Amend BCC(LOCAL), CDDA(LOCAL), CM(LOCAL), CR(LOCAL), CS(LOCAL), DBB(LOCAL), DBD(LOCAL), FDE(LOCAL)
- Delete BCAE(LOCAL), EDD(LOCAL); and
- Add BBB(LOCAL), CAIA(LOCAL), CT(LOCAL)

Effective date: August 7, 2012

BBB(LOCAL) - Explanatory Note: TASB's new policy reflects the overall scheme of Board members' elections.

“BOARD MEMBERS ELECTIONS BBB (LOCAL)

ELECTION DATES The election of Board members shall be on the second Saturday in May.

MEMBERSHIP The Board shall consist of seven members.

METHOD OF ELECTION Board members shall be elected by single-member districts.”

BCAE(LOCAL) - Explanatory Note: TASB moved, but did not change, BCAE(LOCAL) to CAIA(LOCAL). See CAIA(LOCAL) below.

BCC(LOCAL) -Explanatory Note: TASB's policy provides greater detail in hiring the district legal counsel and provides the manner in which individual Board members and others may request legal opinions.

“BOARD INTERNAL ORGANIZATION BCC (LOCAL)
Attorney

The Board shall hire an attorney to serve as the College District's legal counsel and representative

in matters requiring legal services.

Individual Board members shall channel legal inquiries through the Chancellor or Board Chair, as appropriate, when advice or information from the College District's legal counsel is sought.

Staff requests for legal advice from the College District's legal counsel shall be submitted as determined by the Chancellor or College District President.

A report of legal advice received shall be presented to the Board when deemed appropriate by the administration or upon request of the Board.

~~(The Board may employ an attorney to provide legal counsel and representation for the College District.)”~~

CAIA(LOCAL) - Explanatory Note: TASB moved, but did not change, BCAE(LOCAL) to CAIA(LOCAL).

“AD VALOREM TAXES
SELECTION AND DUTIES OF CHIEF TAX OFFICIALS

CAIA
(LOCAL)

The College District shall have its taxes assessed by the Dallas Central Appraisal District and collected by the Dallas County Tax Assessor-Collector.”

CDDA(LOCAL) - Explanatory Note: TASB’s policy reflects a declaration by the Board that voluntary salary reductions, not required by law, serve a public purpose and benefit employees. This policy also requires development of procedures related to the manner in which voluntary reductions are made.

PAYROLL PROCEDURES
SALARY DEDUCTIONS

CDDA
(LOCAL)

“STATE EMPLOYEE
CHARITABLE
CONTRIBUTION

By April 1 of each year the Board shall decide whether ~~(if it does not choose)~~ to participate in the state employee charitable contribution (SECC)

PROGRAM

program for the following fiscal year.

ADDITIONAL AMOUNTS

In addition to legally required deductions, the Board has determined it to serve a public purpose and benefit employees to (shall) permit voluntary deductions (see CDDA(LEGAL)) for:

1. Approved insurance programs;
2. Annuities/deferred compensation programs;
3. College District cafeteria plan options authorized by the Internal Revenue Service;
4. Area credit unions as specified in administrative regulations; and
5. Charitable organizations as approved by the Board. If the Board participates in the SECC program, an employee may choose not to participate in the program and may authorize a deduction(s) for charitable organizations approved by the Board.

To qualify for a deduction listed above, the employee must submit a request in writing, specifying the category of the deduction, the amount to be deducted, and the entity to which the deducted amount is to be transferred, (Employees may change the amount(s) of those deductions) in accordance with administrative procedures. The procedures must address:

1. Enrollment periods, if any; and
2. Any administrative fee to cover the cost of making a deduction.

EXCESS LEAVE

Deductions shall be made for unauthorized leave or leave taken in excess of earned leave. [See DEC]”

CM(LOCAL) - Explanatory Note: TASB’s policy reflects legal restrictions on

change orders.

FACILITIES CONSTRUCTION

CM
(LOCAL)

“COMPLIANCE WITH LAW

The Chancellor or designee shall establish (~~be responsible for establishing~~) procedures ensuring that all facilities within the College District comply with applicable laws and local building codes.

CONSTRUCTION CONTRACTS

Generally, the Board has determined the methods that provide the best value to the College District for construction, repair, rehabilitation, or alteration of a facility as follows:

1. Competitive bidding for major projects.
2. Job order contracts for minor projects.

The Board may authorize a different method of contracting for construction services before advertising for the services if the Board determines that a method, other than the above, is a better value for the College District.

For construction contracts valued at or above \$50,000, the Chancellor shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Chancellor and consistent with law and policy. [See also CF]

CHANGE ORDERS

Change orders permitted by law shall be approved by the Board or its designee prior to executing any changes in the approved plans or in the actual construction of the facility.

PROJECT ADMINISTRATION

All construction projects shall be administered by the Chancellor or designee.

The Chancellor or designee shall keep the Board

informed concerning construction projects and also shall provide information to the general public.

~~(CHANGE ORDERS~~

~~Change orders shall be approved by the Board or its designee prior to executing any changes in the approved plans or in the actual construction of the facility as provided in CF(LOCAL).)~~

FINAL PAYMENT

The College District shall not make f(F)inal payments for the construction (work and/ or the supervision of construction (such work in the College District shall not be made) until the work has been completed and the College District has accepted the work (by the College District)."

CR(LOCAL) - Explanatory Note: The District's deletion of this language strengthens password security.

INFORMATION TECHNOLOGY RESOURCES AND SYSTEMS

CR
(LOCAL)

“INDIVIDUAL
RESPONSIBILITY FOR USE
OF COMPUTING
RESOURCES AND
FACILITIES

4. Protect the individual's password and use of the individual's account. The user shall not use another person's identification, account or password (~~without his or her permission~~). Confidential information contained on various computers shall not be shared with others except when those persons are authorized to receive the information. Users shall not intentionally seek read, provide, remove, reconfigure, or modify information in or obtain copies of any files, accounts, software, hardware, programs, or passwords belonging to other computer users or the District without the permission of those other computer users or the District. A user must obtain written

permission from the owner of a file to alter or copy a file if the file does not belong to the user or the file has not been sent to the user by the owner.”

CS(LOCAL) - Explanatory Note: TASB’s policy simplifies the text at INFORMATION SECURITY PROGRAM, adds SECURITY BREACH NOTIFICATION, and deletes the reference to accessibility coordination that was changed by state law.

INFORMATION SECURITY

CS
(LOCAL)

“INFORMATION
SECURITY PROGRAM

The Chancellor shall approve an information security program designed to address the security of the College District’s information resources against unauthorized or accidental modification, destruction, or disclosure. This program shall also address accessibility, privacy, and security of the College District’s Web site.

~~(The College District desires to ensure that its information, applications, networks, and computer systems are protected against accidental or unauthorized access, disclosure, modification, or destruction as well as to ensure the availability, integrity, utility, authenticity, and confidentiality of information.~~

~~To that end, it is necessary to initiate and maintain a comprehensive, written information privacy and security program addressing administrative, technical, and physical safeguards, in addition to privacy protections across the College District. This program shall ensure that education, awareness, and training for information privacy and security is promoted throughout the College District. The Chancellor shall be authorized to promulgate regulations to implement this policy.)~~

SECURITY BREACH
NOTIFICATION

Upon discovering or receiving notification of a breach of system security, the College District shall disclose the breach to affected persons and

entities in accordance with the time frames established by law

The College District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the College District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the College District's Web site.
4. Publication through broadcast media.

IDENTITY THEFT PROGRAM

Since the College District provides short-term student loans, an installment tuition plan for students, and similar activities, the College District, in its capacity as a creditor, desires to protect existing consumers, reduce risk from identity fraud, and minimize potential damage from fraudulent new and existing accounts with the least possible impact on business operations by initiating and maintaining an identity theft program as required by the Fair and Accurate Credit Transactions Act of 2003 (FACTA).

IDENTITY THEFT STRATEGIES

Program activities intended to detect, prevent, and mitigate identity theft include:

1. Identifying relevant patterns, practices, and specific forms of activity that are “red flags” signaling possible identity theft and incorporating those red flags into the program;
2. Detecting red flags that have been incorporated into the program;
3. Responding appropriately to any red flags that are detected to prevent and mitigate identity

theft; and

4. Updating the program periodically to reflect changes in risks from identity theft.

DELEGATION OF AUTHORITY

The Chancellor shall be authorized to promulgate regulations to implement this program.

ACCESS BY INDIVIDUALS WITH DISABILITIES

The Chancellor or designee (~~, who is the accessibility coordinator,~~) 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. (~~The procedures shall include the standards and specifications in accordance with 1 TAC chapter 213.~~)”

CT(LOCAL) - Explanatory Note: The following policy was moved, but not changed, from DBD(LOCAL) to CT(LOCAL)

“INTELLECTUAL PROPERTY

CT
(LOCAL)

INTELLECTUAL PROPERTY

The purpose of this intellectual property policy is to:

PURPOSE

1. Protect instructional quality;
2. Protect the investment of time and resources on behalf of the College District;
3. Encourage the creativity of faculty and staff; and
4. Support sharing of instructional materials and resources among faculty and staff.

DEFINED

This policy covers all types of intellectual property and applies to other types not listed here, regardless of whether they are protected by patent, copyright, trade secret, or other law. The following examples are not exhaustive:

1. Inventions;
2. Discoveries;
3. Trade secrets;
4. Trade and service marks;
5. Writings;
6. Art works;
7. Musical compositions and performances;
8. Software;
9. Literary works; and
10. Architecture.

OTHER DEFINITIONS

In this policy, the following definitions apply:

1. "College District-Supported Work" is intellectual property that was or will be created, modified, developed, or reproduced under one or more of the following circumstances:
 - a. By a College District employee in the course and scope of employment.
 - b. Except for a "scholarly work," a work will be considered created in the course and scope of employment if it is related to an employee's job responsibilities, whether or not the employee was specifically requested to create the work. Job responsibilities include tasks or activities that are included in a position description, that are assigned by the supervisor, or that are commonly expected of all persons in the job category. Creation of the

work would normally occur during College District time with College District resources, but an employee's use of personal time or other facilities will not change its characterization as a College District-supported work if it is related to the employee's job responsibilities.

c. By a College District employee through efforts undertaken, in whole or in part, when the employee is on duty to conduct College District business. This provision shall not apply to convert the ownership of a "scholarly work" to a College District-supported work for faculty.

2. "Incidental Use" of College District resources means that the normal consumption of College District-owned supplies or College District-paid utilities as is consumed in the ordinary course of work or study by the routine authorized actions of similar types of employees or students. Examples of incidental use are use of electronic mail, remote connection through a College District server, word processing, or other computing resources provided to all College District employees or students without restriction to quantity of use, library materials available to the public, and use of College District resources according to an approved course of instruction.

3. "Personal Work" is intellectual property that is unrelated to the employee's job responsibilities, and the employee has not used College District resources to create the property.

APPLICABILITY

All College District employees are covered by this policy, as well as anyone using College District

facilities under the supervision of College District personnel, including students.

OWNED BY AN EMPLOYEE

Intellectual property is owned by an employee:

1. If such intellectual property is unrelated to the employee's job responsibilities and the employee did not use College District resources to create the property (personal work);
2. If it is an invention that has been released to the inventor in accordance with this policy; or
3. If the intellectual property is embodied in a professional-, faculty-, or student-authored scholarly, educational (i.e., course materials), artistic, musical, literary, or architectural work in the author's field of expertise (from here on, a "scholarly work").

Unless it is a scholarly work created by someone who was specifically hired or required to create it or commissioned by the College District, the College District, not the creator, shall own the intellectual property.

PROFESSIONALS AND RESEARCHERS

The use of the terms "professionals," "faculty members," and "students" is intended to encompass all those individuals who routinely create scholarly works.

For example, if a library administrator writes a book about Texas history, his or her field of expertise, the College District will not assert ownership of the book. Similarly, if an employee writes a scholarly journal article, the College District will not assert ownership of the work, even though the author is not a faculty member.

In the case of educational materials that involve

significant College District resource contributions, the College District retains rights, for example, to use the work and to recover its investment. In some cases [see JOINT OWNERSHIP, below], the College District may be a joint author and owner of such works.

SCHOLARLY WORK

Scholarly works are owned by their authors/creators if the author is a professional, faculty member, or student. Their scholarly works do not have to be disclosed to or reviewed by the institution. Scholarly works are usually protected by copyright rather than patent. Copyright protects works of authorship from the moment of their fixation in a tangible medium of expression, that is, instantly and automatically. As a result, the rigorous institutional review given to possibly patentable inventions is unnecessary to protect an interest in copyright works.

The College District's primary interests with scholarly works owned by professionals, faculty, and students are to allocate and recover resources that may be contributed to the creation of such works. If a project involves the use of significant College District resources, the creator and the College District shall agree before the project begins on use of facilities, allocation of rights to use the work, recovery of expenses, and sharing of benefits from commercialization of the work.

WORKS CREATED WITHIN THE SCOPE OF EMPLOYMENT

Except for scholarly works, works related to an employee's job responsibilities, even if he or she is not specifically requested to create them, shall belong to the College District as works-for-hire. A copyright work is related to an employee's job responsibilities if it is the kind of work he or she is employed to do, at least in part, for use at work, or for use by fellow employees, the College District, or the College District's clients. The work should be performed substantially at work using work facilities, but use of personal time or other facilities to create the work will not change

its basic nature if it is related to the employee's job as described above. Works that have nothing to do with job duties shall remain the property of an employee, so long as the employee makes no more than incidental use of College District facilities.

For example, if an employee's job with the College District is related to safety, a software program that the employee creates on the employee's own initiative to run on each employee's computer to show a graphic of the nearest fire exits is related to job duties and will belong to the College District, although no one asked the employee to create it and some of the programming was completed at home on a personally owned computer. A program that the employee creates that does not relate to his or her job, that is not used at work by the employee or others, and that was created on personal time shall belong to the employee.

**EMPLOYEES
SPECIFICALLY HIRED
OR REQUIRED TO
CREATE A WORK**

An employee will know if he or she has been specifically hired or required to create a work in part by considering the employee's job description. For example, faculty members are required by the College District to create certain materials for use by their departments. In other cases a faculty member may be hired to create specific materials, such as online course materials for a specific class or department. In such a case, the College District shall own the copyright in the materials and any other resulting intellectual property.

There are several ways to clarify circumstances that are confusing or are exceptions to the more general rules.

Professionals, faculty members, or students employed to create specific intellectual property or hired to create intellectual property generally shall review and sign the single-page

acknowledgment to clarify ownership of the works they create. The acknowledgment also applies to other employees who are hired to create intellectual property and to whom the royalty sharing provisions may not apply, as discussed below.

INTELLECTUAL PROPERTY COMMITTEE

In general, employees should ask questions about the ownership of intellectual property before its creation to avoid misunderstanding.

The College District recognizes that individual questions may arise that call for specific and individual consideration. The Chancellor shall designate an Intellectual Property Committee, to be composed of such administrators and faculty representatives as he or she deems appropriate, to address and resolve such questions in a manner consistent with College District property.

Any one of these circumstances shall result in ownership by the College District, if the intellectual property:

1. Is created by an employee within the scope of employment;
2. Is created on College District-paid time, with the use of College District facilities, or with state financial support;
3. Is commissioned by the College District:
 - a. Pursuant to a signed contract; or
 - b. If it fits within one of the categories of works considered works-for-hire under copyright law, including contribution to a collective work, part of a movie or other audiovisual work, a translation, a supplementary work, a compilation, an instructional text, a test, answer material for a test, or an atlas.

4. Results from research supported by federal funds or third party sponsorship through the College District.

ELECTRONICALLY DEVELOPED COURSE MATERIALS

In general, electronically developed course materials (EDCM) embody text, graphics, and sound created by an employee directing a course or used by that employee with the permission of the creator. Ownership of the resulting intellectual property varies according to the following circumstances. For example:

1. If an owner of a personal or scholarly work independently combines that work into HTML documents without more than incidental use of College District resources, a personal or scholarly work owned by the creator is the result. If the faculty member or employee who is the owner of a personal or scholarly work requests authorized personnel to copy a course or its content, or both, from a template or shell in “BlackBoard” or similar system into another template or shell in the same system, the copying process is considered an incidental use.
2. If an owner of the same personal or scholarly work delivers it to a College District employee who combines the work, for example, with additional expression and linking organization into an HTML document, then the resulting work is a College District-supported work, jointly owned by the College District and the employee. The College District’s ownership interests extend to the EDCM but not to the underlying work(s).

Therefore, a faculty member’s lecture notes, manuscript excerpts, graphs, exam questions, and similar material that constitute scholarly or personal works retain that status despite

incorporation into EDCM, but the addition of original expression by others within the scope of their employment makes the final product a College District-supported work.

A College District-supported work results when the EDCM contains any underlying College District-supported work, regardless of the manner of creation of the EDCM.

If an employee receives a stipend or release time, the College District-supported work is owned by the College District.

JOINT OWNERSHIP

Joint ownership of intellectual property between an employee and the College District is likely to be the case for works protected by copyright, such as multimedia courseware products and distance learning materials. Anyone who contributes the kind of expression protected by the law is a joint author if the contribution is intended to be part of the integrated whole. The College District's employees who work as programmers, graphic artists, video technicians, script writers, and the like create this expression. When added to a faculty member's contribution, the result is a jointly authored work, owned by the College District and the faculty member. There can be other author-owners as well.

SHARING ROYALTIES OR OTHER BENEFITS FROM COMMERCIALIZATION

In the majority of cases, the owner, whether the College District or an employee, shall retain all royalties or other benefits from any commercialization of the intellectual property with the following are exceptions:

1. An employee owner shall share benefits with the College District from commercializing a College District invention released to the employee or if the work embodying the intellectual property required significant resource contributions from the College District to create or develop the intellectual

property. In this case, the parties shall execute an agreement regarding the sharing arrangement before starting the project that will result in creation of the intellectual property.

2. The College District shall share royalties from commercialization of intellectual property it owns if the work is an invention, discovery, trade secret, trade or service mark, or software, regardless of how protected.

If an employee/creator was hired specifically or required to create the intellectual property or the work was commissioned by the College District, the royalty-sharing provisions of this policy shall not apply, and the owner (the College District) shall retain all benefits from commercialization.

ACTIONS

Intellectual property includes works protected by copyright, patent, trade secret, and other laws, but all intellectual property is not handled in the same way. Scholarly works are handled differently from inventions, discoveries, and ideas because concerns about protecting them are different, as explained below.

INVENTIONS

The College District shall normally own all inventions created by employees within the scope of their employment and must be sure that it can legally protect the invention if it hopes to license it. Since publication of the idea embodied in the invention bars the filing of a patent application in every country in the world besides the United States, and starts a one-year clock running on the right to file a patent application in the United States, publication is a very important event—the College District would like to know about before it happens. Because of these concerns, inventors shall be required to disclose their inventions to the College District well before they have submitted any information about the invention for publication, made any public

disclosure, or even a private disclosure to a commercial entity.

Occasionally, the inventor may wish to file a patent application while the College District's review is proceeding. If the College District authorizes such a patent application and then decides later to assert its interest, the inventor shall be reimbursed by the College District for patent expenses.

**PATENTS AND OTHER
LEGAL PROTECTIONS**

If intellectual property belongs to the College District, the College District may secure patent or trademark protection. Copyrights do not require significant time or expense, and individuals who own a copyright work or invention may secure protection themselves, at their own expense.

**EQUITY INTEREST AND
MANAGEMENT**

Although the College District is free to take an equity interest in a licensee as partial or full consideration for the license of College District intellectual property, it could be a conflict of interest for an employee of the College District to also be an employee, officer, director, or stockholder in a corporation or other business entity that licenses College District intellectual property. Because of this possible conflict of interest, College District employees may hold equity interests in licensees or may be employees, officers, or directors only if approval is granted by the College President or Chancellor.

**APPROVAL AND
EXECUTION OF
DOCUMENTS**

Patent, technology, and software license agreements, and other agreements that convey an interest in College District intellectual property, are reviewed by the College District's legal counsel."

DBB(LOCAL) – Explanatory note: TASB's policy simplifies greatly the current policy regarding communicable diseases under OTHER REQUIREMENTS, and clarifies existing policy authorizing EXAMINATIONS DURING EMPLOYMENT for current employees.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS DBB
MEDICAL EXAMINATIONS AND COMMUNICABLE DISEASES (LOCAL)

“EXAMINATIONS DURING
EMPLOYMENT

The Chancellor or designee may require an employee to undergo a medical examination if information received from the employee, the employee's supervisor, or other sources indicates the employee has a physical or mental impairment that:

1. Interferes with the employee's ability to perform essential job functions; or
2. Poses a direct threat to the health or safety of the employee or others. A communicable or other infectious disease may constitute a direct threat.

The College District may designate the physician to perform the examination . If the College District designates the physician, the College District shall pay the cost of the examination. The College District may place the employee on paid administrative leave while awaiting results of the examination and evaluating the results.

Based on the results of the examination, the Chancellor or designee shall determine whether the employee has an impairment. If so, the Chancellor or designee shall determine whether the impairment interferes with the employee's ability to perform essential job functions or poses a direct threat. If not, the employee shall be returned to his or her job position.

If the impairment does interfere with the employee's ability to perform essential job functions or poses a direct threat, the Chancellor or designee shall determine whether the employee has a disability and, if so, whether the disability requires reasonable accommodation, including the use of available leave. The granting of additional unpaid leave may be a reasonable accommodation

in some circumstances. If the employee does not have a disability, the Chancellor or designee shall evaluate the employee's eligibility for leave. [See DEC(LOCAL)]

[See DAA for information on disabilities and reasonable accommodation]

OTHER REQUIREMENTS

Employees with communicable diseases shall follow recommendations of public health officials regarding contact with students and other employees. Food service workers shall comply with health requirements established by city, county, and state health authorities. [See DBA]

(EXAMINATIONS DURING EMPLOYMENT

~~A medical examination may be required of any employee when, in the judgment of the immediate supervisor after consultation with the Chancellor or designee, the employee's condition interferes with the ability to perform job-related functions or may pose a direct threat to the health or safety of the employee or others. The College District may designate the physician to perform the examination and, in that case, shall pay the cost of the examination. If in the Chancellor's discretion the circumstances so require, the employee may be placed on administrative leave with pay, pending the physician's report and the College District's decision.~~

COMMUNICABLE DISEASES

~~Communicable disease means an illness due to an infectious agent or its toxic products that arises through transmission of that agent or its products from a reservoir to a susceptible host and as further defined in state law. Communicable diseases include, but are not limited to, mumps, rubella, influenza, mononucleosis, chicken pox, viral hepatitis A, viral hepatitis B, human immunodeficiency virus ("HIV infection"), AIDS, AIDS-Related Complex, sexually transmitted diseases, and infectious meningitis. In this policy and procedure, HIV infection includes AIDS, AIDS-Related Complex, and a positive test for the antibody to human~~

~~immunodeficiency virus. Employees with communicable diseases, whether acute or chronic, shall be subject to the following provisions.~~

CONFIRMATION

~~The information that an employee has a communicable disease shall be confirmed by one of the following methods:~~

- ~~1. The employee brings the information to the College District's attention.~~
- ~~2. The employee confirms the information when asked.~~
- ~~3. If the Chancellor or designee has reason to believe that the employee has a communicable disease and is unable to perform the job or poses a threat to self or others, the employee may be asked to submit to a medical examination to determine whether the employee's physical condition interferes with the performance of regular duties or poses a threat to self or others.~~

~~The results of such an examination shall be kept confidential except that the Chancellor or designee shall be informed of restrictions in duties and necessary accommodations. First aid and safety personnel may also be informed to the extent appropriate if the condition may require emergency treatment.~~

MEDICAL FACTORS

~~The Chancellor or designee shall obtain medical advice from local health authorities or private physicians on:~~

- ~~1. The nature of the risk, i.e., how the disease is transmitted.~~
- ~~2. The duration of the risk, i.e., how long the~~

~~employee will be infectious.~~

- ~~3. The severity of the risk, i.e., what is the potential harm to third parties.~~
- ~~4. The probabilities that the disease will be transmitted and will cause varying degrees of harm.~~
- ~~5. Whether the employee's condition interferes with the performance of regular duties. This determination shall be made by a physician who has performed a medical examination of the employee.~~

~~QUALIFIED DISABLED PERSONS~~

~~If the Chancellor or designee determines that work restrictions, reassignment, or exclusion may be appropriate, the Chancellor or designee shall determine whether the employee is a "disabled person." If it is determined that an employee is disabled, the Chancellor or designee shall also determine if the employee is otherwise qualified for employment. With respect to employment, a "qualified disabled person" is a disabled person who, with reasonable accommodation, can perform the essential functions of the job in question. [See DBB for definitions]~~

~~If it is determined that an employee is a "qualified disabled person," the employee must be reasonably accommodated. Accommodation is not reasonable if it poses undue financial or administrative burdens or fundamental alterations in the nature of the job.~~

~~MODIFICATIONS OR REASSIGNMENT~~

~~Whether an employee is disabled or not, the Chancellor or designee, based on the medical information and the requirements of the job, shall determine what exclusion or modification in job duties or assignments are appropriate, if any.~~

~~EXCLUSION FROM WORK~~

~~An employee may be excluded from work if the Chancellor or designee, in accordance with this~~

policy, determines that the employee poses a risk of contagion to other employees or students, the employee poses a threat to his or her own health by remaining on the job, or the employee's physical condition interferes with the performance of regular duties.

The employee may present evidence to the Chancellor or designee on any information relevant to the employee's fitness to continue the performance of regular duties.

~~LEAVE OF ABSENCE~~

~~Employees who are excluded from work may be placed on any sick leave or other leave to which they are entitled.~~

~~TERMINATION OF EMPLOYMENT~~

~~Employees who are excluded from the work place in accordance with this policy may have their employment terminated when any sick leave or other leave to which they are entitled has expired, in accordance with appropriate policies and disability discrimination restrictions.~~

~~EDUCATION~~

~~The Chancellor shall develop and maintain a comprehensive educational program regarding HIV infection for students and employees. The program shall address current medical opinions concerning the nature of HIV infection and its symptoms, methods of transmission, types of behavior that increase the risk of transmission of the disease, preventive measures for avoiding infection, and most importantly, responsible and humane treatment of persons infected with the disease."~~

DBD(LOCAL) – Explanatory Note: TASB moved without change the newly adopted intellectual property policy from DBD(LOCAL) to CT(LOCAL), but the other policies below in DBD(LOCAL) remain the same.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

DISCLOSURE GENERAL

An employee shall disclose to his or her

STANDARD

immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship 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.

Annually, any employee engaged in the preparation of specifications, evaluation, recommendation, execution, or administration of any purchase or contract for the purchase of goods or services by the College District (other than employment contracts) shall certify in writing that he or she does not have a substantial interest in any business entity that is a party to or receives direct financial benefit from the College District's purchase or contract. The College District director of human resources shall promulgate rules to implement this certification.

SPECIFIC DISCLOSURES
SUBSTANTIAL
INTEREST

The Chancellor shall file an affidavit with the Board Chairman disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Chancellor or any of his or her relatives in the first degree may have.

Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest as defined by Local Government Code 171.002 shall file an affidavit with the Chancellor; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.

INTEREST IN
PROPERTY

The Chancellor shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

CONFLICTS
DISCLOSURE
STATEMENT

No employee other than the Chancellor shall be required to file the conflicts disclosure statement, as promulgated by the Texas Ethics Commission

and as specified by Local Government Code 176.003-.004.

[See BBFA]

GIFTS

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CDE]

ENDORSEMENTS

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the employee during nonschool hours, unless the product, material, or service is recommended, endorsed, or required for a course the employee teaches and is reasonably related to the subject matter of the course and the course syllabus.

No employee shall require students to purchase a specific brand of supplies if other brands are equal and suitable for the intended instructional purpose.

SALES

An employee shall not use his or her position with the College District to attempt to sell products or services, unless the product or service is recommended, endorsed, or required for a course the employee teaches and is reasonably related to the subject matter of the course and the course syllabus.

NONCOLLEGE
EMPLOYMENT

An employee shall disclose in writing to his or her 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.

INSTRUCTIONAL

The Chancellor shall establish procedures

MATERIALS

governing the required purchase by students of instructional materials (including textbooks, study guides, syllabi, and supplies) either from College District employees or in a manner by which a College District employee may receive direct financial benefit.

EDD(LOCAL) – Explanatory Note: TASB deleted this policy since intellectual property provisions were moved to CT(LOCAL).

~~“(INSTRUCTIONAL RESOURCES
COPYRIGHTED MATERIALS~~

~~EDD
(LOCAL)~~

~~COPYRIGHT
INFRINGEMENT~~

~~All persons are prohibited from using College District technology in violation of any law including copyright law. Only appropriately licensed programs or software may be used with College District technology. No person shall use the College District’s technology to post, publicize, or duplicate information in violation of copyright law. The Board shall direct the Chancellor or designee to employ all reasonable measures to prevent the use of College District technology in violation of the law. All persons using College District technology in violation of law shall lose user privileges in addition to other sanctions.~~

~~The College District shall notify the U.S. Copyright Office of the designated agent’s identity. The College District’s Web site shall include information on how to contact the College District’s designated agent and a copy of the College District’s copyright policy. Upon notification, the College District’s designated agent shall take all actions necessary to remedy any violation. The College District shall provide the designated agent appropriate training and resources necessary to protect the College District.~~

~~If a content owner reasonably believes that the College District’s technology has been used to~~

~~infringe upon a copyright, the owner may notify the designated agent.~~

ELECTRONIC MEDIA

~~To comply with copyright law, electronic media used in the classroom shall be for educational purposes only.~~

COMPUTER SOFTWARE

~~Unless otherwise provided in the purchase agreement, a purchased computer program shall not be used to make copies. A computer program may be legally copied only if:~~

- ~~1. Making a copy is an essential step in using the program (such as automatic copying into memory when a program is loaded); or~~
- ~~2. The new copy is a backup; backups cannot be used simultaneously with the original and must be erased if the original is resold.~~

~~College District employees shall not use the same program on more than one computer at a time unless the purchase agreement or written permission from the vendor allows the College District to network the program or allows other specified multiple use of the single copy.)”~~

FDE(LOCAL) – Explanatory Note: TASB’s policy clarifies prohibition against retaliation and updates examples of same. Policy also clarifies that sexual violence is a form of sexual harassment.

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND
RETALIATION

FDE
(LOCAL)

“SEXUAL HARASSMENT

BY OTHERS

SEXUAL VIOLENCE

Sexual violence is a form of sexual harassment. Sexual violence includes physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent due to the

victim's use of drugs or alcohol or due to an intellectual or other disability.

EXAMPLES

Examples of sexual harassment of a student may include sexual advances, touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; rape; sexual assault; sexual battery; sexual coercion; and other sexually motivated conduct, communications, or contact.

Physical contact not reasonably construed as sexual in nature is not sexual harassment.

RETALIATION

The College District prohibits retaliation against a student alleged to have experienced discrimination or harassment or another student who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation.

EXAMPLES

Examples of retaliation include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances. ~~(, such as negative comments that are justified by a student's performance in the classroom.)~~

FALSE CLAIMS

A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a College District investigation regarding discrimination or harassment shall be (is) subject to appropriate disciplinary action. ~~(discipline.)~~

*TASB manages our online Board Policy Manual.

POLICY REPORT NO. 32

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

It is recommended that the Board of Trustees authorize the Chancellor to adjust compensation rates related to the Metro Athletic Conference only as follows:

“b. Level 2: Metro Athletic Conference

Baseball Assoc. Assigning Fee	\$100 per season
Baseball Mileage Fee	\$10 per day
Baseball Umpire	\$100 per seven inning game
\$115 per nine inning game	
Basketball Official	\$100 per game
Alternative Basketball Official	\$50 per game
Basketball Scrimmage Official	\$25 per game
Tournament Scorekeeper/Timer	\$25 per game/match
Soccer Referee	\$120 per game
Soccer Linesman	\$85 per game
Soccer Assoc. Assigning Fee	\$30 per game
Volleyball Linesman	\$50 per match (for MAC tournament only)
Volleyball Linesman	\$15 per match (regular season)
Volleyball Scorekeeper	\$50 per match (for MAC tournament only)
Volleyball Official	\$100 \$90 for best of five matches \$70 \$60 for best of three matches \$40 for one 25 pt. tie breaker
Volleyball Assigning Fee	\$150 per season
Scorekeeper/Timer	\$15 per game/match
Sr. Scorekeeper/Sr. Timer	\$25 per game/match
Statistician/Video Tech.	\$10 per game/match
Sr. Statistician/Sr. Video Tech.	\$15 per game/match

Effective: August 1, 2012

Background: Rates for the Metro Athletic Conference are set by the various local area officiating associations and the DCCCD has little choice in establishing rates if it wishes to continue its excellent intercollegiate athletic programs. Funding to cover these pay rates come from Auxiliary Service Earnings. This recommendation is made to increase the rates for Volleyball Official by approximately \$10.

POLICY REPORT NO. 33

Request to Pay Expenses for Trustee Travel to Hispanic Association of Colleges and Universities Annual Meeting

Trustee Diana Flores requests that the Board approve DCCCD paying her expenses to attend the annual meeting of the Hispanic Association of Colleges and Universities (HACU), October 20-22, 2012, in Washington, D.C. Estimated allowable expenses are \$2,542; actual reimbursements will be based on receipts. This development opportunity will be supportive of trustee understanding of continuing diversity challenges faced by similar institutions as well as identifying some “best practice” ideas for consideration.

This association was established in 1986, growing to a membership of more than 400 colleges and universities in the U.S., Puerto Rico, Latin America, Spain and Portugal. The Association’s membership represents enrollments of more than two-thirds of all Hispanic college students.

Representing Hispanic-Serving Institutions (HSIs), HACU has played a major role in lobbying for the increase in related federal appropriations from \$12 million in 1995 to more than \$100 million in 2012.

The organization’s goals include: promoting the development of member colleges and universities; improving access to and the quality of post-secondary educational opportunities for Hispanic students; and meeting the needs of business, industry and government through the development and sharing of resources, information and expertise.

The 2012 annual meeting has a theme of “Championing Hispanic Higher Education Success: Advancing Access and Opportunity in a Changing Environment.” There are six conference tracks planned, including a focus on partnerships, academic success, and advocacy/legislation.

(Source: www.hacu.net)

Policy Reminders

According to Legal Counsel, "The trip that Ms. Flores is submitting to the Board for approval, the HACU Annual Meeting, is not a trip that has been pre-approved by the Board under Policy BBG (Local). According to that policy, she may submit a non pre-approved trip to the Board for consideration and approval. The Board may use its discretion to determine whether the trip should be approved, and/or the Board may use the standard provided in Board Policy BBH

(Local) as follows: "... when attendance is deemed necessary or desirable in carrying out the educational functions of the District."

PERSONNEL REPORT NO. 34

Acceptance of Terminations, Resignations and Retirements

The Chancellor recommends that the Board of Trustees accept the following requests for termination, resignation and retirement from the following employees:

TERMINATIONS - 2

Jon Conley
Campus Peace Officer
Length of Service: 6 years

Effective Date: July 11, 2012
Campus: North Lake College

Mary Herrington
Campus Peace Officer
Length of Service: 7 years

Effective Date: July 9, 2012
Campus: North Lake College

RESIGNATIONS - 4

Grace Rutherford
Instructional Designer
Length of Service: 5 years
Reason for resigning: For personal reasons.

Effective Date: August 31, 2012
Campus: LeCroy Center

Karen Holder
Coordinator, Center for Child and Family
Studies
Length of Service: 3 years
Reasons for resigning: For personal reasons.

Effective Date: July 6, 2012
Campus: Eastfield College

Dinalisa Vines
Campus Peace Officer
Length of Service: 1 month
Reason for resigning: For personal reasons.

Effective Date: June 18, 2012
Campus: North Lake College

Gerald Suggs
Associate Dean, Technical Programs
Length of Service: 3 years
Reason for resigning: For personal reasons.

Effective Date: August 31, 2012
Campus: Richland College

RETIREMENTS - 1

Coleman Smith
Director, Motion Imaging Department
Length of Service: 14 years

Effective Date: August 31, 2012
Campus: LeCroy Center

Shonna Cuffee
Annual Salary (Range): \$43,720/F01
Campus: Brookhaven College
Effective Dates: Academic Year 2012-2013

Instructor, Radiology Technology
Biographical Sketch: M.S. and B.S., Midwestern State University, Wichita Falls, TX
Experience: Adjunct Instructor, Tarrant County College-Northeast Campus, Hurst, TX; Adjunct Faculty and Full-time Temporary Faculty, Brookhaven College

Nancy Edwards
Annual Salary (Range): \$50,600/F04
Campus: Brookhaven College
Effective Dates: Academic Year 2012-2013

Instructor, Development Reading
Biographical Sketch: Ph.D., Walden University, Minneapolis, MN; M.S., Texas A&M University-Commerce, Commerce, TX; B.B.A., University of Houston, Houston, TX
Experience: Adjunct Instructor, Ashford University, Clinton, IA; Coordinator, Teacher Academy and Visiting Scholar-Faculty, Brookhaven College

Sharon Watson
Annual Salary (Range): \$44,000/F01
Campus: Brookhaven College
Effective Dates: Academic Year 2012-2013

Instructor, Radiology Technology
Biographical Sketch: M.A., Texas A&M University, College Station, TX; B.S., University, of Texas at Arlington, Arlington, TX
Experience: Staff Radiographer and Clinical/Didactic Instructor, Baylor University Medical Center, Dallas, TX; Staff Radiographer, Arlington Orthopedic Association, Arlington, TX

Stephanie Dibble
Annual Salary (Range): \$41,400/F01
Campus: Eastfield College
Effective Dates: Academic Year 2012-2013

Instructor, Auto Body
Biographical Sketch: A.A.S., Eastfield College, Mesquite, TX
Experience: Adjunct Faculty, Lab Assistant and Visiting Scholar-Faculty, Eastfield College

Sharon Johnson
Annual Salary (Range): \$43,800/F01
Campus: Eastfield College
Effective Dates: Academic Year 2012-2013

Instructor, Mathematics
Biographical Sketch: M.S., University of Mississippi, Oxford, MS; B.S., University of South Carolina, Columbia, SC

Experience: Adjunct Instructor, Colorado Technical University, Colorado Springs, CO; Adjunct Instructor, Richland College

Adrienne Donaldson-Steverson Campus: El Centro College
Annual Salary (Range): \$44,000/F01 Effective Dates: Academic Year 2012-2013

Instructor, Nursing
Biographical Sketch: M.B.A., Youngstown State University, Youngstown, OH; B.S., Ohio State University, Columbus, OH
Experience: Triage RN, Faith Hospice, Dallas, TX; Nursing Faculty, Collin County Community College-Central Park Campus, McKinney, TX

Kendra Unruh Campus: Richland College
Annual Salary (Range): \$45,650/F03 Effective Dates: Academic Year 2012-2013

Instructor, English
Biographical Sketch: M.A., Wichita State University, Wichita, KS; B.A., Sterling College, Sterling, KS
Experience: Adjunct Instructor, Wichita State University, Wichita, KS; Adjunct Instructor, Ivy Tech Community College, Lafayette IN; Graduate Instructor, Purdue University, West Lafayette, IN

ALTERNATIVE APPOINTMENTS FACULTY - 2

Marilyn Klocko Campus: Brookhaven College
Annual Salary (Range): \$50,511/F01 Effective Dates: August 1, 2012 through May 31, 2013

Instructor, Nursing
Biographical Sketch: M.S., Western Governors University, Salt Lake City, UT; B.S., Wilkes University, Wilkes-Barre, PA
Experience: VICU Staff/Critical Care Float Pool, Sentara Norfolk General Hospital, Norfolk, VA; Critical Care Float Team/IV Team, Riverside Regional Medical Center, Newport News, VA; Full-time Faculty, Dallas Nursing Institute, Dallas, TX

Michaelle Norman Campus: Cedar Valley College
Annual Salary (Range): \$51,836/F01 Effective Dates: September 1, 2012 through August 31, 2013

Faculty Counselor
Biographical Sketch: M.A., Capella University, Minneapolis, MN; B.A., Dallas Baptist University, Dallas, TX
Experience: Visiting Scholar-Faculty Counselor, Adjunct Faculty and TRIO Grant Program Coordinator, Cedar Valley College

Instructor, Biology

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

Experience: Teacher, South Garland High School-Garland Independent School District, Garland, TX; Teaching Assistant, University of Texas at Arlington, Arlington, TX; Adjunct Faculty, Richland College

Brandi Harris

Campus: North Lake College

Annual Salary (Range): \$40,000/F01

Effective Dates: Academic Year 2012-2013

Instructor, English

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

Experience: Adjunct Instructor, North Central Texas College, Corinth/Flower Mound, TX; Adjunct Instructor, Tarrant County College-Northwest Campus, Fort Worth, TX; Adjunct Faculty, North Lake College

Nancy Kerr

Campus: North Lake College

Annual Salary (Range): \$40,000/F01

Effective Dates: Academic Year 2012-2013

Instructor, English

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

Experience: Adjunct Instructor, The Art Institute of Dallas, Dallas, TX; Adjunct Faculty, North Lake College

VISITING SCHOLAR APPOINTMENTS FACULTY - 9

Sherry Lowery

Campus: Brookhaven College

Annual Salary (Range): \$41,050/F01

Effective Dates: Academic Year 2012-2013

Instructor, CIT/VCOM

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

Experience: Teacher, E.D. Walker Middle School-Dallas Independent School District, Dallas, TX; Full-time Faculty, Cisco Junior College, Cisco, TX; Adjunct Faculty, Brookhaven College

Erin Alkhaolany

Campus: El Centro College

Annual Salary (Range): \$42,000/F02

Effective Dates: Academic Year 2012-2013

Instructor, English/Developmental Writing

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

Experience: Adjunct Instructor, Tarrant County College-Northwest Campus, Fort Worth, TX; Adjunct Faculty, El Centro College

Aisha Leshi
Annual Salary (Range): \$44,000/F01
Campus: El Centro College
Effective Dates: Academic Year 2012-2013

Instructor, Surgical Technical Clinical Coordinator
Biographical Sketch: B.S., University of Phoenix, Dallas, TX
Experience: Surgical Technology Instructor, Sanford Brown College, Dallas, TX; Certified Surgical Technologist, Medical City Dallas Hospital, Dallas, TX

John Wentz
Annual Salary (Range): \$44,000/F01
Campus: El Centro College
Effective Dates: Academic Year 2012-2013

Instructor, Medical Laboratory Technology
Biographical Sketch: M.S., Texas Woman's University, Denton, TX; B.S., University of Texas Southwestern Medical Center, Dallas, TX
Experience: Senior Lecturer and Program Coordinator, University of Texas at Tyler, Tyler, TX; Clinical Assistant/Professor, University of Texas Medical Branch, Galveston, TX; Adjunct Faculty, El Centro College

Che Cheung
Annual Salary (Range): \$46,200/F02
Campus: Mountain View College
Effective Dates: Academic Year 2012-2013

Instructor, Mechanical Engineering
Biographical Sketch: M.A., University of Arkansas, Fayetteville, AR; B.A., Arkansas State University, Jonesboro, AR
Experience: Senior Thermal Application Engineer, Nuventix Inc., Austin, TX; Product Manager, Trans-Lux, Norwalk, CT

Jerome Dotson
Annual Salary (Range): \$44,230/F03
Campus: North Lake College
Effective Dates: Academic Year 2012-2013

Instructor, History
Biographical Sketch: M.A., University of Wisconsin, Madison, WI; B.A., Morehouse College, Atlanta, GA
Experience: Lecturer, Seattle University, Seattle, WA; Lecturer, University of Washington, Seattle, WA

Vanessa Gutierrez
Annual Salary (Range): \$42,300/F01
Campus: North Lake College
Effective Dates: Academic Year 2012-2013

Instructor, Spanish
Biographical Sketch: M.A. and B.A., San Diego State University, San Diego, CA
Experience: Instructor, Mesa College, San Diego, CA; Instructor, Grossmont College, El Cajon, CA; Instructor, MiraCosta College, Oceanside, CA

Paula Kate Jenkins
Annual Salary (Range): \$43,680/F02
Campus: North Lake College
Effective Dates: Academic Year 2012-2013

Instructor, Photography
Biographical Sketch: M.F.A., School of the Arts Institute of Chicago, Chicago, IL; B.S., Texas A&M University-Commerce, Commerce, TX
Experience: Graduate Assistant Teacher, School of the Arts Institute of Chicago, Chicago, IL; Teacher, New Tech High School-Coppell Independent School District, Coppell, TX; Adjunct Faculty, North Lake College

Melinda Andrews
Annual Salary (Range): \$45,448/F03
Campus: Richland College
Effective Dates: Academic Year 2012-2013

Instructor, Human Development
Biographical Sketch: M.A., University of Texas at Dallas, Richardson, TX; B.B.A., Abilene Christian University, Abilene, TX
Experience: Teaching Assistant, University of Texas at Dallas, Richardson, TX; Director, Waterview Christian Preschool, Richardson, TX; Adjunct Faculty, Richland College

VISITING SCHOLAR/ALTERNATIVE APPOINTMENTS FACULTY - 2

Christopher Curra
Annual Salary (Range): \$54,688/F01
Campus: Richland College
Effective Dates: August 13, 2012 through July 15, 2013

Instructor, Interactive Simulation and Game Technology
Biographical Sketch: B.F.A., Savannah College of Art and Design, Savannah, GA
Experience: Lead Animator/Rigger and Producer, Mumbo Jumbo/Ritual Entertainment, Dallas, TX; Owner, Perpetual FX Creative, Dallas, TX

Jennifer Rose
Annual Salary (Range): \$54,148/F01
Campus: Richland College
Effective Dates: August 13, 2012 through July 15, 2013

Instructor, Ceramics
Biographical Sketch: M.F.A and B.F.A., University of North Texas, Denton, TX
Experience: Adjunct Faculty, Collin County Community College-Spring Creek Campus, Plano, TX; Adjunct Faculty and Instructional Specialist III, Richland College

EXTENSION OF ADMINISTRATIVE CONTRACTS - 3

Dana Corbin
Interim Associate Dean, Educational Resources
Campus: Cedar Valley College
Effective Dates: September 1, 2012 through August 31, 2013 or until filled whichever occurs first.

Note: It is recommended that Ms. Corbin's administrative contract be extended.

Lucia V. Johnson
Interim, Director of Admissions/Registrar
Campus: Cedar Valley College
Effective Dates: September 1, 2012 through August 31, 2013 or until filled whichever occurs first.

Note: It is recommended that Ms. Johnson's administrative contract be extended.

Grenna Rollings
Interim Dean, Student Support Services
Campus: Cedar Valley College
Effective Dates: September 1, 2012 through August 31, 2013 or until filled whichever occurs first.

Note: It is recommended that Ms. Rollings administrative contract be extended.

RECLASSIFICATION ADMINISTRATORS - 6

Betty Butler
Annual Salary: \$74,941/Band IV
Campus: District Service Center
Effective Dates: September 1, 2012 through August 31, 2013

Monthly Business and Travel Allowance: \$90
From Assistant District Director, Financial Services/Assistant Comptroller to Associate District Director, Financial Services/Associate Comptroller

Thomas Anderson
Annual Salary: \$56,596/Band III
Campus: Brookhaven College
Effective Dates: September 1, 2012 through August 31, 2013

Monthly Business and Travel Allowance: \$75
From Assistant to Vice President of Instruction to Assistant to Vice President II

Jean Kaplan
Annual Salary: \$46,108/Band II
Campus: Brookhaven College
Effective Dates; September 1, 2012 through August 31, 2013

Monthly Business and Travel Allowance: \$62.50
From College Director, School Alliance/Institutional Research to Director II

Michael Gutierrez
Annual Salary: \$113,533/Band V
Campus: Eastfield College
Effective Dates: September 1, 2012

through August 1, 2013
Monthly Business and Travel Allowance: \$117.50
From Vice President, Academic Affairs and Student Success to Executive Vice
President, Academic Affairs and Student Success

Iris Freemon
Annual Salary: \$57,644/Band IV
Campus: El Centro College
Effective Dates: September 1, 2012
through August 31, 2013
Monthly Business and Travel Allowance: \$90
From Coordinator Resources Development to Dean, Resources Development

Stephen Jones
Annual Salary: \$59,519/Band II
Campus: Mountain View College
Effective Dates: September 1, 2012
through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
From Program Administrator to Program Administrator II

PROFESSIONAL SUPPORT STAFF RETURNING TO ORIGINAL
POSITION - 1

Sylvia Holmes
Monthly Salary: \$2,858
College Financial Aid Advisor
Campus: District Office
Effective Date: September 1, 2012
Note: It is recommended that Ms. Holmes return to her original professional support
staff position.

PERSONNEL REPORT NO. 37

Non-Renewal of Administrative Contracts

It is recommended that the individuals listed below not be offered renewal of their Administrative contract.

Last Name	Title
Norton, Boyd (Cedar Valley)	Program Director, Career and Continuing Education
Howells, Constance (Eastfield College)	Dean/Director, Planning and Research, Institutional Effectiveness
Miller, Glynis (Eastfield College)	Director, Admissions/Registrar
Stephney, Kimberly (Eastfield College)	Program Administrator
Reece, Bryan (El Centro College)	Chief Sustainable Development Officer
Reece, Lenora, (El Centro College)	Instructional Designer
Mager, Kathleen (Mountain View College)	Program Administrator

PERSONNEL REPORT NO. 38

Renewal of Adjunct Instructors

It is recommended that the Chancellor or his designate, on behalf of the DCCCD, be authorized to enter into written contracts of employment with individuals recommended by each location President to fulfill assignments as adjunct instructors for 2012-2013.

PERSONNEL REPORT NO. 39

Re-employment of Administrators for 2012-2013

It is recommended that the Chancellor, on behalf of the DCCCD, be authorized to enter into written contracts of employment with currently employed administrators listed below for one-year re-employment contracts for the period of September 1, 2012 through August 31, 2013.

Last	First	Location	Title
Adams	Cathryn	1-DO	Director, II
Bewley	Molly	1-DO	District Director for Community Engagement, Outreach and Recruitment
Brown	Cynthia	1-DO	Associate District Director, Human Resources Compensation and Benefits
Brumbach	Mary	1-DO	Executive District Director, Strategic Funding
Butler	Cynthia	1-DO	Executive District Director, Financial Aid and Scholarship Programs
Camacho	Luis	1-DO	Associate Vice Chancellor, Human Resources and Strategic Initiatives
Cook	Kathleen	1-DO	Director, Advertising/Promotion
Correll	Victoria	1-DO	Coordinator of Development-Foundation
Faris	Frances	1-DO	District Director of Academic and Student Records
Greer	Meredithe	1-DO	District Director, Curriculum Management
Grove	Susan	1-DO	Director, II
Hargis	Velma	1-DO	District Director of Student and Academic Programs
Hatch	Ann	1-DO	Director of Media Relations
Hubener	James	1-DO	Director II
Jackson	Rhonda	1-DO	Assistant Director, Human and Organizational Development
Jones	Christa	1-DO	District Coordinator of Academic Programs and Services
Jones	Jesse	1-DO	Vice President of Instruction/Director, North Texas Consortium (Salary paid by Consortium)
Lucas	Pamela	1-DO	Director II
McDaniel	Terence	1-DO	Director, Finance and Business Affairs DCCCD Foundation
Mingo	ShaDana	1-DO	Director III

Miranda	Eduardo	1-DO	Director, Marketing and Communications, DCCCD Development Office and Foundation
Molina	Perla	1-DO	Director of Outreach and Recruitment
Moss	Georgeann	1-DO	District Director of Internet Publishing
Nolan	M. Yolanda	1-DO	District Director, Human and Organizational Development
Norman	Mary	1-DO	Director, Student and Community Engagement
Orfanos	Dianne	1-DO	Associate Director, Human and Organizational Development
Perry	Don	1-DO	Executive District Director, Educational Planning, Policy and Compliance
Rae	Vitoria	1-DO	Director II
Reid	Betheny	1-DO	Associate Vice Chancellor Development/President DCCCD Foundation *title change
Reid	DeCha	1-DO	Director III
Shuttlesworth	Pamela	1-DO	Director III
Walker	Teresa	1-DO	District Director of Institutional Research
Wells	John	1-DO	Director II
Williams	Gregory	1-DO	District Director, Transfer Services Articulation
Williams	Joyce	1-DO	District Director, Workforce Education and Development
Young	Robert	1-DO	Legal Counsel
Bechtold	Marvin	1-DSC	Data Base Administrator II
Brockman	Robert	1-DSC	Senior Financial Analyst II
Criswell	John	1-DSC	Chief Educational Resources Support Officer
Disbrow	Patricia	1-DSC	District Director, Financial Services/Comptroller
Edwards	Jada	1-DSC	Director, Organizational Effectiveness and Process
Garza	Maria	1-DSC	Auxiliary Business Services Manager
Glick	Steven	1-DSC	Associate District Director, Information Technology for Network Services
Godinez	Rafael	1-DSC	Executive District Director of Internal Audit
Haight	Jonathan	1-DSC	Associate District Director, Information Technology for Strategic Planning, Education Technology and Internet Communications

Harrison	Nancy	1-DSC	District Contracts and Grants Director
Hill	Minnie (Jean)	1-DSC	District Facilities and Interior Designer
Kelley	Kate	1-DSC	Executive Director, Human Resources
King	John	1-DSC	Director, Risk Management
Lopez, Jr.	John	1-DSC	District Director of Diversity Business Programs
McDonald	Stephen	1-DSC	Director, General and Student Financial Aid Accounting
Overby	Steven	1-DSC	Assistant Director of Purchasing
Park	Steven	1-DSC	District Director, Purchasing
Porter	Clyde	1-DSC	Associate Vice Chancellor, Facilities Management/District Architect
Robertson	John	1-DSC	Associate Vice Chancellor, Business Affairs
Spencer	Gwendolyn	1-DSC	Chief Information Privacy/Security Officer
Tealer	Eddie	1-DSC	District Director of Business Affairs
Templeton	Jaime	1-DSC	Associate District Director of Information Technology for Application Development
Vanlandingham	Norma	1-DSC	District Accounts Payable Manager
Ward	Joseph	1-DSC	District Director of Information Technology
Webb	Denise	1-DSC	District Program Manager, Business Diversity
Wilson	Sharon	1-DSC	Director of Facilities Engineering
Reed-Wyandon	Khaison	1-DSC	Civil Engineer
Auzenne	Angela	1-LCET	Associate Dean, Distance Learning Programs and Outreach
Barrett	Audra	1-LCET	Associate Vice President, Instruction
Bowen	Edward	1-LCET	Director, Product Design and Development
Christophel	Janice	1-LCET	Instructional Designer
Cooper-Cavazos	Valerie	1-LCET	Director of Marketing/TeleCollege-TeleLearning
Fernandez	Eugene	1-LCET	Director, Facilities Services
Hampshire	Kay	1-LCET	Instructional Designer
Hartman	Henry	1-LCET	Director, Teleconferencing Training Network (Grant-funded)
Higgs	LaKendra	1-LCET	Associate Dean of Student Support Services *title change
Jennings	Patricia	1-LCET	Project Leader
Klutts	Susan	1-LCET	College Director, Business Operations

Mayes	Craig	1-LCET	Director of Production
Montgomery	Vickie	1-LCET	College Director, Human Resources II
Ramos	Emilio	1-LCET	District Director, Educational Technology
Roffino	Theresa	1-LCET	Dean, Distance Learning Planning and Development
Rosenbalm	Robert	1-LCET	Associate Dean, Distance Learning Programs and Outreach
Stinson	Alice	1-LCET	Manager, Academic Partnerships
Thomas	Cristin	1-LCET	Manager, Academic Partnerships
Walker	Ricky	1-LCET	Producer
Zackery	J. Denise	1-LCET	Executive Dean, Financial Affairs
Avram	Yanjing	2	Director, Institutional Research
Baker	Brandy	2	Director, Nursing/Allied Health Skills Lab
Bennett	Rodger	2	Vice President, Academic Affairs and Student Success
Borski	Brian	2	Director, Student Programs and Resources II
Boyer	MaryAngel	2	Program Director, Career and Continuing Education
Brock	Sheila	2	Manager, Grants Management and Compliance
Clarke	Winifred	2	Director, Testing II
Coder	Ann	2	Librarian IV
Contractor	Yasaman	2	Assistant Director of Student Programs and Resources
Dalton	Brenda	2	Executive Dean, Student and Enrollment Services
Deason	Michael	2	Director, Information Technology
Dennehy	Michael	2	Associate Vice President, Planning, Research and Institutional Effectiveness
Edrich	Teresa	2	Executive Director, Human Resources
Ferguson	Sarah	2	Executive Dean
Flint	Juanita	2	Executive Dean
Gallegos	Thomas	2	College Director, Facilities Management II
Govea	Sam	2	Executive Dean
Hawkins	Vernon	2	Associate Vice President, Workforce and Continuing Education
Herring	George	2	Vice President, Business Services
Johnson	Joyce	2	Program Director, Career Continuing Education
Levesque	Lynne	2	College Director, Athletics and Recreational Programming

Lopez	Oscar	2	Vice President of Student Services and Enrollment Management
Lynch	Marilyn	2	Associate Vice President, Career and Program Resources
Menassa	Beverly	2	Assistant Dean, Student Support Services
Meyer	Mark	2	Dean, Health Occupations/Nursing
Rousey	Doris	2	Executive Dean
Schweitzer	Carrie	2	Assistant to the President III
Sisk	Grant	2	Associate Instructional Dean
Truong	Ngoc	2	Instructional Designer
Vaglienti	Kendra	2	Executive Dean
Vo	Thoa	2	Director, Admissions/Registrar
Wilson	Annette	2	Director, Career Services
Wyche	Sandy	2	Executive Dean
Best	Mickey	3	Executive Dean
Cook	Felicia	3	Director, Off-Site Facility
Cure	Nancy	3	Vice President of Instruction
Davis	Patricia	3	Chief Resource and Community Development Officer
DeCay	Jarlene	3	Dean of Student Success
Dennis	Paula	3	Evening Administrator
Drake	Kezia	3	College Athletic Programs Director
Guerra	Olivia	3	College Director of School Alliance and Institutional Outreach (Grant)
Guevara	Fidel	3	College Director of School Alliance and Institutional Outreach
Haynes	Russell	3	Dean, Student Retention and Title III Administrator (Grant)
Holmes	Miyoshi	3	Director, Student Programs and Resources
Johnson	Ruben	3	Executive Dean
Luong	Huan	3	Vice President, Business Services
Mallard	Mary	3	Director, Organizational and Staff Development
Mays	Anna	3	Vice President of Student Services and Enrollment Management
Mitchell	Christine	3	Director, Business Operations
Mote	Marlon	3	Director, Institutional Research
Nightingale	Lisa	3	Executive Dean
Michele	Palsa	3	Director, Marketing and Public Relations
Pollard	Jennie	3	Executive Dean
Rogers	Cynthia	3	College Director, Facilities Management II
Schubarth	Toni	3	Assistant Dean, Continuing Education II

Stewart	Timothy	3	Director, College Police II
White	Michael	3	Director, Information Technology
Wyrick	Russell	3	Director Best Small Southwest Business Development Center
Xeriland	Timothy	3	Instructional Designer
Young	Jonas	3	Director of Testing
Baynham	James	4	Associate Vice President of Career and Program Resources
Beaver	Nancy	4	Program Administrator II
Bellamy	Johnnie	4	Associate Dean, Workforce Development
Bond	Roy	4	Dean, External and Community Relations
Bueno	Esther	4	Director, Business Operations (September 1, 2012 through September 31, 2012)
Burris	Danny	4	Program Director, Career and Continuing Education
Bush	George	4	Program Administrator II
Canada	Shaunyale	4	College Director of School Alliance and Institutional Outreach
Castillo	Romilio	4	College Director, School Alliance/Institutional Research
Cinclair	Richard	4	Executive Dean
Conroy	Rich	4	Assistant Dean, Continuing Education and Contract Training
Cook	Sharon	4	College Director, Marketing/Public Information
Danforth	David	4	Program Coordinator
Dumont	Judith	4	Program Coordinator (Grant-funded)
Douglas	Adrian	4	Vice President, Business Services
Emery	John	4	Evening Administrator
Gonzales	Lucinda	4	College Director, Media/Production Services
Graca	Thomas	4	Vice President of Planning and Development
Greer	Karla	4	Associate Dean of Educational Resources
Grigsby	Lindle	4	Dean, Technical Occupational Programs
Harbour	Courtney	4	Associate Dean, Arts Language and Literature
Houston	Whitney	4	Dean, Resource Development
Kozlowski	Gerald	4	Executive Dean
Martin	Michael	4	Program Director, Career and Continuing Education
Moore	Kimberly	4	Director, Academic Advising and TSI

Nichols	Elizabeth	4	Instructional Dean/Instructional Division Chair
Olguin	Javier	4	Executive Director, Community Campus
Prado	Maria	4	Program Director, Career and Continuing Education
Plott	Richard	4	Director Institutional Effectiveness and Improvement
Richardson	Linda	4	Executive Dean, Student and Enrollment Services
Riehl	Gretchen	4	Executive Dean, Science and Physical Education
Rodriguez	Ricardo	4	Executive Dean
Schwartz	Judy	4	Director, Spar II
Sosa-Hagarty	Dina	4	Dean, Student Success
Sternat-Hornstrom	Theresa	4	Director, Center for Independent Study
Sykes	Arthur	4	College Director, Facilities Management II
Rodriguez	Ricardo	4	Executive Dean
Taylor	Cynthia	4	Director of Health Center
Thomas-Anderson	LaTricia	4	College Director of School Alliance and Institutional Outreach
White	Barbara	4	Coordinator, Student Services
Wilson	Larry	4	Executive Director, Human Resources
Wolf	Rachel	4	Executive Dean, Arts/Language and Literature
Alfaro	Felicitas	5	Executive Dean, Student and Enrollment Services
Armstrong	Dean	5	Program Administrator II
Baker	Linda	5	Librarian III
Becker	Joan	5	Director, Nursing/Allied Health Satellite Program
Bento	Sergio	5-BJP	Director, Technology Assistant Center
Blatt	Jeffrey	5-BJP Campus	Director, Dallas Small Business Development Center
Browning	David	5	Vice President, Business Services
Butler	William	5	College Director, Facilities Management II
Collins	Judith	5	Coordinator, Small Business Management Counseling
Connally	Leslie	5	Coordinator, Small Business Management Counseling

Damron	Karla	5	College Director, Faculty Development and Training
DeLeon	Maribel	5-BJP	Coordinator, Small Business Management Counseling
Doddy	Lori	5	Assistant Dean, Center for Independent Studies
Edwards	Gordon	5-BJP Campus	Coordinator, Small Business Development Training (Grant)
Finney	Wallace	5	Executive Dean, Business and Professions
Flemming	Sondra	5	Vice President for Community and Economic Development
Francis, Jr.	Monty	5	Director of Testing II
Garza	Rebecca	5	Director of Admissions/Registrar
Guerra-Rodriguez	Elizabeth	5	Associate Dean, Continuing Education II
Handy	James	5	Executive Dean
Howden	Norman	5	Assistant Dean, Educational Resources
Isbell	Teresa	5	Dean, Planning Research and Institutional Effectiveness
Jackson	Micheal	5	Executive Vice President, Academic Affairs and Student Success
Johnson	Michael	5	Director, Information Technology
Laffoon	George	5	Project Leader
Langford	Mark	5	Associate Regional Director, Small Business Development Center
McCord	Lorraine	5-BJP Campus	Director, Small Business Development Sub-Center International
McPherson	Mary Lacheeta	5	Executive Dean
Moore	Ketah	5	Director, Student Programs and Resources
Morgan	Barbara	5	Evening Administrator
Muller	Daniel	5	Assistant Dean, Continuing Education and Contract Training
Pecina	Antonio	5	College Director, School Alliances and Institutional Outreach
Pierce	Susan	5	College Director, Business Operations
Ramos	Ana	5	Executive Director, Community Campus
Ramirez	Mary	5	Assistant Dean, Business and Technology
Rawlinson	Eddy	5	Associate Instructional Dean
Richards	Calvin	5	Director of College Police II
Segroves	Dawn	5	Executive Director, Human Resources
Shelby	Leslie	5-BJP Campus	Instructional Dean/Division Chair

Smith	Gloria	5	Assistant Dean, Continuing Education II
Staley	Priscilla	5	College Director, Marketing and Public Information
Stills	Karen	5	Coordinator, Student Services (Grant)
Theriot	Lisa	5	Executive Dean, Communications/Math and Student Support Services
Thompson	Adrienne	5	Coordinator Resource Development
VanDeventer	Elizabeth	5	Coordinator, Jail Program
Wade-Miller	Katrina	5-BJP	Associate Regional Director, Small Business Development Center
Waldrop	Charles	5-BJP	Director, Center for Government Contracting (Grant)
Weddle	William	5-BJP	Director, Environmental Assistance Center (Grant)
Whavers	Gilbert	5	Manager, Business Incubation Center
White	Kim	5	Assistant Dean, Continuing Education II
Wilkins	Pyeper	5	Executive Dean
Zarrabi	Byron	5	Program Director, Career and Continuing Education
Almendariz	Moises	6	Dean, Instructional Support and Outreach Services (Grant)
Atchison	Alice	6	Manager, Grants Management and Compliance
Baldwin	Timothy	6	Director of Library Services
Best-Osagie	Linda	6	Assistant Director, Enrollment Management
Blue	Karen	6	Program Administrator II
Champ	Vonice	6	Associate Dean of Workforce Development
Davis	Sharon	6	Vice President, Business Services
DeLeon	John	6	Vice President, Academic Affairs and Student Success
Edwards	Cathleen	6	Director, Student Programs and Resources
Ergish	Gary	6	Executive Dean
Fares	Rabab	6	Dean/Executive Assistant to the President (S.A.A.P. at 49% contract)
Faz	Lorena	6	Director of School Alliance and Institutional Outreach
Gappa	Timothy	6	Director of Testing I
Garner	Regina	6	Director, Career Services
Garrett	Leonard	6	Vice President of Student Services and Enrollment Management

Garrott	Marisela	6	Director of Marketing and Public Relations
Hall-Garrett	Glenda	6	Associate Dean of Learning Support Services
Hall	Tony	6	Director, Services to Special Populations
Higgs	Shirley	6	Dean of Student Success
Ibarrondo	Daniel	6	Instructional Designer
Kisunzu	Cheryl	6	Executive Dean (2005)
Knott	Everett	6	College Director, Facilities Management
Marsh	Heather	6	Dean, Resource Development
Marsh	Vickie	6	Librarian IV
Neal	Willie	6	Area Executive Director, Human Resources
Osborne	Reginald	6	College Director, Athletics and Recreational Programming
Ponce	Liliana	6	College Director, School Alliance and Institutional Outreach
Pruit	John	6	Executive Dean
Scheerer	Gerold	6	Dean, Planning, Research and Institutional Effectiveness
Soyars	Tim	6	College Director of Business Operations
Thompson	Angela	6	Director Nursing/Allied Health Skills Lab III
Valencia	Karen	6	Executive Dean
Webb	Patricia	6	Executive Dean of Corporate and Continuing Education
Wright	Quentin	6	Executive Dean (2005)
Barber	Ella	7	Executive Director, Human Resources
Casey	James	7	Dean, Educational and Administrative Technology
Castillo	Candace	7	Vice President, Planning and Development
Childress	Frank	7	Director, College Programs
Ciminelli	Mary	7	Vice President, Student Services/Enrollment
Cooley	Lanny	7	Executive Dean, Educational Partnerships
Craig	Detra	7	Coordinator, Student Services (Grant)
Drake	John	7	Director, College Police II
Edwards	Lynda	7	Dean, Student Support Services
Evans	David	7	Executive Dean (2005)
Federer	Gina	7	College Director, Marketing and Public Information

Gray	Carole	7	Dean, Student Support Services
Holloway	De'Aira	7	Director, Academic Advising /Career Education Placement
Hughes	Martha	7	Vice President for Academic Affairs and Student Success
Jackson	Zena	7	Executive Dean (2005)
James	Arthur	7	Executive Dean, Educational Partnerships
Jones	Virginia	7	Director, Student Programs and Health Services
Joutras	Dan	7	College Director, Athletics and Recreational Programming
Kelemen	Victor	7	Vice President, Community and Economic Development
Kirk	Donaji	7	Assistant Director, Enrollment Management/Registrar
Kirk	Marissa	7	Director, College Programs
Laljjani	Karen	7	Dean/Director, Planning and Research, Institutional Effectiveness
Marquez	George	7	Dean, Organizational and Staff Development
Maynard	Francynne	7	Dean, Student Support Services
Mays	Marilyn	7	Executive Dean (2005)
Mays	Pamela	7	Interim, Director of Business Operations (September 1, 2012 through January 8, 2013)
McGraw	Timothy	7	College Director, Athletic Programs
Melton	Guy	7	Director of School Alliance - Upward Bound
Nikopoulos	Mary	7	Assistant Director, Student Programs and Resources
Richards	Steven	7	Associate Dean of Workforce Development
Seaver	Kenton	7	Director III
Sindelar	Peggy	7	Assistant to the Vice President
Slejko	Christa	7	Interim, College President
Smith-Brush	Lynne	7	Dean, Technical/Occupational Programming
Watson	John	7	College Director, Facilities Management III
Weaver	Shannon	7	Interim Vice President, Business Services
Whitten	Wanda	7	Program Director of Career and

			Continuing Education
Albuquerque	Heather	8	Assistant Principal, Charter High School
Anthony-Hughes	Fillis	8	Program Administrator II
Baker	Robert	8	Director, College Police II
Barkley	Susan	8	Executive Dean
Berry	Cindy	8	Director, Academic Advising Center and Educational Planning
Blankenbaker	Zarina	8	Vice President, Student Learning
Burnham	Jeanetta	8	Librarian IV
Canham	Raymond	8	Executive Dean
Carter	Jean	8	College Director, School Alliances and Institutional Research
Cheatham	June	8	Associate Dean, Instructional Support
Clark	Ronald	8	Vice President, Business Services
Cohen-Werther	Millicent	8	Emeritus Program Director
Crawford	Michael	8	Associate Dean, Performing Arts
Darin	Mary	8	Executive Dean
DeShong	Rae	8	Librarian IV
Dollar	Tandy	8	Director, Community Relations
Dondlinger	Mary	8	Director, Institutional Effectiveness and Improvement
Duke	Gary	8	Librarian IV
Edney	Kristyn	8	Charter High School Principal/Dean of Instruction
Eschliman	Paula	8	Associate Dean, Instructional Support
Ferguson	Amy	8	Librarian IV
Georgiou	Thales	8	Instructional Dean/Division Chair
Guerra	Judith	8	Project Leader
Gutierrez	Daniel	8	Executive Director, Human Resources
Haroutunian	Mehrdad	8	Chief Corporate and Workforce Development Officer
Harrison	Bobbie	8	Director, Student Programs and Resources
Heard	Shellie	8	Dean, Resource Development
Henderson	Lennijo	8	Dean, Educational Resources
Hernandez	Celeste	8	Associate Dean, Instructional Support
Hickman	Mary-Therese	8	Program Coordinator
Hogan	Martha	8	Executive Dean
Hueston	Bonnie	8	Dean, Institutional Support and Outreach
Hunter-July	Arlisha	8	Manager, Grants Manager and Compliance

Huynh	Bao	8	Director, Institutional Research
Iachetta	Michael	8	Program Administrator II
Izard	Robert	8	Program Administrator II
James	Janet	8	Dean/Executive Assistant to the President
Jones	Rebecca	8	Associate Dean, Instructional Support
Kammerer	Nancy	8	Associate Dean, Organizational and Staff Development
Kelley	Konley	8	Assistant Dean, Continuing Education and Contract Training
Logozzo	Derrick	8	Director of Instrumental Music
Lozano	Heather	8	Assistant Dean, Continuing Education I
Millemon	John	8	Assistant Dean, Center for Independent Study
Oppedahl	Celes	8	Associate Dean, Workforce Development
Piccoli-Biggs	Noeli	8	Director, Community Programs
Richards	Deborah	8	Director, Corporate and Community Relations
Riley	Dwight	8	Associate Dean, Instructional Support
Romero	Enmanuel	8	Director, Community Programs
Rosenbalm	Whitney	8	College Director, Marketing/Public Information
Savage	Michael	8	Computer Lab Administrator
Simmons	Guy	8	College Director, Athletics and Recreational Programming
Smith	Zelda	8	College Director, Athletic Program
Somero	Deborah	8	Associate Dean, Student Support Services
Spigner	James	8	Director, Community Programs (Grant)
Summers	Tony	8	Vice President, Student Development
Thomas	Gregory	8	Dean of Educational and Administrative Technology
Timberlake	Martha	8	Associate Dean, Instructional Support
Toups	Scott	8	College Director, Athletic Program
Tubbs	Andrew	8	Dean of Instruction
Urrutia	Diana	8	Associate Dean, World Languages, Cultures and Communications
Varghese	Finney	8	Associate Vice President for Business Services
Vera	Fonda	8	Executive Dean (2005)
Villegas	Luz	8	Program Administrator II (Grant)

Walker	Donna	8	Associate Vice President for Educational Transitions/Deputy Superintendent, Charter High School
Weaver	Melinda	8	Executive Dean
Webster	Lianne	8	Program Administrator (Pharmacy Technician)
Whitfield	Sian	8	Program Administrator
Witherspoon	Rebecca	8	Associate Dean, Learning Support Services
Wittel	Frederick	8	Associate Dean, Instructional Support
Worley	Sean	8	College Director, Athletic Programs
Ydoyaga	Shannon	8	Associate Dean, Instructional Support

PERSONNEL REPORT NO. 40

Re-employment of Administrators for 2012-2015

It is recommended that the Chancellor, on behalf of the DCCCD, be authorized to enter into written contracts of employment with currently employed administrators listed below who have been recommended for a three-year re-employment contracts for the period of September 1, 2012 through August 31, 2015.

Last	First	Location	Title
Blackman	Sharon	1-DO	Provost (Educational Affairs)
Hall	Susan	1-DO	Executive Director, Board Relations
Lonon	Justin	1-DO	Vice Chancellor, Public and Governmental Relations
DesPlas	Edward	1-DSC	Executive Vice Chancellor, Business Affairs
Quinn	Pamela	1-LCET	Provost
Chesney	Thomas	2	College President
Wimbish	Jennifer	3	College President
Conway	Priscilla	4	College President
McCarthy	Paul	5	College President
Zamora	Felix	6	College President
Eggleston	Kathryn	8	College President

PERSONNEL REPORT NO. 41

Extension of Chancellor's Employment Contract

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

- 1) A 16-month term that begins September 1, 2012 and ends December 31, 2013 or until the date a replacement assumes the position of Chancellor, whichever is later.
- 2) The annual salary will increase consistent with other employee salary increases approved by the Board during the term of this contract.

Effective date: August 7, 2012

BUILDING AND GROUNDS REPORT NO. 42

Approval of Amendment to Agreement with Neel-Schaffer Inc.

The chancellor recommends that authorization be given to approve an amendment to the agreement with Neel-Schaffer Inc. in an amount not to exceed \$12,290.63 for additional services at Richland College.

Original agreement	\$41,881.80
Previous amendment(s)	.00
Amendment amount	<u>12,290.63</u>
Revised agreement	\$54,172.43

This is RLC project #5, *Progress Report on Construction Projects* (Informative Reports section of this agenda). Construction was 0% complete as of July 23, 2012.

The EVCBA approved the original contract with Neel-Schaffer Inc. on January 6, 2012 in the amount of 41,881.80. The purpose of the agreement was to prepare specifications and drawings for east and west entrance modifications. Estimated completion date is December 31, 2012.

Board Approved	EVCBA Approved	Amend. No.	Amount	Revised Contract	Contingency Remaining
Pending		1	\$12,290.63	\$54,172.43	\$-0-

Amendment #1 provides for civil design services to include a 5-foot sidewalk from the proposed relocated bus stop on Walnut Street going west to Richland College Drive West and around the radius, about 860 feet, with one ADA ramp, and adding road repair for approximately 20 locations, each about 200 square feet.

This amendment of \$12,290.63 provides for additional engineering services and does not change the completion date.

This recommendation increases the cost to \$54,172.43, which is \$12,290.63 (29%) over the original amount.

BUILDINGS AND GROUNDS REPORT NO. 43

Approval of Interlocal Agreement for Services Provided by DCCCD to Dallas County for the Brookhaven Trail Project

The chancellor recommends that authorization be given to approve an interlocal agreement for services provided by DCCCD with Dallas County to construct a pedestrian bridge and to provide multimodal connectivity to regional destinations and transportation networks for Brookhaven College.

The proposed interlocal agreement will initiate a project to build a concrete hike and bike trail on the north and western sides of Brookhaven College. The trail will connect with Valley View Lane on the south side of the campus and the Vitruvian Park Development on the north. Funding for the project is provided by grants from the Dallas County Commissioner's Court and the North Central Texas Council of Governments. The total project cost is estimated at \$2,150,000.

The interlocal agreement includes a temporary construction easement to Dallas County which permits Dallas County Public Works to complete all aforementioned construction. The proposed non-exclusive temporary construction easement site will grant Dallas County the right of ingress and egress, over, under, and across the Brookhaven campus in the areas described in Attachment D, Exhibit A of the temporary easement agreement. The temporary construction easement will be used solely for constructing the pedestrian bridge and multimodal pathway from Valley View Lane to the Vitruvian Park Development. The term of the temporary construction easement shall begin on the effective date and shall terminate one year after the completion of the project.

The interlocal agreement also includes a permanent easement to the City of Farmers Branch for a public use non-exclusive hike and bike trail, pedestrian bridge and drainage crossing at Brookhaven College. The proposed non-exclusive easement site will be used solely for constructing a pedestrian bridge and a multimodal pathway in the areas described in Attachment E, Exhibit A easement agreement. The term of the permanent easement shall begin on the effective date and shall last in perpetuity.

The District is not responsible for any of the costs of the project including the cost of design, engineering, specifications, materials, installation, construction, inspection, and change orders, related to the project. The District will have the right to review and approve design and construction of this work.

This agreement will be effective August 8, 2012.

FINANCIAL REPORT NO. 44

Adoption of Revised Budget for Richland Collegiate High School
(RCHS) for 2011-12

The chancellor recommends that the Board of Trustees approve the revised budget for Richland Collegiate High School for 2011-12.

The Texas Education Agency requires that budgets be revised as often as necessary so that no expenditures exceed the budget in any single category. Expenditures have been realigned to reflect current needs based on the decreased available funding. This is expected to be the final revision needed for the 2011-12 budget year.

The net increase in investment income less the decrease in revenue from state funding of \$100,326 is reducing the amount required for Academic Support and Student Services along with some additional funds being transferred to Instruction, Institutional Support, and Operations & Maintenance.

RICHLAND COLLEGIATE HIGH SCHOOL
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT, CHARTER HOLDER
2011-12 PROPOSED ALL FUNDS OPERATING BUDGET

Unrestricted

Revenues and Additions

	2011-12 Spring Revision	Proposed Change	2011-12 Summer Revision
State Funding	\$ 2,946,875	\$ (107,326)	\$ 2,839,549
Federal Award		\$ -	
Investment Income	\$ 8,000	\$ 7,000	\$ 15,000
TOTAL	\$ 2,954,875	\$ (100,326)	\$ 2,854,549

Expenditures & Uses

	2011-12 Spring Revision	Proposed Change	2011-12 Summer Revision
Instruction	\$ 1,455,980	\$ 17,129	\$ 1,473,109
Public Service	\$ 280,000	\$ -	\$ 280,000
Academic Support	\$ 77,526	\$ (34,934)	\$ 42,592
Student Services	\$ 425,400	\$ (87,127)	\$ 338,273
Institutional Support	\$ 670,969	\$ 3,106	\$ 674,075
Operations & Maintenance	\$ 45,000	\$ 1,500	\$ 46,500
TOTAL CURRENT FUNDS EXPENDITURES & USES	\$ 2,954,875	\$ (100,326)	\$ 2,854,549

Restricted

Revenues and Additions

	2011-12 Spring Revision	Proposed Change	2011-12 Summer Revision
RCHS	\$ 82,764	\$ -	\$ 82,764

Expenditures & Uses

	2011-12 Spring Revision	Proposed Change	2011-12 Summer Revision
RCHS	\$ 82,764	\$ -	\$ 82,764

FINANCIAL REPORT NO. 45

Adoption of Resolution for 2012-13 Budget for Richland Collegiate High School (RCHS)

The chancellor recommends that the Board of Trustees adopt the attached resolution approving the budget for 2012-13.

The Richland Collegiate High School opened with its first class of students in August 2006. A second junior class was added for 2007-08. For the fiscal year 2011-12 enrollment grew to about 450 and included students in the arts as well as those in science, technology, engineering and math. However, due to cuts in state funding the new proposed budget for 2012-13 reflects revenues and expenditures at a reduced amount. Budgeted expenditures have been divided between functional areas to align with the needs of the RCHS. A public hearing on the 2012-13 budget was held on Tuesday, August 7, 2012, as an earlier agenda item.

The proposed 2012-13 operating budget is \$2,810,156. The estimated expenditures for 2012-13 are in functional areas that relate to TEA categories as follows:

<u>District</u>	<u>TEA</u>
Instruction	
Public Service	11 Instruction
Academic Support	12 Instructional Resources and Media Services 13 Curriculum & Instructional Staff Development
Student Services	31 Guidance, Counseling and Evaluation Services 33 Health Services 35 Food Services
Institutional Support	23 School Leadership 41 General Administration 52 Security & Monitoring Services
Operations & Maintenance	51 Plant Maintenance/Operation

RICHLAND COLLEGIATE HIGH SCHOOL
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT, CHARTER HOLDER
2012-13 PROPOSED ALL FUNDS OPERATING BUDGET

Unrestricted

Revenues and Additions

	2011-12 Summer Revision	Proposed Change	2012-13 Original Budget
State Funding	\$ 2,839,549	\$ (39,393)	\$ 2,800,156
Federal Award	\$ -	\$ -	\$ -
Investment Income	\$ 15,000	\$ (5,000)	\$ 10,000
TOTAL	\$ 2,854,549	\$ (44,393)	\$ 2,810,156

Expenditures & Uses

	2011-12 Summer Revision	Proposed Change	2012-13 Original Budget
Instruction	\$ 1,473,109	\$ (79,437)	\$ 1,393,672
Public Service	\$ 280,000	\$ (60,000)	\$ 220,000
Academic Support	\$ 42,592	\$ 39,224	\$ 81,816
Student Services	\$ 338,273	\$ 146,919	\$ 485,192
Institutional Support	\$ 674,075	\$ (74,599)	\$ 599,476
Operations & Maintenance	\$ 46,500	\$ (16,500)	\$ 30,000
TOTAL CURRENT FUNDS EXPENDITURES & USES	\$ 2,854,549	\$ (44,393)	\$ 2,810,156

Restricted

Revenues and Additions

	2011-12 Summer Revision	Proposed Change	2012-13 Original Revision
RCHS	\$ 82,764	\$ (6,522)	\$ 76,242

Expenditures & Uses

	2011-12 Summer Revision	Proposed Change	2012-13 Original Revision
RCHS	\$ 82,764	\$ (6,522)	\$ 76,242

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

WHEREAS, on the seventh day of August, 2012, a public hearing was held at the Board Room of the Dallas County Community College District, 1601 S. Lamar Street, Dallas, Texas, to hear public comment on the Proposed 2012-13 Richland Collegiate High School budget and the members of the Board of Trustees were given a full explanation of the proposed budget;

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

**BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE DALLAS
COUNTY COMMUNITY COLLEGE DISTRICT AND RICHLAND
COLLEGIATE HIGH SCHOOL:**

That the proposed budget for the fiscal year beginning September 1, 2012, and ending August 31, 2013, is adopted, and is designated as the official budget for the Richland Collegiate High School for the 2012-13 fiscal year, and is effective on September 1, 2012.

This resolution is effective from and immediately upon its adoption

Jerry Prater, Chair
Board of Trustees
Dallas County Community College District
and Richland Collegiate High School

Dr. Wright L. Lassiter, Jr., Secretary
Board of Trustees
Dallas County Community College District
and Richland Collegiate High School

FINANCIAL REPORT NO. 46

Approval of Date to Adopt Ad Valorem Tax Rate for 2012 Tax Year

The chancellor recommends that the Board place a proposal on the agenda of the September 4, 2012 Board meeting to adopt an ad valorem tax rate on each \$100 increment of assessed valuation of property for the maintenance and operation of the colleges. If necessary, public hearings on the proposed tax rate will be held Tuesday, August 21, 2012, and Tuesday, August 28, 2012, as required by the Property Tax Code.

Texas Property Tax Code was enacted in 1979. Each year the Texas Comptroller of Public Accounts publishes *Truth-in-Taxation: A Guide for Setting Tax Rates* that includes any recent amendments to the code. Texas Tax Code 25.05(d) requires that two public hearings be held if the proposed tax rate exceeds the lower of the rollback tax rate or the effective tax rate for maintenance and operations (M&O) taxes and debt service interest and sinking funds (I&S) taxes together.

Notices of the public hearings, if any, as well as the results of the record vote must be published in the local newspaper. Each Trustee's vote on this recommendation will appear in one of four categories in the notice: (1) for the proposal, (2) against the proposal, (3) present and not voting, or (4) absent.

At its regular meeting on June 5, 2012, the Board of Trustees approved a schedule for tax rate and budget adoption (Financial Report No. 14) that names the following action for Tuesday, August 7, 2012:

Regular Board meeting with agenda item to discuss the proposed tax rate. Take a record vote and schedule a public hearing if the proposed tax rate will exceed the effective tax rate.

As discussed in the Planning and Budget Committee meeting on July 17, 2012, administration projected the rate for the debt service interest and sinking requirements on the general obligation bonds (I&S portion of the tax rate) would be \$0.02080 per \$100 valuation. This projection will be adjusted slightly based on the final certified taxable assessed value. Trustees do not vote on the I&S portion of the rate except to adopt it at the September meeting, nor is there a public hearing on the I&S portion of the rate.

The proposed M&O rate per \$100 valuation will generate more tax dollars than 2011-12 so two public hearings will be required. They will be held on August 21 and August 28, 2012. The results of the vote on this agenda item will appear in

the newspaper announcements of the two public hearings.

The Dallas County Appraisal District released the Certified Taxable Appraised Value on July 24, 2012. At this time, the Dallas County Tax Office is calculating the Net Effective and Rollback Tax Rates for the District. This information will be provided to the Board as soon as it is available.

INFORMATIVE REPORT NO. 47

Richland Collegiate High School

The 2012 RCHS Senior Class of 188 students had 163 graduates by the end of May Term, 11 graduates by the end of Summer I, and 11 additional graduates are scheduled to complete their high school requirements by the end of Summer II.

Fifty-nine seniors maintained a 3.0 GPA, 40 seniors maintained a 3.5 GPA and 6 seniors maintained a 4.0 GPA during their RCHS enrollment. Seventy-two seniors earned the Vice Presidents' Honor Roll distinction for a 3.5 GPA. Sixty-eight students earned the President's Honor List distinction for a 3.8 GPA. One hundred five students met the eligibility requirements for the Phi Theta Kappa Honor Society.

The 2012 Senior Class completed 12,133 service learning hours during their two years with RCHS. One hundred ten students completed more than 60 hours of service learning, 20 students completed more than 100 hours, 10 students completed more than 120 hours, 3 students completed more than 150 hours, and 1 student completed 210 service learning hours.

The 2012 Senior Class earned 15,063 transferable college-credit hours. The lowest and highest numbers of credit hours earned by students were 52 and 92, respectively. The class average for the number of credit hours earned was 80.55.

Ninety-one of the 188 seniors received academic transfer scholarship offers in a total amount of \$8,126,992. The five RCHS graduating classes have received a combined total of \$34,690,904 in academic transfer scholarship offers.

Of the 91 seniors receiving academic transfer scholarship offers in 2012, 37% are Anglo, 30% Asian, 23% Hispanic, 9% African American/Black, and 1% American Indian. Forty-eight percent of the graduating seniors received scholarship offers.

Graduates of the class of 2012 have been accepted to the following colleges and universities: Abilene Christian University, Academy of Art University, American University, Arizona State University, Auburn University, Austin College, Barry University, Baylor University, Benedictine College, Blinn College, Bradley University, Brigham Young University, Carlton College, Columbia University, Concordia College, Cornell University, Dallas Baptist University, Drexel University, Duke University, Florida Institute of Technology, Fort Hayes State University, Harding University, Hofstra University, Houston Baptist

University, Howard University, Johns Hopkins University, Kings College, Laguna College of Art and Design, Lamar University, Louisiana State University, Marquette University, Mary Baldwin College, Mary Hardin Baylor University, McMurray State University, Midwestern State University, Mississippi College, Morehouse College, New Mexico State University, New York Film Academy, New York University, Newberry University, North Carolina State University, Northeastern Oklahoma State University, Northern Arizona University, Oklahoma Baptist University, Oral Roberts University, Ottawa University, Pace University, Purdue University, Richland College, Sam Houston State University, Seaton Hall University, Southeastern Oklahoma State University, Southern Methodist University, St. Edward's University, St. John's University, Saint Leo University, St. Mary's University, Stephen F. Austin State University, Tarleton State University, Texas A & M University at Commerce, Texas A & M University at Corpus Christi, Texas A & M University at College Station, Texas Christian University, Texas Southern University, Texas State University, Texas Tech University, Texas Wesleyan University, Texas Woman's University, Tulane University, University of Arizona at Flagstaff, University of Arizona at Tucson, University of Arkansas, University of California at San Diego, University of California at Berkley, University of Houston, University of the Incarnate Word, University of Iowa, University of Maryland Eastern Shore, University of Memphis, University of Miami, University of Missouri, University of Nevada at Las Vegas, University of New Mexico, University of North Texas, University of Oklahoma, University of Pennsylvania, University of Southern California, University of Tennessee, The University of Texas at Arlington, The University of Texas at Austin, The University of Texas at Dallas, The University of Texas at San Antonio, The University of Texas at Tyler, Wake Forest University, Wilmington College, and Xavier University.

INFORMATIVE REPORT NO. 48

Presentation of Current Funds Operating Budget Report for June 2012

The chancellor presents the report of the current funds operating budget for June 2012 for review.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

Year-to-Date June 30, 2012
83.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
State Appropriations	\$ 89,930,932	\$ 73,224,208	\$ 16,706,724	81.4%	74.3-91.1%	
Tuition	87,997,938	85,406,420	2,591,518	97.1%	95.0-105.1%	
Taxes for Current Operations	120,222,660	120,509,255	(286,595)	100.2%	99.0-101.8%	(1)
Federal Grants & Contracts	1,037,885	671,271	366,614	64.7%	74.7-112.4%	(2)
State Grants & Contracts	126,452	121,248	5,204	95.9%	n/a	
General Sources:						
Investment Income	2,726,000	1,786,936	939,064	65.6%	62.0-118.8%	
General Revenue	3,003,276	2,273,667	729,609	75.7%	n/a	
Subtotal General Sources	5,729,276	4,060,603	1,668,673	70.9%	69.0-114.0%	
SUBTOTAL UNRESTRICTED	305,045,143	283,993,005	21,052,138	93.1%	n/a	
Use of Fund Balance & Transfers-in	22,981,275	1,950,562	21,030,713	8.5%	n/a	
TOTAL UNRESTRICTED	328,026,418	285,943,567	42,082,851	87.2%	82.0-91.0%	
AUXILIARY FUND						
Sales & Services	5,164,506	3,737,909	1,426,597	72.4%	64.5-76.4%	
Investment Income	201,422	121,961	79,461	60.5%	56.5-105.0%	
Transfers-in	4,290,797	4,290,797	-	100.0%	n/a	
Use of Fund Balance	930,448	-	930,448	n/a	n/a	
TOTAL AUXILIARY	10,587,173	8,150,667	2,436,506	77.0%	54.2-91.7%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	14,766,881	12,998,474	1,768,407	88.0%	n/a	
SBDC State Match	2,398,785	1,281,695	1,117,090	53.4%	n/a	
Subtotal State Appropriations	17,165,666	14,280,169	2,885,497	83.2%	n/a	
Grants, Contracts & Scholarships:						
Federal	106,081,575	69,365,899	36,715,676	65.4%	n/a	
State	11,262,440	7,330,862	3,931,578	65.1%	n/a	
Local	9,138,989	5,698,779	3,440,210	62.4%	n/a	
Transfers-in	91,959	38,448	53,511	41.8%	n/a	
Subtotal Grants, Contracts & Scholarships	126,574,963	82,433,988	44,140,975	65.1%	n/a	
Richland Collegiate High School	82,764	2,213	80,551	2.7%	n/a	
TOTAL RESTRICTED	143,823,393	96,716,370	47,107,023	67.2%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,946,875	1,957,928	988,947	66.4%	n/a	
Investment Income	8,000	16,621	(8,621)	207.8%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,954,875	1,974,549	980,326	66.8%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 485,391,859	\$ 392,785,153	\$ 92,606,706	80.9%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

Year-to-Date June 30, 2012
83.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 130,481,434	\$ 112,162,420	\$ 18,319,014	86.0%	84.4-87.0%	
Public Service	5,820,793	3,110,025	2,710,768	53.4%	63.1-85.0%	(3)
Academic Support	16,722,941	12,280,056	4,442,885	73.4%	76.8-81.1%	(4)
Student Services	28,420,472	22,991,967	5,428,505	80.9%	77.7-82.4%	
Institutional Support	59,710,286	44,188,039	15,522,247	74.0%	72.0-80.0%	
Staff Benefits	25,970,721	21,660,195	4,310,526	83.4%	14.1-178.7%	
Operations & Maintenance of Plant	29,904,393	23,264,210	6,640,183	77.8%	76.5-79.6%	
Repairs & Rehabilitation	17,924,285	5,907,393	12,016,892	33.0%	9.4-62.1%	
Special Items:						
Reserve - Campus	2,929,181	-	2,929,181	n/a	n/a	
Reserve - Benefits	-	-	-	n/a	n/a	
Reserve - Health Premiums Salary Increase	-	-	-	n/a	n/a	
Reserve - Technology	155,000	-	155,000	n/a	n/a	
Reserve - Operating	946	-	946	n/a	n/a	
Reserve - Enrollment Growth	-	-	-	n/a	n/a	
Reserve - New Campuses	-	-	-	n/a	n/a	
Reserve - New Buildings	-	-	-	n/a	n/a	
Reserve - Potential State Reduction/ERS Fees	-	-	-	n/a	n/a	
TOTAL UNRESTRICTED	318,040,452	245,564,305	72,476,147	77.2%	74.6-81.3%	
AUXILIARY FUND						
Student Activities	7,672,073	5,790,019	1,882,054	75.5%	72.4-80.6%	
Sales & Services	2,306,194	2,030,121	276,073	88.0%	65.1-81.8%	(5)
Reserve - Campus	360,213	-	360,213	n/a	n/a	
Reserve - District	145,793	-	145,793	n/a	n/a	
Transfers-out	102,900	289,896	(186,996)	281.7%	59.0-114.0%	
TOTAL AUXILIARY	10,587,173	8,110,036	2,477,137	76.6%	65.7-80.0%	
RESTRICTED FUND						
State Appropriations	14,766,881	12,998,474	1,768,407	88.0%	0.0-155.0%	
Grants & Contracts	33,633,386	19,548,715	14,084,671	58.1%	n/a	
Scholarships	95,340,362	64,112,367	31,227,995	67.2%	n/a	
Subtotal Grants, Contracts & Scholarships	143,740,629	96,659,556	47,081,073	67.2%	n/a	
Richland Collegiate High School	82,764	56,814	25,950	68.6%	n/a	
TOTAL RESTRICTED	143,823,393	96,716,370	47,107,023	67.2%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,954,875	1,593,543	1,361,332	53.9%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,954,875	1,593,543	1,361,332	53.9%	n/a	
SUBTOTAL EXPENDITURES & USES	475,405,893	351,984,254	123,421,639	74.0%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,567,693	(38,070)	101.5%	77.3-112.0%	(6)
Institutional Matching-Contracts/Grants	99,419	70,553	28,866	71.0%	55.0-141.4%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,295,797	4,290,797	5,000	99.9%	n/a	
Unexpended Plant Fund	606,625	1,472,229	(865,604)	242.7%	n/a	
Debt Service Fund	2,454,502	-	2,454,502	n/a	n/a	
TOTAL TRANSFERS & DEDUCTIONS	9,985,966	8,401,272	1,584,694	84.1%	n/a	
TOTAL EXPENDITURES & USES	\$ 485,391,859	\$ 360,385,526	\$ 125,006,333	74.2%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date June 30, 2012
83.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$206,781,375	\$ 172,084,736	\$ 34,696,639	83.2%
Staff Benefits	25,970,721	21,660,195	4,310,526	83.4%
Purchased Services	21,341,470	16,292,184	5,049,286	76.3%
Operating Expenses	66,544,398	42,467,414	24,076,984	63.8%
Supplies & Materials	9,378,635	6,615,806	2,762,829	70.5%
Minor Equipment	2,904,413	1,232,290	1,672,123	42.4%
Capital Outlay	5,153,889	2,473,358	2,680,531	48.0%
Charges	(23,119,576)	(17,261,678)	(5,857,898)	74.7%
SUBTOTAL UNRESTRICTED	314,955,325	245,564,305	69,391,020	78.0%
Reserve - Campus	2,929,181	-	2,929,181	n/a
Reserve - Benefits	-	-	-	n/a
Reserve - Health Premiums Salary Increase	-	-	-	n/a
Reserve - Technology	155,000	-	155,000	n/a
Reserve - Operating	946	-	946	n/a
Reserve - Enrollment Growth	-	-	-	n/a
Reserve - New Campuses	-	-	-	n/a
Reserve - New Buildings	-	-	-	n/a
Reserve - Potential State Reduction/ERS Fees	-	-	-	n/a
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	2,529,623	2,567,693	(38,070)	101.5%
Institutional Matching - Contracts/Grants	99,419	70,553	28,866	71.0%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,295,797	4,290,797	5,000	99.9%
Unexpended Plant Fund	606,625	1,472,229	(865,604)	242.7%
Debt Service Fund	2,454,502	-	2,454,502	n/a
TOTAL UNRESTRICTED	328,026,418	253,965,577	74,060,841	77.4%
AUXILIARY FUND	10,587,173	8,110,036	2,477,137	76.6%
RESTRICTED FUND	143,823,393	96,716,370	47,107,023	67.2%
RICHLAND COLLEGIATE HIGH SCHOOL	2,954,875	1,593,543	1,361,332	53.9%
TOTAL EXPENDITURES & USES	\$485,391,859	\$ 360,385,526	\$125,006,333	74.2%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

Year-to-Date - 83.3% of Fiscal Year Elapsed

	June 30, 2012			June 30, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
State Appropriations	\$ 89,930,932	\$ 73,224,208	81.4%	\$ 89,227,028	\$ 72,704,541	81.5%
Tuition	87,997,938	85,406,420	97.1%	87,484,608	85,237,713	97.4%
Taxes for Current Operations	120,222,660	120,509,255	100.2%	120,222,660	120,612,926	100.3%
Federal Grants & Contracts	1,037,885	671,271	64.7%	1,037,885	948,308	91.4%
State Grants & Contracts	126,452	121,248	95.9%	126,452	129,613	102.5%
General Sources:						
Investment Income	2,726,000	1,786,936	65.6%	2,726,000	2,086,004	76.5%
General Revenue	3,003,276	2,273,667	75.7%	3,084,574	2,467,674	80.0%
Subtotal General Sources	5,729,276	4,060,603	70.9%	5,810,574	4,553,678	78.4%
SUBTOTAL UNRESTRICTED	305,045,143	283,993,005	93.1%	303,909,207	284,186,779	93.5%
Use of Fund Balance & Transfers-in	22,981,275	1,950,562	8.5%	27,270,150	-	0.0%
TOTAL UNRESTRICTED	328,026,418	285,943,567	87.2%	331,179,357	284,186,779	85.8%
AUXILIARY FUND						
Sales & Services	5,164,506	3,737,909	72.4%	5,167,128	3,790,519	73.4%
Investment Income	201,422	121,961	60.5%	210,977	142,281	67.4%
Transfers-in	4,290,797	4,290,797	100.0%	4,290,797	4,290,797	100.0%
Use of Fund Balance	930,448	-	n/a	1,175,854	-	n/a
TOTAL AUXILIARY	10,587,173	8,150,667	77.0%	10,844,756	8,223,597	75.8%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	14,766,881	12,998,474	88.0%	27,573,949	22,338,141	81.0%
SBDC State Match	2,398,785	1,281,695	53.4%	2,514,616	1,251,892	49.8%
ARRA	-	-	n/a	938,265	661,910	70.5%
Subtotal State Appropriations	17,165,666	14,280,169	83.2%	31,026,830	24,251,943	78.2%
Grants, Contracts & Scholarships:						
Federal	106,081,575	69,365,899	65.4%	112,191,629	74,962,272	66.8%
State	11,262,440	7,330,862	65.1%	10,937,743	5,569,217	50.9%
Local	9,138,989	5,698,779	62.4%	8,520,584	9,682,051	113.6%
Transfers-in	91,959	38,448	41.8%	489,613	288,891	59.0%
Subtotal Grants, Contracts & Scholarships	126,574,963	82,433,988	65.1%	132,139,569	90,502,431	68.5%
Richland Collegiate High School	82,764	2,213	2.7%	169,259	13,707	8.1%
TOTAL RESTRICTED	143,823,393	96,716,370	67.2%	163,335,658	114,768,081	70.3%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,946,875	1,957,928	66.4%	2,921,536	2,241,181	76.7%
Investment Income	8,000	16,621	207.8%	8,000	6,497	81.2%
TOTAL COLLEGIATE HIGH SCHOOL	2,954,875	1,974,549	66.8%	2,929,536	2,247,678	76.7%
TOTAL REVENUES & ADDITIONS	\$ 485,391,859	\$ 392,785,153	80.9%	\$ 508,289,307	\$ 409,426,135	80.5%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

Year-to-Date - 83.3% of Fiscal Year Elapsed

	June 30, 2012			June 30, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 130,481,434	\$ 112,162,420	86.0%	\$ 138,110,140	\$ 117,302,342	84.9%
Public Service	5,820,793	3,110,025	53.4%	6,517,478	4,122,995	63.3%
Academic Support	16,722,941	12,280,056	73.4%	18,271,817	14,260,153	78.0%
Student Services	28,420,472	22,991,967	80.9%	28,720,430	23,672,348	82.4%
Institutional Support	59,710,286	44,188,039	74.0%	62,376,607	48,732,351	78.1%
Staff Benefits	25,970,721	21,660,195	83.4%	11,512,900	12,477,054	108.4%
Operations & Maintenance of Plant	29,904,393	23,264,210	77.8%	32,559,735	25,491,686	78.3%
Repairs & Rehabilitation	17,924,285	5,907,393	33.0%	22,531,305	9,090,464	40.3%
Special Items:						
Reserve - Campus	2,929,181	n/a	n/a	732,982	n/a	n/a
Reserve - Benefits	-	n/a	n/a	-	n/a	n/a
Reserve - Health Premiums Salary Increase	-	n/a	n/a	-	n/a	n/a
Reserve - Technology	155,000	n/a	n/a	-	n/a	n/a
Reserve - Operating	946	n/a	n/a	208,993	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	-	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Potential Reduction/ERS Fees	-	n/a	n/a	-	n/a	n/a
TOTAL UNRESTRICTED	318,040,452	245,564,305	77.2%	321,542,387	255,149,393	79.4%
AUXILIARY FUND						
Student Activities	7,672,073	5,790,019	75.5%	7,537,368	5,655,571	75.0%
Sales & Services	2,306,194	2,030,121	88.0%	2,623,435	2,030,980	77.4%
Reserve - Campus	360,213	-	n/a	411,807	-	n/a
Reserve - District	145,793	-	n/a	150,596	-	n/a
Transfers-out	102,900	289,896	281.7%	121,550	103,938	85.5%
TOTAL AUXILIARY	10,587,173	8,110,036	76.6%	10,844,756	7,790,489	71.8%
RESTRICTED FUND						
State Appropriations	14,766,881	12,998,474	88.0%	27,573,949	22,338,141	81.0%
Grants & Contracts	33,633,386	19,548,715	58.1%	36,973,616	22,159,655	59.9%
Scholarships	95,340,362	64,112,367	67.2%	98,618,834	70,233,435	71.2%
Subtotal Grants, Contracts & Scholarships	143,740,629	96,659,556	67.2%	163,166,399	114,731,231	70.3%
Richland Collegiate High School	82,764	56,814	68.6%	169,259	36,850	21.8%
TOTAL RESTRICTED	143,823,393	96,716,370	67.2%	163,335,658	114,768,081	70.3%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,954,875	1,593,543	53.9%	2,929,536	1,724,241	58.9%
TOTAL COLLEGIATE HIGH SCHOOL	2,954,875	1,593,543	53.9%	2,929,536	1,724,241	58.9%
SUBTOTAL EXPENDITURES & USES	475,405,893	351,984,254	74.0%	498,652,337	379,432,204	76.1%
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,567,693	101.5%	2,529,623	2,575,755	101.8%
Institutional Matching-Contracts/Grants	99,419	70,553	71.0%	240,555	361,442	150.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,295,797	4,290,797	99.9%	4,290,797	4,290,797	100.0%
Unexpended Plant Fund	606,625	1,472,229	242.7%	-	21,464	n/a
Debt Service Fund	2,454,502	-	n/a	2,575,995	1,931,996	75.0%
TOTAL TRANSFERS & DEDUCTIONS	9,985,966	8,401,272	84.1%	9,636,970	9,181,454	95.3%
TOTAL EXPENDITURES & USES	\$ 485,391,859	\$ 360,385,526	74.2%	\$ 508,289,307	\$ 388,613,658	76.5%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2011-12 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date - 83.3% of Fiscal Year Elapsed

	June 30, 2012			June 30, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$206,781,375	\$172,084,736	83.2%	\$216,400,402	\$182,343,040	84.3%
Staff Benefits	25,970,721	21,660,195	83.4%	11,512,900	12,477,054	108.4%
Purchased Services	21,341,470	16,292,184	76.3%	21,014,037	15,574,141	74.1%
Operating Expenses	66,544,398	42,467,414	63.8%	69,397,261	44,644,689	64.3%
Supplies & Materials	9,378,635	6,615,806	70.5%	11,670,181	9,031,159	77.4%
Minor Equipment	2,904,413	1,232,290	42.4%	3,836,111	2,144,416	55.9%
Capital Outlay	5,153,889	2,473,358	48.0%	5,971,647	3,178,920	53.2%
Charges	(23,119,576)	(17,261,678)	74.7%	(19,202,127)	(14,244,026)	74.2%
SUBTOTAL UNRESTRICTED	314,955,325	245,564,305	78.0%	320,600,412	255,149,393	79.6%
Reserve - Campus	2,929,181	n/a	n/a	732,982	n/a	n/a
Reserve - Benefits	-	n/a	n/a	-	n/a	n/a
Reserve - Health Premiums Salary Increase	-	n/a	n/a	-	n/a	n/a
Reserve - Technology	155,000	n/a	n/a	-	n/a	n/a
Reserve - Operating	946	n/a	n/a	208,993	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	-	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Potential State Reduction/ERS Fees	-	n/a	n/a	-	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,567,693	101.5%	2,529,623	2,575,755	101.8%
Institutional Matching - Contracts/Grants	99,419	70,553	71.0%	240,555	361,442	150.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,295,797	4,290,797	99.9%	4,290,797	4,290,797	100.0%
Unexpended Plant Fund	606,625	1,472,229	242.7%	-	21,464	n/a
Debt Service Fund	2,454,502	-	n/a	2,575,995	1,931,996	75.0%
TOTAL UNRESTRICTED	328,026,418	253,965,577	77.4%	331,179,357	264,330,847	79.8%
AUXILIARY FUND	10,587,173	8,110,036	76.6%	10,844,756	7,790,489	71.8%
RESTRICTED FUND	143,823,393	96,716,370	67.2%	163,335,658	114,768,081	70.3%
RICHLAND COLLEGIATE HIGH SCHOOL	2,954,875	1,593,543	53.9%	2,929,536	1,724,241	58.9%
TOTAL EXPENDITURES & USES	\$485,391,859	\$360,385,526	74.2%	\$508,289,307	\$388,613,658	76.5%

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 *Taxes for Current Operations* exceeded budget primarily due to actual receipts for taxes slightly greater than projected budget.
- (2) Actual *Federal Grants and Contracts* reflects a lower than normal percent of budget due to delays in the awarding process.
- (3) Actual *Public Service* reflects a lower percentage than the control limits due to the elimination of two training contracts at the BJP location.
- (4) Actual *Academic Support* is slightly lower than the control limits mainly due to two new contracts at the BJP location that will start later this year.
- (5) *Sales and Services* are slightly higher than normal percent of budget. This is due to an increase in departmental operating expenses at the LeCroy location.
- (6) Actual *Mandatory Transfers* of tuition to the Debt Service Fund is higher than budget. There should be a minimal amount of tuition transfers scheduled for the remainder of this fiscal year.

INFORMATIVE REPORT NO. 49

Monthly Award and Change Order Summary

Listed below are the awards and change orders approved by the executive vice chancellor of business affairs in June 30, 2012.

AWARDS:

1DA0423	INTERNET SERVICE – LCET & DSC		
	Cogent Communications, Inc.	LCET	\$27,600
		DSC	20,700
		LCET installation charge	<u>500</u>
		Total	\$48,800

The district has two internet service providers: AT&T at the LeCroy Center for \$16,300/month (recently increased from \$10,300/month) and Cogent Communications, Inc., at the District Service Center for the current rate of \$5,000/month. At this time if service is lost at the DSC, the entire district's internet connectivity goes down.

This recommendation is to (1) change internet service at the LCET from AT&T to Cogent Communications, Inc., and (2) extend existing service with Cogent Communications at the DSC when the current contract expires in November, 2012. The new rate at each location will be \$2,300/month and both contracts will terminate on 8/31/2013, enabling both sites to be packaged together for even greater potential savings on a new bid. There is an initial installation charge of \$500 to initiate changed service at the LCET.

This action will reduce current monthly costs from \$21,300/month to \$4,600/month. Having one service provider at both sites allows technical improvements not otherwise possible, internet bandwidth will increase five-fold, and DSC internet traffic will automatically shift to the LCET should there be an outage.

6D70090 SITE LICENSE AGREEMENT – MVC
CENGAGE Learning, Inc.

\$38,739

This award is for a one year agreement for the use of the products, Enhanced Insite for Raimés Pocket Keys for Writers 4e and Aplia for Grammar, which will be used to fulfill requirements of the Quality Enhancement Plan of the college. Faculty will teach writing-intensive course sections based on a basic rubric and will grade for outcomes such as essay development and the proper citation of sources. Cengage provides online essay grading, plagiarism detection, rubric building and special reporting analysis. This software package provides a unique combination of services that the college could only receive by otherwise purchasing multiple products.

CHANGE ORDERS: None To Report For June

INFORMATIVE REPORT NO. 50

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).” This report reflects the status as of June 30, 2012.

Comparison September 2011/2010 & October 2011/2010

Ethnicity/ Gender	September 11		September 10		October 11		October 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	440	0.0	3,525	0.1	1,342	0.1	4,665	.2
Black/African-American	73,690	1.7	416,601	7.1	22,728	1.3	24,915	1.2
Asian Indian	439,843	10.3	199,940	3.4	15,000	0.9	258,915	12.3
Anglo-American, Female	645,628	15.1	1,202,989	20.3	148,812	8.8	311,628	14.8
Asian Pacific	0.00	0.0	753	0.0	54,277	3.2	353	0.0
Hispanic/Latino/Mex-American	36,705	0.9	733,242	12.4	157,234	9.3	198,253	9.4
Other Female	1,658	0.0	10,137	0.2	4,643	0.3	133,143	6.3
Total M/WBE	1,197,963	28.0	2,567,187	43.5	404,036	23.9	931,871	44.2
Not Classified	3,075,711	72.0	3,330,616	56.5	1,292,483	76.1	1,171,910	55.8
Subtotal for Discretionary Payments	4,273,674	100.0	5,897,803	100.0	1,696,519	100.0	2,103,782	100.0
Non-discretionary Payments	7,184,964		8,301,695		4,146,924		6,456,873	
Total Payments	11,458,638		14,199,498		5,843,443		8,560,655	

Comparison November 2011/2010 & December 2011/2010

Ethnicity/ Gender	November 11		November 10		December 11		December 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	259	0.0	18,861	0.4	22	0.0	8,648	0.4
Black/African-American	130,018	5.6	470,032	10.1	23,854	1.0	225,707	10.3
Asian Indian	19,208	0.8	216,676	4.7	68,428	3.0	98,554	4.5
Anglo-American, Female	190,085	8.2	531,972	11.4	369,076	16	148,449	6.8
Asian Pacific	5,389	0.2	8,174	0.2	4	0.0	2,665	.1
Hispanic/Latino/Mex-American	79,226	3.4	585,142	12.6	396,411	17.1	483,938	22.1
Other Female	3,670	0.2	19,320	0.4	690	0.0	3,881	0.1
Total M/WBE	427,855	18.4	1,850,177	39.8	858,485	37.1	971,842	44.3
Not Classified	1,899,375	81.6	2,797,547	60.2	1,453,445	62.9	1,208,991	55.7
Subtotal for Discretionary Payments	2,327,230	100.0	4,647,724	100.0	2,311,930	100.0	2,180,833	100.0
Non-discretionary Payments	3,038,160		6,820,058		3,875,011		6,138,921	
Total Payments	5,365,390		11,467,782		6,186,941		8,319,754	

Comparison January 2012/2011 & February 2012/2011

<u>Ethnicity/ Gender</u>	<u>January 12</u>		<u>January 11</u>		<u>February 12</u>		<u>February 11</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
American Indian/Alaskan Native	16	0.0	0	0.0	500	0.0	1,056	0.0
Black/African-American	42,517	2.4	217,693	7.8	113,520	3.8	273,933	10.7
Asian Indian	37,024	1.3	135,976	4.9		0.0	224,910	8.7
Anglo-American, Female	57,797	3.2	486,944	17.4	142,811	4.8	264,533	10.3
Asian Pacific		0.0	2,784	0.1	176	0.0	14,580	0.5
Hispanic/Latino/Mex-American	56,751	3.2	153,581	5.5	39,881	1.3	328,153	12.8
Other Female	1,582	0.4	10,439	0.3	4,264	0.1	58,382	2.2
Total M/WBE	195,687	10.4	1,007,417	36.0	301,152	10.0	1,165,547	45.2
Not Classified	1,688,323	89.6	1,793,839	64.0	2,706,406	90.0	1,393,292	54.8
Subtotal for Discretionary Payments	1,884,010	100.0	2,801,256	100.0	3,007,558	100.0	2,558,839	100.0
Non-discretionary Payments	3,008,782		5,465,660		3,689,529		2,940,708	
Total Payments	4,892,792		8,266,916		6,697,087		5,499,547	

Comparison March 2012/2011 & April 2012/2011

<u>Ethnicity/ Gender</u>	<u>March 12</u>		<u>March 11</u>		<u>April 12</u>		<u>April 11</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
American Indian/Alaskan Native	65	0.0	20,475	0.6	41	0.0	4,281	0.2
Black/African-American	136,993	5.4	167,815	5.2	217,829	14	51,233	2.7
Asian Indian	35,769	1.4	206,999	6.4	46,264	3.0	21,945	1.2
Anglo-American, Female	140,383	5.6	310,386	9.7	93,511	6.0	120,340	6.3
Asian Pacific	-	0.0	985	0.0	565	0.0	5,823	0.3
Hispanic/Latino/Mex-American	54,455	2.2	102,460	3.2	101,690	6.4	139,723	7.2
Other Female	6,483	0.3	31,962	1.0	3,034	0.2	61	0.0
Total M/WBE	374,148	14.9	841,082	26.1	462,934	29.6	343,406	17.9
Not Classified	2,143,948	85.1	2,356,777	73.9	1,105,733	70.4	1,573,147	82.1
Subtotal for Discretionary Payments	2,518,097	100.0	3,197,859	100.0	1,568,667	100.0	1,916,553	100.0
Non-discretionary Payments	2,410,420		6,249,934		4,291,844		4,218,803	
Total Payments	4,928,516		9,447,793		5,860,511		6,135,356	

Comparison May 2012/2011 & June 2012/2011

<u>Ethnicity/ Gender</u>	<u>May 12</u>		<u>May 11</u>		<u>June 12</u>		<u>June 11</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
American Indian/Alaskan Native	657	0.0	3,206	0.0	199	0.0	453	0.0
Black/African-American	158,626	4.7	213,289	6.2	20,015	0.9	80,427	2.9
Asian Indian	74,720	2.2	307,115	8.9	47,050	2.2	165,184	6.2
Anglo-American, Female	366,405	10.8	169,842	4.9	621,112	28.6	371,636	13.8
Asian Pacific	-	0.0	529	0.0	0.0	0.0	4,019	0.2
Hispanic/Latino/Mex-American	5,929	0.2	130,458	3.8	119,346	5.5	96,412	3.6
Other Female	16,611	0.5	3,838	0.1	14,277	0.7	5,252	0.2
Total M/WBE	622,948	18.4	828,277	23.9	821,999	37.9	723,383	26.9
Not Classified	2,769,579	81.6	2,634,865	76.1	1,346,482	62.1	1,963,651	73.1
Subtotal for Discretionary Payments	3,392,527	100.0	3,463,142	100.0	2,168,483	100.0	2,687,034	100.0
Non-discretionary Payments	3,847,717		4,381,188		3,482,217		5,236,463	
Total Payments	7,240,244		7,844,330		5,650,699		7,923,497	

Payments to M/WBEs in Fiscal Years 2003/04 – 2010/11

	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>YTD 2011- 12</u>
American Indian/ Alaskan Native	300,869	976,953	1,098,580	293,244	304,324	174,963	68,700	3,541
Black/African- American	4,404,239	4,706,496	3,125,284	14,934,516	40,748,128	6,337,986	2,226,472	939,790
Asian Indian	468,352	1,112,483	3,170,023	3,494,574	12,392,237	6,947,151	2,182,683	783,077
Anglo-American, Female	5,569,275	4,684,336	3,902,023	4,893,713	14,952,024	13,742,587	4,357,927	2,216,619
Asian Pacific	995,558	25,793	26,035	656,552	1,099,847	1,184,614	51,686	60,411
Hispanic/Latino/ Mex-American	2,574,890	4,034,906	1,993,010	11,019,093	30,260,832	14,711,676	3,145,868	1,047,628
Other Female	33,805	712,096	695,800	940,788	1,545,232	1,989,424	304,974	56,912
HUB	1,363,959	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total paid to M/WBEs	15,710,947	16,253,063	14,010,755	36,232,480	101,302,624	45,088,401	12,338,310	5,667,207
% of all payments	24.78%	22.27%	20.07%	21.69%	37.87%	30.10%	32.33%	22.5%

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. 51

PROGRESS REPORT ON CONSTRUCTION PROJECTS
 Status Report as of June 30, 2012

PROJECTS		DESIGN								CONSTRUCTION									
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
BHC																			
1	Update/replace exterior signage																		
2	Police Communication system																		
3	ADA upgrades																		
CVC																			
1	Update fire sprinkler systems bldgs. D, E, F, G (Hold)																		
2	Cooling tower structural repair																		
3	Solar digital sign																		
4	Investigate erosion @ East side bldg. "A"																		
5	Install auto clave, Biology classroom																		
6	Beautification Lancaster Road																		
7	Office of Student Life																		
8	Soccer field improvements																		
9	ADA upgrades																		
DO																			
1	Dock lift (Hold)																		
DSC/D-W																			
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure (Hold)																		
2	DSC & 1601ADA upgrades																		
3	EFC S, RLC G, LeCroy ADA upgrades																		
ECC																			
1	Installation 21 wind turbines																		
2	Elevator lobby remodel																		
3	Central plant upgrades																		
4	Paramount 5 th floor renovation for FBI (Hold)																		
5	Roof Replacement @ BJP																		
6	ADA upgrades																		
EFC																			
1	Wireless security system (corrected CCTV Hold)																		
2	"F" bldg signage																		
3	Electronic sign @ Pleasant Grove																		
4	Electrical survey building C																		
5	ADA upgrades																		
MVC																			
1	Campus way finding																		
2	Utility relocate																		
3	ADA upgrades																		
NLC																			
1	Repair tunnel soils @ bldg. F & A300																		
2	Repair/replace concrete steps, bldg A waterproof																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS
 Status Report as of June 30, 2012

PROJECTS		DESIGN										CONSTRUCTION							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
3	Repair roofs, exterior stucco water leaks bldg R																		
4	Repair high priority water infiltration points campus wide																		
5	Performance Hall upgrades																		
6	Performance Hall upgrades theater stage rigging																		
7	Structural analysis all parking lots' lights (Hold)																		
8	New & replace sidewalks																		
9	North Campus improvements																		
10	Electrical distribution maintenance																		
11	Renovate restroom bldg. A & J																		
12	Interior signage																		
13	Soccer improvements																		
14	NLC ADA upgrades																		
15	NLC S/N/DFW ADA upgrades																		
16	Leed Certification "H" bldg..																		
	RLC																		
1	Magnetic locks on interior (Hold)																		
2	Parking lot lights																		
3	Relocate HVAC piping under lake																		
4	Bonham Hall elevator remodel																		
5	Traffic improvement @ East entrance																		
6	Replace two emergency generators																		
7	Replace two boilers																		
8	CCTV Fannin/El Paso Halls																		
9	Card access all classrooms																		
10	Electrical transformer/metering system maintenance																		
11	Carpet replacement																		

FACILITIES HOLD PROJECTS - PER CAMPUS REQUEST

1. Update fire sprinkler systems bldgs. D, E, F, G (CVC)
2. Dock lift (DO)
3. Feasibility study (IT environment upgrades) administrative cabling infrastructure (DW)
4. Paramount 5th floor renovation for FBI (ECC)
5. Wireless security system (corrected CCTV) (EFC)
6. Structural analysis all parking lots' lights (NLC)
7. Magnetic locks on interior (RLC)

FACILITIES COMPLETED/CANCELED PROJECTS
LAST REPORT TO APPEAR

1. "F" bldg signage (EFC)
2. Electronic sign @ Pleasant Grove (EFC)
3. Parking lot lights (RLC)

INFORMATIVE REPORT NO. 52

Report of M/WBE Participation of Maintenance and SARS Report on
Projects

The status of M/WBE Participation as of June 30, 2012 for Maintenance and SARS projects assigned to contracted construction program managers.

Maintenance and SARS Projects - as of June 30, 2012

Definitions:

Total Estimated Cost: The total estimated dollars assigned to this project.

Total Revised Dollars: The total dollars assigned to this project if the cost exceeds the total estimated cost.

Dollars Allocated: The dollars currently assigned for work.

Non-M/WBE Dollars: The amount of dollars currently awarded to non-M/WBEs.

Non-M/WBE Percentage: The percentage of dollars currently awarded to non-M/WBEs.

M/WBE Dollars: The amount of dollars currently awarded to M/WBEs.

M/WBE Percentage: The percentage of dollars currently awarded to M/WBEs.

Notes:

Rounding has been made to nearest dollar.

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
BHC - Maintenance Projects								
	Update/replace exterior signage	\$138,225	\$157,238					
	Architect			\$9,363	\$9,363	100%	\$0	0%
	Construction			\$128,590	\$128,590	100%	\$0	0%
	Construction Manager			\$3,863	\$0	0%	\$3,863	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	BHC ADA Upgrades	\$92,035	\$0					
	Architect			\$92,035	\$0	0%	\$92,035	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	BHC Maintenance Projects Sub-total	\$230,260	\$157,238	\$233,851	\$137,953	59%	\$95,898	41%
BHC SAR Projects								
	Police Communication System	\$1,214,286	\$0					
	Architect			\$131,498	\$131,498	100%	\$0	0%
	Construction			\$513,010	\$0	0%	\$513,010	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$286,176	\$19,200	7%	\$266,976	93%
	BHC SAR Projects Subtotal	\$1,214,286	\$0	\$930,684	\$150,698	16%	\$779,986	84%
	BHC Projects Total	\$1,444,546	\$157,238	\$1,164,535	\$288,651	25%	\$875,884	75%
CVC Maintenance Projects								
	Update Sprinkler Systems - Bldgs D, E, F and G	\$1,144,503	\$0					
	Architect			\$77,522	\$77,522	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$31,982	\$0	0%	\$31,982	100%
	Misc. Consulting Services			\$13	\$13	100%	\$0	0%
	CVC ADA Upgrades	\$39,066	\$0					
	Architect			\$39,066	\$39,066	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	CVC Maintenance Projects Subtotal	\$1,183,569	\$0	\$148,583	\$116,601	78%	\$31,982	22%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
CVC SAR Projects								
	Cooling Tower Structural Repair	\$4,800	\$41,685					
	Architect			\$4,800	\$4,800	100%	\$0	0%
	Construction			\$30,035	\$30,035	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$6,850	\$0	0%	\$6,850	100%
	Solar Digital Sign	\$25,000	\$0					
	Architect			\$24,642	\$24,642	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Install Auto Clave, Biology Classroom	\$5,000	\$4,066					
	Architect			\$4,066	\$0	0%	\$4,066	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	CVC SAR Projects Subtotal	\$34,800	\$45,751	\$70,393	\$59,477	84%	\$10,916	16%
	CVC Projects Total	\$1,218,369	\$45,751	\$218,976	\$176,078	80%	\$42,898	20%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
EFC Maintenance Projects								
	EFC ADA Upgrades	\$105,101	\$0					
	Architect			\$105,101	\$105,101	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	EFC Maintenance Projects Subtotal	\$105,101	\$0	\$105,101	\$105,101	100%	\$0	0%
EFC SARS Projects								
	Wireless Security System	\$3,370	\$0					
	Architect			\$3,370	\$3,370	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	"F" Building Signage	\$3,210	\$0					
	Architect			\$3,210	\$0	0%	\$3,210	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Electronic Sign at Pleasant Grove	\$47,353	\$0					
	Architect			\$47,353	\$47,353	0%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Electrical Survey Building C	\$2,782	\$0					
	Architect			\$2,782	\$0	0%	\$2,782	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	EFC SARS Projects Subtotal	\$56,715	\$0	\$56,715	\$50,723	89%	\$5,992	11%
	EFC Projects Total	\$161,816	\$0	\$161,816	\$155,824	96%	\$5,992	4%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
ECC Maintenance Projects								
	ECC R, ECC W, ECC Paramount, & BJP ADA Upgrades	\$54,271	\$0					
	Architect			\$54,271	\$0	0%	\$54,271	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC ADA Upgrades	\$74,891	\$0					
	Architect			\$74,891	\$0	0%	\$74,891	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC Maintenance Projects Subtotal	\$129,162	\$0	\$129,162	\$0	0%	\$129,162	100%
ECC SARS Projects								
	Installation 21 Wind Turbines	\$5,885	\$16,885					
	Architect/Engineer			\$16,885	\$16,885	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Elevator Lobby Remodel	\$295,000	\$175,466					
	Architect/Engineer			\$20,223	\$20,223	100%	\$0	0%
	Construction			\$155,065	\$0	0%	\$155,065	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$178	\$0	0%	\$178	100%
	Central Plant Upgrades	\$39,204	\$87,154					
	Architect/Engineer			\$39,204	\$39,204	100%	\$0	0%
	Construction			\$47,950	\$47,950	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Paramount 5th Floor Renovation for FBI	\$25,698	\$0					
	Architect/Engineer			\$25,698	\$25,698	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Roof Replacement @ BJP	\$267,500	\$0					
	Architect/Engineer			\$26,147	\$26,147	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC SARS Project Subtotal	\$633,287	\$279,505	\$331,350	\$176,107	53%	\$155,243	47%
	ECC Projects Total	\$762,449	\$279,505	\$460,512	\$176,107	38%	\$284,405	62%
MVC Maintenance Projects								
	MVC ADA Upgrades	\$54,503	\$0					
	Architect/Engineer			\$54,503	\$0	0%	\$54,503	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	MVC Maintenance Project Subtotal	\$54,503	\$0	\$54,503	\$0	0%	\$54,503	100%

Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
MVC SARS Projects							
Campus Way Finding	\$7,490	\$98,265					
Architect/Engineer			\$7,490	\$7,490	100%	\$0	0%
Construction			\$90,775	\$90,775	100%	\$0	0%
Construction Manager			\$0	\$0	0%	\$0	0%
Misc. Consulting Services			\$0	\$0	0%	\$0	0%
MVC SARS Project Subtotal	\$7,490	\$98,265	\$98,265	\$98,265	100%	\$0	0%
MVC Projects Total	\$61,993	\$98,265	\$152,768	\$98,265	64%	\$54,503	36%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
NLC Maintenance Projects								
	Repair Tunnel Soils @Bldg F & A300	\$702,386	\$562,655					
	Architect			\$52,609	\$0	0%	\$52,609	100%
	Construction			\$389,200	\$57,900	15%	\$331,300	85%
	Construction Manager			\$7,880	\$0	0%	\$7,880	100%
	Misc. Consulting Services			\$9,576	\$0	0%	\$9,576	100%
	Repair/Replace Concrete Stairs, Bldg. A, waterproofing	\$119,169	\$448,566					
	Architect			\$21,383	\$0	0%	\$21,383	100%
	Construction			\$376,400	\$188,200	50%	\$188,200	50%
	Construction Manager			\$3,286	\$0	0%	\$3,286	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	Repair Roofs, exterior stucco, water infiltration, Bldg. R	\$364,260	\$0					
	Architect			\$24,342	\$0	0%	\$24,342	100%
	Construction			\$81,791	\$59,791	73%	\$22,000	27%
	Construction Manager			\$10,043	\$0	0%	\$10,043	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	Repair high priority water infiltration points, campus-wide	\$119,169	\$307,124					
	Architect			\$14,719	\$0	0%	\$14,719	100%
	Construction			\$287,660	\$129,898	45%	\$157,762	55%
	Construction Manager			\$3,286	\$0	0%	\$3,286	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	NLC N, NLC S & NLC DFW ADA Upgrades	\$17,084	\$0					
	Architect/Engineer			\$17,084	\$17,084	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	NLC ADA Upgrades	\$116,680	\$0					
	Architect/Engineer			\$116,680	\$116,680	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	NLC Maintenance Projects Subtotal	\$1,438,748	\$1,318,345	\$1,416,269	\$569,883	40%	\$846,386	60%

NLC SAR Projects								
	Performance Hall upgrades/Life Safety Analysis (NLC 339)	\$6,923	\$199,517					
	Architect			\$6,923	\$0	0%	\$6,923	100%
	Construction			\$173,227	\$173,227	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$19,367	\$19,367	100%	\$0	0%

		Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
NLC SARS Projects (con't)								
	Structural Analysis all Parking Lot Lights	\$20,725	\$0					
	Architect/Engineer			\$20,725	\$0	0%	\$20,725	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	New and replace sidewalks	\$164,295	\$171,222					
	Architect/Engineer			\$171,222	\$0	0%	\$171,222	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$361	\$361	100%	\$0	0%
	North Campus Improvements (NLC343)	\$24,400	\$0					
	Architect/Engineer			\$7,981	\$7,981	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Electrical Distribution Maintenance	\$150,000	\$0					
	Architect			\$6,420	\$0	0%	\$6,420	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Renovate Restroom, Bldg. A & J	\$12,000	\$0					
	Architect			\$9,363	\$9,363	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Leed Certification "H" Bldg.	\$6,953	\$0					
	Architect			\$6,953	\$6,953	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	NLC SAR Project Subtotal	\$385,296	\$370,739	\$422,542	\$217,252	51%	\$205,290	49%
	NLC Projects Total	\$1,824,044	\$1,689,084	\$1,838,811	\$787,135	43%	\$1,051,676	57%
Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
RLC Maintenance Projects								
	RLC ADA Upgrades	\$212,919	\$0					
	Architect/Engineer			\$212,919	\$212,919	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	RLC Maintenance Project Subtotal	\$212,919	\$0	\$212,919	\$212,919	100%	\$0	0%
RLC SAR Projects								
	Magnetic Locks on Interior	\$250,000	\$0					
	Architect			\$18,725	\$18,725	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
RLC SAR Projects (con't)								
	Parking Lot Lights	\$500,000	\$0					
	Architect			\$8,613	\$8,613	100%	\$0	0%
	Construction			\$481,100	\$481,100	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Relocation HVAC Piping Under Lake	\$1,300,000	\$1,465,302					
	Architect			\$107,502	\$107,502	100%	\$0	0%
	Construction			\$1,162,000	\$1,162,000	100%	\$0	0%
	Construction Manager			\$30,900	\$30,900	100%	\$0	0%
	Misc. Consulting Services			\$19,787	\$0	0%	\$19,787	100%
	Bonham Hall Elevator Remodel	\$361,567	\$0					
	Architect			\$27,517	\$0	0%	\$27,517	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$291	\$0	0%	\$291	100%
	Traffic Improvement at East Entrance	\$41,882	\$0					
	Architect			\$41,882	\$41,882	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Carpet Replacement	\$487,000	\$0					
	Architect			\$35,113	\$35,113	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	RLC SAR Projects Subtotal	\$2,940,449	\$1,465,302	\$1,933,430	\$1,885,835	98%	\$47,595	2%
	RLC Projects Total	\$3,153,368	\$1,465,302	\$2,146,349	\$2,098,754	98%	\$47,595	2%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
DSC Maintenance Projects								
	Feasibility Study Administrative Cabling Infrastructure - D-W	\$5,062,857	\$0					
	Architect			\$99,008	\$99,008	100%	\$0	0%
	Construction			\$187,636	\$0	0%	\$187,636	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	DSC and DO ADA Upgrades	\$18,717	\$0					
	Architect/Engineer			\$18,717	\$18,717	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	EFC S, RLC G, AND LeCroy ADA Upgrades	\$13,377	\$0					
	Architect/Engineer			\$13,377	\$13,377	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	DSC Maintenance Total	\$5,094,951	\$0	\$318,738	\$131,102	41%	\$187,636	59%

Note: DSC has no SAR Projects

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
DO Maintenance Projects								
	Dock Lift	\$11,058	\$0					
	Architect			\$7,437	\$7,437	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$309	\$0	0%	\$309	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	DO Maintenance Total	\$11,058	\$0	\$7,746	\$7,437	96%	\$309	4%
	Note: DO has no SAR Projects							
Grand Totals		\$13,732,594	\$3,735,145	\$6,470,251	\$3,919,353	61%	\$2,550,898	39%

Prepared by EVCBA Ed DesPlas
July 20, 2012

INFORMATIVE REPORT NO. 53

Facilities Management Project Report

The status of the work of facilities management on maintenance projects and staff assistance request (SARS) projects is reported for the period ending June 30, 2012.

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Update/Replace Exterior Signage (D208)	9,363	128,590	3,863	0
Estimated Cost: \$138,225 Revised Cost: \$157,238 Awarded Amount: \$141,816	Start Date: December 09 Projected Completion Date: December 12			
2) BHC ADA Upgrades (D213)	92,035	0	0	0
Estimated Cost: \$92,035 Revised Cost: \$ Awarded Amount: \$92,035	Start Date: June 12 Projected Completion Date: TBD*			
BHC Maintenance Summary	Total Estimated Cost: \$230,260	Total Revised Cost: \$0	Total Awarded Amount: \$233,851	

*TBD- To Be Determined

Brookhaven College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Police Communication System (BHC310)	131,498	513,010	0	286,176
Estimated Cost: \$1,214,286 Revised Cost: \$ Awarded Amount: \$930,684	<p style="text-align: right;">Start Date: August 08 Projected Completion Date: August 12</p>			
BHC SAR Summary	Total Estimated Cost: \$1,214,286	Total Revised Cost: \$0	Total Awarded Amount: \$930,684	

Cedar Valley College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Update Fire Sprinkler Systems, Buildings D,E,F and G (D207) Estimated Cost: \$1,144,503 Revised Cost: \$ Awarded Amount: \$109,517	77,522	0	31,982	13
Start Date: December 09 Projected Completion Date: Hold				
2) CVC ADA Upgrades (D222) Estimated Cost: \$39,066 Revised Cost: \$0 Awarded Amount: \$39,066	39,066	0	0	0
Start Date: June 12 Projected Completion Date: TBD				
CVC Maintenance Summary	Total Estimated Cost: \$1,183,569	Total Revised Cost: \$0	Total Awarded Amount: \$148,583	

Cedar Valley College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Cooling Tower Structural Repair (CVC212) Estimated Cost: \$4,800 Revised Cost: \$41,685 Awarded Amount: \$41,685	4,800	30,035	0	6,850
Start Date: June 11 Projected Completion Date: June 12				
2) Solar Digital Sign (CVC213) Estimated Cost: \$25,000 Revised Cost: \$ Awarded Amount: \$24,642	24,642	0	0	0
Start Date: December 11 Projected Completion Date: January 13				
3) Install Auto Clave, Biology Classroom (CVC215) Estimated Cost: \$5,000 Revised Cost: \$4,066 Awarded Amount: \$4,066	4,066	0	0	0
Start Date: January 12 Projected Completion Date: August 12				
CVC SAR Summary	Total Estimated Cost: \$34,800	Total Revised Cost: \$0	Total Awarded Amount: \$70,393	

Eastfield College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) EFC ADA Upgrades (D221)	105,101	0	0	0
Estimated Cost: \$105,101 Revised Cost: \$0 Awarded Amount: \$105,101	Start Date: June 12 Projected Completion Date: TBD			
EFC Maintenance Summary	Total Estimated Cost: \$105,101	Total Revised Cost: \$0	Total Awarded Amount: \$105,101	

Eastfield College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Wireless Security System (EFC301) Estimated Cost: \$3,370 Revised Cost: \$ Awarded Amount: \$3,370	3,370	0	0	0
Start Date: September 08 Projected Completion Date: Hold				
2) "F" Building Signage (EFC304) Estimated Cost: \$3,210 Revised Cost: \$ Awarded Amount: \$3,210	3,210	0	0	0
Start Date: August 11 Projected Completion Date: May 12				
3) Electronic Sign at Pleasant Grove (EFC305) Estimated Cost: \$47,353 Revised Cost: \$ Awarded Amount: \$47,353	47,353	0	0	0
Start Date: November 11 Projected Completion Date: June 12				

Eastfield College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Electrical Survey Building C (EFC306)	2,782	0	0	0
Estimated Cost: \$2,782 Revised Cost: \$ Awarded Amount: \$2,782	Start Date: June 12 Projected Completion Date: TBD			
EFC SAR Summary	Total Estimated Cost: \$56,715	Total Revised Cost: \$0	Total Awarded Amount: \$56,715	

El Centro College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) ECC R, ECC W ECC Paramount, and BJP ADA Upgrades (D214) Estimated Cost: \$54,271 Revised Cost: \$ Awarded Amount: \$54,271	54,271	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
2) ECC ADA Upgrades (D215) Estimated Cost: \$74,891 Revised Cost: \$ Awarded Amount: \$74,891	74,891	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
ECC Maintenance Summary	Total Estimated Cost: \$129,162	Total Revised Cost: \$0	Total Awarded Amount: \$129,162	

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Installation 21 Wind Turbines (ECC225) Estimated Cost: \$5,885 Revised Cost: \$16,885 Awarded Amount: \$16,885	16,885	0	0	0
Start Date: June 10 Projected Completion Date: January 13				
2) Elevator Lobby Remodel (ECC226) Estimated Cost: \$295,000 Revised Cost: \$175,466 Awarded Amount: \$175,466	20,223	155,065	0	178
Start Date: December 10 Projected Completion Date: August 12				
3) Central Plant Upgrades (ECC227) Estimated Cost: \$39,204 Revised Cost: \$87,154 Awarded Amount: \$87,154	39,204	47,950	0	0
Start Date: May 11 Projected Completion Date: August 12				

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Paramount 5th Floor Renovation for FBI (ECC228)	25,698	0	0	0
Estimated Cost: \$25,698 Revised Cost: \$ Awarded Amount: \$25,698	Start Date: March 12 Projected Completion Date: Hold			
5) Roof Replacement @ BJP (BJP62)	26,147	0	0	0
Estimated Cost: \$267,500 Revised Cost: \$ Awarded Amount: \$26,147	Start Date: May 12 Projected Completion Date: January 13			
ECC SAR Summary	Total Estimated Cost: \$633,287	Total Revised Cost: \$0	Total Awarded Amount: \$331,350	

Mountain View College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) MVC ADA Upgrades (D216)	54,503	0	0	0
Estimated Cost: \$54,503 Revised Cost: \$ Awarded Amount: \$54,503	Start Date: June 12 Projected Completion Date: TBD			
MVC Maintenance Summary	Total Estimated Cost: \$54,503	Total Revised Cost: \$0	Total Awarded Amount: \$54,503	

Mountain View College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Campus Way Finding (MVC206)	7,490	90,775	0	0
Estimated Cost: \$7,490 Revised Cost: \$98,265 Awarded Amount: \$98,265	Start Date: July 11 Projected Completion Date: July 12			
MVC SAR Summary	Total Estimated Cost: \$7,490	Total Revised Cost: \$0	Total Awarded Amount: \$98,265	

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Repair Tunnel Soils @ Bldg F & A300 (D203) Estimated Cost: \$702,386 Revised Cost: \$562,655 Awarded Amount: \$459,265	52,609	389,200	7,880	9,576
Start Date: December 09 Projected Completion Date: August 12				
2) Repair/Replace Concrete Stairs, Bldg. A, Waterproofing (D209) Estimated Cost: \$119,169 Revised Cost: \$448,566 Awarded Amount: \$401,179	21,383	376,400	3,286	110
Start Date: December 09 Projected Completion Date: November 12				
3) Repair Roofs, Exterior Stucco, Water Infiltration, Bldg. R (D209) Estimated Cost: \$364,260 Revised Cost: \$ Awarded Amount: \$116,286	24,342	81,791	10,043	110
Start Date: December 09 Projected Completion Date: June 12				

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Repair High Priority Water Infiltration Points, Campus Wide (D209) Estimated Cost: \$119,169 Revised Cost: \$307,124 Awarded Amount: \$305,775	14,719	287,660	3,286	110
	Start Date: December 09 Projected Completion Date: June 12			
5) NLC N, NLC S, and NLC DFW ADA Upgrades (D220) Estimated Cost: \$17,084 Revised Cost: \$ Awarded Amount: \$17,084	17,084	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
6) NLC ADA Upgrades (D223) Estimated Cost: \$116,680 Revised Cost: \$ Awarded Amount: \$116,680	116,680	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
NLC Maintenance Summary	Total Estimated Cost: \$1,438,748	Total Revised Cost: \$0	Total Awarded Amount: \$1,416,269	

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Performance Hall Upgrades/Life Safety Analysis (NLC339) Estimated Cost: \$6,923 Revised Cost: \$199,517 Awarded Amount: \$199,517	6,923	173,227	0	19,367
	Start Date: May 10 Projected Completion Date: June 12			
2) Structural Analysis all Parking Lot Lights (NLC340) Estimated Cost: \$20,725 Revised Cost: \$ Awarded Amount: \$20,725	20,725	0	0	0
	Start Date: May 10 Projected Completion Date: Hold			
3) New and Replace Sidewalks (NLC341) Estimated Cost: \$164,295 Revised Cost: \$171,222 Awarded Amount: \$171,583	171,222	0	0	361
	Start Date: September: July 10 Projected Completion Date: August 13			

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) North Campus Improvements (NLC343) Estimated Cost: \$24,400 Revised Cost: \$ Awarded Amount: \$7,981	7,981	0	0	0
Start Date: November 10 Projected Completion Date: TBD				
5) Electrical Distribution Maintenance (NLC344) Estimated Cost: \$150,000 Revised Cost: \$ Awarded Amount: \$6,420	6,420	0	0	0
Start Date: September 11 Projected Completion Date: September 12				
6) Renovate Restroom, Bldg. A & J (NLC345) Estimated Cost: \$12,000 Revised Cost: \$ Awarded Amount: \$9,363	9,363	0	0	0
Start Date: November 11 Projected Completion Date: TBD				

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
7) Leed Cert. "H" Bldg. (NLC347)	6,953	0	0	0
Estimated Cost: \$6,953 Revised Cost: \$ Awarded Amount: \$6,953	Start Date: June 12 Projected Completion Date: TBD			
NLC SAR Summary	Total Estimated Cost: \$385,296	Total Revised Cost: \$0	Total Awarded Amount: \$422,542	

Richland College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) RLC ADA Upgrades (D217)	212,919	0	0	0
Estimated Cost: \$212,919 Revised Cost: \$ Awarded Amount: \$212,919	Start Date: June 12 Projected Completion Date: TBD			
RLC Maintenance Summary	Total Estimated Cost: \$212,919	Total Revised Cost: \$0	Total Awarded Amount: \$212,919	

Richland College SAR	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
1) Magnetic Locks on Interior (RLC303) Estimated Cost: \$250,000 Revised Cost: \$ Awarded Amount: \$18,725	18,725	0	0	0
Start Date: November 08 Projected Completion Date: Hold				
2) Parking Lot Lights (RLC313) Estimated Cost: \$500,000 Revised Cost: \$ Awarded Amount: \$489,713	8,613	481,100	0	0
Start Date: August 10 Projected Completion Date: May 12				
3) Relocate HVAC Piping Under Lake (RLC314) Estimated Cost: \$1,300,000 Revised Cost: \$1,465,302 Awarded Amount: \$1,320,189	107,502	1,162,000	30,900	19,787
Start Date: September 10 Projected Completion Date: December 12				

Richland College SAR	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
4) Bonham Hall Elevator Remodel (RLC316) Estimated Cost: \$361,567 Revised Cost: \$ Awarded Amount: \$27,808	27,517	0	0	291
Start Date: December 10 Projected Completion Date: August 12				
5) Traffic Improvement at East Entrance (RLC317) Estimated Cost: \$41,882 Revised Cost: \$ Awarded Amount: \$41,882	41,882	0	0	0
Start Date: January 12 Projected Completion Date: December 12				
6) Carpet Replacement (RLC320) Estimated Cost: \$487,000 Revised Cost: \$ Awarded Amount: \$35,113	35,113	0	0	0
Start Date: May 12 Projected Completion Date: December 12				
RLC SAR Summary	Total Estimated Cost: \$2,940,449	Total Revised Cost: \$0	Total Awarded Amount: \$1,933,430	

District Service Center Maintenance	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
1) Feasibility Study Administrative Cabling Infrastructure District Wide (D192) Estimated Cost: \$5,062,857 Revised Cost: \$ Awarded Amount: \$286,644	99,008	187,636	0	0
Start Date: October 07 Projected Completion Date: Hold				
2) DSC and DO ADA Upgrades (D218) Estimated Cost: \$18,717 Revised Cost: \$ Awarded Amount: \$18,717	18,717	0	0	0
Start Date: June 12 Projected Completion Date: TBD				
3) EFC S, RLC G, and LeCroy ADA Upgrades (D219) Estimated Cost: \$13,377 Revised Cost: \$ Awarded Amount: \$13,377	13,377	0	0	0
Start Date: June 12 Projected Completion Date: TBD				
DSC Maintenance Summary	Total Estimated Cost: \$5,094,951	Total Revised Cost: \$0	Total Awarded Amount: \$318,738	

District Office Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Dock Lift (D205)	7,437	0	309	0
Estimated Cost: \$11,058 Revised Cost: \$ Awarded Amount: \$7,746	Start Date: December 09 Projected Completion Date: Hold			
DO Maintenance Summary	Total Estimated Cost: \$11,058	Total Revised Cost: \$0	Total Awarded Amount: \$7,746	

INFORMATIVE REPORT NO. 54

Notice of Grant Awards (August 2012)

Most of the grants in the *Notice of Grant Awards* report are from government agencies. 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.

Source: Texas Higher Education Coordinating Board/T-STEM Scholarship Program
Beneficiary: Cedar Valley College
Amount: \$158,000
Term: June 1, 2012 – February 28, 2014
Purpose: To recruit, enroll, and provide scholarships to a minimum of 60 eligible students into T-STEM programs at Cedar Valley, Brookhaven, and Eastfield Colleges. Project participants will receive up to \$2500 in scholarships and will also participate in employment and internship opportunities with selected business and industry partners in STEM fields as appropriate.

Source: U.S. Department of Education/ Job Location and Development
Beneficiary: Eastfield College
Amount: \$13,375
Term: July 1, 2012 – June 31, 2013
Purpose: Provide opportunities for students to find employment using various resources which may include on-campus job fairs and other employment-related events; computerized job listing systems; job search and career-related seminars; and job/career-related information and material via print and software. Staff will network with employer to inform them of the program and how to hire EFC students.

Source: Texas Workforce Commission in Partnership with a Manufacturing Consortium
Beneficiary: El Centro College
Amount: Increase \$14,000 New Total \$1,598,366
Term: June 30, 2011 – July 16, 2012
Purpose: The initial project provides training in lean practices to help businesses reduce waste, decrease unnecessary waiting or cycle time in the manufacturing process, improve equipment utilization, increase productivity, decrease defects that cause rework, improve quality, and decrease costs.

<u>Grant Awards Reported in Fiscal Year 2011-2012</u>	
September 2011	\$ 900,366
October 2011	\$ 3,967,785
November 2011	\$ 6,335,349
December 2011	\$ 3,041,687
January 2012	\$ 894,161
February 2012	\$ 794,198
March 2012	\$ 370,603
April 2012	\$ 10,000
May 2012	n/a
June 2012	\$ 2,187,185
July 2012	\$ 269,500
August 2012	\$ 182,700
Total To Date	\$18,953,534

<u>Grant Awards Reported in Fiscal Years 2004-05 through 2010-11</u>								
<u>Type</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>
Competitive	\$22,137,173	\$17,679,698	\$17,168,910	\$21,334,592	\$24,212,850	\$25,600,315	\$20,985,883	\$18,953,534
Pell Grants ¹	31,449,815	31,467,783	29,413,886	30,189,339	\$24,986,762	\$68,755,845	\$69,080,553	\$88,690,686
Total	\$53,586,988	\$49,147,481	\$46,582,796	\$51,523,931	\$49,199,612	\$94,356,160	\$90,066,436	\$107,644,220

¹The 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 aid.

INFORMATIVE REPORT NO. 55

Presentation of Contracts for Educational Services

The chancellor presents the report of contracts for educational services entered into by the colleges in the past month.

BROOKHAVEN COLLEGE - \$23,927

Ford	Automotive
GM	Automotive
DART	Troubleshooting Electrical Control Circuits
North Texas Tollway Authority	Communication Skills
Huangyan High School	Conversational ESL

CEDAR VALLEY COLLEGE - \$33,277

Texas CAN!	Automotive, Graphic Arts, Certified Nurse Aide
Solar Turbine, Inc.	Supply Chain Management
Methodist Hospital Systems	Computer
Sound Elkins	Advanced Ultrasound

EASTFIELD COLLEGE - \$900

DRVZ 1000 47434	Motorcycle Training
DRVZ 1000 47436	Motorcycle Training
DRVZ 1000 47437	Motorcycle Training
Delton Certification (PPG) Bill Co.	Painting Techniques Certification

EL CENTRO COLLEGE – \$12,290

UT Southwestern Medical Center	EMT Anatomy and Physiology
AT&T A&P	New Media/Telephone Sales (Phase 1&2)
Automobile Club of Southern California (AAA)	Insurance Sales & Service

MOUNTAIN VIEW COLLEGE – \$7,382

Irving Independent School District	Emotional Intelligence
Nestle Waters North America	Blueprint Reading Introduction
Wells Fargo Bank	Financial Empowerment

NORTH LAKE COLLEGE - \$2,840

Aviall	Lead Essentials
Lone Star College System	Adapting to Change

RICHLAND COLLEGE – \$10,420

Chambrel at Club Hill	Emeritus
Christian Care	Emeritus
The Forum	Emeritus
Meadowstone	Emeritus
Monticello West	Emeritus
Presbyterian Village North	Emeritus (A)
Presbyterian Village North	Emeritus (B)
Air Liquide Electronics	FMEA
Alliance	Sustainable Home Landscapes
Alliance	Tech support
Dallas County	Customer Care I
Dallas County	Customer Care II
Fujitsu Network Communications	Business Productivity
Mapei Corporation	Welding

Contracts for Educational Services Reported in 2011-12

	<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 2011	\$ 36,723	\$ 1,872	\$ 2,300	\$ 3,539	\$ 40,550	\$ 12,611	\$ 7,942	\$ 105,537
October 2011	\$ 26,026	\$ 13,994	\$ 0	\$ 14,226	\$ 2,625	\$ 27,738	\$ 4,785	\$ 89,394
November 2011	\$ 18,356	\$ 22,653	\$ 1,200	\$ 1,188	\$ 8,100	\$ 117,454	\$ 20,725	\$ 189,676
December 2011	\$ 16,244	\$ 14,550	\$ 1,000	\$ 3,619	\$ 0	\$ 23,892	\$ 21,900	\$ 81,205
January 2012	\$ 29,804	\$ 13,211	\$ 800	\$ 2,439	\$ 0	\$ 13,351	\$ 13,825	\$ 73,430
February 2012	\$ 38,464	\$ 2,634	\$ 1,500	\$ 49,557	\$ 2,175	\$ 28,504	\$ 14,235	\$ 137,069
March 2012	\$ 24,128	\$ 35,161	\$ 8,850	\$ 7,238	\$ 13,437	\$ 4,000	\$ 20,590	\$ 113,404
April 2012	\$ 20,557	\$ 8,061	\$ 3,350	\$ 52,329	\$ 2,175	\$ 29,830	\$ 6,843	\$ 123,145
May 2012	\$ 26,521	\$ 14,686	\$ 2,350	\$ 83,974	\$ 1,850	\$ 155,171	\$ 10,890	\$ 295,442
June 2012	\$ 19,182	\$ 14,088	\$ 2,050	\$ 49,338	\$ 4,130	\$ 28,957	\$ 6,552	\$ 124,297
July 2012	\$ 23,927	\$ 33,277	\$ 900	\$ 12,290	\$ 7,382	\$ 2,840	\$ 10,420	\$ 91,036
August 2012	\$	\$	\$	\$	\$	\$	\$	\$
Total To Date	\$279,932	\$174,187	\$ 24,300	\$ 279,737	\$ 82,424	\$ 444,348	\$138,707	\$ 1,423,635

Contracts for Educational Services Reported in Fiscal Years 2004-05 through 2010-11

<u>Campus</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>
BHC	\$ 310,983	\$ 272,691	\$ 344,651	\$ 263,919	\$ 259,372	\$ 295,712	\$ 245,537
CVC	563,088	501,655	886,499	804,523	829,174	\$ 288,150	\$ 195,226
EFC	72,145	125,727	122,943	95,796	63,986	\$ 26,951	\$ 26,605
ECC	117,300	646,509	312,686	500,707	560,228	\$ 509,510	\$ 294,024
MVC	202,878	202,246	137,995	164,883	119,534	\$ 68,387	\$ 179,830
NLC	624,729	428,096	424,961	431,473	270,759	\$ 373,172	\$ 406,059
RLC	343,528	238,414	196,645	173,689	139,100	\$ 141,494	\$ 170,260
BPI	326,457	115,575 ¹	0	0	0	0	0
Total	\$2,561,108	\$2,530,913	\$2,426,380	\$2,434,990	\$2,242,153	\$1,703,376	\$1,517,541

¹The Bill J. Priest Institute for Economic Development ceased contract training in October 2005. The Institute subsequently became El Centro College-Bill Priest Campus.