

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, February 5, 2013
4:00 PM**

AGENDA

- I. Certification of notice posted for the meeting
- II. Pledges of allegiance to U.S. and Texas flags
- III. Richland Collegiate High School status report presented by Superintendent Donna Walker *Informative Report No. 19, p. 62*
- IV. Citizens desiring to address the Board regarding agenda items
- V. Opportunity for members of the Board and chancellor to declare conflicts of interest specific to this agenda *p. 5*
- VI. Consideration of Bids
 1. Low Bidders: Recommendation for award to Caldwell Country Chevrolet in an amount of \$32,931, Caldwell Country Ford in an amount of \$19,623, and Dodge City of McKinney in an amount of \$28,377 for fleet vehicles to be used at Mountain View College, North Lake College, and District Service Center (Bid No. 11980) *pp. 6-7*
 2. Low Bid: Recommendation for award to CS Advantage USAA, Inc., in an amount of \$697,000 for roof replacement, El Centro College – Bill J. Priest Campus (Bid No. 11986) *p. 8*
 3. Best Bids: Recommendation for price agreement with Already Gear, Barcelona Sporting Goods, BSN Sports/Collegiate Pacific, Riddell,

Soccer City, Team Express Distributing, LLC., and The Soccer Corner in an amount of \$450,000 over a three-year period, for athletic equipment, supplies, and uniforms, District-wide (Bid No. 11989) *pp.* 9-11

4. Inter-Local Agreement Extension: Recommendation for amendment of agreement with the Texas General Land Office for the provision of district-wide electricity. *pp.* 12-13

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

Minutes

5. Approval of Minutes of the January 8, 2013 Work Session *pp.* 14-15
6. Approval of Minutes of the January 8, 2013 Regular Meeting *pp.* 16-19

Policy Reports

7. Approval of Board Calendar for January 1 – December 31, 2014 *p.* 20
8. Approval of Revisions to Intellectual Property Policy *p.* 21
9. Approval of Revision to Board Policy Concerning Powers, Duties, Responsibilities *pp.* 22-39

Financial Reports

10. Approval of Expenditures for December 2012 *p.* 40
11. Acceptance of Gifts *pp.* 41-42
12. Approval of Tuition for Continuing Education Courses *pp.* 43-54
13. Approval of Interlocal Agreement for Exchange of Services between DCCCD and The City of Carrollton and The Town of Addison *p.* 55
14. Approval of Agreement with Ed2Go/Cengage Learning *p.* 56
15. Approval of Agreement with Gatlin Education Services/Cengage Learning *p.* 57

VIII. Individual Items

Personnel Reports for Individual Action

16. Acceptance of Resignations and Retirement *p.* 58
17. Approval of Warrant of Appointment for Security Personnel *p.* 59
18. Employment of Contractual Personnel *pp.* 60-61

IX. Informative Reports

19. Richland Collegiate High School (RCHS) *p.* 62
20. Presentation of Current Funds Operating Budget Report for December 2012 *pp.* 63-70

21. Monthly Award and Change Order Summary *pp. 71-73*
22. Payments for Goods and Services *pp. 74-75*
23. Progress Report on Construction Projects *pp. 76-77*
24. M/WBE Participation of Maintenance and SARS Projects Report *pp. 78-84*
25. Facilities Management Project Report *pp. 85-105*
26. Notice of Grant Awards (February 2013) *pp. 106-107*
27. Presentation of Contracts for Educational Services *pp. 108-110*
28. Report Use of Technology Money in FY 2013 Budget Assumptions *p. 111-112*
29. Workforce Diversity Plan *pp. 113-115*

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

XI. Citizens desiring to appear before the Board

XII. Executive session

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

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

XIII. Adjournment of regular meeting

**CERTIFICATION OF NOTICE POSTED
FOR THE FEBRUARY 5, 2013
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 1st of February 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 1st of February 2013, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen, Sr. Courts Building, all as required by the Texas Government Code §551.054.



Wright L. Lassiter, Jr., Secretary

V. 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.

AA Applicators, Inc.
Already Gear
Barcelona Sporting Goods
BSN Sports/Collegiate Pacific
Caldwell Country Chevrolet
Caldwell Country Ford
CS Advantage USAA, Inc.
Dallas Dodge
Dodge City of McKinney
Ed2Go/Cengage Learning
Gatlin Education Services/Cengage Learning
Info USA Marketing
J & J Roofing Co.
J. Reynolds & Co., Inc.
L-3 Communications Mobile
Plixer International, Inc.
Rain Seal Master Roofing & Sheet Metal, Inc.
Riddell
Roof Management Services, Inc.
Soccer City
Supreme Systems, Inc.
Team Express Distributing, LLC
Texas General Land Office
The City of Carrollton
The Soccer Corner

The Town of Addison
Tri-Lam Roofing & Waterproofing, Inc.

(Tab 1) RECOMMENDATION FOR AWARD – BID NO. 11980
FLEET VEHICLES
MOUNTAIN VIEW COLLEGE, NORTH LAKE COLLEGE,
AND DISTRICT SERVICE CENTER

RESPONSE: Requests for bids were sent to 44 entities, and four responses were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

CALDWELL COUNTRY CHEVROLET (item # 1)	\$32,931
DODGE CITY OF MCKINNEY (item # 2)	\$28,377
CALDWELL COUNTRY FORD (item # 3)	\$19,623

LOW BIDDERS

COMMENTS: Item #1 is a police car for Mountain View College equipped with additional items such as a mobile vision camera system, radio, flasher system, and shotgun lock.

Item #2 is a police car for North Lake College with no additional equipment; accessories will be retrieved from an older vehicle for re-use in the new vehicle.

Item # 3 will be used by the District IT Communications Department to transport data technicians and equipment in support of the district-wide voice and data infrastructure.

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

BID NO. 11980
 FLEET VEHICLES

		Caldwell Country Chevrolet	Caldwell Country Ford	Dodge City of McKinney	Dallas Dodge
1	Police vehicle, Dodge Charger or equal with defined accessories (MVC)	\$32,931	no bid	\$35,621.66	\$35,410.00
2	Police vehicle, Dodge Charger or equal without defined accessories (NLC)	\$32,756	no bid	\$28,376.66	\$35,410.00
3	Cargo van, Ford E-250 or equal less trade in (DSC)	\$23,450	\$19,623	no bid	no bid

(Tab 2) RECOMMENDATION FOR AWARD – BID NO. 11986
ROOF REPLACEMENT
EL CENTRO COLLEGE – BILL J. PRIEST CAMPUS

RESPONSE: Of 22 companies that attended the mandatory prebid meeting, eight bids were received.

COMPARISON OF BIDS:

CS Advantage USAA, Inc.	\$697,000
J. Reynolds & Co., Inc.	\$751,729
Tri-Lam Roofing & Waterproofing, Inc.	\$755,120
Roof Management Services, Inc.	\$777,350
J & J Roofing Co.	\$792,000
AA Applicators, Inc.	\$933,290
Rain Seal Master Roofing & Sheet Metal, Inc.	\$955,000
Supreme Systems, Inc.	\$1,041,775

RECOMMENDATION FOR AWARD:

CS ADVANTAGE USAA, INC.	\$697,000
-------------------------	-----------

LOW BID

COMMENTS: This project is to remove/replace the existing roof, which leaks in several places; includes new metal parapet coping, collector heads, downspouts, joint sealant, a new roof access ladder, and painting the existing steel support structure for the chiller.

Based on 15% of the awarded amount, a contingency fund of \$104,550 is recommended for unforeseen changes to this project. It is further recommended that the executive vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

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

(Tab 3) RECOMMENDATION FOR AWARD – BID NO. 11989
ATHLETIC EQUIPMENT, SUPPLIES & UNIFORMS
PRICE AGREEMENT, DISTRICT-WIDE
FEBRUARY 6, 2013 THROUGH JANUARY 31, 2016

RESPONSE: Requests for bids were sent to 30 entities and seven bids were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

ALREADY GEAR	(3-year estimate)
BARCELONA SPORTING GOODS	\$450,000
BSN SPORTS/COLLEGIATE PACIFIC	
RIDDELL	
SOCCER CITY	
TEAM EXPRESS DISTRIBUTING, LLC	
THE SOCCER CORNER	

BEST BIDS

COMMENTS: This award is for supplies, equipment, and uniforms for student-related activities such as archery, badminton, baseball, basketball, soccer, softball, handball, racquet ball, tennis, volleyball, swimming, and wrestling. Pricing is based on discounts ranging up to 40% from manufacturers' list prices. Award is recommended to all vendors to satisfy the wide variety of items used by the colleges and to maximize product availability.

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

Bid No. 11989
 Athletic Equipment, Supplies, and Uniforms

Brand	Already Gear	Barcelona Sporting	BSN Sports	Riddell	Soccer City	Team Express	The Soccer Corner
ASICS		20%				20-40%	15%
Acme Whistle			10%		30%		
Adidas		20%	10%		30%	35-40%	25%
All-Star		20%	10%		30%	35%	
Atec			10%				
Augusta Sportswear	15%	20%		1-23%	30%	10-25%	25%
Baden	15%	20%	10%			5-20%	25%
Badger Sport						25%	
Baw				1-23%		10-25%	
Bike Athletics						40%	
Champ Pro						10-25%	
Champion Sports	15%				30%	10-25%	
Diadora					30%		25%
Diamond			10%			15-20%	
Easton			10%			15-30%	
Gator					30%		
Gildan				1-23%			
Jerzees	15%			1-23%	30%	15-25%	
Kelme							20%
Korney Board Aids						10-15%	
Louisville Slugger Bats			10%			15-30%	
MacGregor			10%				
Majestic Athletic		20%				25-35%	
McDavid		20%				25%	

Brand	Already Gear	Barcelona Sporting	BSN Sports	Riddell	Soccer City	Team Express	The Soccer Corner
Mikasa Sports		20%	10%		30%		
Mitre						35-40%	
Mizuno		20%	10%				
New Balance						25%	
Nike	15%	35%				35-40%	25%
Olympia					30%		
Pacific Pants & Short		20%					
Puma					30%		25%
Rawlings		35%	10%			25%	
Reebok			10%		30%	25-30%	
Resilite			10%				
Riddell				1-23%			
Russell Athletic		35%				40%	
Ryno Pak				1-23%			
Slipp-Nott			10%				
Spalding			10%			15%	
TCK Multi-Sport		20%				35%	
Umbro					30%		
Underarmour		25%	10%		30%	35-40%	20%
Wilson		20%	10%		30%	25%	
Worth			10%				

(Tab 4) RECOMMENDATION FOR AUTHORIZATION TO AMEND
THE EXISTING INTER-LOCAL AGREEMENT WITH THE
TEXAS GENERAL LAND OFFICE FOR THE PROVISION OF
ELECTRICITY

BACKGROUND:

In 1983, the Texas Legislature authorized the Texas General Land Office to sell both electricity and natural gas to schools, cities, and other public retail customers. Revenues from the sale of electricity and natural gas are deposited in the Permanent School Fund. Electricity is sold through the Texas State Power Program (TSPP). This amendment applies only to electricity and does not include natural gas. Land office sales agreements are inter-local agreements and, therefore, are exempt from the requirement for competitive bidding or requests for proposals.

The purchasing process for electricity is different than other commodities because the contract rate per kilowatt hour (kWh) is determined by the rate in effect at the time the retail electric provider (REP) is notified they have been selected to provide electricity. Quotes provided by REP's are good for acceptance for only 24 hours. Once the quote is accepted, the rate is locked in throughout the full term of the contract.

On December, 6, 2011, the board of trustees authorized staff to enter into a letter of agreement with the General Land Office (GLO) resulting in the provision of electricity for a four-year term expiring on March 31, 2016, and at a rate of \$0.05507 per kWh. This rate has resulted in an approximate 5% savings on electricity over the previous contract. The GLO has submitted a proposed amendment to the current contract which would give the GLO 180 days from board authorization, if approved, to submit an extension of service for a minimum period of 12 months and up to a maximum period of 36 months, provided that the GLO can secure and guarantee a rate not to exceed \$0.05495 per kWh for the extension period only. The anticipated outcome of this action is a forecasted additional savings of approximately \$80,000 per year during the extension period.

RECOMMENDATION FOR AUTHORIZATION:

TEXAS GENERAL LAND OFFICE

INTER-LOCAL AGREEMENT EXTENSION

COMMENTS: The contract award information will be sent to the trustees in a memo immediately after the award and included in the informative report section of a Regular Board agenda.

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

CONSENT AGENDA NO. 5

Approval of Minutes of the January 8, 2013 Work Session

It is recommended that the Board approve the minutes of the January 8, 2013 Board of Trustees Work Session.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, Acting Chair

Mr. Bob Ferguson

Ms. Diana Flores

Mr. Wesley Jameson

Dr. Wright Lassiter (secretary and chancellor)

Mr. JL Sonny Williams

Members Absent:

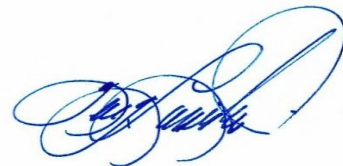
Mr. Jerry Prater, Chair

Mr. Bill Metzger

Acting Chair Compton convened the meeting at 3:10 p.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE JANUARY 8, 2013
WORK SESSION 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 4th day of January 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 4th day of January 2013 to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

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

Follow-up on December 11 Work Session discussion of strategic plan

Dr. Lassiter briefly recapped the work session discussions of November and December, noting the proposed themes and strategic objectives identified. Specific measures will be fine-tuned, and confirmed in discussion with the Board during May 2013 discussion. The entire plan will be scheduled for quarterly reviews by the trustees to occur in July, November, January and April.

Trustee Flores recommended that one of the measures for “employee success” be related to increasing diversity, with language as “Development and implementation of plan and timeline to increase the diverse array of role models and mentors, resulting in successive, positive increases in diversity.”

The related formal revision of BAA (Local) will be presented in the February Board.

Executive Session

An executive session began at 3:32 p.m. and concluded at 4:32 p.m.

Adjournment

Acting Chair Compton adjourned the work session immediately upon conclusion of the executive session at 4:33 p.m. with a motion by Trustee Ferguson and a second by Trustee Flores.

Approved:

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

Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 6

Approval of Minutes of the January 8, 2013 Regular Meeting

It is recommended that the Board approve the minutes of the January 8, 2013 Board of Trustees Regular Meeting.

Board Members and Officers Present:

Ms. Charletta Rogers Compton, Acting Chair

Mr. Bob Ferguson

Ms. Diana Flores

Mr. Wesley Jameson

Dr. Wright Lassiter (secretary and chancellor)

Mr. JL Sonny Williams

Members Absent:

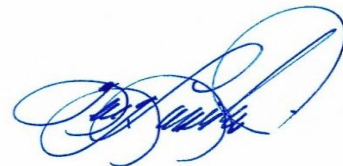
Mr. Jerry Prater, Chair

Mr. Bill Metzger

Acting Chair Compton convened the meeting at 4:40 p.m.

**CERTIFICATION OF NOTICE POSTED
FOR THE JANUARY 8, 2013
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 4th day of January 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 4th day of January 2013 to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Certification of Notice Posted for the Meeting

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

Pledges of Allegiance to U.S. and Texas Flags

Pledges of allegiance to the flags were recited.

Richland Collegiate High School Report

Richland Superintendent Donna Walker reported on spring enrollment information as noted in informative report #19.

Citizens Desiring to Address the Board Regarding Agenda Items

There were none.

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 and #2. Motion passed.

(See January 8, 2013, Board Meeting, Consideration of Bids, which is made part of and incorporated into the approved minutes as though fully set out in the minutes.)

Consent Agenda

Trustee Ferguson moved and Trustee Jameson seconded a motion to approve Items #3-11. Motion passed.

(See January 8, 2013, Board Meeting, Consent Agenda, Items #3-11, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Individual Items

Trustee Ferguson moved and Trustee Jameson seconded a motion to approve individual item #12. Trustee Compton abstained from voting. Motion passed.

Trustee Flores moved and Trustee Jameson seconded a motion to approve individual items #13-18. Motion passed.

(See January 8, 2013, Board Meeting Individual Items, Items #12-18, 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 #19-31.

In discussion regarding recruiting, the report was noted as illustrative, but not reflective of all actions taken by each location. Presidents were encouraged to share ideas for “best practice” within the District. Some concerns were noted regarding how information provided to local chambers is being disseminated to their membership.

Related to the participation in staff development events as noted in #31, Trustee Flores congratulated the staff on participation and results.

(See January 8, 2013 Board Meeting, Agenda Items #19-31, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Questions/Comments from the Board/Chancellor

Trustee Flores noted narrative associated with #32, regarding the accountability report provided as required by the Legislative Budget Board. As requested, trustees will regularly receive a copy of this report in conjunction with its submission to the LBB in the future.

Trustee Flores noted a more thorough understanding of those individuals receiving increase amounts greater than the “across the board” percentage approved, but asked that additional explanatory information be provided on individuals receiving smaller percentage increases, whether administrative, faculty, or professional support staff.

In the future, the Chancellor confirmed that all equity adjustments will be shared with the Trustees annually. In addition, and in answer to a request from Trustee Flores, Executive Vice Chancellor DesPlas will provide equity adjustment information for years 2008-2009, 2009-2010, 2010-2011, and 2011-12 in a coming weekend packet. Trustee Compton thanked Trustee Flores for her detailed questions, noting that she was not familiar with the “equity adjustments” as explained today.

The Chancellor will continue to encourage the close scrutiny of any continuing cell phone stipends with all college presidents and location CEOs.

Citizens desiring to appear before the Board

Mrs. Dorothy Zimmerman addressed the Trustees on the need for continuing fiscal accountability.

Executive Session

No additional session was requested.

Adjournment

Trustee Flores moved and Trustee Jameson seconded a motion to adjourn. Acting Chair Compton adjourned the regular meeting at 5:50 p.m.

Approved:

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

Wright L. Lassiter, Jr., Secretary

POLICY REPORT NO. 7

Approval of Board Calendar for January 1 – December 31, 2014

It is recommended that the Board of Trustees adopt the following schedule of meetings for calendar year 2014.

Date	Time	Type of Meeting
January 7	3-4PM	Work Session (quarterly planning discussion)
	4-5PM	Regular Business
February 4	4-5 PM	Regular Business
March 4	1-4PM	Work Session
	4-5PM	Regular Business
April 1	2-3PM	Work Session (quarterly planning discussion)
	3-4PM	Audit Committee
	4-5PM	Regular Business
May 6	1-3PM	Work Session
	3-4PM	Budget Committee (committee-of-the-whole)
	4-5PM	Regular Business
June 3	1-4PM	Special Meeting (begin annual chancellor's evaluation)
	4-5PM	Regular Business
July 1	3-4PM	Audit Committee
	4-5PM	Regular Business
July 15	9AM-4PM	Budget Committee (committee-of-the-whole) (including quarterly planning discussion)
August 5	4-5PM	Regular Business
August 12 or 19	4-5PM	Special - Public Hearing on the Tax Rate (1 of 2)
August 19 or 26	4-5PM	Special - Public Hearing on the Tax Rate (2 of 2)
September 2	1-4 PM	Work Session
	4-5PM	Regular Business
October 7	3-4PM	Audit Committee
	4-5PM	Regular Business
November 4	1-4PM	Work Session (quarterly planning discussion)
	4-5PM	Regular Business
December 2	3-4PM	Budget Committee (committee-of-the-whole)
	4-5PM	Regular Business
December 16	3-4PM	Audit Committee
	4-5PM	Special Meeting (receive audited financial statements)

Work sessions to be scheduled as needed and on one of the dates already on the calendar, whenever possible to do so.

POLICY REPORT NO. 8

Approval of Revisions to Intellectual Property Policy

It is recommended that the Board amend CT(LOCAL) only as follows:

Effective date: February 5, 2013

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 students; and
4. Support sharing of instructional materials and resources among faculty and staff.

APPLICABILITY

All College District employees and students are covered by this policy, as well as anyone using College District facilities under the supervision of College District personnel ~~(, including students).~~”

POLICY REPORT NO. 9

Approval of Revision to Board Policy Concerning Powers, Duties,
Responsibilities

It is recommended that the Board amend BAA(LOCAL) only as follows:

Effective date: February 5, 2013

BOARD LEGAL STATUS
POWERS, DUTIES, RESPONSIBILITIES

BAA
(LOCAL)

“To complement and extend the statements of the legal duties, the Board has the responsibility of formulating broad public policy in community college education for the College District. It shall function as the legislative and policy-making body charged with the oversight and control of the College District’s activities. The Board must be sensitive to the hopes and ambitions of the community and be able to adapt readily to community needs. The formulation and adoption of written regulations shall constitute the basic method by which the Board exercises its leadership in the operation of the College District. The Board will delegate to the Chancellor the function of specifying required actions and designing the detailed arrangements under which the College District will be operated. The Board shall maintain continuous supervision of the College District through the study and evaluation of reports concerning implementation of its policies. Board responsibilities shall be to:

1. Adopt and periodically review a statement of philosophy that clarifies basic educational beliefs and educational responsibilities of the College District to the community.
2. Determine the quality of professional leadership needed to carry out the philosophy and objectives of the College District.

3. Establish clearly defined personnel policies for employees of the College District.
4. Approve uniform policies regarding admission, retention, scholastic standards, recordkeeping, registration practices, and regulations for student conduct.
5. Review and take appropriate action on matters relating to site selection and physical plant development.
6. Provide ways and means of financial support; approve the annual budget; review and approve expenditures.
7. Approve courses and curricula for inclusion in educational programs of the College District.
8. Formulate such additional policies as are necessary to promote the educational program of the College District.
9. Consider and act upon administrative recommendations concerning appointment, retention, or dismissal of College District employees.
10. Review administrative recommendations and take action concerning employee benefit programs.
11. Consider communications and requests from citizens and organizations on matters of policy, administration, and other items of public concern affecting the College District.
12. Serve as a final adjudicating agency for students, employees, and citizens of the College District on matters of Board policy.
13. Bear the legal responsibility for all aspects of the operation of the College District.

SPECIFIC
RESPONSIBILITIES

The specific responsibilities of the Board are as follows:

1. The Board will operate in all ways mindful of its Trusteeship obligation to the public. It will allow no officer, individual, Trustee or committee of the Board to prevent the fulfillment of this commitment.
2. The Board expects ethical conduct by itself and its members. This includes proper use of authority and appropriate restraint whether acting individually or collectively in the position of a member of the Board.
3. The Board will always act in the best interest of the College District and the community as a whole.
4. Board members must maintain unconflicted loyalty to the interests of the citizens of the College District. This accountability supersedes any conflicting loyalty such as that to other groups and membership on other boards or staffs.
5. The Board is committed to having the demographic profile of the College District's employees and students mirror that of persons 18 years of age and older in Dallas County. The Board recognizes there are challenges to attaining this profile in categories of employment that require graduate degrees. The profile of those categories shall mirror market availability of advanced degree holders based on the most recently updated demographic data for the advanced degree holders nationally and in the state. The state demographer's office and U.S. Census Bureau (interim reports) shall be considered reliable sources for estimating availability.

6. The Board intends that the College 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).
7. The Board believes that the College District serves students best by ensuring that the education provided is of the highest quality and relevance.

~~(EXTENT OF STATE
AND LOCAL CONTROL~~

~~The purpose of the College District is as set forth in Education Code 130.003, as follows:~~

- ~~1. The purpose of each public community college shall be to provide:~~
 - ~~a. Technical programs up to two years in length leading to associate degrees or certificates;~~
 - ~~b. Vocational programs leading directly to employment in semi-skilled and skilled occupations;~~
 - ~~c. Freshman and sophomore courses in arts and sciences;~~
 - ~~d. Continuing adult education program for occupational or cultural upgrading;~~
 - ~~e. Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;~~
 - ~~f. A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;~~

- g. ~~Workforce development programs designed to meet local and statewide needs;~~
 - h. ~~Adult literacy and other basic skills programs for adults; and~~
 - i. ~~Such other purposes as may be prescribed by the Texas Higher Education Coordinating Board or local governing boards in the best interest of postsecondary education in Texas.~~
2. ~~The mission of the College District is to equip students for successful living and responsible citizenship in a rapidly changing local, national and world community.~~

NOTE: Items 3 & 4 below are deleted from this section and moved in toto to THEMATIC PRIORITIES.

- 3. ~~The Board endorses and supports the Texas Higher Education Coordinating Board's plan for higher education, *Closing the Gaps by 2015*.~~
- 4. ~~The focus of the College District shall be increasing educational attainment as delineated in the Coordinating Board's plan for higher education. The plan in effect at the time of adoption of this policy is titled *Closing the Gaps by 2015*.)~~

GOVERNANCE

The Board's governance guidelines are as follows:

- 1. The Board's major focus will be on the intended long-term impacts that the organization addresses, i.e., increasing educational attainment, not on the administrative or programmatic means of attaining them.
- 2. The Board will direct, control, and inspire the organization through the careful establishment of policies and rules that reflect the Board's values and perspectives.

3. The Board will cultivate a sense of group responsibility. The Board, not the staff, will be responsible for excellence in governing.
4. When requesting information about the College District, members of the Board will make their requests to the Chancellor.

STANDARDS OF GOOD PRACTICE

In support of effective community college governance, the Board believes that:

1. It derives its authority from the community and that it must always act as an advocate on behalf of the entire community;
2. It must clearly define and articulate its role;
3. It is responsible for creating and maintaining a spirit of true cooperation and a mutually supportive relationship with its Chancellor;
4. It always strives to differentiate between external and internal processes in the exercise of its authority;
5. Its Board members should engage in a regular and ongoing process of in-service training and continuous improvement;
6. Its Board members should come to each meeting prepared and ready to debate issues fully and openly;
7. Its Board members should vote their conscience and support the decision or policy adopted;
8. Its behavior, and that of its members, exemplify ethical behavior and conduct that is above reproach;
9. It endeavors to remain always accountable to the community; and

10. It honestly debates the issues affecting its community and speaks with one voice once a decision or policy is adopted.

NOTE: The following section TUITION AND FEES is deleted and moved in toto before ANNUAL BUDGET.

~~(TUITION AND FEES~~

~~The Board's position is that personal financial condition should not prevent potential students from enrolling in College District colleges. Accordingly, as one of three major sources of current funds revenue, tuition should rank third behind state appropriations and local tax revenue. The Board recognizes the implications this policy has for establishing an annual maintenance and operations (M&O) tax rate at a level that will generate more revenue than tuition and fees.)~~

PROVIDE DIRECTION

The following guidelines shall provide direction for the Board:

1. The Board will periodically ~~(begin an annual)~~ review ~~(of)~~ its policies and update as necessary. ~~(in October of each year for the purpose of routine maintenance.)~~
2. The Board will utilize an annual agenda calendar that provides for orderly and timely presentation of compliance reports as it pertains to its policies and that addresses cycles that pertain to multi-year planning.

With the formal adoption of measures tied to the four thematic priorities and related strategic objectives in May 2013, a three-year cycle of planning will be maintained with:

- a. Annual Board calendar adoption in February;
- b. Formal reporting and discussion on the priorities, objectives and measures at work sessions in November, January, April and

July (in conjunction with annual budget discussion); and

- c. Formal consideration of updated priorities and objectives in November/December 2015, and recommendation for adoption February 2016 for implementation with 2016/2017 academic year, with repeating three year cycles thereafter, until process is revised by Board action.

NOTE: Item 3 below is deleted from this section and moved in toto to CHANCELLOR.

- ~~(3. The Chancellor's authority is defined by the following rules, enacted by the Board, as prudent and ethical boundaries for executive activity and decision making. The Board expects that the Chancellor will apply reasonable interpretations of the rules, understanding that in cases of disagreement, the Board is the final arbiter of reasonableness.~~

~~In the execution of his or her duties, the Chancellor must:~~

- a. ~~Deal with the Board as a whole except when fulfilling individual requests for information or responding to officers or committees duly charged by the Board.~~
 - ~~(1) In the case of individual Board members or committees requesting information or assistance, the Chancellor shall make every effort to honor all such requests, with the exception where considerable time and expense are involved.~~
 - ~~(2) If refusing a request, the Chancellor must present the request to the Board as a whole for a decision.~~

- (3) Information requested from the Chancellor by one Board member shall be provided to all Board members.
- b. Present information in moderate and understandable form and avoid information and advice to the Board that has significant gaps in timeliness, completeness, or accuracy.
 - e. Report in a timely manner an actual or anticipated noncompliance with any policy of the Board.
 - d. Provide safe and secure environments for employees, students, and visitors on College District property.
 - e. Maintain regional accreditation.
 - f. Create an environment for effective communication throughout the organization and between the Chancellor and the Board.
 - g. Adopt cost-effective practices that make the best and most complete use of public and private funds entrusted to the College District. The Board recognizes this may involve reassigning duties from the College District to college staffs, or vice versa, depending on the nature of the work and current conditions.
 - h. Ensure all proposals for grants and private funds align with the College District's mission, focus, and goals.
 - i. Hold employees accountable for their responsibilities.
 - j. Operate the College District with a budget balanced by current funds revenue except

~~in instances when the Board approves use of fund balance for specified purposes.~~

- ~~k. Maintain facilities in a current state of good repair.~~
- ~~l. Maintain a funding source for replacing equipment.~~
- ~~m. Keep salaries competitive.~~
- ~~n. Promote conditions that are humane, fair, dignified, and nondiscriminatory with respect to treatment of persons in the College District community.~~
- ~~o. Promote fiscal integrity by avoiding material deviations of actual expenditures from the budget.~~
- ~~p. Ensure careful planning that minimizes needs for change orders and amendments to contracts for facilities projects, and provide oversight for those that are deemed essential.)~~

NOTE: The first two paragraphs below were moved from EXTENT OF STATE AND LOCAL CONTROL.

(ESTABLISH GOALS)
THEMATIC PRIORITIES
AND STRATEGIC
OBJECTIVES

The Board endorses and supports the Texas Higher Education Coordinating Board's plan for higher education, *Closing the Gaps by 2015*.

The focus of the College District shall be increasing educational attainment as delineated in the Coordinating Board's plan for higher education. The plan in effect at the time of adoption of this policy is titled *Closing the Gaps by 2015*.

In addition to goals enumerated in the Coordinating Board's plan for higher education, *Closing the Gaps by 2015*, the Board recognizes four thematic priorities of student success, community engagement,

institutional effectiveness and employee success.
(establishes these goals for the College District):

1. Student Success

Confirmed through its mission, the Board is committed to meeting the educational needs of Dallas County by:

- a. Increasing participation in higher education for Dallas County;
- b. Improving student learning success; and
- c. Participating in initiatives that result in student success advancement as identified in varying national frameworks.

2. Community Engagement

To represent the diverse community of voting citizens and students, and recognize the positive economic impact provided by the College District in Dallas County and beyond, the Board is committed to:

- a. Increasing workforce readiness to enhance the economy and competitive advantage in Dallas County and the North Texas region;
- b. Identifying dynamic partnerships in support of student success, which encourage cooperation between public and private businesses, other education providers, other government agencies, and the citizens of the county; and

3. Institutional Effectiveness

In balancing external requirements imposed at state and federal levels, with funding decreases and program cost increases, the Board is committed to continuous improvement and to:

- a. Improving efficiency and effectiveness in use of resources; and
- b. Promoting sustainable practices with positive impacts on social, environmental and economic vitality.
- c. Demonstrating institutional commitment to serve the community through sound and transparent fiscal policies and practices.

4. Employee Success

In recognition of the complex framework of support that must be maintained to address the educational challenges presented, the Board is committed to:

- a. Providing a diverse array of models and mentors as a part of the College District's workforce; and
- b. Improving employee engagement and effectiveness.

- ~~(1. Students will demonstrate competencies in courses below 100 level (reading, mathematics, English) that prepare them for success in college level courses.~~
- ~~2. Students will experience a seamless transfer to baccalaureate degree granting institutions.~~
- ~~3. The College District's rate of student retention within courses — the proportion of students who successfully complete will increase.~~
- ~~4. The College District will apply and continuously improve a systematic approach to facilitating successful course completion for students enrolling the first time in fall semesters.~~

5. ~~Students who transfer to a baccalaureate degree granting institution will be prepared to attain their educational goals.~~
6. ~~Students will complete occupational programs or courses with skills sought by themselves or employers.~~
7. ~~Students will have opportunities to participate in extra and co-curricular programs and services that support accomplishment of their learning, educational, employment, and career goals.~~
8. ~~Students will have opportunities to participate in extra and co-curricular programs and services that facilitate personal growth and citizenship development.~~
9. ~~The College District will collaborate with private, public, and community partners to identify and respond to recruitment, training, and educational needs.~~
10. ~~The College District will have programs with kindergarten grade 12 schools and other higher education institutions to increase the number of students who matriculate to the college level.)~~

NOTE: TUITION AND FEES below was moved from the section after STANDARDS OF GOOD PRACTICE.

TUITION AND FEES

The Board's position is that personal financial condition should not prevent potential students from enrolling in College District colleges. Accordingly, as one of three major sources of current funds revenue, tuition should rank third behind state appropriations and local tax revenue. The Board recognizes the implications this policy has for establishing an annual maintenance and operations (M&O) tax rate at a level that will generate more revenue than tuition and fees.

ANNUAL BUDGET

The annual budget guidelines are as follows:

1. Financial planning for any fiscal period shall pursue the Board's policies and goals, promote fiscal integrity, and show a generally acceptable level of foresight.
2. Proposed budgets that the Chancellor presents to the Board shall contain sufficient information to enable:
 - a. Understanding of planning assumptions,
 - b. Accurate projection of revenues and expenditures, and
 - c. Separation of capital and operating revenues and expenditures.
3. Proposed budgets that the Chancellor presents to the Board shall reflect stated Board policies and goals within the parameters of conservatively projected revenues and a balanced budget.
4. The College District should operate on a budget balanced with current funds except as the Board may give specific approval to use fund balance for nonrecurring expenses.

CHANCELLOR

The Chancellor's guidelines are as follows:

1. The Chancellor is the chief executive officer of the College District and is selected and appointed by the Board. The Chancellor is the Board's link with the organization.
2. The Chancellor is accountable to the Board acting as a body. The Board will instruct the Chancellor through written rules and policies that delegate implementation to the Chancellor.

NOTE: Item 3 below was moved in toto to this section from PROVIDE DIRECTION

3. The Chancellor's authority is defined by the following rules, enacted by the Board, as prudent and ethical boundaries for executive activity and decision making. The Board expects that the Chancellor will apply reasonable interpretations of the rules, understanding that in cases of disagreement, the Board is the final arbiter of reasonableness.

In the execution of his or her duties, the Chancellor must:

- a. Deal with the Board as a whole except when fulfilling individual requests for information or responding to officers or committees duly charged by the Board.
 - (1) In the case of individual Board members or committees requesting information or assistance, the Chancellor shall make every effort to honor all such requests, with the exception where considerable time and expense are involved.
 - (2) If refusing a request, the Chancellor must present the request to the Board as a whole for a decision.
 - (3) Information requested from the Chancellor by one Board member shall be provided to all Board members.
- b. Present information in moderate and understandable form and avoid information and advice to the Board that has significant gaps in timeliness, completeness, or accuracy.
- c. Report in a timely manner an actual or anticipated noncompliance with any policy

of the Board.

- d. Provide safe and secure environments for employees, students, and visitors on College District property.
- e. Maintain regional accreditation.
- f. Create an environment for effective communication throughout the organization and between the Chancellor and the Board.
- g. Adopt cost-effective practices that make the best and most complete use of public and private funds entrusted to the College District. The Board recognizes this may involve reassigning duties from the College District to college staffs, or vice versa, depending on the nature of the work and current conditions.
- h. Ensure all proposals for grants and private funds align with the College District's mission, focus, and goals.
- i. Hold employees accountable for their responsibilities.
- j. Operate the College District with a budget balanced by current funds revenue except in instances when the Board approves use of fund balance for specified purposes.
- k. Maintain facilities in a current state of good repair.
- l. Maintain a funding source for replacing equipment.
- m. Keep salaries competitive.
- n. Promote conditions that are humane, fair, dignified, and nondiscriminatory with

respect to treatment of persons in the College District community.

- o. Promote fiscal integrity by avoiding material deviations of actual expenditures from the budget.
- p. Ensure careful planning that minimizes needs for change orders and amendments to contracts for facilities projects, and provide oversight for those that are deemed essential.

EMPLOYMENT OF PERSONNEL

All Board authority delegated to staff is delegated through the Chancellor, so that all authority and accountability of staff – as far as the Board is concerned – is considered to be the authority and accountability of the Chancellor.

MANAGEMENT OF COLLEGE DISTRICT FUNDS

The guidelines for management of College District funds are as follows:

1. Board members must not use their positions to obtain employment by the College District or the furnishing of services or goods to the College District for or by themselves, family members, friends, or associates.
2. The Board will secure an external assessment of the College District's internal control structure and procedures for financial reporting at least once every three years.
3. The College District will maintain a prudent amount of undesignated fund balance – equivalent to not less than four and not more than six months of operating expenses – to ensure continuity in case of catastrophic loss and to maintain the most favorable credit ratings for financing debt.
4. To ensure that public funds are put to their

highest and best use in pursuit of the College District's purposes and goals, the Board's policy is to discontinue educational programs that are under-performing based on the Texas Higher Education Coordinating Board's evaluation criteria.

5. The Board holds the Chancellor responsible for allocating the College District's resources, financial and other, in ways that provide the best return to the public in the form of educational opportunities that are of the highest quality and relevance.
6. Until explicitly discontinued by Board action, the Board requires the Chancellor to provide a rolling three-year (current plus two) financial plan that projects the College District's operating revenue and expenditures. ~~(The Board has a particular responsibility to prepare for additional operating costs to support expansion of the physical plant as a result of the \$450 million bond program approved by voters in May 2004 and projected for completion in May 2010.)~~

AUTHORITY

In addition to the provisions of legal requirements, the Board is subject to provisions of its own policies and regulations, and the expressed will of the electorate.”

FINANCIAL REPORT NO. 10

Approval of Expenditures for December 2012

The chancellor recommends approval of expenditures in the amount of \$31,596,863 in the month of December 2012.

FINANCIAL REPORT NO. 11

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 January 2013</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
	Equipment	5	\$ 100 - 5,000	\$ 8,622
	Equipment	1	\$5,001 - 21,000	\$ 20,000
	Chancellor's Council	10	\$ 100 - 5,000	\$ 11,417
DCCCD	Programs and Services	19	\$ 100 - 5,000	\$ 11,875
	Programs and Services	1	\$5,001 - 21,000	\$ 7,000
	Scholarship	23	\$ 100 - 5,000	\$ 9,437
	Scholarship	1	\$5,001 - 21,000	\$ 21,000
	Rising Star	9	\$ 100 - 5,000	\$ 9,750
	Operations	1	\$ 100 - 5,000	\$ 200
Total		70		\$ 99,301

<u>Gifts Reported in Fiscal Year 2012-13</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	\$ 100	\$ 0	\$ 59,077	\$ 59,177
October	2,600	0	9,247	11,847
November	5,252	100,000	228,066	333,318
December	55,949	3,080	141,270	200,299
January	28,622	9,750	60,929	99,301
February				
March				
April				
May				
June				
July				
August				
Total	\$92,523	\$112,830	\$498,589	\$703,942

<u>Gifts Reported 2005-06 Through 2011-12</u>							
<u>Type</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>
Equipment	\$ 396,503	\$ 64,830	\$ 20,565	\$ 791,041	\$ 96,567	\$ 183,113	\$ 130,313
Rising Star	492,032	57,068	163,227	978,546	1,327,400	941,177	303,418
Other Gifts	1,432,358	972,010	879,876	1,204,822	1,382,298	1,294,760	1,296,482
Total	\$2,320,893	\$1,093,908	\$1,263,668	\$2,974,409	\$2,806,265	\$2,419,050	\$1,730,213

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

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Fund	11	\$ 4,991
Programs and Services	31	\$ 31,656
Total	42	\$ 36,647

In addition to activity from the preceding month the following is a cumulative summary of (March 2004 to present) outstanding pledges 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	\$ 216,667
Rising Star Endowment	\$2,650,000
Total	\$2,866,667

FINANCIAL REPORT NO. 12

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 August 2012 board agenda that need to be reported for 2nd quarter reimbursement. The second list is *New Tuition for Workforce Education CEU Reimbursable Courses* and represents changes in tuition costs beginning 3rd quarter. The third list, *New Workforce Education CEU Reimbursable Courses*, contains courses being offered for the first time during 3rd 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 3rd QUARTER (MARCH 1, 2013 – MAY 31, 2013)**

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.	CVC	ITSW	1058	Cloud Computing Fundamentals	\$ 600	40	Setup after submission of last report.
2.	ECC	RSTO	2000	Food Management Certification	\$ 125	15	Setup after submission of last report.
3.	ECC	COMG	1003	Communication Skills for the Workplace	\$ 150	48	Setup after submission of last report.
4.	ECC	POFT	1021	Business Math	\$ 150	48	Setup after submission of last report.
5.	ECC	POFT	1013	Professional Workforce Preparation	\$ 150	48	Setup after submission of last report.
6.	ECC	POFT	1004	Business Writing	\$ 150	48	Setup after submission of last report.
7.	MVC	ACNT	1091	Accounting for a Small Business	\$ 200	12	Setup after submission of last report.
8.	MVC	AIRP	1017	Private Pilot Ground School	\$ 156	48	Setup after submission of last report.
9.	MVC	AIRP	1051	Instrument Ground School	\$ 156	48	Setup after submission of last report.
10.	MVC	AIRP	2037	Commercial Ground School	\$ 156	48	Setup after submission of last report.
11.	MVC	AIRP	2049	Instructor Ground School	\$ 156	48	Setup after submission of last report.
12.	MVC	ARCE	1003	Architectural Materials and Methods of Construction	\$ 156	48	Setup after submission of last report.
13.	MVC	BUSG	1091	Profiting from Online Auctions	\$ 99	36	Setup after submission of last report.
14.	MVC	CETT	1003	DC Circuits	\$ 208	96	Setup after submission of last report.
15.	MVC	CETT	1005	AC Circuits	\$ 208	96	Setup after submission of last report.

**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
16.	MVC	CETT	1025	Digital Fundamentals	\$ 208	96	Setup after submission of last report.
17.	MVC	DFTG	1005	Technical Drafting	\$ 208	96	Setup after submission of last report.
18.	MVC	DFTG	1009	Basic CAD	\$ 208	128	Setup after submission of last report.
19.	MVC	DFTG	1015	Architectural Blueprint Reading	\$ 156	96	Setup after submission of last report.
20.	MVC	DFTG	1017	Architectural Drafting-Residential	\$ 208	112	Setup after submission of last report.
21.	MVC	DFTG	1025	Blueprint Reading and Sketching	\$ 208	128	Setup after submission of last report.
22.	MVC	DFTG	1045	Parametric Modeling & Design	\$ 208	128	Setup after submission of last report.
23.	MVC	DFTG	2002	Machine Drafting	\$ 208	112	Setup after submission of last report.
24.	MVC	DFTG	2019	Intermediate Computer Aided Drafting	\$ 208	128	Setup after submission of last report.
25.	MVC	DFTG	2021	Topographical Drafting	\$ 156	96	Setup after submission of last report.
26.	MVC	DFTG	2028	Architectural Drafting - Commercial	\$ 208	112	Setup after submission of last report.
27.	MVC	DFTG	2030	Civil Drafting	\$ 208	128	Setup after submission of last report.
28.	MVC	DFTG	2031	Advanced Technology in Architectural Design and Drafting	\$ 208	128	Setup after submission of last report.
29.	MVC	DFTG	2032	Computer-Aided Drafting, Advanced	\$ 208	128	Setup after submission of last report.
30.	MVC	DFTG	2036	Computer Aided Drafting Programming	\$ 156	96	Setup after submission of last report.
31.	MVC	DFTG	2047	Advanced Technical Animation & Rendering	\$ 156	96	Setup after submission of last report.
32.	MVC	GERS	1053	Integrative Mental Health Program	\$ 135	19	Setup after submission of last report.

**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
33.	MVC	HITT	1008	Health Management Information Systems	\$ 150	36	Setup after submission of last report.
34.	MVC	HITT	1012	History of Health Information Technology in the U.S.	\$ 150	36	Setup after submission of last report.
35.	MVC	HITT	1013	Insurance Coding I	\$ 250	55	Setup after submission of last report.
36.	MVC	HITT	1015	Introduction to Public Health	\$ 150	36	Setup after submission of last report.
37.	MVC	HITT	1091	Networking and Health Information Exchange	\$ 150	36	Setup after submission of last report.
38.	MVC	HPRS	1002	Complementary and Alternative Medicine	\$ 210	22	Setup after submission of last report.
39.	MVC	MCHN	1038	Machine Shop, Beginning	\$ 156	64	Setup after submission of last report.
40.	MVC	MCHN	1054	Machining II, Intermediate	\$ 208	128	Setup after submission of last report.
41.	MVC	MCHN	1091	Introduction to the Manual Lathe	\$ 195	32	Setup after submission of last report.
42.	MVC	MCHN	1091	Master CAM, Introduction	\$ 195	32	Setup after submission of last report.
43.	MVC	MCHN	2038	Computer-Aided Manufacturing, Advanced	\$ 156	96	Setup after submission of last report.
44.	MVC	MRKG	1091	Social Media/Marketing for Small Business	\$ 200	12	Setup after submission of last report.
45.	MVC	NURA	2005	Parish Nursing: Healing and Health Program	\$ 210	24	Setup after submission of last report.
46.	MVC	WLDG	1091	Welding, Introduction & Intermediate	\$ 228	56	Setup after submission of last report.
47.	NLC	BMGT	1012	Move to Management	\$ 253	16	Setup after submission of last report.
48.	NLC	LMGT	1023	Domestic and International Transportation Management	\$ 312	48	Setup after submission of last report.
49.	NLC	LMGT	1023	Domestic and International Transportation Management II	\$ 416	48	Setup after submission of last report.

**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
50.	NLC	LMGT	2034	Warehouse Traffic Management	\$ 312	48	Setup after submission of last report.
51.	NLC	LMGT	2034	Warehouse Traffic Management II	\$ 357	48	Setup after submission of last report.
52.	RLC	ITSC	2041	Upgrading Skills to Microsoft Systems Application 2012	\$ 210	36	Setup after submission of last report.
53.	RLC	POFT	1006	Job Search Skills	\$ 45	16	Setup after submission of last report.
54.	RLC	ITSC	2032	QuickBooks for the Health Professions	\$ 110	16	Setup after submission of last report.
55.	RLC	MCHN	1008	Basic Lathe	\$ 395	64	Setup after submission of last report.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION COURSE TUITION SCHEDULE
EFFECTIVE FOR 3RD QUARTER (MARCH 1, 2013 – MAY 31, 2013)**

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
56.	CVC	DNTA	1015	Dental Assisting	\$ 999	111
57.	CVC	PLAB	1023	Phlebotomy I	\$ 439	48
58.	CVC	PLAB	1060	Phlebotomy II, Clinical Practice	\$ 426	120
59.	MVC	MCHN	1091	CNC Programming I	\$ 195	32
60.	MVC	MCHN	1091	CNC Programming II	\$ 195	32
61.	MVC	MCHN	1091	Introduction to the Manual Mill	\$ 195	32
62.	MVC	MCHN	1091	Machining Project	\$ 195	32
63.	NLC	BMGT	1022	Oral and Written Communications	\$ 48	20
64.	NLC	COMG	1007	English as a Second Language for the Workplace IV	\$ 261	48
65.	NLC	OSHT	2011	Occupational Safety and Health Administration (OSHA) Construction Industry	\$ 128	30
66.	NLC	PFPB	1048	Plumbing IV D	\$ 94	40
67.	NLC	TECM	1013	Technical Math I	\$ 244	33
68.	RLC	ARTV	2001	2-D Animation I	\$ 156	96
69.	RLC	ARTV	1041	3-D Animation I	\$ 156	96
70.	RLC	ARTV	1045	3-D Modeling & Rendering I	\$ 156	96
71.	RLC	ARTV	2045	3-D Modeling & Rendering II	\$ 156	96
72.	RLC	ARTV	2041	Advanced Digital Video	\$ 156	96
73.	RLC	IMED	1091	Advanced Illustrator	\$ 156	96
74.	RLC	IMED	1091	Anime, Manga Tips & Tricks	\$ 156	96
75.	RLC	ARTV	1003	Basic Animation	\$ 156	96
76.	RLC	ARTC	1053	Computer Illustration	\$ 156	96
77.	RLC	ARTC	1002	Digital Imaging I	\$ 156	96
78.	RLC	ARTC	2005	Digital Imaging II	\$ 156	96

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
79.	RLC	IMED	2051	Digital Media Programming	\$ 156	96
80.	RLC	ARTV	1051	Digital Video	\$ 156	96
81.	RLC	GAME	2059	Game and Simulation Group Project	\$ 156	96
82.	RLC	GAME	1043	Game and Simulation Programming I	\$ 156	96
83.	RLC	IMED	1045	Interactive Digital Media I	\$ 156	96
84.	RLC	GAME	1002	Interactive Storyboarding	\$ 156	96
85.	RLC	IMED	2009	Internet Commerce	\$ 156	96
86.	RLC	GAME	1003	Introduction to Game Design and Development	\$ 156	96
87.	RLC	GAME	1009	Introduction to Animation Programming	\$ 156	96
88.	RLC	IMED	1001	Introduction to Digital Media	\$ 156	96
89.	RLC	GAME	1004	Level Design	\$ 156	96
90.	RLC	GAME	1036	Lighting, Shading, and Texture	\$ 156	96
91.	RLC	IMED	2011	Portfolio Development	\$ 156	48
92.	RLC	GAME	2032	Project Development I	\$ 156	48
93.	RLC	GAME	2034	Project Development II	\$ 180	96
94.	RLC	ARTC	1059	Visual Design for New Media	\$ 156	96
95.	RLC	IMED	1016	Web Design I	\$ 156	96
96.	RLC	IMED	2015	Web Design II	\$ 156	96
97.	RLC	ITSC	1007	Fundamentals of Solaris Environment	\$ 208	112
98.	RLC	ITSC	1056	Solaris Shell Programming (SL)	\$ 208	112
99.	RLC	ITNW	1013	Computer Virtualization	\$ 208	112
100.	RLC	ITNW	1092	VMware View	\$ 208	112
101.	RLC	ITCC	2041	CCNA Security	\$ 208	112
102.	RLC	ITCC	2054	CCNP Routing-Implementing IP Routing	\$ 208	112
103.	RLC	ITCC	2055	CCNP Switch-Implementing IP Switching	\$ 208	112
104.	RLC	ITCC	2056	CCNP TSHOOT-Maintaining and Troubleshooting IP Networks	\$ 208	112

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
105.	RLC	ITCC	1004	Cisco Exploration 2 - Routing Protocols and Concepts	\$ 208	112
106.	RLC	ITCC	2008	Cisco Exploration 3 - LAN Switching and Wireless	\$ 208	112
107.	RLC	ITCC	2010	Cisco Exploration 4 - Accessing the WAN	\$ 208	112
108.	RLC	ITCC	1001	Cisco Exploration 1 - Network Fundamentals	\$ 208	112
109.	RLC	HRPO	2001	Human Resources Management	\$ 156	48
110.	RLC	HRPO	2007	Organizational Behavior	\$ 156	48
111.	RLC	BMGT	1027	Principles of Management	\$ 156	48
112.	RLC	BMGT	2003	Problem Solving & Decision Making	\$ 156	48
113.	RLC	BMGT	1001	Supervision	\$ 156	48
114.	RLC	ITMT	2002	Windows Server 2008 Active Directory Configuration	\$ 208	112
115.	RLC	ITMT	2022	Windows Server 2008 Applications Infrastructure Configuration	\$ 208	112
116.	RLC	ITNW	1008	Windows 7 Configuration	\$ 208	112
117.	RLC	ITMT	1003	Querying Microsoft SQL Server with Transact - SQL	\$ 208	112
118.	RLC	IBUS	2041	Intercultural Management	\$ 156	48
119.	RLC	IBUS	1002	Principles of Imports	\$ 156	48
120.	RLC	IBUS	2035	International Business Law	\$ 156	48
121.	RLC	IBUS	1041	Global Supply Chain Management	\$ 156	48
122.	RLC	IBUS	1005	Introduction to International Business and Trade	\$ 156	48
123.	RLC	IBUS	1054	International Marketing Management	\$ 156	48
124.	RLC	IBUS	1005	Introduction to International Business & Trade	\$ 156	48
125.	RLC	IBUS	1049	International E-Commerce Systems	\$ 156	48
126.	RLC	IBUS	1054	International Marketing Management	\$ 156	48
127.	RLC	IBUS	1001	Principles of Exports	\$ 156	48
128.	RLC	TRVM	1027	Special Events Design	\$ 156	48
129.	RLC	TRVM	1025	Introduction to Exposition/Trade Show Management	\$ 156	48
130.	RLC	TRVM	2001	Introduction to Convention & Meeting Management	\$ 156	48

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
131.	RLC	TRVM	2001	Introduction to Convention & Meeting Management	\$ 156	48
132.	RLC	TRVM	1008	Travel Destination I Western Hemisphere	\$ 156	48
133.	RLC	TRVM	1000	Introduction to Travel and Tourism	\$ 156	48
134.	RLC	TRVM	2000	Applied Industry Software Products	\$ 156	48
135.	RLC	TRVM	1045	Travel, Tourism Sales & Marketing Techniques	\$ 156	48
136.	RLC	TRVM	1041	Travel Destinations II Eastern Hemisphere	\$ 156	48
137.	RLC	TRVM	1000	Introduction to Travel and Tourism	\$ 156	48
138.	RLC	TRVM	1041	Travel Destinations II Eastern Hemisphere	\$ 156	48
139.	RLC	MCHN	1026	Introduction to Computer-Aided Manufacturing (CAM)	\$ 156	96
140.	RLC	ITSC	1043	Internet for the Non-English Speaker	\$ 105	24
141.	RLC	ITSW	1022	Excel for the Non-English Speaker	\$ 105	24
142.	RLC	ITSW	1037	PowerPoint for the Non-English Speaker	\$ 105	24
143.	RLC	POFI	1042	Word for the Non-English Speaker	\$ 105	24
144.	RLC	PHRA	1013	Community Pharmacy Practice	\$ 384	64
145.	RLC	PHRA	1049	Institutional Pharmacy Practice	\$ 384	64
146.	RLC	PHRA	1045	Intravenous Admixture & Sterile Compounding	\$ 480	80
147.	RLC	PHRA	1001	Introduction to Pharmacy	\$ 384	64
148.	RLC	PHRA	1009	Pharmaceutical Math	\$ 288	48
149.	RLC	PHRA	1047	Pharmaceutical Math II	\$ 192	32
150.	RLC	PHRA	1005	Pharmacology for Technicians	\$ 384	64
151.	RLC	PHRA	1008	Pharmacy Insurance and Customer Service	\$ 96	16
152.	RLC	HITT	1019	Professional Customer Service in Healthcare	\$ 192	32
153.	RLC	PHRA	1045	Compounding Sterile Preparations and Aseptic Techniques	\$ 606	56
154.	RLC	HRPS	2000	Pharmacology for Office Personnel	\$ 288	48
155.	RLC	PLAB	1023	Phlebotomy I	\$ 336	56
156.	RLC	PLAB	1023	Phlebotomy II	\$ 336	56

NEW TUITION FOR WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	College	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
157.	RLC	MDCA	1017	Procedures in a Clinical Setting	\$ 384	64
158.	RLC	MDCA	2031	Advanced Medical Assisting Technology	\$ 210	32
159.	RLC	BMGT	1091	Business Principles-Medical Office Managers	\$ 384	64
160.	RLC	HITT	2049	Certified Insurance Coding Exam Review	\$ 192	32
161.	RLC	MDCA	1054	Certified Medical Assistant Review	\$ 192	32
162.	RLC	HITT	1011	Computerized Medical Records	\$ 288	48
163.	RLC	HPRS	2032	English Communications for the Health Professional	\$ 288	48
164.	RLC	COMG	1045	Human Behavior	\$ 192	32
165.	RLC	MDCA	1002	Human Disease and Pathophysiology	\$ 288	48
166.	RLC	MDCA	1052	Medical Assistant Lab Procedures	\$ 384	64
167.	RLC	POFM	2010	Medical Coding Advanced	\$ 384	64
168.	RLC	MDCA	1043	Medical Insurance Coding	\$ 288	48
169.	RLC	PBHL	1001	Medical Law and Ethics for Health Professionals	\$ 96	16
170.	RLC	MDCA	1021	Medical Office Procedures	\$ 384	64
171.	RLC	MDCA	1013	Medical Terminology	\$ 384	64

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
CONTINUING EDUCATION COURSE TUITION SCHEDULE
EFFECTIVE FOR 3RD QUARTER (MARCH 1, 2013 – MAY 31, 2013)**

NEW WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	Campus	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
172.	BHC	FLMC	1092	Screenwriting Introduction	\$ 105	24
173.	BHC	ARTC	1091	Photoshop CS6 for the Digital Photographer II	\$ 105	24
174.	BHC	BMGT	1098	Publish and Sell Your eBooks	\$ 105	24
175.	BHC	EPCT	1091	Indoor Air Quality Manager	\$ 795	16
176.	BHC	EPCT	1091	Indoor Environmentalist	\$ 895	32
177.	BHC	POFM	1000	ICD-10 Medical Coding Basic	\$ 936	104
178.	BHC	POFM	2010	ICD-10 Medical Coding Intermediate	\$ 859	96
179.	BHC	HITT	1005	Medical Terminology	\$ 595	60
180.	BHC	MRMT	1007	Medical Transcription I	\$ 898	120
181.	BHC	MRMT	2033	Medical Transcription II	\$ 897	120
182.	BHC	ARTC	1091	Photoshop CS6, Introduction	\$ 110	24
183.	BHC	HITT	1013	Medical Billing and Coding, Insurance Coding	\$ 599	80
184.	BHC	HITT	2040	Medical Billing and Coding, Billing and Reimbursement	\$ 598	80
185.	BHC	HITT	2046	Medical Billing and Coding, Advanced Medical Coding	\$ 598	80
186.	BHC	POFM	1000	Medical Billing and Coding, Basic	\$ 755	108
187.	BHC	POFM	2010	Medical Billing and Coding, Intermediate	\$ 678	96
188.	BHC	HITT	1005	Medical Terminology	\$ 639	96
189.	BHC	MRMT	1007	Medical Transcription, Introduction	\$ 678	102
190.	BHC	MRMT	2033	Medical Transcription, Advanced	\$ 678	102
191.	BHC	HITT	1005	Medical Terminology	\$ 639	96
192.	BHC	ARTC	1091	Photoshop CS6 for the Digital Photographer	\$ 105	24
193.	BHC	ITSE	1055	Creating Mobile Apps with HTML5	\$ 105	24
194.	BHC	ARTC	1000	Adobe Acrobat X, Introduction	\$ 105	24
195.	BHC	ITNW	1091	Creating Query Mobile Websites with Dreamweaver	\$ 105	24

NEW WORKFORCE EDUCATION CEU REIMBURSABLE COURSES						
ID	Campus	Course Rubric	Course Number	Local Course Title (no abbreviations)	Total Tuition	Total Contact Hours
196.	CVC	ECRD	1011	Electrocardiography	\$ 199	24
197.	CVC	ITSC	1046	AIX Operating System, Basic	\$ 450	33
198.	MVC	CHLT	1002	Holistic & Integrative Health Program	\$ 475	50
199.	MVC	ITSC	1022	Cloud Technology for Small Business	\$ 125	8
200.	MVC	NURA	2005	End of Life Care Program	\$ 190	21
201.	RLC	CSME	1040	Safety in the Field of Cosmetology- Professional Development	\$ 60	4
202.	RLC	ITSW	1021	Microsoft Office 2010 - Integration	\$ 125	16
203.	RLC	ITSE	1003	Basic Programming Logic and Design I	\$ 150	20

FINANCIAL REPORT NO. 13

Approval of Interlocal Agreement for Exchange of Services between
DCCCD and The City of Carrollton and The Town of Addison

The chancellor recommends that authorization be given to approve the following interlocal agreements for services provided by DCCCD:

- For Brookhaven College to provide quarterly use of EMS lab facilities and equipment, to the City of Carrollton paramedics, for continuing education purposes. Brookhaven College will also provide training for the City of Carrollton Fire Department on EMS equipment and simulators. In exchange, the City of Carrollton will provide clinical rotations, monitoring, and observation for Brookhaven's EMT Basic Paramedic students. These clinical rotations will meet internship requirements for the students in the EMT program.

This agreement is for the period January 1, 2013 through December 31, 2013 and is a zero dollar contract. The term may be renewed annually, prior to expiration of current contract period, by a letter of Intent to Continue unless either party provides notice to the other in writing of its termination of this agreement.

Note: Retroactive approval is requested because the City of Carrollton did not sign the contract in a timely fashion.

- For Brookhaven College to provide quarterly use of EMS lab facilities and equipment, to the Town of Addison paramedics, for continuing education purposes. Brookhaven College will also provide training for the Town of Addison Fire Department on EMS equipment and simulators. In exchange, the Town of Addison will provide clinical rotations, monitoring, and observation for Brookhaven's EMT Basic Paramedic students. These clinical rotations will meet internship requirements for the students in the EMT program.

This agreement is for the period January 1, 2013 through December 31, 2013 and is a zero dollar contract. The term may be renewed annually, prior to expiration of current contract period, by a letter of Intent to Continue unless either party provides notice to the other in writing of its termination of this agreement.

Note: Retroactive approval is requested because the Town of Addison did not sign the contract in a timely fashion.

FINANCIAL REPORT NO. 14

Approval of Agreement with Ed2Go/Cengage Learning

The chancellor recommends that authorization be given to approve an agreement with Ed2Go/Cengage Learning in an amount not to exceed \$99,800 for the period February 6, 2013 through August 31, 2013.

Brookhaven College will provide online courses in a variety of subjects including software applications, programming, web design, health, testing, and personal enrichment. Ed2Go/Cengage Learning will provide the online portal to each course, technical support, class rosters, instructors and materials for the courses. Brookhaven College will also register students, maintain students' records, and provide student surveys at the end of each course.

FINANCIAL REPORT NO. 15

Approval of Agreement with Gatlin Education Services/Cengage Learning

The chancellor recommends that authorization be given to approve an agreement with Gatlin Education Services/Cengage Learning in an amount not to exceed \$83,925 for the period February 6, 2013 through August 31, 2013.

Brookhaven College will provide online courses in a variety of subjects including software applications, programming, web design, health, testing, and personal enrichment. Gatlin Education Services/Cengage Learning will provide the online portal to each course, technical support, class rosters, instructors and materials for the courses. Brookhaven College will also register students, maintain students' records, and provide student surveys at the end of each course.

PERSONNEL REPORT NO. 17

Approval of Warrant of Appointment for Security Personnel

The Chancellor recommends that the Board of Trustees approve the following warrant of appointment for the Peace Officer listed below for the period indicated.

WARRANT OF APPOINTMENT - 1

Mark Newton

Campus: North Lake College

Full-time

Effective: February 6, 2013

Through: Termination of employment with DCCCD

PERSONNEL REPORT NO. 18

Employment of Contractual Personnel

The Chancellor recommends that the Board of Trustees authorize execution of written contracts of employment with the following persons on the terms and at the compensations stated.

REGULAR APPOINTMENT ADMINISTRATOR - 1

LaTrenda Thomas
Annual Salary: \$52,659/Band II
Campus: Richland College
Effective Dates: February 6, 2013
through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
Director of Testing II
Biographical Sketch: B.A., Walden University, Baltimore, MD; A.A., Richland College
Experience: Accounting Clerk, Brookhaven College; Testing Coordinator, El Centro College; Special Assistant to the Vice President, Richland College

GRANT-FUNDED APPOINTMENT ADMINISTRATOR - 1

Constance Bennett
Annual Salary: \$53,465/Band II
Campus: El Centro College
Effective Dates: February 6, 2013
through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
Coordinator, Resource Development (STEM Grant)
Biographical Sketch: Ph.D., Nova Southeastern University, Miami Beach, FL; M.A., University of Dallas, Irving, TX; B.A., Northwood University, Cedar Hill, TX
Experience: Executive Director/Principal, Fourth Street School, Arlington, TX; Director of Business Operations, Sickle Cell Disease Association of Dallas, Dallas, TX; Coordinator, Grants Management, El Centro College

SPECIAL ADMINISTRATIVE APPOINTMENT - 2

Anna Masters
Annual Salary: \$48,413/Band II
Campus: Brookhaven College
Effective Dates: February 6, 2013
through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
Program Administrator II
Biographical Sketch: M.B.A., University of Dallas, Dallas, TX; M.A., University of Houston, Houston, TX; B.A., University of Houston-Clear Lake, Clear Lake City, TX

Erik Edwards
Annual Salary: \$48,413/Band II

Campus: El Centro College
Effective Dates: February 6, 2013
through August 31, 2013

Monthly Business and Travel Allowance: \$62.50

Project Leader

Biographical Sketch: M.P.A., New York University, New York, NY; A.A.S., Texas State University, San Marcos, TX

Experience: Administrative Resident, New York Presbyterian, New York, NY;
Graduate Research Assistant, New York University-Wagner School of Public Service, New York, NY; Instructional Assistant, Bill Priest Institute

REDUCTION TO FACULTY CONTRACT - 1

Melanie Jutte
Instructor, Nursing

Campus: El Centro College

Note: It is recommended that Ms. Jutte receive a reduction to her faculty contract from 100% to 60% for the Spring 2013 Semester.

INFORMATIVE REPORT NO. 19

Richland Collegiate High School (RCHS)

Eighteen RCHS students participated in the high school's chapter of Youth and Government debate at the District conference debate on December 1, 2012. Of the 18 students who proposed bills, 8 bills were passed at District. As a result, Alizatu Koroma, Peace Ndukaku, Rahele Tesfu, and Niome Tollossa now qualify for the Youth and Government State Conference at the state capitol January 31-February 3, 2013. As part of the state conference activities, these students will have the opportunity to occupy offices and congressional seats at the Texas Capitol and formally propose their bills in mock legislative hearings witnessed by both Youth and Government participants and invited guests from the capitol, including state representatives.

RCHS senior Rahele Tesfu was also recently invited by The Lake Highlands YMCA to speak to local YMCA representatives, invited state senators, and YMCA board members. Rahele attended the state competition last year, and is serving as acting president of the RCHS chapter.

INFORMATIVE REPORT NO. 20

Presentation of Current Funds Operating Budget Report for December 2012

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

Year-to-Date December 31, 2012
33.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
State Appropriations	\$ 88,905,233	\$ 39,265,036	\$ 49,640,197	44.2%	39.9-48.2%	
Tuition	92,496,829	59,042,363	33,454,466	63.8%	59.5-69.0%	
Taxes for Current Operations	152,222,660	47,528,749	104,693,911	31.2%	14.6-31.3%	
Federal Grants & Contracts	806,797	406,819	399,978	50.4%	8.5-57.2%	
State Grants & Contracts	93,871	-	93,871	0.0%	n/a	
General Sources:						
Investment Income	2,200,500	584,596	1,615,904	26.6%	21.1-38.6%	
General Revenue	3,046,049	951,235	2,094,814	31.2%	n/a	
Subtotal General Sources	5,246,549	1,535,831	3,710,718	29.3%	23.8-40.0%	
SUBTOTAL UNRESTRICTED	339,771,939	147,778,798	191,993,141	43.5%	n/a	
Use of Fund Balance & Transfers-in	17,510,196	-	17,510,196	0.0%	n/a	
TOTAL UNRESTRICTED	357,282,135	147,778,798	209,503,337	41.4%	32.6-41.3%	(1)
AUXILIARY FUND						
Sales & Services	5,062,831	1,244,474	3,818,357	24.6%	19.9-28.7%	
Investment Income	155,609	40,941	114,668	26.3%	19.8-40.6%	
Transfers-in	4,290,797	4,290,797	-	100.0%	n/a	
Use of Fund Balance	411,022	-	411,022	n/a	n/a	
TOTAL AUXILIARY	9,920,259	5,576,212	4,344,047	56.2%	18.3-73.0%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	15,268,551	5,178,486	10,090,065	33.9%	n/a	
SBDC State Match	2,398,785	496,727	1,902,058	20.7%	n/a	
Subtotal State Appropriations	17,667,336	5,675,213	11,992,123	32.1%	n/a	
Grants, Contracts & Scholarships:						
Federal	106,442,536	10,952,628	95,489,908	10.3%	n/a	
State	9,077,404	2,231,339	6,846,065	24.6%	n/a	
Local	7,495,470	5,557,904	1,937,566	74.2%	n/a	
Transfers-in	88,847	31,341	57,506	35.3%	n/a	
Subtotal Grants, Contracts & Scholarships	123,104,257	18,773,212	104,331,045	15.2%	n/a	
Richland Collegiate High School	76,242	-	76,242	0.0%	n/a	
TOTAL RESTRICTED	140,847,835	24,448,425	116,399,410	17.4%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,836,427	877,911	1,958,516	31.0%	n/a	
Investment Income	10,000	6,768	3,232	67.7%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	884,679	1,961,748	31.1%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 510,896,656	\$ 178,688,114	\$ 332,208,542	35.0%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

Year-to-Date December 31, 2012
33.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 139,262,341	\$ 52,033,718	\$ 87,228,623	37.4%	36.1-38.6%	
Public Service	4,827,307	1,417,476	3,409,831	29.4%	17.5-43.4%	
Academic Support	17,338,013	5,658,093	11,679,920	32.6%	31.2-36.7%	
Student Services	30,625,606	10,491,134	20,134,472	34.3%	32.1-33.3%	(2)
Institutional Support	61,294,141	21,957,848	39,336,293	35.8%	29.9-40.1%	
Staff Benefits	24,912,971	9,179,871	15,733,100	36.8%	10.5-65.6%	
Operations & Maintenance of Plant	30,510,500	14,821,552	15,688,948	48.6%	35.2-52.0%	
Repairs & Rehabilitation	15,621,163	4,151,085	11,470,078	26.6%	6.1-30.9%	
Special Items:						
Reserve - Campus	5,676,564	-	5,676,564	n/a	n/a	
Reserve - Benefits	3,500,000	-	3,500,000	n/a	n/a	
Reserve - Salary Increase Adjustments	-	-	-	n/a	n/a	
Reserve - Technology	2,500,000	-	2,500,000	n/a	n/a	
Reserve - Operating	1,000,000	-	1,000,000	n/a	n/a	
Reserve - Visiting Scholars	258,500	-	258,500	n/a	n/a	
Reserve - Faculty Mkt/Job Eval. PSS & Adm.	500,000	-	500,000	n/a	n/a	
Reserve - Facilities Projects and Operations	11,700,000	-	11,700,000	n/a	n/a	
Reserve - Potential State Reduction/ERS Fees	639,642	-	639,642	n/a	n/a	
TOTAL UNRESTRICTED	350,166,748	119,710,777	230,455,971	34.2%	32.9-36.5%	
AUXILIARY FUND						
Student Activities	7,379,038	2,453,393	4,925,645	33.2%	31.6-37.7%	
Sales & Services	2,106,324	870,173	1,236,151	41.3%	33.3-45.7%	
Reserve - Campus	216,916	-	216,916	n/a	n/a	
Reserve - District	114,279	-	114,279	n/a	n/a	
Transfers-out	103,702	46,671	57,031	45.0%	8.5-83.0%	
TOTAL AUXILIARY	9,920,259	3,370,237	6,550,022	34.0%	30.9-37.1%	
RESTRICTED FUND						
State Appropriations	15,268,551	5,178,486	10,090,065	33.9%	0.0-61.6%	
Grants & Contracts	30,547,882	9,081,762	21,466,120	29.7%	n/a	
Scholarships	94,955,160	10,188,177	84,766,983	10.7%	n/a	
Subtotal Grants, Contracts & Scholarships	140,771,593	24,448,425	116,323,168	17.4%	n/a	
Richland Collegiate High School	76,242	-	76,242	0.0%	n/a	
TOTAL RESTRICTED	140,847,835	24,448,425	116,399,410	17.4%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,846,427	555,528	2,290,899	19.5%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	555,528	2,290,899	19.5%	n/a	
SUBTOTAL EXPENDITURES & USES	503,781,269	148,084,967	355,696,302	29.4%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	1,147,200	1,382,423	45.4%	36.8-51.1%	
Institutional Matching-Contracts/Grants	221,644	146,037	75,607	65.9%	0.0-275.6%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	-	100.0%	n/a	
Unexpended Plant Fund	73,323	87,411	(14,088)	119.2%	n/a	(3)
Debt Service Fund	-	-	-	n/a	n/a	
TOTAL TRANSFERS & DEDUCTIONS	7,115,387	5,671,445	1,443,942	79.7%	n/a	
TOTAL EXPENDITURES & USES	\$ 510,896,656	\$ 153,756,412	\$ 357,140,244	30.1%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET
EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date December 31, 2012
33.3% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$222,162,633	\$ 78,286,172	\$143,876,461	35.2%
Staff Benefits	24,912,971	9,179,871	15,733,100	36.8%
Purchased Services	18,938,171	7,980,858	10,957,313	42.1%
Operating Expenses	65,607,437	23,549,069	42,058,368	35.9%
Supplies & Materials	8,603,529	4,761,975	3,841,554	55.3%
Minor Equipment	5,044,908	639,520	4,405,388	12.7%
Capital Outlay	3,012,595	1,987,364	1,025,231	66.0%
Charges	(23,890,202)	(6,674,052)	(17,216,150)	27.9%
SUBTOTAL UNRESTRICTED	324,392,042	119,710,777	204,681,265	36.9%
Reserve - Campus	5,676,564	-	5,676,564	n/a
Reserve - Benefits	3,500,000	-	3,500,000	n/a
Reserve - Salary Adjustments	-	-	-	n/a
Reserve - Technology	2,500,000	-	2,500,000	n/a
Reserve - Operating	1,000,000	-	1,000,000	n/a
Reserve - Visiting Scholars	258,500	-	258,500	n/a
Reserve - Faculty Mkt/Job Eval. PSS & Adm.	500,000	-	500,000	n/a
Reserve - Facilities Projects and Operations	11,700,000	-	11,700,000	n/a
Reserve - Potential State Reduction/ERS Fees	639,642	-	639,642	n/a
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	2,529,623	1,147,200	1,382,423	45.4%
Institutional Matching - Contracts/Grants	221,644	146,037	75,607	65.9%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,290,797	4,290,797	-	100.0%
Unexpended Plant Fund	73,323	87,411	(14,088)	119.2%
Debt Service Fund	-	-	-	n/a
TOTAL UNRESTRICTED	357,282,135	125,382,222	231,899,913	35.1%
AUXILIARY FUND	9,920,259	3,370,237	6,550,022	34.0%
RESTRICTED FUND	140,847,835	24,448,425	116,399,410	17.4%
RICHLAND COLLEGIATE HIGH SCHOOL	2,846,427	555,528	2,290,899	19.5%
TOTAL EXPENDITURES & USES	\$510,896,656	\$ 153,756,412	\$357,140,244	30.1%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

Year-to-Date - 33.3% of Fiscal Year Elapsed

	December 31, 2012			December 31, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
State Appropriations	\$ 88,905,233	\$ 39,265,036	44.2%	\$ 89,955,380	\$ 39,761,863	44.2%
Tuition	92,496,829	59,042,363	63.8%	91,353,559	58,657,678	64.2%
Taxes for Current Operations	152,222,660	47,528,749	31.2%	120,222,660	32,130,873	26.7%
Federal Grants & Contracts	806,797	406,819	50.4%	1,037,885	76,728	7.4%
State Grants & Contracts	93,871	-	0.0%	126,452	-	0.0%
General Sources:						
Investment Income	2,200,500	584,596	26.6%	2,726,000	693,078	25.4%
General Revenue	3,046,049	951,235	31.2%	3,131,283	873,954	27.9%
Subtotal General Sources	5,246,549	1,535,831	29.3%	5,857,283	1,567,032	26.8%
SUBTOTAL UNRESTRICTED	339,771,939	147,778,798	43.5%	308,553,219	132,194,174	42.8%
Use of Fund Balance & Transfers-in	17,510,196	-	0.0%	20,042,527	-	0.0%
TOTAL UNRESTRICTED	357,282,135	147,778,798	41.4%	328,595,746	132,194,174	40.2%
AUXILIARY FUND						
Sales & Services	5,062,831	1,244,474	24.6%	5,193,294	1,362,874	26.2%
Investment Income	155,609	40,941	26.3%	210,977	49,294	23.4%
Transfers-in	4,290,797	4,290,797	100.0%	4,290,797	-	0.0%
Use of Fund Balance	411,022	-	n/a	816,948	-	0.0%
TOTAL AUXILIARY	9,920,259	5,576,212	56.2%	10,512,016	1,412,168	13.4%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	15,268,551	5,178,486	33.9%	14,766,881	5,977,816	40.5%
SBDC State Match	2,398,785	496,727	20.7%	2,397,785	682,077	28.4%
Subtotal State Appropriations	17,667,336	5,675,213	32.1%	17,164,666	6,659,893	38.8%
Grants, Contracts & Scholarships:						
Federal	106,442,536	10,952,628	10.3%	106,070,499	21,619,982	20.4%
State	9,077,404	2,231,339	24.6%	9,517,003	1,380,480	14.5%
Local	7,495,470	5,557,904	74.2%	8,709,156	1,163,860	13.4%
Transfers-in	88,847	31,341	35.3%	196,017	1,993	1.0%
Subtotal Grants, Contracts & Scholarships	123,104,257	18,773,212	15.2%	124,492,675	24,166,315	19.4%
Richland Collegiate High School	76,242	-	0.0%	81,234	2,213	2.7%
TOTAL RESTRICTED	140,847,835	24,448,425	17.4%	141,738,575	30,828,421	21.8%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,836,427	877,911	31.0%	2,946,875	774,795	26.3%
Investment Income	10,000	6,768	67.7%	8,000	6,185	77.3%
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	884,679	31.1%	2,954,875	780,980	26.4%
TOTAL REVENUES & ADDITIONS	\$ 510,896,656	\$ 178,688,114	35.0%	\$ 483,801,212	\$ 165,215,743	34.1%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

Year-to-Date - 33.3% of Fiscal Year Elapsed

	December 31, 2012			December 31, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 139,262,341	\$ 52,033,718	37.4%	\$ 130,345,545	\$ 49,605,756	38.1%
Public Service	4,827,307	1,417,476	29.4%	6,119,755	1,292,975	21.1%
Academic Support	17,338,013	5,658,093	32.6%	17,384,099	5,325,832	30.6%
Student Services	30,625,606	10,491,134	34.3%	28,309,582	9,374,581	33.1%
Institutional Support	61,294,141	21,957,848	35.8%	58,009,077	19,186,569	33.1%
Staff Benefits	24,912,971	9,179,871	36.8%	25,745,581	8,897,508	34.6%
Operations & Maintenance of Plant	30,510,500	14,821,552	48.6%	29,273,780	14,371,041	49.1%
Repairs & Rehabilitation	15,621,163	4,151,085	26.6%	16,055,895	4,174,234	26.0%
Special Items:						
Reserve - Campus	5,676,564	n/a	n/a	3,251,593	n/a	n/a
Reserve - Benefits	3,500,000	n/a	n/a	-	n/a	n/a
Reserve - Salary Increase Adjustments	-	n/a	n/a	-	n/a	n/a
Reserve - Technology	2,500,000	n/a	n/a	330,000	n/a	n/a
Reserve - Operating	1,000,000	n/a	n/a	377,000	n/a	n/a
Reserve - Visiting Scholars	258,500	n/a	n/a	-	n/a	n/a
Reserve - Faculty Mkt/Job Eval. PSS & Adm.	500,000	n/a	n/a	-	n/a	n/a
Reserve - Facilities Projects and Operations	11,700,000	n/a	n/a	-	n/a	n/a
Reserve - Potential Reduction/ERS Fees	639,642	n/a	n/a	2,714,498	n/a	n/a
TOTAL UNRESTRICTED	350,166,748	119,710,777	34.2%	317,916,405	112,228,496	35.3%
AUXILIARY FUND						
Student Activities	7,379,038	2,453,393	33.2%	7,521,056	2,549,087	33.9%
Sales & Services	2,106,324	870,173	41.3%	2,302,369	1,057,542	45.9%
Reserve - Campus	216,916	-	n/a	435,095	-	n/a
Reserve - District	114,279	-	n/a	150,596	-	n/a
Transfers-out	103,702	46,671	45.0%	102,900	35,668	34.7%
TOTAL AUXILIARY	9,920,259	3,370,237	34.0%	10,512,016	3,642,297	34.6%
RESTRICTED FUND						
State Appropriations	15,268,551	5,178,486	33.9%	14,766,881	5,977,816	40.5%
Grants & Contracts	30,547,882	9,081,762	29.7%	31,813,671	8,100,712	25.5%
Scholarships	94,955,160	10,188,177	10.7%	95,076,789	16,693,079	17.6%
Subtotal Grants, Contracts & Scholarships	140,771,593	24,448,425	17.4%	141,657,341	30,771,607	21.7%
Richland Collegiate High School	76,242	-	0.0%	81,234	56,814	69.9%
TOTAL RESTRICTED	140,847,835	24,448,425	17.4%	141,738,575	30,828,421	21.8%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,846,427	555,528	19.5%	2,954,875	451,282	15.3%
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	555,528	19.5%	2,954,875	451,282	15.3%
SUBTOTAL EXPENDITURES & USES	503,781,269	148,084,967	29.4%	473,121,871	147,150,496	31.1%
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	1,147,200	45.4%	2,529,623	1,194,285	47.2%
Institutional Matching-Contracts/Grants	221,644	146,037	65.9%	99,419	57,936	58.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	4,295,797	-	0.0%
Unexpended Plant Fund	73,323	87,411	119.2%	1,300,000	650,000	50.0%
Debt Service Fund	-	-	n/a	2,454,502	-	0.0%
TOTAL TRANSFERS & DEDUCTIONS	7,115,387	5,671,445	79.7%	10,679,341	1,902,221	17.8%
TOTAL EXPENDITURES & USES	\$ 510,896,656	\$ 153,756,412	30.1%	\$ 483,801,212	\$ 149,052,717	30.8%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2012-13 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date - 33.3% of Fiscal Year Elapsed

	December 31, 2012			December 31, 2011		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$222,162,633	\$ 78,286,172	35.2%	\$207,391,055	\$ 73,244,643	35.3%
Staff Benefits	24,912,971	9,179,871	36.8%	25,745,581	8,897,508	34.6%
Purchased Services	18,938,171	7,980,858	42.1%	20,437,679	8,002,023	39.2%
Operating Expenses	65,607,437	23,549,069	35.9%	64,218,928	22,972,658	35.8%
Supplies & Materials	8,603,529	4,761,975	55.3%	8,842,977	4,391,670	49.7%
Minor Equipment	5,044,908	639,520	12.7%	2,967,706	624,928	21.1%
Capital Outlay	3,012,595	1,987,364	66.0%	4,682,164	859,594	18.4%
Charges	(23,890,202)	(6,674,052)	27.9%	(23,042,776)	(6,764,528)	29.4%
SUBTOTAL UNRESTRICTED	324,392,042	119,710,777	36.9%	311,243,314	112,228,496	36.1%
Reserve - Campus	5,676,564	n/a	n/a	3,251,593	n/a	n/a
Reserve - Benefits	3,500,000	n/a	n/a	-	n/a	n/a
Reserve - Salary Adjustments	-	n/a	n/a	-	n/a	n/a
Reserve - Technology	2,500,000	n/a	n/a	330,000	n/a	n/a
Reserve - Operating	1,000,000	n/a	n/a	377,000	n/a	n/a
Reserve - Visiting Scholars	258,500	n/a	n/a	-	n/a	n/a
Reserve - Faculty Mkt/Job Eval. PSS & Adm.	500,000	n/a	n/a	-	n/a	n/a
Reserve - Facilities Projects and Operations	11,700,000	n/a	n/a	-	n/a	n/a
Reserve - Potential State Reduction/ERS Fees	639,642	n/a	n/a	2,714,498	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	1,147,200	45.4%	2,529,623	1,194,285	47.2%
Institutional Matching - Contracts/Grants	221,644	146,037	65.9%	99,419	57,936	58.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	4,295,797	-	0.0%
Unexpended Plant Fund	73,323	87,411	119.2%	1,300,000	650,000	50.0%
Debt Service Fund	-	-	n/a	2,454,502	-	0.0%
TOTAL UNRESTRICTED	357,282,135	125,382,222	35.1%	328,595,746	114,130,717	34.7%
AUXILIARY FUND	9,920,259	3,370,237	34.0%	10,512,016	3,642,297	34.6%
RESTRICTED FUND	140,847,835	24,448,425	17.4%	141,738,575	30,828,421	21.8%
RICHLAND COLLEGIATE HIGH SCHOOL	2,846,427	555,528	19.5%	2,954,875	451,282	15.3%
TOTAL EXPENDITURES & USES	\$510,896,656	\$153,756,412	30.1%	\$483,801,212	\$149,052,717	30.8%

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) *Total Unrestricted* is slightly over the control limit. This is due to the recent tax rate increase and since this is revenue, this variance is deemed an acceptable condition.
- (2) *Student Services* is higher than the control limit due to the fact that the prorated payment for the DART agreement at the El Centro location was made earlier this year than in years past.
- (3) *Transfers & Deductions: Actual Unexpended Plant Fund* has exceeded 100% of budget due to the campus subsidy transfer-in for the utility bridge project at the RLC location.

INFORMATIVE REPORT NO. 21

Monthly Award and Change Order Summary

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

AWARDS:

1DA0500	NETWORK PERFORMANCE MONITORING SYSTEM UPGRADE - DSC Plixer International, Inc.	\$25,496
---------	--	----------

This request consists of an upgrade to the network performance monitoring system, Scrutinizer Virtual Application, purchased in 2009. Due to increased network requirements and the use of new features in network equipment, this upgrade is necessary for the system to handle the quantity of data that our network now sends to it. Because the data is stored in a proprietary format, as is done by every other similar system, the continued use of this system is critical to preventing the loss of historical data.

2DA1349 & 4DA2733	DIGITAL VIDEO RECORDERS FOR POLICE VEHICLES - BHC & EFC L-3 Communications Mobile	EFC Req. No. 4DA2733	\$20,070
		BHC Req. No. 2DA1349	<u>9,175</u>
		Total	\$29,245

This request consists of adding new and/or upgrading existing digital video recording systems in police vehicles. The new systems are digital, have Wi-Fi/wireless capabilities and allow for audio/video recordings of incidents during traffic stops which are admissible in court proceedings if needed.

Requisition 4DA2733 is for upgrading the outdated analog system currently installed in one vehicle and the addition of new systems to two other vehicles at Eastfield College.

Requisition 2DA1349 is for upgrading the existing systems in three vehicles at Brookhaven College. Requests for quotes were sought, but during the quotation process it was discovered that the current systems were installed by the awardee and include proprietary software that can only be upgraded by them.

5D37160	REFERENCE USA RENEWAL – ECC & BJP
---------	-----------------------------------

This request consists of the annual renewal fees for Reference USA, a web-based reference service used by the North Texas Small Business Development Centers (SBDC). The total annual cost to the SBDC remains less than 50% of the normal Reference USA subscription rate. The service is a vital marketing research tool used in consulting activities with SBDC clients across the North Texas SBDC network and has been used by the District since 2010.

CHANGE ORDERS:

Reed, Wells, Benson & Company – Bid #NA
 Utility bridge - RLC
 Purchase Order No. B19458
 Change Order No. 1

Change: Additional fee for additional time expended to review and assess an emergency pipe leak repair that includes submittals and shop drawing review, supplemental instructions, proposed change requests, and additional construction observation site visits.

Original Contract Amount	\$97,502.00
Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	6,750.00
Revised Contract Amount	\$104,252.00

Board approved original award 10/04/2011. This is for RLC project #1, *Progress Report on Construction Projects*.

Dedman Facility Group – Bid #NA
 Utility bridge - RLC
 Purchase Order No. B19810
 Change Order No. 1

Change: Additional fee for three scope changes that will result in significant additional time requirements for construction management services.

Original Contract Amount	\$30,900.00
Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	.00

Net Increase this Change Order	7,337.97
Revised Contract Amount	\$38,237.97

This is for RLC project #1, *Progress Report on Construction Projects*.

Rittiluechai Architecture PC – Bid #NA

ADA – D-W

Purchase Order No. B19868

Change Order No. 1

Change: Additional services requested by the purchasing department for the ADA compliance of three campuses (EFC Pleasant Grove, RLC Garland and LCET) to modify the format of the documents to full size.

Original Contract Amount	\$13,377.22
Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	1,920.00
Revised Contract Amount	\$15,297.22

This is for D-W project #2, *Progress Report on Construction Projects*.

INFORMATIVE REPORT NO. 22

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 December 31, 2012.

Comparison September 2012/2011 & October 2012/2011

Ethnicity/ Gender	September 12		September 11		October 12		October 11	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	1,090	0.0	440	0.0	22	0.0	1,342	0.1
Black/African-American	79,264	2.5	73,690	1.7	148,340	6.8	22,728	1.3
Asian Indian	5,789	0.2	439,843	10.3	197,725	9.1	15,000	0.9
Anglo-American, Female	905,421	28.5	645,628	15.1	732,326	33.6	148,812	8.8
Asian Pacific	267,940	8.4	0.00	0.0	24,165	1.1	54,277	3.2
Hispanic/Latino/Mex-American	158,239	5.0	36,705	0.9	102,605	4.7	157,234	9.3
Other Female	8,900	0.3	1,658	0.0	1,655	0.1	4,643	0.3
Total M/WBE	1,426,643	44.9	1,197,963	28.0	1,206,838	55.4	404,036	23.9
Not Classified	1,747,950	55.1	3,075,711	72.0	970,279	44.6	1,292,483	76.1
Subtotal for Discretionary Payments	3,174,593	100.0	4,273,674	100.0	2,177,119	100.0	1,696,519	100.0
Non-discretionary Payments	5,097,925		7,184,964		4,554,859		4,146,924	
Total Payments	8,272,518		11,458,638		6,731,978		5,843,443	

Comparison November 2012/2011 & December 2012/2011

Ethnicity/ Gender	November 12		November 11		December 12		December 11	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	450	0.0	259	0.0	449	0.0	22	0.0
Black/African-American	194,628	7.4	130,018	5.6	182,817	7.6	23,854	1.0
Asian Indian	61,572	2.3	19,208	0.8	49,288	2.1	68,428	3.0
Anglo-American, Female	753,620	28.5	190,085	8.2	594,965	24.8	369,076	16.0
Asian Pacific	15,642	0.6	5,389	0.2	2,025	0.0	4	0.0
Hispanic/Latino/Mex-American	106,289	4.0	79,226	3.4	105,665	4.4	396,411	17.1
Other Female	4,864	0.2	3,670	0.2	5,780	0.3	690	0.0
Total M/WBE	1,137,065	43.0	427,855	18.4	940,989	39.1	858,485	37.1
Not Classified	1,505,658	57.0	1,899,375	81.6	1,453,081	60.9	1,453,445	62.9
Subtotal for Discretionary Payments	2,642,723	100.0	2,327,230	100.0	2,394,070	100.0	2,311,930	100.0
Non-discretionary Payments	3,965,413		3,038,160		3,875,230		3,875,011	
Total Payments	6,608,136		5,365,390		6,269,300		6,186,941	

Payments to M/WBEs in Fiscal Years 2005/06 – YTD 2012/13

	<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>	<u>YTD 2012-13</u>
American Indian/ Alaskan Native	976,953	1,098,580	293,244	304,324	174,963	68,700	5,035	2,001
Black/African- American	4,706,496	3,125,284	14,934,516	40,748,128	6,337,986	2,226,472	1,713,403	605,049
Asian Indian	1,112,483	3,170,023	3,494,574	12,392,237	6,947,151	2,182,683	894,220	314,374
Anglo-American, Female	4,684,336	3,902,023	4,893,713	14,952,024	13,742,587	4,357,927	3,955,610	2,986,332
Asian Pacific	25,793	26,035	656,552	1,099,847	1,184,614	51,686	144,634	309,771
Hispanic/Latino/ Mex-American	4,034,906	1,993,010	11,019,093	30,260,832	14,711,676	3,145,868	1,401,039	472,798
Other Female	712,096	695,800	940,788	1,545,232	1,989,424	304,974	98,602	21,200
HUB	N/A	N/A	N/A	N/A	N/A	N/A	N/A	NA
Total paid to M/WBEs	16,253,063	14,010,755	36,232,480	101,302,624	45,088,401	12,338,310	8,212,543	4,711,534
% of all payments	22.27%	20.07%	21.69%	37.87%	30.10%	32.33%	27.8%	45.4%

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. 23

PROGRESS REPORT ON CONSTRUCTION PROJECTS
 Status Report as of December 31, 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	Police Communication system																		
2	ADA upgrades																		
	CVC																		
1	Update fire sprinkler systems bldgs. D, E, F, G (Hold)																		
2	Solar digital sign																		
3	Investigate erosion @ East side bldg. "A"																		
4	Install auto clave, Biology classroom																		
5	Beautification Lancaster Road																		
6	Office of Student Life (Hold)																		
7	Soccer field improvements																		
8	ADA upgrades																		
	DO																		
1	Dock lift (Hold)																		
	DSC/D-W																		
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure (Hold)																		
2	DSC & 1601 ADA 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																		
5	Roof Replacement @ BJP																		
6	ADA upgrades																		
7	Expansion welding lab exhaust system @ BJP																		
8	Repair/replace wheel chair lift																		
	EFC																		
1	Wireless security system (corrected CCTV Hold)																		
2	ADA upgrades																		
3	Baseball fence replacement																		
	MVC																		
1	Utility relocate (Hold)																		
2	ADA upgrades																		
	NLC																		
1	Repair/replace concrete steps, bldg A waterproof																		
2	Performance Hall upgrades																		
3	Structural analysis all parking lots' lights (Hold)																		
4	New & replace sidewalks																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS
Status Report as of December 31, 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
5	North Campus improvements																		
6	Electrical distribution maintenance																		
7	Renovate restroom bldg. A & J																		
8	Interior signage																		
9	NLC ADA upgrades																		
10	NLC S/N/DFW ADA upgrades																		
11	Leed Certification "H" bldg..																		
12	Waterproofing @ Bldg. A																		
	RLC																		
1	Relocate HVAC piping under lake																		
2	Bonham Hall elevator remodel																		
3	Traffic improvement @ East entrance																		
4	Replace two emergency generators																		
5	CCTV Fannin/El Paso Halls card access all classrooms																		
6	Electrical transformer/metering system maintenance																		
7	Carpet replacement																		
8	RLC ADA upgrades																		
9	AHU analysis Sabine Hall																		
10	AHU replacement Performanace Hall																		
	VIRTUAL COLLEGE																		
1	Replace light dimming system & fixtures R012 & R019																		

FACILITIES HOLD PROJECTS - PER CAMPUS REQUEST

1. Update fire sprinkler systems bldgs. D, E, F, G (CVC)
2. Office of Student Life (CVC)
3. Dock lift (DO)
4. Feasibility study (IT environment upgrades) administrative cabling infrastructure (DW)
5. Wireless security system (corrected CCTV) (EFC)
6. Utility relocate (MVC)
7. Structural analysis all parking lots' lights (NLC)

FACILITIES COMPLETED/CANCELLED PROJECTS
LAST REPORT TO APPEAR

1. Soccer field improvements (CVC)
2. Elevator lobby remodel (ECC)
3. Performance Hall upgrades (NLC)

INFORMATIVE REPORT NO. 24

M/WBE Participation of Maintenance and SARS Projects Report

The status of M/WBE Participation as of December 31, 2012 for Maintenance and SARS projects assigned to contracted construction program managers.

Maintenance and SARS Projects - as of December 31, 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								
	BHC ADA Upgrades	\$92,035	\$283,509					
	Architect			\$92,035	\$0	0%	\$92,035	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$510	\$0	0%	\$510	0%
	BHC Maintenance Projects Sub-total	\$92,035	\$283,509	\$92,545	\$0	0%	\$92,545	100%
BHC SAR Projects								
	Police Communication System	\$1,214,286	\$0					
	Architect			\$152,348	\$152,348	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	\$951,534	\$171,548	18%	\$779,986	82%
	BHC Projects Total	\$1,306,321	\$283,509	\$1,044,079	\$171,548	16%	\$872,531	84%
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								
	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	\$23,591					
	Architect			\$4,066	\$0	0%	\$4,066	100%
	Construction			\$19,525	\$19,525	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Investigate Erosion @ East side Bldg. "A"	\$2,987	\$0					
	Architect			\$2,987	\$2,987	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 SAR Projects Subtotal	\$32,987	\$23,591	\$51,220	\$47,154	92%	\$4,066	8%
	CVC Projects Total	\$1,216,556	\$23,591	\$199,803	\$163,755	82%	\$36,048	18%

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%
	EFC SARS Projects Subtotal	\$3,370	\$0	\$3,370	\$3,370	100%	\$0	0%
	EFC Projects Total	\$108,471	\$0	\$108,471	\$108,471	100%	\$0	0%

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%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars	Non-M/WBE	Non-	M/WBE	M/WBE
				Allocated	Dollars	M/WBE %	Dollars	%
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	\$0					
	Architect/Engineer			\$20,823	\$20,223	97%	\$600	3%
	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	\$31,048					
	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			\$5,350	\$0	0%	\$5,350	100%
	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	\$135,087	\$337,300	\$176,107	52%	\$161,193	48%
	ECC Projects Total	\$762,449	\$135,087	\$466,462	\$176,107	38%	\$290,355	62%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars	Non-M/WBE	Non-	M/WBE	M/WBE
				Allocated	Dollars	M/WBE %	Dollars	%
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%
MVC SAR Projects								
	Utility Relocate	\$21,286	\$0					
	Architect			\$21,286	\$0	0%	\$21,286	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	MVC SAR Projects	\$21,286	\$0	\$21,286	\$0	0%	\$21,286	100%
	MVC Projects Total	\$75,789	\$0	\$75,789	\$0	0%	\$75,789	100%

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/Replace Concrete Stairs, Bldg. A, waterproofing	\$119,169	\$448,566					
	Architect			\$21,383	\$0	0%	\$21,383	100%
	Construction			\$399,591	\$188,200	47%	\$211,391	53%
	Construction Manager			\$6,770	\$0	0%	\$6,770	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	NLC N, NLC S & NLC DFW ADA Upgrades	\$17,084	\$34,176					
	Architect/Engineer			\$24,193	\$17,084	71%	\$7,109	29%
	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	\$134,120					
	Architect/Engineer			\$133,805	\$133,805	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	\$252,933	\$616,862	\$585,852	\$339,199	58%	\$246,653	42%
NLC SAR Projects								
	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	\$950,510					
	Architect/Engineer			\$171,222	\$0	0%	\$171,222	100%
	Construction			\$755,577	\$755,577	100%	\$0	0%
	Construction Manager			\$23,350	\$23,350	100%	\$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			\$10,313	\$10,313	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$186	\$0	0%	\$186	100%
	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%
	Waterproofing @ Bldg. A	\$4,925	\$0					
	Architect			\$4,925	\$4,925	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	\$383,298	\$950,510	\$1,008,013	\$809,460	80%	\$198,553	20%
	NLC Projects Total	\$636,231	\$1,567,372	\$1,593,865	\$1,148,659	72%	\$445,206	28%

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	\$229,166					
	Architect/Engineer			\$222,919	\$222,919	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$6,247	\$0	0%	\$6,247	100%
	RLC Maintenance Project Subtotal	\$212,919	\$229,166	\$229,166	\$222,919	97%	\$6,247	3%
RLC SAR Projects								
	Relocation HVAC Piping Under Lake	\$1,300,000	\$1,545,095					
	Architect			\$114,252	\$114,252	100%	\$0	0%
	Construction			\$1,376,895	\$1,376,895	100%	\$0	0%
	Construction Manager			\$30,900	\$30,900	100%	\$0	0%
	Misc. Consulting Services			\$23,048	\$0	0%	\$23,048	100%
	Bonham Hall Elevator Remodel	\$361,567	\$477,483					
	Architect			\$64,228	\$0	0%	\$64,228	100%
	Construction			\$412,624	\$139,364	34%	\$273,260	66%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$631	\$340	54%	\$291	46%
	Traffic Improvement at East Entrance	\$41,882	\$60,995					
	Architect			\$60,995	\$60,995	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%
	CCTV Fannin/El Paso Halls Card Access All Classrooms	\$65,000	\$0					
	Architect			\$65,000	\$65,000	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	\$2,255,449	\$2,083,573	\$2,183,686	\$1,822,859	83%	\$360,827	17%
	RLC Projects Total	\$2,468,368	\$2,312,739	\$2,412,852	\$2,045,778	85%	\$367,074	15%
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	\$31,073					
	Architect/Engineer			\$23,051	\$23,051	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 %
DSC Maintenance Projects (con't)								
	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	\$31,073	\$323,072	\$135,436	42%	\$187,636	58%

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		\$11,680,194	\$4,353,371	\$6,232,139	\$3,957,191	63%	\$2,274,948	37%
---------------------	--	---------------------	--------------------	--------------------	--------------------	------------	--------------------	------------

Prepared by EVCBA Ed DesPlas
January 23, 2013

INFORMATIVE REPORT NO. 25

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 December 31, 2012.

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
2) BHC ADA Upgrades (D213)	92,035	0	0	510
Estimated Cost: \$92,035 Revised Cost: \$283,509 Awarded Amount: \$92,545	Start Date: June 12 Projected Completion Date: TBD*			
BHC Maintenance Summary	Total Estimated Cost: \$92,035	Total Revised Cost: \$0	Total Awarded Amount: \$92,545	

*TBD- To Be Determined

Brookhaven College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Police Communication System (BHC310)	152,348	513,010	0	286,176
Estimated Cost: \$1,214,286 Revised Cost: \$ Awarded Amount: \$951,534	Start Date: August 08 Projected Completion Date: February 13			
BHC SAR Summary	Total Estimated Cost: \$1,214,286	Total Revised Cost: \$0	Total Awarded Amount: \$951,534	

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: \$ 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) 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: August 13				
2) Install Auto Clave, Biology Classroom (CVC215) Estimated Cost: \$5,000 Revised Cost: \$23,591 Awarded Amount: \$23,591	4,066	19,525	0	0
Start Date: January 12 Projected Completion Date: February 13				
3) Investigate Erosion @ East side Bldg. "A" (CVC218) Estimated Cost: \$2,987 Revised Cost: \$ Awarded Amount: \$2,987	2,987	0	0	0
Start Date: November 12 Projected Completion Date: March 13				
CVC SAR Summary	Total Estimated Cost: \$32,987	Total Revised Cost: \$0	Total Awarded Amount: 51,220	

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: \$ 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)	3,370	0	0	0
Estimated Cost: \$3,370 Revised Cost: \$ Awarded Amount: \$3,370	Start Date: September 08 Projected Completion Date: Hold			
EFC SAR Summary	Total Estimated Cost: \$3,370	Total Revised Cost: \$0	Total Awarded Amount: \$3,370	

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: April 13				
2) Elevator Lobby Remodel (ECC226) Estimated Cost: \$295,000 Revised Cost: \$ Awarded Amount: \$176,066	20,823	155,065	0	178
Start Date: December 10 Projected Completion Date: December 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: February 13				

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Paramount 5th Floor Renovation for FBI (ECC228)	25,698	0	0	5,350
Estimated Cost: \$25,698 Revised Cost: \$31,048 Awarded Amount: \$31,048	Start Date: March 12 Projected Completion Date: February 13			
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: August 13			
ECC SAR Summary	Total Estimated Cost: \$633,287	Total Revised Cost: \$0	Total Awarded Amount: \$337,300	

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) Utility Relocate (MVC207)	21,286	0	0	0
Estimated Cost: \$21,286 Revised Cost: \$ Awarded Amount: \$21,286	Start Date: July 12 Projected Completion Date: Hold			
MVC SAR Summary	Total Estimated Cost: \$21,286	Total Revised Cost: \$0	Total Awarded Amount: \$21,286	

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Repair/Replace Concrete Stairs, Bldg. A, Waterproofing (D209) Estimated Cost: \$119,169 Revised Cost: \$448,566 Awarded Amount: \$427,854	21,383	399,591	6,770	110
	Start Date: December 09 Projected Completion Date: February 13			
2) NLC N, NLC S, and NLC DFW ADA Upgrades (D220) Estimated Cost: \$17,084 Revised Cost: \$34,176 Awarded Amount: \$24,193	24,193	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
3) NLC ADA Upgrades (D223) Estimated Cost: \$116,680 Revised Cost: \$134,120 Awarded Amount: \$133,805	133,805	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			
NLC Maintenance Summary	Total Estimated Cost: \$252,933	Total Revised Cost: \$0	Total Awarded Amount: \$585,852	

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) 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				
2) New and Replace Sidewalks (NLC341) Estimated Cost: \$164,295 Revised Cost: \$950,510 Awarded Amount: \$950,510	171,222	755,577	23,350	361
Start Date: September: July 10 Projected Completion Date: August 13				
3) 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				

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) 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: February 13			
5) Renovate Restroom, Bldg. A & J (NLC345) Estimated Cost: \$12,000 Revised Cost: \$ Awarded Amount: \$10,499	10,313	0	0	186
	Start Date: November 11 Projected Completion Date: TBD			
6) Leed Cert. "H" Bldg. (NLC347) Estimated Cost: \$6,953 Revised Cost: \$ Awarded Amount: \$6,953	6,953	0	0	0
	Start Date: June 12 Projected Completion Date: TBD			

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
7) Waterproofing @ Bldg. A (NLC350)	4,925	0	0	0
Estimated Cost: \$4,925 Revised Cost: \$ Awarded Amount: \$4,925	Start Date: October 12 Projected Completion Date: March 13			
NLC SAR Summary	Total Estimated Cost: \$383,298	Total Revised Cost: \$0	Total Awarded Amount: \$1,008,013	

Richland College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) RLC ADA Upgrades (D217)	222,919	0	0	6,247
Estimated Cost: \$212,919 Revised Cost: \$229,166 Awarded Amount: \$229,166	Start Date: June 12 Projected Completion Date: TBD			
RLC Maintenance Summary	Total Estimated Cost: \$212,919	Total Revised Cost: \$0	Total Awarded Amount: \$229,166	

Richland College SAR	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
1) Relocate HVAC Piping Under Lake (RLC314) Estimated Cost: \$1,300,000 Revised Cost: \$1,545,095 Awarded Amount: \$1,545,095	114,252	1,376,895	30,900	23,048
Start Date: September 10 Projected Completion Date: February 13				
2) Bonham Hall Elevator Remodel (RLC316) Estimated Cost: \$361,567 Revised Cost: \$477,483 Awarded Amount: \$477,483	64,228	412,624	0	631
Start Date: December 10 Projected Completion Date: January 13				
3) Traffic Improvement at East Entrance (RLC317) Estimated Cost: \$41,882 Revised Cost: \$60,995 Awarded Amount: \$60,995	60,995	0	0	0
Start Date: January 12 Projected Completion Date: May 13				

Richland College SAR	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
4) 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
5) CCTV Fannin / El Paso Halls Card Access All Classrooms (RLC321) Estimated Cost: \$65,000 Revised Cost: \$ Awarded Amount: \$65,000	65,000	0	0	0
				Start Date: October 12 Projected Completion Date: October 13
RLC SAR Summary	Total Estimated Cost: \$2,255,449	Total Revised Cost: \$0	Total Awarded Amount: \$2,183,686	

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: \$31,073 Awarded Amount: \$23,051	23,051	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: \$323,072	

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. 26

Notice of Grant Awards (February 2013)

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: The University of Montana/Board of Regents of University of Wisconsin/MLK Collegiate Challenge
Beneficiary: Brookhaven College
Amount: \$1,000
Term: December 1, 2012 – February 28, 2013
Purpose: To provide support for Martin Luther King, Jr. Day of Service.

Source: Texas Education Agency/Improving Basic Programs
Beneficiary: Richland College
Amount: \$34,140
Term: September 4, 2012 – September 30, 2013
Purpose: To help high schools with students from low income families provide high-quality education that will enable all children to meet the State student performance standards. It supports campuses in implementing either a school-wide program or a targeted assistance program.

Source: Texas Education Agency/Teacher & Principal Training & Recruiting
Beneficiary: Richland College
Amount: \$9,226
Term: September 4, 2012 – September 30 2013
Purpose: To increase student academic achievement through improving teacher and principal training quality and increase the number of highly qualified teachers in classrooms and highly qualified principals and assistant principals in schools.

<u>Grant Awards Reported in Fiscal Year 2012-2013</u>	
September 2012	\$1,670,641
October 2012	\$2,588,681
November 2012	\$3,286,905
December 2012	\$ 658,675
January 2013	\$ 0
February 2013	\$ 44,366
March 2013	
April 2013	
May 2013	
June 2013	
July 2013	
August 2013	
Total To Date	<u>\$8,249,268</u>

<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>2011-2012</u>
Competitive	\$22,137,173	\$17,679,698	\$17,168,910	\$21,334,592	\$24,212,850	\$25,600,315	\$20,985,883	\$16,071,651
Pell Grants ¹	31,449,815	31,467,783	29,413,886	30,189,339	\$24,986,762	\$68,755,845	\$69,080,553	\$69,080,553
Total	<u>\$53,586,988</u>	<u>\$49,147,481</u>	<u>\$46,582,796</u>	<u>\$51,523,931</u>	<u>\$49,199,612</u>	<u>\$94,356,160</u>	<u>\$90,066,436</u>	<u>\$85,152,240</u>

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. 27

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 - \$19,738

Ford	Automotive
GM	Automotive
Dallas County Public Works	Society of American Military Engineers – Annual Symposium
Hilite International	Blueprint Reading I
Hilite International	Blueprint Reading I
Hilite International	Blueprint Reading I

CEDAR VALLEY COLLEGE - \$24,876

Solar Turbine	Supply Chain Certification
Federal Correction Institute	Marketing, Business, Computer, Heating and Air, Landscaping
McGraw-Hill, Inc.	Basic Supervision, SWOT, Finance, Project Management, Customer Service, Lean Management, MS Project, MS Suite

EASTFIELD COLLEGE - \$2,450

Iris, USA	First Aid/CPR
Motorcycle Training	MC Training Center
International Schools	Prof. Truck Driver
Contract Training PGG, Inc.	PPG: ENVIROBASE

EL CENTRO COLLEGE – \$22,900

Mary Kay Cosmetics	9+3 Certification
--------------------	-------------------

MOUNTAIN VIEW COLLEGE – \$23,659

Champion Tax School	Registered Tax Return Preparation
DART	PLC–5 & RXLOGIX–5 Programming
Dallas Fort Worth International Airport	Airport Safety Training
Faith Family Academy	ESL Basics
Faith Family Academy	ESL Basics
Faith Family Academy	ESL Level 1
Faith Family Academy	ESL Level 2
Irving Independent School District	Leadership
Lancaster Airport	Airport Safety Training
Nestle’ Waters North America	Introduction to Metallurgy

NORTH LAKE COLLEGE - \$21,322

Aviall	Reaching for Stellar Service
Aviall	Reaching for Stellar Service
Borden Dairy Company	Workforce Spanish for Beginners
Conexis	Team Foundation Server
Lone Star College System	Working as a Team
Lone Star College System	Everyday Negotiations
Lone Star College System	Everyday Negotiations
Lone Star College System	Effective Communications
Construction Education Foundation	Career Training
North Texas Electrical Training Center	Career Training
Dallas Joint Plumbers and Pipefitters	Career Training

RICHLAND COLLEGE – \$880

Dallas County	Business Productivity
Dallas County	Business Productivity

Contracts for Educational Services Reported in 2012-13

	<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 2012	\$ 16,572	\$ 14,584	\$ 3,200	\$ 180	\$ 11,230	\$ 21,534	\$ 27,680	\$ 94,980
October 2012	\$ 17,638	\$ 4,110	\$ 3,700	\$ 63,608	\$ 2,809	\$ 115,011	\$ 15,320	\$ 222,196
November 2012	\$ 30,198	\$ 12,555	\$ 9,425	\$ 1,994	\$ 1,000	\$ 62,268	\$ 24,680	\$ 142,120
December 2012	\$ 34,850	\$ 12,249	\$ 200	\$ 22,656	\$ 7,360	\$ 11,610	\$ 9,532	\$ 98,457
January 2013	\$ 19,738	\$ 24,876	\$ 2,450	\$ 22,900	\$ 23,659	\$ 21,322	\$ 880	\$ 115,825
February 2013	\$	\$	\$	\$	\$	\$	\$	\$
March 2013	\$	\$	\$	\$	\$	\$	\$	\$
April 2013	\$	\$	\$	\$	\$	\$	\$	\$
May 2013	\$	\$	\$	\$	\$	\$	\$	\$
June 2013	\$	\$	\$	\$	\$	\$	\$	\$
July 2013	\$	\$	\$	\$	\$	\$	\$	\$
August 2013	\$	\$	\$	\$	\$	\$	\$	\$
Total To Date	\$118,996	\$ 68,374	\$ 18,975	\$ 111,338	\$ 46,058	\$ 231,745	\$ 78,092	\$ 673,578

Contracts for Educational Services Reported in Fiscal Years 2005-06 through 2011-12

<u>Campus</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>
BHC	\$ 272,691	\$ 344,651	\$ 263,919	\$ 259,372	\$ 295,712	\$ 245,537	\$ 295,804
CVC	501,655	886,499	804,523	829,174	288,150	195,226	206,792
EFC	125,727	122,943	95,796	63,986	26,951	26,605	25,800
ECC	646,509	312,686	500,707	560,228	509,510	294,024	339,423
MVC	202,246	137,995	164,883	119,534	68,387	179,830	86,943
NLC	428,096	424,961	431,473	270,759	373,172	406,059	466,720
RLC	238,414	196,645	173,689	139,100	141,494	170,260	143,847
BPI	115,575 ¹	0	0	0	0	0	0
Total	\$2,530,913	\$2,426,380	\$2,434,990	\$2,242,153	\$1,703,376	\$1,517,541	\$1,565,329

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

INFORMATIVE REPORT NO. 28

Report Use of Technology Money in FY 2013 Budget Assumptions

Shortly after approval of the Fiscal Year 2012-2013 budget, a Trustee asked that the Board be informed of the uses for the \$2.5 million directed toward technology in the “Budget Assumptions” and currently held in a budgetary reserve. As a reminder, a provision for technology in budget development and adoption is as prudent as including a provision for major repairs and rehabilitations (planned maintenance) of facilities. Reasons for such a priority include:

- The rapid evolutionary cycle of convergent technologies (i.e. information technologies, classroom technologies, communication technologies) cause technical obsolescence faster than physical obsolescence.
- Growth in our student population and the number of students within that growing population that access our technologies cause an increase in demand for access points (available computers within the colleges and wireless connectivity for “bring your own device” capacity) and software licenses.
- Technology improvements can increase efficiencies (i.e. remote conferencing, energy savings, and time/effort savings).
- Students deserve to experience state-of-the-market software and hardware.
- Just as top-notch buildings and grounds affect students’ choice of colleges, so can top-notch technologies.

Projects to be funded from the FY 2013 Technology Provision include:

• Smart Classrooms: Podiums, media equipment, software and media servers	\$ 406,000
• Green Computing Initiatives: Power management for classroom and lab computers	226,200
• Mobile Computing: Software licenses	93,000
• Disaster Recovery Upgrade: Software, hardware, professional services, and technologist	834,000
• Wi-Fi surveys for all colleges (except Brookhaven – already performed)	175,000
• Expansion of Wi-Fi capabilities at all colleges	391,000
• Contingency equal to 15% of Technology Provision	<u>374,800</u>
Total	\$2,500,000

Planning for FY 2014 technology improvements is underway. As these items are prioritized, they will be shared with the Board during budget development discussions.

INFORMATIVE REPORT NO. 29

Workforce Diversity Plan

The Chancellor agreed to provide the Board with a draft of a workforce diversity plan. Presented below is the current draft of the framework that will support the fully developed plan. This framework was developed using 1) ideas generated in a brainstorming session held on September 11, 2012 with the college presidents, the vice chancellors, the provosts and the chancellor, and 2) suggestions and materials submitted by members of the HR Council. This draft has been shared with the Chancellor's Staff who will review the framework and provide input that lead to a fully developed plan for workforce diversity. Trustees are encouraged to provide input and suggestions through communications with the Board Relations Office.

Framework for DCCCD Workforce Diversity Plan Draft, revised Jan. 30, 2013

Chancellor's Preamble

Diversity is an invaluable asset that we in higher education cannot afford to ignore. In the 21st century, this nation is becoming ever more diverse and the transformation is occurring faster than ever before. Demographic trends compel us in higher education to make a conscious investment in the recruitment and development of talent.

As Americans, we are all stakeholders in the future of our country. The challenge of developing and living harmoniously with diversity is complex and requires sustained commitment and understanding. As a leading institution of higher education, we must rise to the challenge.

Diversity is not only a noun, but is also a way of thinking. This way of thinking must become a part of the culture and practices of the Dallas community college system and structure.

As will be noted in the accompanying "Framework for the DCCCD Workforce Diversity Plan," we acknowledge that while we have diligently pursued a goal regarding how the workforce should mirror our community, we are not there yet. Yes, there has been progress. There remain gaps between our target and achievement in one key area – faculty diversity. There must be a realization of this gap at the colleges, with the faculty leaders, and in the supporting system offices.

The framework reflects four key elements:

- Improve out-of-area recruiting.
- Instill an understanding of, and commitment to, cultural competence that includes professional development.
- Make needed alterations in the search and selection process.
- Make regular progress reports to the Board of Trustees.

To address this gap and focus area, the impetus and direction for the diversity initiatives must come from the college presidents, with support and assistance from the system staff. Accountability has to be a watchword for this important initiative. The governing board holds the chancellor accountable, and in turn, the presidents are accountable to the chancellor.

In terms of reports to the board, the plan will stipulate that each July, at the board budget workshop, the senior staff and college presidents will include in their budget proposals, the unit diversity plan. Each February the presidents will report on the progress toward the goals of their individual plans for the fall semester and the spring semester. The senior staff will also make their reports.

This framework is being provided to the Board of Trustees in February and the system and college plans will be provided at the May board meeting.

Operational Definition of Diversity

Diversity embraces all human differences while building on that which pulls us together. Diversity planning and cultural competence serve to eliminate discrimination, marginalization, and exclusion based on race, ethnicity, gender, gender identity, sexual orientation, age, socioeconomic status, disability, religion, national origin or military status.

Priority and Focus

For over ten years, the DCCCD has had a goal to achieve a workforce that mirrors the demographic composition of its service area, Dallas County. In the time that has elapsed, progress toward that goal has been steady. Even so, there are gaps between the target and achievement. The largest gap is that between the percent of African Americans and Hispanics/Latinos within the faculty body and the percent of African Americans and Hispanics/Latinos within the student body. Examination of the numbers of degree-holding African Americans and Hispanics/Latinos in Dallas County shows that DCCCD's achievement of faculty diversity is consistent, if not better, than availability.

As each college maintains a separate SACSCOC accreditation, faculty selection and hiring recommendations are tasks that must be executed by each college's president. Even so, it's the collective DCCCD that must devise and implement

a plan within which the colleges can independently work to achieve DCCCD's workforce, and especially faculty, diversity goals. It is the role of DCCCD leadership to provide tools and resources to the college presidents to assist them in implementing the plan.

Elements of the Workforce Diversity Plan:

1) Improve out-of-area recruiting.

- Focus on communities that host HSI's and HBCU's.
- Increase visibility in targeted professional organizations.
- Institute faculty sign-on stipend.
- Institute a referral stipend (for current employees who recruit successful faculty candidates).
- Increase re-location expense limits.
- Offer assistance in job search for trailing spouses/partners.
- Institute faculty retention stipend (awarded upon completion of two years of full-time employment and attainment of renewal for 3rd year).

2) Instill understanding of, and commitment to, cultural competence.

- Offer regular training sessions.
- Add new position responsible to provide diversity recruiting assistance, District-wide cultural competence training, and selection committee assistance. (Cultural Competence & Diversity Officer)

3) Alter selection process.

- Require annual cultural competence training for those who will serve on selection committees.
- Require president review/approval of qualified applicant pool before engaging faculty and administrative selection committees.
- Require president review/approval of interview pool.
Consider changing composition of selection committees to include executive dean, VPI and/or college HR representative.

4) Regularly report progress to Board.

- Provide progress reports each semester.
- Present progress reports by college via the college president.
- Present progress reports at work sessions as needed.
- Include progress reports in board agendas as Informative Reports as needed.