

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, March 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. Special Presentation: Association of Community College Trustees' 2013 National Legislative Summit featuring student delegates Floricel Castaneda and Fabiola Resendiz with comments by Vice Chancellor Justin Lonon
- IV. Special Presentation Student Success: update on Texas Completes presented by Jennifer Wimbish, President, Cedar Valley College on behalf of the DCCCD Texas Completes Team *Informative Report No. 17, pp. 32-35*
- V. Richland Collegiate High School status report presented by Superintendent Donna Walker *Informative Report No. 18, p. 36*
- VI. Citizens desiring to address the Board regarding agenda items
- VII. Opportunity for members of the Board and chancellor to declare conflicts of interest specific to this agenda *p. 5*
- VIII. Consideration of Bids
 1. Low Overall Bid: Recommendation of price agreement to Ambius, LLC., in an amount of \$100,000 over a three-year period, for interior

plant maintenance, District-Wide (Bid No. 11938) *pp. 6-7*

2. Best Bids: Recommendation of price agreement to Crisp Piano Tuning and Repairing, Las Colinas Music, Inc., Mansfield Piano Service, Mike Carroll Piano Service, Smith Piano Servicing, and Thomas Tomko, in an amount of \$75,000 over a two-year period, for piano tuning and repair services, District-Wide (Bid No. 11983) *pp. 8-9*
3. Low Bid: Recommendation for award to Reeder General Contractors, Inc., in an amount of \$850,000 for ADA accessibility upgrades, Brookhaven College (Bid No. 11987) *p. 10*
4. Low Bid: Recommendation for award to Reeder General Contractors, Inc., in an amount of \$760,000 for ADA accessibility upgrades, Eastfield College (Bid No. 11991) *p. 11*
5. Best Bids: Recommendation of price agreement to Glass Doctor of North Texas, Jpon Glass Company, Inc., Lemco Construction Services, LLP., and B.J. Glass Company, in an amount of \$100,000 over a three-year period, for glass replacement services, District-Wide (Bid No. 11993) *pp. 12-13*

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

Minutes

6. Approval of Minutes of the February 5, 2013 Regular Meeting *pp. 14-17*

Policy Reports

7. Revised Board Calendar for January 1 – December 31, 2014 *p. 18*
8. Approval of District Participation in the State Employee Charitable Contribution Program *p. 19*

Financial Reports

9. Approval of Expenditures for January 2013 *p. 20*
10. Acceptance of Gifts *pp. 21-22*
11. Approval of Interlocal Agreement(s) for Services Provided by DCCCD to Monterey Institute of Technology, City of Dallas Electrical/Convention Services and City of Irving *pp. 23-24*

X. Individual Items

Policy Reports for Individual Action

12. Appointment of the Chair of the Executive Search Committee and Formation of the Committee *p. 25*

Personnel Reports for Individual Action

13. Acceptance of Resignations and Terminations *p. 26*
14. Approval of Warrant of Appointment for Security Personnel *p. 27*
15. Employment of Contractual Personnel *pp. 28-29*

Building & Grounds Report for Individual Action

16. Approval of Amendment to Agreement with Dewberry Architects Inc. *p. 30-31*

XI. Informative Reports

17. Student Success Special Report: Texas Completes *p. 32-35*
18. Richland Collegiate High School (RCHS) *p. 36*
19. Presentation of Current Funds Operating Budget Report for January 2013 *pp. 37-44*
20. Monthly Award and Change Order Summary *pp. 45-46*
21. Payments for Goods and Services *pp. 47-48*
22. Progress Report on Construction Projects *pp. 49-50*
23. M/WBE Participation of Maintenance and SARS Projects Report *pp. 51-57*
24. Facilities Management Project Report *pp. 58-78*
25. Notice of Grant Awards (March 2013) *pp. 79-80*
26. Presentation of Contracts for Educational Services *pp. 81-83*
27. Report on Reaffirmation Costs for SACS Accreditation *pp. 84-85*
28. LeCroy Center for Educational Telecommunications -
– Notice of Name Change (Dallas Colleges Online) *p. 86*
29. LeCroy Center for Educational Telecommunications – Notice of
Name Change (Dallas Learning Solutions) *p. 87*
30. Report on Sabbatical Leave – Leslie Neal, Brookhaven College *pp. 88-89*
31. Report on Sabbatical Leave – Czarina Reyes Brookhaven College
pp. 90-91
32. Report on Sabbatical Leave – Scott Branks, Richland College *pp. 92-93*
33. Submission of Annual Racial Profiling Reports *pp. 94-118*

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

34. Cedar Valley College LEED Certification Recognition with guests: Jennifer Wimbish, Huan Luong, Jennie Pollard, Brian Earle, Victor Ramirez, and Cindy Rogers (Dr. Lassiter)
35. Update on financial transparency as required by law (Trustee Metzger)
36. Chancellor's Statement on his Intent to Retire (Dr. Lassiter)
37. Additional Discussion on Chancellor Search (Chair Prater)

XIII. Citizens desiring to appear before the Board

XIV. Executive session

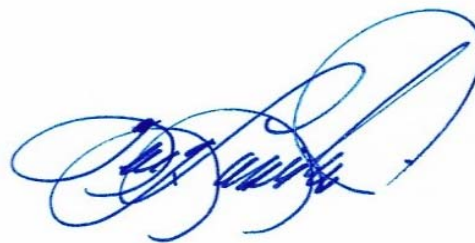
The Board may conduct an executive session as authorized under 551.074 of the Texas Government Code to deliberate on personnel matters, including a discussion of the Chancellor's performance, his retirement date, and any prospective employee who is noted in Employment of Contractual Personnel.

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.

XV. Adjournment of regular meeting

**CERTIFICATION OF NOTICE POSTED
FOR THE MARCH 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 March 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 March 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

VII. 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.

3i Construction, LLC
Ambius, LLC
B. J. Glass Company
Big Sky Construction, Inc.
City of Dallas
City of Irving
Crisp Piano Tuning and Repairing
Glass Doctor of North Texas
IDG Services, Inc.
J. C. Commercial, Inc.
Jardinage Interiors
Jpon Glass Company, Inc.
La Meridiana Associazione Culturale
Las Colinas Music, Inc.
Lemco Construction Services, LLP
Mansfield Piano Service
Mart, Inc.
MDI, Inc., General Contractors
Mike Carroll Piano Service
Monterey Institute of Technology
Reeder General Contractors, Inc.
Sawyers Construction, Inc.
SFCC, Inc.
Smith Piano Servicing
Tam’s Glass Co., Inc.
The City of Irving
The Gilbert Construction Group, Inc.

Thomas Tomko
Triune Associates

(Tab 1) RECOMMENDATION FOR AWARD – BID NO. 11938
INTERIOR PLANT MAINTENANCE
PRICE AGREEMENT, DISTRICT-WIDE
MARCH 6, 2013 THROUGH FEBRUARY 29, 2016

RESPONSE: Requests for bids were sent to 19 entities, and two responses were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

AMBIUS, LLC	(3-year estimate) \$100,000
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LOW OVERALL BID

COMMENTS: This award is for the scheduled care and maintenance of interior plants; weekly service includes replenishing moisture levels, trimming foliage, plant rotation, pruning, maintaining proper nutrient levels, prevention/elimination of insect infestation or disease, and replacement of unhealthy plants as needed. The estimated amount includes a \$20,000 contingency for the purchase of additional plants and planters as needed.

Locations currently using this service include Brookhaven, all El Centro locations, all North Lake locations, District Office, and the District Service Center.

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

Bid No 11938
 Interior Plant Maintenance

Location	Ambius, LLC	Jardinage Interiors
Brookhaven College	\$202/month	\$200/month
El Centro College	\$325/month	\$298/month
El Centro College – Building R	\$125/month	\$211/month
El Centro College – Allied Health Center	\$290/month	\$515/month
El Centro College – Bill J Priest Campus	\$140/month	\$175/month
El Centro College – West Campus	\$160/month	\$197/month
North Lake College	\$225/month	\$317/month
North Lake College – North Campus	\$180/month	\$298/month
North Lake College – South Campus	\$120/month	\$128/month
District Administrative Office	\$300/month	\$635/month
District Service Center	\$135/month	\$120/month
Total For All Sites	\$2,202/month	\$3,094/month

(Tab 2) RECOMMENDATION FOR AWARD – BID NO. 11983
PIANO TUNING AND REPAIR SERVICE
PRICE AGREEMENT, DISTRICT-WIDE
MARCH 6, 2013 THROUGH FEBRUARY 28, 2015

RESPONSE: Requests for bids were sent to 37 entities, and six responses were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

CRISP PIANO TUNING AND REPAIRING	(2-year estimate)
LAS COLINAS MUSIC, INC.	\$75,000
MANSFIELD PIANO SERVICE	
MIKE CARROLL PIANO SERVICE	
SMITH PIANO SERVICING	
THOMAS TOMKO	

BEST BIDS

COMMENTS: This award is for scheduled piano tuning plus repair service as needed. The District's 78 upright pianos are typically tuned at least twice per year while its 27 grand pianos may be tuned as many as five or six times per year relative to scheduled performances. Award is recommended to all bidders to provide campuses flexibility in using their tuner of choice and to minimize scheduling conflicts for service.

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

Piano Tuning and Repair Service
 Bid No. 11983

	Crisp Piano Tuning and Repairing		Las Colinas Music, Inc.		Mansfield Piano Service	
Tuning	Upright	\$65	Upright	\$59	Upright	\$99
	Grand	\$120	Grand	\$59	Grand	\$99
Full Regulation	Upright	\$75	Upright	\$75	Upright	\$450
	Grand	\$150	Grand	\$75	Grand	\$750
Half Regulation	Upright	\$40	Upright	\$37	Upright	\$250
	Grand	\$75	Grand	\$37	Grand	\$350
Full Voicing	Upright	\$70	Upright	\$75	Upright	\$200
	Grand	\$80	Grand	\$75	Grand	\$200
Partial Voicing	Upright	\$35	Upright	\$37	Upright	\$100
	Grand	\$40	Grand	\$37	Grand	\$100
Repair Labor	\$65/hr		\$20/hr		\$65/hr	
Markup for repair parts	15%		25%		50%	

	Mike Carroll Piano Service		Smith Piano Servicing		Thomas Tomko	
Tuning	Upright	\$115	Upright	\$95	Both	\$95/multi
	Grand	\$115	Grand	\$95	Both	\$115/one
Full Regulation	Upright	\$350	Upright	\$190	Upright	\$250-\$450
	Grand	\$500	Grand	\$190	Grand	\$250-\$450
Half Regulation	Upright	\$200	Upright	\$95	Upright	\$50/hr
	Grand	\$300	Grand	\$95	Grand	\$50/hr
Full Voicing	Upright	\$250	Upright	\$75	Upright	\$100
	Grand	\$350	Grand	\$75	Grand	\$100
Partial Voicing	Upright	\$115	Upright	\$35	Upright	\$50/hr
	Grand	\$115	Grand	\$35	Grand	\$50/hr
Repair Labor	\$35-50/hr		\$47.50/hr		\$50/hr	
Markup for repair parts	40%		20%		none	

(Tab 3) RECOMMENDATION FOR AWARD – BID NO. 11987
ADA ACCESSIBILITY UPGRADES
BROOKHAVEN COLLEGE

RESPONSE: Of 30 companies that attended the mandatory prebid meeting, six bids were received.

COMPARISON OF BIDS:

Reeder General Contractors, Inc.	\$850,000
Mart, Inc.	\$900,000
MDI, Inc., General Contractors	\$920,000
3i Construction, LLC	\$949,000
SFCC, Inc.	\$1,279,000
IDG Services, Inc.	\$1,433,289

RECOMMENDATION FOR AWARD:

REEDER GENERAL CONTRACTORS, INC.	\$850,000
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LOW BID

COMMENTS: This project is to bring the college into code compliance with the campus-wide replacement of doors and door hardware, handicap ramps and parking reconfigurations, rest room reconfigurations and accessories, plus installation of two additional elevators; includes associated demolition, site preparation, electrical, plumbing, HVAC, concrete, etc.

Based on 15% of the awarded amount, a contingency fund of \$127,500 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 4) RECOMMENDATION FOR AWARD – BID NO. 11991
ADA ACCESSIBILITY UPGRADES
EASTFIELD COLLEGE

RESPONSE: Of 27 companies that attended the mandatory prebid meeting, nine bids were received.

COMPARISON OF BIDS:

Reeder General Contractors, Inc.	\$760,000
MDI, Inc., General Contractors	\$797,000
Big Sky Construction, Inc.	\$805,000
Mart, Inc.	\$837,000
Sawyers Construction, Inc.	\$885,000
J.C. Commercial, Inc.	\$920,777
The Gilbert Construction Group, Inc.	\$980,000
Triune Associates	\$1,125,000
IDG Services, Inc.	\$1,512,879

RECOMMENDATION FOR AWARD:

REEDER GENERAL CONTRACTORS, INC.	\$760,000
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LOW BID

COMMENTS: This project is to bring the college into code compliance with the campus-wide replacement of doors and door hardware, handicap ramps and parking reconfigurations, plus rest room reconfigurations and accessories; includes associated demolition, site preparation, electrical, plumbing, HVAC, concrete, etc.

Based on 15% of the awarded amount, a contingency fund of \$114,000 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 5) RECOMMENDATION FOR AWARD – BID NO. 11993
GLASS REPLACEMENT SERVICES
PRICE AGREEMENT, DISTRICT-WIDE
MARCH 6, 2013 THROUGH FEBRUARY 29, 2016

RESPONSE: Requests for bids were sent to 32 entities and five responses were received.

COMPARISON OF BIDS:

Tabulation of bids attached.

RECOMMENDATION FOR AWARD:

GLASS DOCTOR OF NORTH TEXAS	
JPON GLASS COMPANY, INC.	(3-year estimate)
LEMCO CONSTRUCTION	\$100,000
SERVICES, LLP	
B. J. GLASS COMPANY	

BEST BIDS

COMMENTS: This price agreement will provide for having damaged/broken glass promptly boarded up for safety and security purposes, as well as replacement glass installed. Four of the five bidders are recommended for award to provide maximum flexibility and availability.

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

Bid No. 11993
Glass Replacement Services

	Glass Doctor of North Texas	JPON Glass Co., Inc.	Lemco Construction Services, LLP	B. J. Glass Co.	Tam's Glass Co., Inc.
discount from list price	20%	20%	net	35%	net
minimum order, square feet	5	3	3	4	5
boarding material	cost plus 18%	cost plus 50%	cost plus 55%	cost plus 35%	cost plus 25%
labor/hour/man, regular hours	\$54	\$60	\$55	\$57	\$130/two man crew
labor/hour/man, non-regular hours	\$68	\$90	\$80	\$62	\$195/two man crew
minimum labor charge, number of hours	1	2	2	1	2
emergency response time, regular hours	90 min	120 min	120 min	60 min	60 min
emergency response time, non-regular hours	90 min	240 min	180 min	135 min	120 min
				fuel charge \$45/job, estimate charge \$60/job	service call \$118.50/job, emergency service call \$295/job

CONSENT AGENDA NO. 6

Approval of Minutes of the February 5, 2013 Regular Meeting

It is recommended that the Board approve the minutes of the February 5, 2013 Board of Trustees Regular Meeting.

Board Members and Officers Present:

Mr. Jerry Prater, Chair
Ms. Charletta Rogers Compton
Mr. Bob Ferguson (joined the meeting at 4:10 p.m.)
Ms. Diana Flores
Mr. Wesley Jameson
Dr. Wright Lassiter (secretary and chancellor)
Mr. Bill Metzger
Mr. JL Sonny Williams

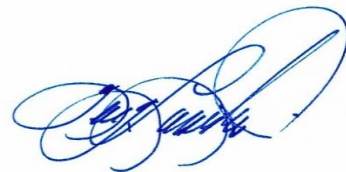
Members Absent:

None

Chair Prater convened the meeting at 4:08 p.m.

**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 day 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 day 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

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 commented on recent success in debate competition 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 Metzger moved and Trustee Flores seconded a motion to approve Items #1 - #4. Motion passed.

(See February 5, 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 Flores moved and Trustee Williams seconded a motion to approve Items #5-15, with the exception of #9. Motion passed.

Regarding #7, 2014 Board Calendar, the trustees confirmed their interest in scheduling committee meetings, involving only some members of the Board, as the earliest meeting when scheduled on regular Board meeting days. The 2014 calendar will be reviewed and resubmitted as necessary to fulfill this direction.

A separate vote on #9 – BAA (Local) revision to adopt thematic priorities and strategic objectives, was requested. Trustee Compton moved and Trustee Flores seconded a motion to approve the item, after extended discussion. Motion passed.

A detailed review of BAA (Local) will be prepared for the Board's review and discussion, particularly related to:

- Specific Responsibilities/5
- Governance /2
- Standards of Good Practice/10

- Tuition and Fees (section heading only)

(See February 5, 2013, Board Meeting, Consent Agenda, Items #5-15, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Individual Items

Trustee Flores moved and Trustee Compton seconded a motion to approve individual items #16-18. Motion passed.

(See February 5, 2013, Board Meeting Individual Items, Items #16-18, 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 #19-29.

Related to #22, Payments for Goods and Services, Trustee Flores asked for clarification of the calculations included in this report. A meeting will be scheduled.

Related to #23, Progress Report on Construction Projects, Trustee Compton asked why so many items were noted as “on hold”. Clarification was provided by Executive Vice Chancellor Ed DesPlas and Associate Vice Chancellor Clyde Porter.

(See February 5, 2013 Board Meeting, Agenda Items #19-29, 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 Ferguson thanked Legal Counsel Robert Young for his service, noting his retirement approved for August 31, 2013.

Trustee Ferguson noted the emphasis in discussion on operational and governance issues, and expressed his interest in focusing more directly on the mission of “student success.” Chair Prater agreed, and Chancellor Lassiter confirmed that a special presentation on the topic of “student success” will be added to all upcoming Board meetings, with President Wimbish to update the group on the Texas Completes initiative at the March meeting.

The Chancellor noted the participation of faculty, staff and students at the “Community College Day at the Capitol,” on February 5. The Chancellor will

provide some updated legislative information as discussed in the combined meetings of the Texas Association of Community Colleges and the Community College Trustees Association of Texas.

Citizens desiring to appear before the Board

Mrs. Dorothy Zimmerman asked about the status of a report on cell phone usage in the District and compliance with SB5 regarding financial transparency from the last legislative session.

Executive Session

An executive session was convened at 5:15 p.m. in order for the Board to consult with Legal Counsel.

Adjournment

Chair Prater gavelled the session back to a regular meeting at 6 p.m. where Trustee Ferguson moved and Trustee Jameson seconded a motion to adjourn.

Approved:

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

Wright L. Lassiter, Jr., Secretary

POLICY REPORT NO. 7

Revised Board Calendar for January 1 – December 31, 2014

It is recommended that the Board of Trustees adopt the following revised schedule of meetings for calendar year 2014, moving the Audit Committee to 2 PM on April 1. This responds to trustee discussion directing that committee work involving only some members of the Board be scheduled before work sessions and regular meetings where all trustees are expected to participate.

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
<u>April 1</u>	<u>2-3PM</u>	<u>Audit Committee</u>
	<u>3-4PM</u>	<u>Work Session</u> (quarterly planning discussion)
	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)
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 District Participation in the State Employee Charitable
Contribution Program

The Chancellor recommends that the Board authorize the District to participate in the State Employee Charitable Contribution (SECC) program during the 2013-2014 fiscal year in accordance with Board policy CDDA(LOCAL).

Effective Date: March 5, 2013

FINANCIAL REPORT NO. 9

Approval of Expenditures for January 2013

The chancellor recommends approval of expenditures in the amount of \$67,685,566 in the month of January 2013.

FINANCIAL REPORT NO. 10

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 February 2013</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
DCCCD	Equipment	1	\$ 100 - 5,000	\$ 347
	Chancellor's Council	1	\$ 100 - 5,000	\$ 2,000
	Programs and Services	20	\$ 100 - 5,000	\$ 18,382
	Scholarship	5	\$ 100 - 5,000	\$ 5,575
	Rising Star	1	\$ 100 - 5,000	\$ 100
	Rising Star	1	\$5,001-125,000	\$125,000
	Operations	4	\$ 100 - 5,000	\$ 1,300
Total		33		\$152,704

<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	347	125,100	27,257	152,704
March				
April				
May				
June				
July				
August				
Total	\$92,870	\$237,930	\$525,846	\$856,646

<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	\$ 220,565	\$ 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 January 2013, DCCCD Foundation, Inc. made the following expenditures on behalf of DCCCD:

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Fund	17	\$ 8,710
Programs and Services	23	\$ 33,611
Total	40	\$ 42,321

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	\$2,525,000
Total	\$2,741,667

FINANCIAL REPORT NO. 11

Approval of Interlocal Agreement(s) for Services Provided by DCCCD to Monterey Institute of Technology, City of Dallas Electrical/Convention Services and City of Irving

The chancellor recommends that authorization be given to approve the following interlocal agreement(s) for services provided by DCCCD:

- For Educational Telecommunications provided by the R. Jan LeCroy Center to the Monterey Institute of Technology, a 501(c) (3) non-profit California Corporation. The contract is for the period March 5, 2013 through March 1, 2018 and is a zero dollar amount.

The purpose of the agreement is to allow certain course content produced by the LeCroy Center, as identified in Exhibit B of the agreement, to be available at no charge within the National Repository of Online Courses (NROC) library, which is a part of the Monterey Institute of Technology. This initiative, a result of a Fund for the Improvement of Postsecondary Education (FIPSE) grant we have recently completed, will allow us to market that we have content available through Open Educational Resources (OER) and introduce our quality content to educational markets that may not know about us, thus attracting potential clients that would purchase content. The Monterey Institute/NROC is a well-known and respected organization in the OER market.

This agreement includes the specific rights to our content we grant Monterey Institute of Technology and information on how the content will reside within the OER.

- For non-credit courses, in electrical code renewal, provided by Eastfield College to the City of Dallas Electrical/Convention Services for city employees in an amount not to exceed \$1,800 for the period March 18, 2013 through August 31, 2016. Eastfield College will receive \$450 per section taught. A maximum of four sections will be taught over the agreement period.
- For quarterly use of EMS lab facilities and equipment, to the City of Irving paramedics, for continuing education purposes. Brookhaven College will also provide training for the City of Irving Fire Department on EMS equipment and simulators. In exchange, the City of Irving 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 Irving did not sign the contract in a timely fashion.

POLICY REPORT NO. 12

Appointment of the Chair of the Executive Search Committee and
Formation of the Committee

The chancellor recommends that the Board of Trustees appoint a chair of an Executive Search Committee with the primary purpose of evaluating and assessing candidates and nominees for the position of Chancellor of Dallas County Community College District. The Board may also form the Executive Search Committee as a committee of the entire Board.

Effective Date: March 5, 2013

PERSONNEL REPORT NO. 13

Acceptance of Resignations and Terminations

The Chancellor recommends that the Board of Trustees accept the following request for resignations and terminations from the following employees:

RESIGNATIONS - 4

Betheny L. Reid
Associate Vice Chancellor
Development/President DCCCD
Foundation
Length of Service: 15 years
Reason for resigning: Accepted a position with the University of North Texas.
Effective Date: February 28, 2013
Campus: District Office

Kesha House
Instructor, Nursing
Length of Service: 2 years
Reason for resigning: For personal reasons.
Effective Date: March 15, 2013
Campus: El Centro College

Megan S. Nance
Campus Peace Officer (Part-time)
Length of Service: 4 months
Reason for resigning: For personal reasons.
Effective Date: February 15, 2013
El Centro College

Gerold "Jerry" Scheerer
Dean, Planning, Research and
Institutional Research
Length of Service: 7 years
Reason for resigning: Accepted a position with Texas A&M University.
Effective Date: March 29, 2013
Campus: Mountain View College

TERMINATIONS - 2

Tim Beasley
Campus Peace Officer (Part-time)
Effective Date: February 8, 2013
Campus: North Lake College

Andy Derichsweiler
Campus Peace Officer (Part-time)
Effective Date: February 8, 2013
Campus: North Lake College

PERSONNEL REPORT NO. 14

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

Ryan P. McLearen

Campus: North Lake College

Full-time

Effective: March 6, 2013

Through: Termination of employment with DCCCD

PERSONNEL REPORT NO. 15

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 - 2

Kenneth Dunson
Annual Salary: \$88,000/Band IV
Campus: Richland College
Effective Dates: March 11, 2013 through August 31, 2013
Monthly Business and Travel Allowance: \$90.00
College Director, Facilities Management III
Biographical Sketch: B.A., Texas Wesleyan University, Fort Worth, TX
Experience: Director of Integrated Services, Harris Methodist, Fort Worth, TX; Director of Plant Operations, Kindred Healthcare, Arlington, TX; Director of Facility Operations, Texas Wesleyan University, Fort Worth, TX

Yquichessia McCloud
Annual Salary: \$52,102/Band II
Campus: Richland College
Effective Dates: March 11, 2013 through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
Director, Services to Special Populations
Biographical Sketch: M.S., Texas Tech University, Lubbock, TX; B.S., University of North Texas, Denton, TX
Experience: Mental Health Professional, Dallas MetroCare Services, Dallas, TX; Special Assistant to the Vice President Student Services and Senior Rehabilitation Specialist, Richland College

SPECIAL ADMINISTRATIVE APPOINTMENT - 1

Samuel McCarter
Annual Salary: \$48,413/Band II
Campus: Cedar Valley College
Effective Dates: March 6, 2013 through August 31, 2013
Monthly Business and Travel Allowance: \$62.50
Director II
Biographical Sketch: Ed.D. M.A. and B.A., University of North Texas, Denton, TX
Experience: Project Leader III, Cedar Valley College; Executive Director, Texas Bioscience Institute, Temple TX; Executive Dean, Temple College, Temple, TX

VISITING SCHOLAR APPOINTMENT FACULTY - 1

Brandi Harris
Annual Salary (Range): \$45,820/F01

Campus: North Lake College
Effective Dates: March 6, 2013 through
May 16, 2013

Instructor, English
Biographical Sketch: M.A. and B.A., University of North Texas, Denton, TX
Experience: Adjunct Faculty, North Central Texas College, Corinth, TX; Adjunct
Faculty, Tarrant County College-Northwest, Fort Worth, TX; Temporary Faculty
and Adjunct Faculty, North Lake College

REDUCTION TO FACULTY CONTRACT - 1

Jamie Kyrish
Instructor, Speech

Campus: Richland College

Note: It is recommended that Ms. Kyrish receive a reduction to her faculty contract
from 100% to 60% for the Academic Year 2013-2014.

CHANGE TO SABBATICAL APPROVAL DATE - 1

Robert Little
Instructor, Government

Campus: Brookhaven College

Note: It is recommended that Mr. Little's sabbatical date be changed from Spring
2014 to Fall 2014.

BUILDING AND GROUNDS REPORT NO. 16

Approval of Amendment to Agreement with Dewberry Architects Inc.

The chancellor recommends that authorization be given to approve an amendment to the agreement with Dewberry Architects Inc. in an amount not to exceed \$13,550.00 for additional services at North Lake College.

Original agreement	\$116,680.22
Previous amendment(s)	26,675.00
Amendment amount	<u>13,550.00</u>
Revised agreement	\$156,905.22

This is NLC project #9, *Progress Report on Construction Projects* (Informative Reports section of this agenda). Construction was 0% complete as of January 31, 2013.

The Board approved the original contract with Dewberry Architects Inc. on June 5, 2012 in the amount of \$116,680.22. The purpose of the agreement was to provide architectural and design services for ADA Accessibility Guideline upgrades. Estimated completion date is January 2014.

Board Approved	EVCBA Approved	Amend No.	Amount	Revised Contract	Contingency Remaining
	10/25/12	1	\$ 6,625.00	\$123,305.22	\$-0-
	11/05/12	2	\$10,500.00	\$133,805.22	\$-0-
	01/11/13	3	\$ 9,550.00	\$143,355.22	\$-0-
Pending		4	\$13,550.00	\$156,905.22	\$-0-

Amendment #1 provided for break room millwork changed due to Texas Department of Licensing and Regulations (TDLR) requirements in building A, C, K, N, P and T.

Amendment #2 provided for interior renovation in restrooms A314, A315 and A340.

Amendment #3 provided for a feasibility study to extend the stage to meet 2010 ADA requirements for the Performance Hall.

This amendment (#4) provides for preparation of construction documents for approval of option 2 for ADA seating and upgrades in the Performance Hall and updated cost estimate and does not change the completion date. Option 1 included a lift; option 2 excluded the lift but still met the requirements of ADA.

This recommendation increases the cost to \$156,905.22, which is \$40,225.00 (34%) over the original amount.

INFORMATIVE REPORT NO. 17

Student Success Special Report: Texas Completes

DCCCD Texas Completes

Texas Completes is a collaborative initiative of the colleges within Dallas County Community College District to implement systemic changes that will dramatically improve students' educational experience, success and completion

A. Background/Context

- Problem being addressed
The national Completion Agenda and the American Association of Community Colleges' *Reclaiming the American Dream* challenges us to increase completion rates of students earning community college certificates and associate degrees by 50% by 2020, while preserving access, enhancing quality, and eradicating attainment gaps associated with income, race, ethnicity, and gender.
 - The economy is dependent upon an educated workforce. The jobs of the future require postsecondary education and students who complete a credential earn higher wages and are less likely to be unemployed.
 - In the next legislative session, there is discussion about a Momentum Points Model which may account for at least 10% of college funding based on performance rates including course completion, completion of certificates and degrees, and transfer to a four year university.
- Population
The goal of Texas Completes is to improve certificate and degree completion of all credit students enrolled at any college within the Dallas County Community College District. Data on all credit students enrolled since 2006 has been gathered for colleges to use as a baseline for improvements over the next four years in completion rates.
- Is this a new issue/problem?
Although all colleges within DCCCD have had strategic goals and initiatives to improve student success, there is now an increased emphasis on systematic improvement of completion.

- What are the challenges in identifying improvements?
To achieve increased completion and the college student success goals and strategic plans, it will require systems changes that:
 - Redesign student educational experiences
 - Reinvent institutional roles
 - Reset the system to create incentives for student and institutional success

- How does this relate to the student success agenda?
This initiative aligns with the DCCCD Board’s student success priority, the Texas Higher Education Coordinating Board’s plan for higher education, *Closing the Gaps by 2015*, and the national Completion Agenda. It will also build public, community and employer support by highlighting the value of an educated workforce.

B. Initiatives/Actions

With its 2011-12 planning phase funded by the Bill & Melinda Gates Foundation under the former Completion by Design, the DCCCD Texas Completes team worked with leaders from other colleges (Alamo, El Paso, Lone Star and South Texas) in Texas and three other states (Florida, Ohio, North Carolina). Institutional data and best practices in completion efforts were examined to help design a systematic approach for colleges to strengthen completion pathways while containing costs, maintaining open access, and ensuring program and credential quality. The Dallas County Community College District Texas Completes team worked this past year to identify key District policies and procedures that would promote student success and completion of certificates and degrees. Rather than create new committees, the team has worked with groups and the colleges to use existing and reallocated resources. A comprehensive action plan for Fall, 2012 through Summer, 2016 is being implemented. It includes:

Advising for Career Pathways	Develop a new advising model, incorporating new methodology, technology and faculty advising to provide students improved information and resources on certificate and degrees leading to employment or transfer.
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Program of Study Guidance	Provide additional career guidance on the web and in required classes to select an attainable certificate or degree.
Graduation & Reverse Transfer	Develop processes for alerting students with 30+ credit hours on status toward certificate or degree completion and offer a more streamlined, automatic graduation and reverse transfer process.
Placement Test Preparation to Reduce Required Developmental Courses	Improve college readiness and implement new Texas Success Initiative (TSI) diagnostic placement assessment by better preparing students for TSI testing and enrollment process.
Developmental Education	In conjunction with Developmental Reading, Writing and Math faculty, develop non-course based remediation and reduce the number of Developmental courses.
Core Curriculum	Reducing core curriculum to 42 hours to meet state requirements and create a clear pathway for core completion
Faculty Professional Development	Involve faculty in best practices professional development on teaching, learning, and advising that focuses on improved student success and completion.
Technology applications to improve Advising and Graduation	Develop new technology applications and programming to improve advising and increase

	automation of graduation.
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C. Next Steps & Responsibility for On-going Efforts

DCCCD Texas Completes will continue to partner with other Texas Completes colleges, the Texas Higher Education Coordinating Board and community partners to implement the planned initiatives.

INFORMATIVE REPORT NO. 18

Richland Collegiate High School (RCHS)

DCCCD conducted its annual internal audit on RCHS's Average Daily Attendance records for spring 2012 and fall 2012. All sampled student attendance forms and state attendance reports were reconciled for RCHS with no exceptions noted. Average Daily Attendance records are the basis for the Texas Education Agency's funding of public schools and charter schools.

INFORMATIVE REPORT NO. 19

Presentation of Current Funds Operating Budget Report for January 2013

The chancellor presents the report of the current funds operating budget for January 2013 for review.

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

REVENUES & ADDITIONS

Year-to-Date January 31, 2013
41.7% 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%	40.0-48.2%	
Tuition	92,496,829	73,655,520	18,841,309	79.6%	74.4-86.4%	
Taxes for Current Operations	152,222,660	111,683,948	40,538,712	73.4%	62.3-74.6%	
Federal Grants & Contracts	806,797	357,960	448,837	44.4%	8.1-57.0%	
State Grants & Contracts	93,871	124,704	(30,833)	132.8%	n/a	(1)
General Sources:						
Investment Income	2,200,500	749,742	1,450,758	34.1%	25.7-50.6%	
General Revenue	3,046,049	1,346,913	1,699,136	44.2%	n/a	
Subtotal General Sources	5,246,549	2,096,655	3,149,894	40.0%	32.4-51.9%	
SUBTOTAL UNRESTRICTED	339,771,939	227,183,823	112,588,116	66.9%	n/a	
Use of Fund Balance & Transfers-in	17,510,196	-	17,510,196	0.0%	n/a	
TOTAL UNRESTRICTED	357,282,135	227,183,823	130,098,312	63.6%	54.4-61.5%	(2)
AUXILIARY FUND						
Sales & Services	5,062,831	1,498,385	3,564,446	29.6%	26.5-34.9%	
Investment Income	155,609	55,042	100,567	35.4%	26.6-52.9%	
Transfers-in	4,290,797	4,290,797	-	100.0%	n/a	
Use of Fund Balance	411,022	-	411,022	0.00%	n/a	
TOTAL AUXILIARY	9,920,259	5,844,224	4,076,035	58.9%	49.0-61.7%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	15,268,551	6,469,117	8,799,434	42.4%	n/a	
SBDC State Match	2,398,785	379,736	2,019,049	15.8%	n/a	
Subtotal State Appropriations	17,667,336	6,848,853	10,818,483	38.8%	n/a	
Grants, Contracts & Scholarships:						
Federal	106,442,536	54,384,719	52,057,817	51.1%	n/a	
State	9,077,404	4,224,407	4,852,997	46.5%	n/a	
Local	7,495,470	2,889,383	4,606,087	38.5%	n/a	
Transfers-in	88,847	32,054	56,793	36.1%	n/a	
Subtotal Grants, Contracts & Scholarships	123,104,257	61,530,563	61,573,694	50.0%	n/a	
Richland Collegiate High School	76,242	-	76,242	0.0%	n/a	
TOTAL RESTRICTED	140,847,835	68,379,416	72,468,419	48.5%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,836,427	1,124,934	1,711,493	39.7%	n/a	
Investment Income	10,000	9,152	848	91.5%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	1,134,086	1,712,341	39.8%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 510,896,656	\$ 302,541,549	\$ 208,355,107	59.2%	n/a	

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date January 31, 2013
41.7% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 139,262,341	\$ 61,076,618	\$ 78,185,723	43.9%	42.6-44.8%	
Public Service	4,827,307	1,829,441	2,997,866	37.9%	22.1-50.7%	
Academic Support	17,338,013	6,924,507	10,413,506	39.9%	38.2-44.0%	
Student Services	30,625,606	12,937,294	17,688,312	42.2%	39.8-41.0%	(3)
Institutional Support	61,294,141	27,344,172	33,949,969	44.6%	39.2-47.8%	
Staff Benefits	24,912,971	11,362,936	13,550,035	45.6%	10.1-82.8%	
Operations & Maintenance of Plant	30,510,500	16,374,358	14,136,142	53.7%	46.3-55.0%	
Repairs & Rehabilitation	15,621,163	4,252,171	11,368,992	27.2%	7.4-32.8%	
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	142,101,497	208,065,251	40.6%	39.5-43.4%	
AUXILIARY FUND						
Student Activities	7,379,038	2,920,315	4,458,723	39.6%	38.8-44.4%	
Sales & Services	2,106,324	1,032,386	1,073,938	49.0%	40.0-50.8%	
Reserve - Campus	216,916	-	216,916	n/a	n/a	
Reserve - District	114,279	-	114,279	n/a	n/a	
Transfers-out	103,702	47,075	56,627	45.4%	15.5-86.4%	
TOTAL AUXILIARY	9,920,259	3,999,776	5,920,483	40.3%	37.1-43.9%	
RESTRICTED FUND						
State Appropriations	15,268,551	6,469,117	8,799,434	42.4%	0.0-74.8%	
Grants & Contracts	30,547,882	10,626,667	19,921,215	34.8%	n/a	
Scholarships	94,955,160	51,283,632	43,671,528	54.0%	n/a	
Subtotal Grants, Contracts & Scholarships	140,771,593	68,379,416	72,392,177	48.6%	n/a	
Richland Collegiate High School	76,242	-	76,242	0.0%	n/a	
TOTAL RESTRICTED	140,847,835	68,379,416	72,468,419	48.5%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,846,427	1,280,294	1,566,133	45.0%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	1,280,294	1,566,133	45.0%	n/a	
SUBTOTAL EXPENDITURES & USES	503,781,269	215,760,983	288,020,286	42.8%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	1,147,200	1,382,423	45.4%	14.0-100.7%	
Institutional Matching-Contracts/Grants	221,644	146,037	75,607	65.9%	0.0-314.9%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	-	100.0%	n/a	
Unexpended Plant Fund	73,323	96,961	(23,638)	132.2%	n/a	
TOTAL TRANSFERS & DEDUCTIONS	7,115,387	5,680,995	1,434,392	79.8%	n/a	
TOTAL EXPENDITURES & USES	\$ 510,896,656	\$ 221,441,978	\$ 289,454,678	43.3%	n/a	

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

Year-to-Date January 31, 2013
41.7% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$222,162,633	\$ 94,156,983	\$128,005,650	42.4%
Staff Benefits	24,912,971	11,362,936	13,550,035	45.6%
Purchased Services	18,938,171	10,176,324	8,761,847	53.7%
Operating Expenses	65,607,437	26,829,755	38,777,682	40.9%
Supplies & Materials	8,603,529	5,202,752	3,400,777	60.5%
Minor Equipment	5,044,908	933,283	4,111,625	18.5%
Capital Outlay	3,012,595	2,211,553	801,042	73.4%
Charges	(23,890,202)	(8,772,089)	(15,118,113)	36.7%
SUBTOTAL UNRESTRICTED	324,392,042	142,101,497	182,290,545	43.8%
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	96,961	(23,638)	132.2%
TOTAL UNRESTRICTED	357,282,135	147,782,492	209,499,643	41.4%
AUXILIARY FUND	9,920,259	3,999,776	5,920,483	40.3%
RESTRICTED FUND	140,847,835	68,379,416	72,468,419	48.5%
RICHLAND COLLEGIATE HIGH SCHOOL	2,846,427	1,280,294	1,566,133	45.0%
TOTAL EXPENDITURES & USES	\$510,896,656	\$ 221,441,978	\$289,454,678	43.3%

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

REVENUES & ADDITIONS

Year-to-Date - 41.7% of Fiscal Year Elapsed

	January 31, 2013			January 31, 2012		
	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	73,655,520	79.6%	91,353,559	69,348,302	75.9%
Taxes for Current Operations	152,222,660	111,683,948	73.4%	120,222,660	83,234,784	69.2%
Federal Grants & Contracts	806,797	357,960	44.4%	1,037,885	69,012	6.6%
State Grants & Contracts	93,871	124,704	132.8%	126,452	123,485	97.7%
General Sources:						
Investment Income	2,200,500	749,742	34.1%	2,726,000	872,763	32.0%
General Revenue	3,046,049	1,346,913	44.2%	3,131,283	1,300,389	41.5%
Subtotal General Sources	5,246,549	2,096,655	40.0%	5,857,283	2,173,152	37.1%
SUBTOTAL UNRESTRICTED	339,771,939	227,183,823	66.9%	308,553,219	194,710,598	63.1%
Use of Fund Balance & Transfers-in	17,510,196	-	0.0%	20,042,527	-	0.0%
TOTAL UNRESTRICTED	357,282,135	227,183,823	63.6%	328,595,746	194,710,598	59.3%
AUXILIARY FUND						
Sales & Services	5,062,831	1,498,385	29.6%	5,193,294	1,584,409	30.5%
Investment Income	155,609	55,042	35.4%	210,977	64,224	30.4%
Transfers-in	4,290,797	4,290,797	100.0%	4,290,797	4,290,797	100.0%
Use of Fund Balance	411,022	-	0.0%	816,948	-	0.0%
TOTAL AUXILIARY	9,920,259	5,844,224	58.9%	10,512,016	5,939,430	56.5%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	15,268,551	6,469,117	42.4%	14,766,881	7,425,382	50.3%
SBDC State Match	2,398,785	379,736	15.8%	2,397,785	659,613	27.5%
Subtotal State Appropriations	17,667,336	6,848,853	38.8%	17,164,666	8,084,995	47.1%
Grants, Contracts & Scholarships:						
Federal	106,442,536	54,384,719	51.1%	106,070,499	55,709,309	52.5%
State	9,077,404	4,224,407	46.5%	9,517,003	4,445,098	46.7%
Local	7,495,470	2,889,383	38.5%	8,709,156	3,855,257	44.3%
Transfers-in	88,847	32,054	36.1%	196,017	18,880	9.6%
Subtotal Grants, Contracts & Scholarships	123,104,257	61,530,563	50.0%	124,492,675	64,028,544	51.4%
Richland Collegiate High School	76,242	-	0.0%	81,234	2,213	2.7%
TOTAL RESTRICTED	140,847,835	68,379,416	48.5%	141,738,575	72,115,752	50.9%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,836,427	1,124,934	39.7%	2,946,875	1,012,553	34.4%
Investment Income	10,000	9,152	91.5%	8,000	8,514	106.4%
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	1,134,086	39.8%	2,954,875	1,021,067	34.6%
TOTAL REVENUES & ADDITIONS	\$ 510,896,656	\$ 302,541,549	59.2%	\$ 483,801,212	\$ 273,786,847	56.6%

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date - 41.7% of Fiscal Year Elapsed

	January 31, 2013			January 31, 2012		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 139,262,341	\$ 61,076,618	43.9%	\$ 130,345,545	\$ 57,491,519	44.1%
Public Service	4,827,307	1,829,441	37.9%	6,119,755	1,587,784	25.9%
Academic Support	17,338,013	6,924,507	39.9%	17,384,099	6,465,759	37.2%
Student Services	30,625,606	12,937,294	42.2%	28,309,582	11,560,841	40.8%
Institutional Support	61,294,141	27,344,172	44.6%	58,009,077	24,293,508	41.9%
Staff Benefits	24,912,971	11,362,936	45.6%	25,745,581	10,558,744	41.0%
Operations & Maintenance of Plant	30,510,500	16,374,358	53.7%	29,273,780	16,093,255	55.0%
Repairs & Rehabilitation	15,621,163	4,252,171	27.2%	16,055,895	4,485,999	27.9%
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	142,101,497	40.6%	317,916,405	132,537,409	41.7%
AUXILIARY FUND						
Student Activities	7,379,038	2,920,315	39.6%	7,521,056	3,110,983	41.4%
Sales & Services	2,106,324	1,032,386	49.0%	2,302,369	1,176,087	51.1%
Reserve - Campus	216,916	-	n/a	435,095	-	n/a
Reserve - District	114,279	-	n/a	150,596	-	n/a
Transfers-out	103,702	47,075	45.4%	102,900	52,468	51.0%
TOTAL AUXILIARY	9,920,259	3,999,776	40.3%	10,512,016	4,339,538	41.3%
RESTRICTED FUND						
State Appropriations	15,268,551	6,469,117	42.4%	14,766,881	7,425,382	50.3%
Grants & Contracts	30,547,882	10,626,667	34.8%	31,813,671	9,623,066	30.2%
Scholarships	94,955,160	51,283,632	54.0%	95,076,789	55,010,490	57.9%
Subtotal Grants, Contracts & Scholarships	140,771,593	68,379,416	48.6%	141,657,341	72,058,938	50.9%
Richland Collegiate High School	76,242	-	0.0%	81,234	56,814	69.9%
TOTAL RESTRICTED	140,847,835	68,379,416	48.5%	141,738,575	72,115,752	50.9%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,846,427	1,280,294	45.0%	2,954,875	989,879	33.5%
TOTAL COLLEGIATE HIGH SCHOOL	2,846,427	1,280,294	45.0%	2,954,875	989,879	33.5%
SUBTOTAL EXPENDITURES & USES	503,781,269	215,760,983	42.8%	473,121,871	209,982,578	44.4%
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	52,997	53.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	4,295,797	3,569,296	83.1%
Unexpended Plant Fund	73,323	96,961	132.2%	1,300,000	656,927	50.5%
Debt Service Fund	-	-	0.0%	2,454,502	-	0.0%
TOTAL TRANSFERS & DEDUCTIONS	7,115,387	5,680,995	79.8%	10,679,341	5,473,505	51.3%
TOTAL EXPENDITURES & USES	\$ 510,896,656	\$ 221,441,978	43.3%	\$ 483,801,212	\$ 215,456,083	44.5%

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

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date - 41.7% of Fiscal Year Elapsed

	January 31, 2013			January 31, 2012		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$222,162,633	\$ 94,156,983	42.4%	\$207,391,055	\$ 87,836,757	42.4%
Staff Benefits	24,912,971	11,362,936	45.6%	25,745,581	10,558,744	41.0%
Purchased Services	18,938,171	10,176,324	53.7%	20,437,679	9,829,071	48.1%
Operating Expenses	65,607,437	26,829,755	40.9%	64,218,928	26,643,663	41.5%
Supplies & Materials	8,603,529	5,202,752	60.5%	8,842,977	4,651,120	52.6%
Minor Equipment	5,044,908	933,283	18.5%	2,967,706	696,767	23.5%
Capital Outlay	3,012,595	2,211,553	73.4%	4,682,164	1,153,678	24.6%
Charges	(23,890,202)	(8,772,089)	36.7%	(23,042,776)	(8,832,391)	38.3%
SUBTOTAL UNRESTRICTED	324,392,042	142,101,497	43.8%	311,243,314	132,537,409	42.6%
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	52,997	53.3%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	4,295,797	3,569,296	83.1%
Unexpended Plant Fund	73,323	96,961	132.2%	1,300,000	656,927	50.5%
Debt Service Fund	-	-	n/a	2,454,502	-	0.0%
TOTAL UNRESTRICTED	357,282,135	147,782,492	41.4%	328,595,746	138,010,914	42.0%
AUXILIARY FUND	9,920,259	3,999,776	40.3%	10,512,016	4,339,538	41.3%
RESTRICTED FUND	140,847,835	68,379,416	48.5%	141,738,575	72,115,752	50.9%
RICHLAND COLLEGIATE HIGH SCHOOL	2,846,427	1,280,294	45.0%	2,954,875	989,879	33.5%
TOTAL EXPENDITURES & USES	\$510,896,656	\$ 221,441,978	43.3%	\$483,801,212	\$ 215,456,083	44.5%

NOTES

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

- (1) *Actual Federal Grants & Contracts* has exceeded 100% of budget. This is due to additional revenue for state work-study. The budget will be reviewed for changes during the Spring Budget Revision process.
- (2) *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.
- (3) *Student Services* is higher than the control limit due to Student Financial Aid expenditures at the El Centro location. These expenditures will be covered from reserves through the budget transfer process.

INFORMATIVE REPORT NO. 20

Monthly Award and Change Order Summary

Listed below are the awards and change orders approved by the executive vice chancellor of business affairs in January 2013.

AWARDS:

2DA1442	CERAMICS CLASS FIELD TRIP IN ITALY - BHC La Meridiana Associazione Culturale	(estimated) \$37,500
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This request consists of a field trip for students currently enrolled in various ceramics classes at the college. The students will be attending a workshop called Sculptural Forms for the Garden at the La Meridiana International School of Ceramics. The workshop focuses on techniques commonly used throughout the history of ceramics and in particular, the vessels, tiles and sculptures created for Italian gardens. Included in the price are the use of the studio facilities and equipment, lodging accommodations, class-day lunches, ground transportation, and field trips to Florence, Montelupo and local potters. The studio facilities are located in the Tuscany region of Italy in a restored 15th century farmhouse with state-of-the-art ceramic equipment and kilns.

An estimated fifteen students are anticipated at a cost of \$2,500 per person for the workshop package. Students will personally pay this cost. (Students are also responsible for their own roundtrip transportation to/from the workshop.)

This vendor is recommended for award as there are no other institutions in this region of Italy that can provide classroom facilities (very specific), lodging at the same site and meal accommodations as a package deal. When Hemisphere Travel, Inc., a contracted student travel services vendor was contacted for a quote, they did not submit one.

CHANGE ORDERS:

Link America, Inc. – Bid #11855
Police communication system - BHC
Purchase Order No. B19573
Change Order No. 2

Change: Extend the contract time by four months to coincide with the requested time extension for the FCC Narrow Banding requirement due to change of project management personnel, schedule coordination delays and technical feature enhancements. The date of substantial completion as of the date of this change order is May 1, 2013.

Original Contract Amount	\$431,193.00
Change Order Limit/Contingency	67,272.00
Prior Change Order Total Amounts	81,816.50
Net Increase this Change Order	.00
Revised Contract Amount	\$513,009.50

Board approved original award 04/03/2012. This is for BHC project #1, *Progress Report on Construction Projects*.

Dewberry Architects, Inc. – Bid #NA
ADAAG upgrades - NLC
Purchase Order No. B19871
Change Order No. 3

Change: Additional fee to prepare a feasibility study to extend the stage to meet 2010 ADA requirements for the Performance Hall.

Original Contract Amount	\$116,680.22
Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	17,125.00
Net Increase this Change Order	9,550.00
Revised Contract Amount	\$143,355.22

Board approved original award 06/05/2012. This is for NLC project #9, *Progress Report on Construction Projects*.

INFORMATIVE REPORT NO. 21

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 January 31, 2013.

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	

Comparison January 2013/2012 & February 2013/2012

Ethnicity/ Gender	January 13		January 12		February 13		February 12	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	482	0.0	16	0.0			500	0.0
Black/African-American	121,969	5.4	42,517	2.4			113,520	3.8
Asian Indian	25	0.0	37,024	1.3			0	0.0
Anglo-American, Female	682,705	30.2	57,797	3.2			142,811	4.8
Asian Pacific	292,762	12.9	0	0.0			176	0.0
Hispanic/Latino/Mex-American	272,683	12.0	56,751	3.2			39,881	1.3
Other Female	1,862	0.0	1,582	0.4			4,264	0.1
Total M/WBE	1,372,488	60.5	195,687	10.4			301,152	10.0
Not Classified	888,260	39.5	1,688,323	89.6			2,706,406	90.0
Subtotal for Discretionary Payments	2,260,748	100.0	1,884,010	100.0			3,007,558	100.0
Non-discretionary Payments	3,374,444		3,008,782				3,689,529	
Total Payments	5,635,192		4,892,792				6,697,087	

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

	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	YTD 2012-13
American Indian/ Alaskan Native	976,953	1,098,580	293,244	304,324	174,963	68,700	5,035	2,492
Black/African- American	4,706,496	3,125,284	14,934,516	40,748,128	6,337,986	2,226,472	1,713,403	727,038
Asian Indian	1,112,483	3,170,023	3,494,574	12,392,237	6,947,151	2,182,683	894,220	314,400
Anglo-American, Female	4,684,336	3,902,023	4,893,713	14,952,024	13,742,587	4,357,927	3,955,610	3,669,037
Asian Pacific	25,793	26,035	656,552	1,099,847	1,184,614	51,686	144,634	602,533
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	745,480
Other Female	712,096	695,800	940,788	1,545,232	1,989,424	304,974	98,602	23,062
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	6,084,022
% of all payments	22.27%	20.07%	21.69%	37.87%	30.10%	32.33%	27.8%	57.1%

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. 22

PROGRESS REPORT ON CONSTRUCTION PROJECTS
 Status Report as of January 31, 2013

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	ADA upgrades																		
	DO																		
1	Dock lift (Hold)																		
	DSC/D-W																		
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure (Hold)																		
2	DSC & 1601ADA upgrades																		
3	EFC S, RLC G, LeCroy ADA upgrades																		
	ECC																		
1	Installation 21 wind turbines																		
2	Central plant upgrades																		
3	Paramount 5 th floor renovation for FBI																		
4	Roof Replacement @ BJP																		
5	ADA upgrades																		
6	Expansion welding lab exhaust system @ BJP																		
7	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	Structural analysis all parking lots' lights (Hold)																		
3	New & replace sidewalks																		
4	North Campus improvements																		
5	Electrical distribution maintenance																		
6	Renovate restroom bldg. A & J																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS
Status Report as of January 31, 2013

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
7	Interior signage																		
8	NLC ADA upgrades																		
9	NLC S/N/DFW ADA upgrades																		
10	Leed Certification "H" bldg..																		
11	Waterproofing @ Bldg. A																		
12	Roof replacement campus-wide																		
	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

None To Report

INFORMATIVE REPORT NO. 23

M/WBE Participation of Maintenance and SARS Projects Report

The status of M/WBE Participation as of January 31, 2013 for Maintenance and SARS projects assigned to contracted construction program managers.

Maintenance and SARS Projects - as of January 31, 2013

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%
Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
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	\$105,381					
	Architect			\$105,101	\$105,101	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$280	\$0	0%	\$280	100%
	EFC Maintenance Projects Subtotal	\$105,101	\$105,381	\$105,381	\$105,101	100%	\$280	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	\$105,381	\$108,751	\$108,471	100%	\$280	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%

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 (con't)								
	ECC ADA Upgrades	\$74,891	\$0					
	Architect			\$74,891	\$0	0%	\$74,891	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC Maintenance Projects Subtotal	\$129,162	\$0	\$129,162	\$0	0%	\$129,162	100%
ECC SARS Projects								
	Installation 21 Wind Turbines	\$5,885	\$16,885					
	Architect/Engineer			\$16,885	\$16,885	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	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	\$257,649					
	Architect/Engineer			\$25,698	\$25,698	100%	\$0	0%
	Construction			\$226,601	\$226,601	100%	\$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			\$150	\$0	0%	\$150	100%
	ECC SARS Project Subtotal	\$338,287	\$361,688	\$387,985	\$382,485	99%	\$5,500	1%
	ECC Projects Total	\$467,449	\$361,688	\$517,147	\$382,485	74%	\$134,662	26%
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%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
NLC SAR Projects (con't)	Roof Replacement Campus Wide	\$91,923	\$0					
	Architect			\$91,923	\$0	0%	\$91,923	100%
	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	\$475,221	\$950,510	\$1,099,936	\$809,460	74%	\$290,476	26%
	NLC Projects Total	\$728,154	\$1,567,372	\$1,685,788	\$1,148,659	68%	\$537,129	32%

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%	

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
RLC SAR Projects	Relocation HVAC Piping Under Lake	\$1,300,000	\$1,552,433					
	Architect			\$114,252	\$114,252	100%	\$0	0%
	Construction			\$1,376,895	\$1,376,895	100%	\$0	0%
	Construction Manager			\$38,238	\$38,238	100%	\$0	0%
	Misc. Consulting Services			\$23,048	\$0	0%	\$23,048	100%
	Bonham Hall Elevator Remodel	\$361,567	\$477,669					
	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			\$817	\$526	64%	\$291	36%
	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	\$498,573					
	Architect			\$35,113	\$35,113	100%	\$0	0%
	Construction			\$463,460	\$0	0%	\$463,460	100%
	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	\$2,589,670	\$2,654,670	\$1,830,383	69%	\$824,287	31%	
RLC Projects Total	\$2,468,368	\$2,818,836	\$2,883,836	\$2,053,302	71%	\$830,534	29%	

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
DSC Maintenance Projects								
	Feasibility Study Administrative Cabling Infrastructure - D-W	\$5,062,857	\$0					
	Architect			\$99,008	\$99,008	100%	\$0	0%
	Construction			\$187,636	\$0	0%	\$187,636	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	DSC and DO ADA Upgrades	\$18,717	\$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%
	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		\$11,477,117	\$5,191,450	\$6,846,011	\$4,171,093	61%	\$2,674,918	39%
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Prepared by EVCBA Ed DesPlas
February 18, 2013

INFORMATIVE REPORT NO. 24

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 January 31, 2013.

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) 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	<p style="text-align: right;">Start Date: August 08 Projected Completion Date: February 13</p>			
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	280
Estimated Cost: \$105,101 Revised Cost: \$105,381 Awarded Amount: \$105,381	Start Date: June 12 Projected Completion Date: TBD			
EFC Maintenance Summary	Total Estimated Cost: \$105,101	Total Revised Cost: \$0	Total Awarded Amount: \$105,381	

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) 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: TBD				
3) Paramount 5th Floor Renovation for FBI (ECC228) Estimated Cost: \$25,698 Revised Cost: \$257,649 Awarded Amount: \$257,649	25,698	226,601	0	5,350
Start Date: March 12 Projected Completion Date: February 13				

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Roof Replacement @ BJP (BJP62)	26,147	0	0	150
Estimated Cost: \$267,500 Revised Cost: \$ Awarded Amount: \$26,297	Start Date: May 12 Projected Completion Date: August 13			
ECC SAR Summary	Total Estimated Cost: \$338,287	Total Revised Cost: \$0	Total Awarded Amount: \$387,985	

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: January 14			
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: August 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) NLC Roof Replacement Campus Wide (NLC348) Estimated Cost: \$91,923 Revised Cost: \$ Awarded Amount: \$91,923	91,923	0	0	0
	Start Date: November 12 Projected Completion Date: November 13			
8) Waterproofing @ Bldg. A (NLC350) Estimated Cost: \$4,925 Revised Cost: \$ Awarded Amount: \$4,925	4,925	0	0	0
	Start Date: October 12 Projected Completion Date: March 13			
NLC SAR Summary	Total Estimated Cost: \$475,221	Total Revised Cost: \$0	Total Awarded Amount: \$1,099,936	

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: \$1,552,433 Awarded Amount: \$1,552,433	114,252	1,376,895	38,238	23,048
Start Date: September 10 Projected Completion Date: February 13				
2) Bonham Hall Elevator Remodel (RLC316) Estimated Cost: \$361,567 Revised Cost: \$477,669 Awarded Amount: \$477,669	64,228	412,624	0	817
Start Date: December 10 Projected Completion Date: March 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: \$498,573 Awarded Amount: \$498,573	35,113	463,460	0	0
Start Date: May 12 Projected Completion Date: March 13				
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: \$2,654,670	

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. 25

Notice of Grant Awards (March 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: University of Texas at Dallas/NSF Dallas STEM Gateways Collaborative
Beneficiary: Richland College
Amount: Increase \$249,386 New Amount \$ 660,523
Term: August 15, 2009 – July 31, 2014
Purpose: To enhance student recruitment, engagement and retention and faculty engagement in the Gateway STEM experience.

Source: United States Dept. of Education/Asian American, Native American, Pacific Islanders Strengthening Institutions (AANAPISI)
Beneficiary: Richland College
Amount: Increase \$327,806 New Amount \$1,063,209
Term: October 1, 2010 – September 30, 2015
Purpose: To improve academic quality, increase self-sufficiency and strengthen capacity to make a substantial contribution to higher education resources by improving graduation rates, course completion rates and developing programs that are designed to increase completion rates.

Source: Texas Workforce Commission in partnership with Aviall
Beneficiary: North Lake College
Amount: \$699,458
Term: September 4, 2012 – September 30 2013
Purpose: To provide professional training for 914 Aviall employees.

<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	\$1,246,650
April 2013	
May 2013	
June 2013	
July 2013	
August 2013	
Total To Date	<u>\$9,495,918</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. 26

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 - \$25,761

Ford	Automotive
GM	Automotive
City of Farmers Branch	Customer Service
GEICO	Business Law
Hilite International	Blueprint Reading I
Hilite International	Blueprint Reading I
Hilite International	Blueprint Reading I

CEDAR VALLEY COLLEGE - \$8,051

Methodist Healthcare	Microsoft Excel, Access, Powerpoint
Aviall, a Boeing Company	Electro Static Course Development Consultative Services
Federal Correction Institute	Heating/Air Conditioning, Computer Landscaping

EASTFIELD COLLEGE - \$1,600

International School	Prof. Truck Driver
Dallas Police Assoc.	LEO Instructor Course
Motorcycle Training	MC Training Center
Shearer Electric	Electric

EL CENTRO COLLEGE – \$37,110

UT Southwestern Medical Center	Anatomy and Physiology
ATT Wireline	Telephony Business Services
Automobile Club of Southern California	Insurance Training
City Square	Adult Computer Classes
Los Barrios Unidos Community Clinic	Business Statistics
Mary Kay	English Language Assessments

MOUNTAIN VIEW COLLEGE – \$7,349

Irving Independent School District	Leadership
Nestle’ Waters North America	Introduction to Metallurgy
Trinity Watershed Management	Welding Shielded Arc Metal
City of Dallas	

NORTH LAKE COLLEGE - \$17,222

Aviall	International Logistics Management
The Berry Family of Nurseries	Excel I - Introduction
Consolidated Electrical Distributors	Social Work – Generational Management

RICHLAND COLLEGE – \$14,820

Chambrel at Club Hill	Emeritus
The Forum	Emeritus
Meadowstone	Emeritus
Monticello West	Emeritus
Presbyterian Village North	Emeritus
AT&T	AC Circuits
City of Garland	MS Office 2010 Excel Level 1
City of Plano	Business Productivity
Dallas County	Business Productivity
Dallas County	Customer Care I
Dallas County	Customer Care II
Perot Museum	Customer Service 101
Perot Museum	Customer Service 202
Sanden Vendo	Principles of Lean Manufacturing
Silver Line	MS Office 2010 Excel Level I
Alliance for Employee Growth	Tech Support

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	\$ 25,761	\$ 8,051	\$ 1,600	\$ 37,110	\$ 7,349	\$ 17,222	\$ 14,820	\$ 111,913
March 2013	\$	\$	\$	\$	\$	\$	\$	\$
April 2013	\$	\$	\$	\$	\$	\$	\$	\$
May 2013	\$	\$	\$	\$	\$	\$	\$	\$
June 2013	\$	\$	\$	\$	\$	\$	\$	\$
July 2013	\$	\$	\$	\$	\$	\$	\$	\$
August 2013	\$	\$	\$	\$	\$	\$	\$	\$
Total To Date	\$144,757	\$ 76,425	\$ 20,575	\$ 148,448	\$ 53,407	\$ 248,967	\$ 92,912	\$ 785,491

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. 27

Report on Reaffirmation Costs for SACS Accreditation

Shortly after all of the colleges received on-site peer reviews by SACS visitation teams, the chancellor advised the Board that the presidents would report the costs incurred over the four years during which the self-study and re-accreditation process was conducted. Listed on the following page are two summaries of that information.

District-wide, by Elements of Cost

	<u>Total</u>	<u>FY2013</u>	<u>FY 2012</u>	<u>FY 2011</u>	<u>FY 2010</u>
Replacement Cost of Faculty on Release Time for Self Study Duties	\$ 486,904	\$ 115,273	\$ 202,119	\$ 127,679	\$ 41,833
Temporary Employees hired to support self study	\$ 476,460	\$ 27,911	\$ 188,932	\$ 157,348	\$ 102,270
Consultants	\$ 36,753	\$ 2,451	\$ 26,051	\$ 6,036	\$ 2,215
Supplies to support Self Study	\$ 72,186	\$ 15,325	\$ 17,507	\$ 13,986	\$ 25,369
Printing/Duplication Expenses	\$ 20,745	\$ 3,603	\$ 12,881	\$ 990	\$ 3,271
Postage/Shipping	\$ 11,911	\$ 4,165	\$ 6,173	\$ 475	\$ 1,098
Official Functions	\$ 9,255	\$ 3,128	\$ 2,755	\$ 972	\$ 2,400
Staff Development	\$ 41,969	\$ 10,618	\$ 19,855	\$ 11,430	\$ 66
Employee Travel	\$ 314,841	\$ 26,169	\$ 95,207	\$ 73,258	\$ 120,207
Costs of Visiting Team (airfare/lodging/food/other)	\$ 132,900	\$ 128,943	\$ 706	\$ 3,252	\$ -
Other: (mostly) Software, Equipment, Contracted Services, QEP costs	\$ 280,965	\$ 30,166	\$ 86,103	\$ 86,528	\$ 78,168
Total	\$ 1,884,889	\$ 367,750	\$ 658,288	\$ 481,953	\$ 376,897

Total Costs by College

	<u>Total</u>	<u>FY2013</u>	<u>FY 2012</u>	<u>FY 2011</u>	<u>FY 2010</u>
Brookhaven College	\$ 199,174	\$ 63,179	\$ 66,108	\$ 45,659	\$ 24,229
Cedar Valley College	\$ 317,666	\$ 59,167	\$ 110,513	\$ 101,147	\$ 46,838
Eastfield College	\$ 218,946	\$ 20,845	\$ 70,912	\$ 48,803	\$ 78,386
El Centro College	\$ 316,165	\$ 69,574	\$ 88,619	\$ 52,003	\$ 105,969
Mountain View College	\$ 286,211	\$ 41,834	\$ 106,827	\$ 91,221	\$ 46,329
North Lake College	\$ 244,619	\$ 49,336	\$ 111,367	\$ 55,094	\$ 28,823
Richland College	\$ 302,108	\$ 63,816	\$ 103,942	\$ 88,027	\$ 46,323
Total	\$ 1,884,889	\$ 367,750	\$ 658,288	\$ 481,953	\$ 376,897

(NOTE: Some totals have been impacted by rounding calculations)

INFORMATIVE REPORT NO. 28

LeCroy Center for Educational Telecommunications – Notice of Name Change (Dallas Colleges Online)

The LeCroy Center is the distance education and learning technologies arm of the Dallas County Community College District. One of its departments providing services to online students is the Dallas TeleCollege Online. The Dallas TeleCollege was started in 1997 and has been serving the colleges of the DCCCD as the student services online portal to courses taught at all seven colleges.

To further clarify the service provided and respond to a recommendation from the Southern Association of Colleges and Schools (SACS), and better describe its function to students, the Dallas TeleCollege Online is changing its name to **Dallas Colleges Online**. Through this service, students can receive one-stop online advising and registration support in order to take courses offered fully online from one or more DCCCD colleges.

Courses offered through the Dallas Colleges Online portal are listed in the college-based class schedules and are taught by DCCCD faculty. Students are required to complete at least 25% of their credit hours toward a degree at a single college.

INFORMATIVE REPORT NO. 29

LeCroy Center for Educational Telecommunications – Notice of Name Change (Dallas Learning Solutions)

The LeCroy Center is the distance education and learning technologies arm of the Dallas County Community College District. Located at the LeCroy Center, Dallas TeleLearning, a leading producer of DCCCD-developed distance learning courses since 1972, has developed courseware for our District faculty and students that is also leased and sold to over 1,500 institutions nationally.

This work group was initially responsible for the development of telecourses, adding an online component in the late 1990's, and then producing interactive courses that are available to the students on their desktop, online, on mobile devices or by DVD-ROM.

As market needs and technologies change, this group will continue to distribute courseware but also expand its products to include consulting and video productions. To better represent the array of services available from the LeCroy Center to a national marketplace, Dallas TeleLearning is changing its name to **Dallas Learning Solutions**. This unit will continue to generate external revenue.

Report of Sabbatical Leave during Fall Semester 2012
Leslie Neal, Brookhaven College
January 25, 2013

Purpose of the Sabbatical

The purpose of this sabbatical was to become acquainted with free academic listening resources for upper-level ESOL (English for Speakers of Other Languages) students, to create a list of the best resources to be given to instructors, and to begin to incorporate these listening resources into the ESOL 0033 and 0034 courses offered at Brookhaven College.

Results

I comprehensively reviewed nearly 90 different ESOL-focused websites and also contacted directly the Communications Coordinator for the Intensive English Language Institute at the University of North Texas in order to familiarize myself with free online resources for ESOL language instruction. As I evaluated the listening resources, I focused on resources that were level-appropriate, no-cost, transcript-free, and timely in subject matter. The subsequent outcomes of my sabbatical project will provide many benefits for Brookhaven, the DCCCD, and my students.

First, I created a list of the best practices resources, which I am sharing with full-time and part-time ESOL instructors. I also developed a sample lesson plan for a listening exercise which I will use to train ESOL 0033 and 0034 instructors at Brookhaven. Furthermore, as a result of completing my sabbatical, I can now competently and confidently serve as a contact person and key resource reference for ESOL faculty members at Brookhaven and throughout the DCCCD. I am able to provide them with a list of Internet-based resources for in-class and out-of-class listening practice and make suggestions regarding syllabi and class activities. I will update the Brookhaven ESOL 0033 and 0034 syllabi in order to incorporate these resources into the classroom, as well.

In addition, I have asked Brookhaven College representative on the DCCCD ESOL Curriculum Committee to share the list of resources that I have prepared with our ESOL colleagues at other campuses. Most important, upper-level ESOL students will improve their listening comprehension skills by regularly utilizing the web learning sources on the list I created. Some of these will be used in class for listening practice, quizzes or both. Students will receive a list of additional resources to use on their own time. As a result, students who desire and/or need more practice listening to English will have easy access to effective websites without having to spend many hours searching the Web. As the students use these

websites, they will be more successful on their listening quizzes and their mid-term and final listening exams. For my part, the sabbatical opportunity created an avenue to make these changes and provide these resources in a timely and expedited fashion.

Report of Sabbatical Leave during Fall Semester 2012
Czarina Reyes, Brookhaven College
January 23, 2013

Purpose of the Sabbatical

This sabbatical gave me the opportunity to travel to and learn from institutions that are able to maintain high student persistence and completion rates, to improve instruction leading to student success in my own discipline, and to become a resource to my colleagues across the curriculum.

Results

The objectives of the sabbatical were to gain a superior understanding of how South Texas College, El Paso Community College and Valencia College:

- create a culture of evidence
- involve all administrators, faculty and staff working at the institution
- use specific strategies to improve student achievement
- align curriculum with area universities
- provide and support professional development for all members who work at the college.

I made site visits to all three colleges and spent adequate time at each. I was interviewed by student panels and interviewed the students myself, observed classes that were paired with other courses from different disciplines (LINC courses), met with faculty members and various leaders throughout the college, toured each college, observed the student body and, lastly, observed the culture of each college. This was an extremely insightful and engaging experience. In addition, I was able to explore other mathematics work group organizational structures.

My efforts will enhance and expand student success by replicating some of the practices I observed at the other colleges. One opportunity is to reorganize Brookhaven College's developmental mathematics curriculum into two courses that are 4 credit hours each. Both courses would have a lab component, which would mean we would need to redesign our math lab to be more student-friendly and accessible, recruit and hire additional tutors that are qualified to tutor in all levels of mathematics, and provide more computers to allow for entire classes to meet in the math lab, if needed. Within these additions, students could engage in on-demand online tutoring— a module which we do not currently possess in the Brookhaven Math Lab.

The colleges I visited also shared that they have individuals responsible for this type of tutoring. If Brookhaven College is trying to meet the needs of all students and to sustain its open admissions approach, then it is essential that we continue to try and meet the needs of all students. In addition, we would need to hire someone who would be the Director of our Supplemental Instruction (SI) program. This new hire would be an advocate for the SI program and would provide continuous professional development for the SI leaders. Faculty would provide excellent instruction and the math lab would be the student support center that embraces all students who need help with their mathematics homework. Without the sabbatical opportunity, I would not be in a position to recommend and facilitate these student success driven changes.

Report of Sabbatical Leave during Spring Semester 2013
Scott Branks, Richland College
January 15, 2013

Purpose of the Sabbatical

The purpose of my sabbatical was to better meet the strategic planning priority of responding to the learning needs of diverse student communities as a competent and compassionate faculty member by completing dissertation research in Mozambique, Africa for my PhD in Humanities at UTD. Students will benefit directly from my further education which will be applied to my teaching, program coordination, and course development.

Results

I have completed the major field work and research for my dissertation project focusing on the rural and indigenous communities in and around Chizavane in Mozambique as well as relevant research from sources in Swaziland and South Africa. More tangibly, I have produced a draft of a 200 page novel focused on the life of a Txopi woman living in this region and over 100 pages of field research to incorporate into a documented research study to accompany the creative work.

There are several ways in which my sabbatical study will enhance student learning and grow programs within Richland College.

1. As an instructor of English for students from 140 countries in Richland's community, intense immersion into the culture and struggles of the indigenous people of the eastern coastlands of Mozambique greatly increases my scope of our global village and the vast cultural and socio-economic differences within our student body and in the world that students will inhabit and influence. Many of our students are refugees or come from countries undergoing intense struggle. My empathy as an advocate and mentor for students has been profoundly deepened through my sabbatical experience. I believe this will benefit students and their learning.
2. As a coordinator of the Peace Studies program at Richland, the interaction I experienced with victims of war and oppression expands my understanding of the suffering that plagues major regions of our globe as a result of violence and suffering. First hand stories and case studies offer students examples much more poignant than news reports and readings. The result of my sabbatical is a renewed conviction to promote alternatives to war and violence and to teach peaceful solutions to conflict resolution in an increasingly violent world.

3. Finally, as a teacher of creative writing, my own process of method and immersion reporting and writing will enhance students' learning practices as I nurture their writing skills with my personal experience.

INFORMATIVE REPORT NO. 33

Submission of Annual Racial Profiling Reports

In accordance with the state racial profiling law, each college police department of the District is required to submit an annual report to the Board of Trustees, in addition to submitting it to the Texas Commission on Law Enforcement Standards and Education (“TCLEOSE”). These reports contain data that was gathered from stops made by campus police in their police vehicles during the 2012 calendar year. This data is categorized by ethnicity. El Centro College is exempt from the racial profiling law since the college does not make traffic stops.

Policy Reminders

Board policies pertinent to evaluating a recommendation for approving racial profiling reports include:

A College District police department shall compile and analyze the incident-based data contained in each report received by the department. Not later than March 1 of each year, each College District police department shall submit a report containing the information compiled during the previous calendar year, in accordance with Code of Criminal Procedure 2.134, to the TCLEOSE and to the governing body of each county or municipality served by the department. CHA (LEGAL), SITE MANAGEMENT SECURITY: MOTOR VEHICLE STOPS: REPORTS REQUIRED

A peace officer and College District’s chief of police are exempt from the reporting requirements described above if:

1. *During the calendar year preceding the date that the department’s report is required to be submitted:*
 - a. *Each law enforcement motor vehicle regularly used by an officer employed by the department to make motor vehicle stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make motor vehicle stops is equipped with transmitter-activated equipment; and*
 - b. *Each motor vehicle stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment. CHA (LEGAL), SITE MANAGEMENT SECURITY: MOTOR VEHICLE STOPS: EXEMPTION*

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Brookhaven College
(Tier 1, Page 1 of 4)

Department Name Brookhaven College
Agency Number 113016
Chief Administrator Name John Klingensmith
Reporting Name John Klingensmith
Contact Number 972-860-4191
E-Mail Address jklingensmith@dccd.edu

Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed b the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A) The race or ethnicity of the individual detained;
 - (B) Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C) Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A) The Commission on Law Enforcement Officer Standards and Education; and
 - (B) The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.

John Klingensmith 11/9/13
Chief Administrator **Date**

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Brookhaven College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption

Partial Exemption Claimed by (2.135(a) (CCP):

XX	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
-----------	--

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	---

I claim this exemption.

John Fitzgerald 11/9/13
Chief Administrator Date

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of Brookhaven College

(Tier 1, Page 3 of 4)

(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

Brookhaven College has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	<u>345</u>	citation only
Mark only 1 category per vehicle stop.	2.	<u>5</u>	arrest only
	3.	<u>11</u>	both
	4.	<u>361</u>	Total

Race or Ethnicity	5.	<u>67</u>	African
	6.	<u>42</u>	Asian
	7.	<u>153</u>	Caucasian
	8.	<u>95</u>	Hispanic
	9.	<u>4</u>	Middle Eastern
	10.	<u>0</u>	Native American
	11.	<u>361</u>	Total

Race or Ethnicity known prior to stop?	12.	<u>0</u>	Yes
	13.	<u>361</u>	No
	14.	<u>361</u>	Total

Search conducted?	15.	<u>0</u>	Yes
	16.	<u>361</u>	No
	17.	<u>361</u>	Total

Was search consented?	18.	<u>0</u>	Yes
	19.	<u>0</u>	No
	20.	<u>0</u>	Total must equal #15

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Brookhaven College
(Tier 1, Page 4 of 4)

Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
- (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.

John Klingensmith

Chief Administrator

1/9/13

Date

The entire agency report for Brookhaven College has been sent electronically to:

www.tcleose.state.tx.us

**Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Cedar Valley
College
(Tier 1, Page 1 of 4)**

Department Name Cedar Valley College
Agency Number 113014
Chief Administrator Name Timothy W. Stewart
Reporting Name Timothy W. Stewart
Contact Number 972-860-8287
E-Mail Address twstewart@dccd.edu

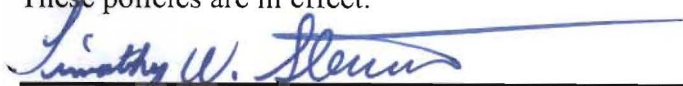
Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A). The Commission on Law Enforcement Officer Standards and Education; and
 - (B). The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.


Chief Administrator

01-09-2013

Date

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Cedar
Valley College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption

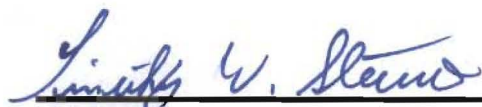
Partial Exemption Claimed by (2.135(a) (CCP):

X	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
----------	--

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	---

I claim this exemption.


Chief Administrator

01-09-2013

Date

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of Cedar Valley College

(Tier 1, Page 3 of 4)

(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

Cedar Valley College Police has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	10	citation only
Mark only 1 category per vehicle stop.	2.	0	arrest only
	3.	0	both
	4.	10	Total

Race or Ethnicity	5.	8	African
	6.	0	Asian
	7.	2	Caucasian
	8.	0	Hispanic
	9.	0	Middle Eastern
	10.	0	Native American
	11.	10	Total

Race or Ethnicity known prior to stop?	12.	0	Yes
	13.	10	No
	14.	10	Total

Search conducted?	15.	0	Yes
	16.	10	No
	17.	10	Total

Was search consented?	18.	0	Yes
	19.	0	No
	20.	0	Total must equal #15

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Cedar
Valley College
(Tier 1, Page 4 of 4)

Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
- (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.



Chief Administrator

01-09-2013
Date

The entire agency report for Cedar Valley College Police has been sent electronically to: Pending

www.tcleose.state.tx.us

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Eastfield College
(Tier 1, Page 1 of 4)

Department Name Eastfield College Police Department
Agency Number 113007
Chief Administrator Name Michael Horak
Reporting Name Lieutenant Timothy Ellington
Contact Number 972-860-8329
E-Mail Address txe4870@dcccd.edu

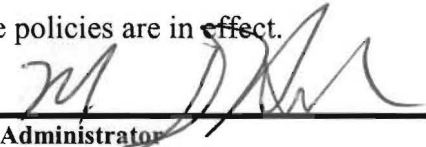
Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A). The Commission on Law Enforcement Officer Standards and Education; and
 - (B). The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.



Chief Administrator

01-10-2013

Date

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Eastfield College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption


Partial Exemption Claimed by (2.135(a) (CCP):

X	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
----------	---

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	--

I claim this exemption.



Chief Administrator

Date

01-10-2013

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of Eastfield College

(Tier 1, Page 3 of 4)

(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

Eastfield College has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	__ 68 __	citation only
Mark only 1 category per vehicle stop.	2.	__ 0 __	arrest only
	3.	__ 4 __	both
	4.	__ 72 __	Total

Race or Ethnicity	5.	__ 28 __	African
	6.	__ 1 __	Asian
	7.	__ 16 __	Caucasian
	8.	__ 27 __	Hispanic
	9.	__ 0 __	Middle Eastern
	10.	__ 0 __	Native American
	11.	__ 72 __	Total

Race or Ethnicity known prior to stop?	12.	__ 1 __	Yes
	13.	__ 71 __	No
	14.	__ 72 __	Total

Search conducted?	15.	__ 1 __	Yes
	16.	__ 71 __	No
	17.	__ 72 __	Total

Was search consented?	18.	__ 0 __	Yes
	19.	__ 1 __	No
	20.	__ 1 __	Total must equal #15

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Eastfield College
(Tier 1, Page 4 of 4)

Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.



Chief Administrator

01-10-2013

Date

The entire agency report for Eastfield College has been sent electronically to:

www.tcleose.state.tx.us

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Mountain View
College
(Tier 1, Page 1 of 4)

Department Name Mountain View College
Agency Number 113005
Chief Administrator Name Marvis Mosley Sr.
Reporting Name Cary S. Lynch
Contact Number 214-860-8876
E-Mail Address cs16870@dcccd.edu

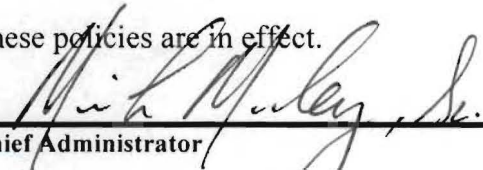
Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A). The Commission on Law Enforcement Officer Standards and Education; and
 - (B). The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.



Chief Administrator



Date

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Mountain
View College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption

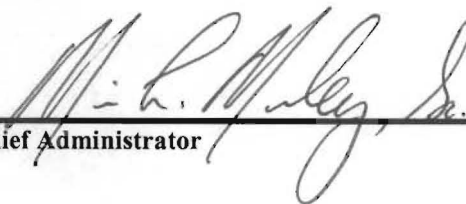
Partial Exemption Claimed by (2.135(a) (CCP):

X	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
---	---

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	--

I claim this exemption.



Chief Administrator

1/8/13

Date

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of Mountain View College

(Tier 1, Page 3 of 4)

(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

Mountain View College has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	<u>202</u>	citation only
Mark only 1 category per vehicle stop.	2.	<u>0</u>	arrest only
	3.	<u>1</u>	both
	4.	<u>203</u>	Total

Race or Ethnicity	5.	<u>66</u>	African
	6.	<u>1</u>	Asian
	7.	<u>41</u>	Caucasian
	8.	<u>94</u>	Hispanic
	9.	<u>1</u>	Middle Eastern
	10.	<u>0</u>	Native American
	11.	<u>203</u>	Total

Race or Ethnicity known prior to stop?	12.	<u>23</u>	Yes
	13.	<u>180</u>	No
	14.	<u>203</u>	Total

Search conducted?	15.	<u>1</u>	Yes
	16.	<u>202</u>	No
	17.	<u>203</u>	Total

Was search consented?	18.	<u>0</u>	Yes
	19.	<u>1</u>	No
	20.	<u>1</u>	Total must equal #15

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Mountain View College
(Tier 1, Page 4 of 4)

Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
- (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.



Chief Administrator

1/8/13

Date

The entire agency report for Mountain View College has been sent electronically to:

www.tcleose.state.tx.us

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of North Lake College
(Tier 1, Page 1 of 4)

Department Name North Lake College Police Department
Agency Number 0573500
Chief Administrator Name JC Drake
Reporting Name JC Drake
Contact Number 972.273.3301
E-Mail Address jcdrake@dcccd.edu

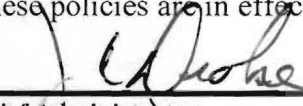
Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A). The Commission on Law Enforcement Officer Standards and Education; and
 - (B). The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.



Chief Administrator

1/2/13

Date

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
North Lake College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption

Partial Exemption Claimed by (2.135(a) (CCP):

X	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
----------	---

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	--

I claim this exemption.

Chief Administrator

1/2/13

Date

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of North Lake College

(Tier 1, Page 3 of 4)

(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

North Lake College has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	<u>225</u>	citation only
Mark only 1 category per vehicle stop.	2.	<u>0</u>	arrest only
	3.	<u>4</u>	both
	4.	<u>229</u>	Total

Race or Ethnicity	5.	<u>49</u>	African
	6.	<u>12</u>	Asian
	7.	<u>108</u>	Caucasian
	8.	<u>38</u>	Hispanic
	9.	<u>21</u>	Middle Eastern
	10.	<u>1</u>	Native American
	11.	<u>229</u>	Total

Race or Ethnicity known prior to stop?	12.	<u>0</u>	Yes
	13.	<u>229</u>	No
	14.	<u>229</u>	Total

Search conducted?	15.	<u>1</u>	Yes
	16.	<u>228</u>	No
	17.	<u>229</u>	Total

Was search consented?	18.	<u>1</u>	Yes
	19.	<u>0</u>	No
	20.	<u>1</u>	Total must equal #15

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
North Lake College
(Tier 1, Page 4 of 4)

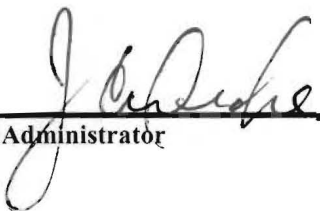
Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

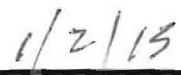
Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
- (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.



Chief Administrator



Date

The entire agency report for North Lake College has been sent electronically to:

www.tcleose.state.tx.us

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of Richland College
(Tier 1, Page 1 of 4)

Department Name **Richland College Police Department**
Agency Number **113013**
Chief Administrator Name **Robert D. Baker**
Reporting Name **Robert D. Baker**
Contact Number **(972) 238-6176**
E-Mail Address **rbaker1@dcccd.edu**

Certification to Report 2.132 (Tier 1) – Partial Exemption

Policy Requirements (2.132(b) CCP):

Each law enforcement agency in this State shall adopt a detailed written policy on racial profiling. The policy must:

- (1) clearly define acts constituting racial profiling;
- (2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;
- (3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;
- (4) Provide public education relating to the agency's complaint process;
- (5) Require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;
- (6) Require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and
- (7) Require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision (6) to:
 - (A). The Commission on Law Enforcement Officer Standards and Education; and
 - (B). The governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality or other political subdivision of the state.

These policies are in effect.


Chief Administrator

Date

Partial Exemption Racial Profiling Reporting
Report Submitted to DCCCD's Board of Trustees on Behalf of
Richland College
(Tier 1, Page 2 of 4)

Video and Audio Equipment Exemption


Partial Exemption Claimed by (2.135(a) (CCP):

	All cars regularly used for motor vehicle stops are equipped with video camera and transmitter-activated equipment and each motor stop is recorded and the recording of the stop is retained for at least 90 days after the stop.
---	--

OR

	In accordance with 2.135(a)(2) the agency has requested and not received funds to install the recording equipment.
--	---

I claim this exemption.



Chief Administrator

1-22-13

Date

Partial Exemption Racial Profiling Reporting

Report Submitted to DCCCD's Board of Trustees on Behalf of Richland College

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(This form is a Word document of TCLEOSE's recommended form. The information contained in this form is identical to TCLEOSE's recommended form.)

Richland College has submitted a report to TCLEOSE claiming a partial exemption. This format was used to report the data to TCLEOSE.

Instructions: Please fill out all boxes. If zero, use 0.

1. Total on lines 4, 11, 14 and 17 must be equal; and
2. Total on line 20 must equal line 15.

Number of motor vehicle stops:

	1.	353	citation only		
Mark only 1 category per vehicle stop.	2.	15	arrest only		
	3.	12	both		
				4. 380	Total
Race or Ethnicity	5.	112	African		
	6.	30	Asian		
	7.	131	Caucasian		
	8.	78	Hispanic		
	9.	29	Middle Eastern		
	10.	0	Native American		
				11. 380	Total
Race or Ethnicity known prior to stop?	12.	16	Yes		
	13.	364	No		
				14. 380	Total
Search conducted?	15.	30	Yes		
	16.	350	No		
				17. 380	Total
Was search consented?	18.	26	Yes		
	19.	4	No		
				20. 30	Total must equal #15

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Option to submit required data by utilizing agency report

I have submitted my report to TCLEOSE in PDF format

Electronic Submission of data required by 2.132(b)(6) CCP

- (6). require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:
 - (A). The race or ethnicity of the individual detained;
 - (B). Whether a search was conducted and, if so, whether the individual detained consented to the search; and
 - (C). Whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

This report meets the above requirements.



Chief Administrator

1-22-13

Date

The entire agency report for Richland College has been sent electronically to:

www.tcleose.state.tx.us