

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

R.L. Thornton, Jr. Administration Building

701 Elm Street

Board Room (4th floor)

Dallas, TX 75202

Tuesday, April 1, 2008

4:00 PM

AGENDA

- I. Certification of Posting of Notice of the Meeting
- II. Citizens Desiring to Address the Board Regarding Agenda Items
- III. Richland Collegiate High School Status Report
- IV. Declaration of Conflict of Interest (pp. 5-7)
- V. Consideration of Bids
 1. Construction Manager-at-Risk – Amendments for Three Projects
 2. Facilities Maintenance Management System
 3. Construction Trades
 4. Intrusion Alarm System
 5. Online Strategic Planning System
 6. Basketball Court Floor Refinishing
 7. Slope Remediation
 8. Medical/Surgical Beds
 9. Meeting Facilities for Center for Formation in Higher Education
 10. Summary of Recommendations for Awards with Minority and Woman Owned Businesses [Consideration of Bids section]
 11. Summary of Recommendations for Professional Services Pools with Minority and Woman Owned Businesses [Consideration of Bids section]
- VI. Consent Agenda: If a trustee wishes to remove an item from the consent agenda, it will be considered at this time.

Minutes

12. Approval of Minutes of the March 4, 2008 Work Session
13. Approval of Minutes of the March 4, 2008 Regular Meeting
14. Approval of Minutes of the March 18, 2008 Special Meeting

15. Approval of Minutes of the March 18, 2008 Audit Committee

Policy Reports

16. Approval of Policies Concerning Board Powers, Duties, and Responsibilities

Buildings and Grounds Reports

17. Approval of Amendment to Agreement with Albert H. Half Associates, Inc.
18. Approval of Resolutions Regarding Electrical Easement at Richland College Garland Campus
19. Summary of Recommendations for Agreements with Minority and Woman Owned Businesses [Buildings and Grounds section]

Financial Reports

20. Approval of Expenditures for February 2008
21. Presentation of Budget Report for February 2008
22. Presentation of 2nd Quarter Investment Transactions
23. Presentation of 2nd Quarter Financial Statements
24. Approval of District Corporate Resolution Relating to Check Signatures
25. Approval of Interlocal Agreement with Dallas Independent School District and the University of North Texas–Dallas Campus
26. Approval of Agreement with Johnson County Community College
27. Approval of Agreement with Training Grants Intelligence, Inc.
28. Acceptance of Gifts
29. Notice of Grant Awards
30. Summary of Recommendations for Agreements with Minority and Woman Owned Businesses [Financial section]

VII. Individual Items

31. Consideration of Resignations, Retirement and Phased Faculty Retirement
32. Approval of Warrant of Appointment for Security Personnel
33. Adjunct Faculty Teaching Credit Classes by Ethnicity & Location Paid on February 28, 2007 and February 29, 2008
34. Employment of Contractual Personnel
35. Non-Renewal of Temporary Faculty and Visiting Scholar Faculty
36. New Hires Ethnicity Information September 2007 through April 2008

VIII. Informative Reports

37. Receipt of Business and Corporate Contracts

38. Monthly Award and Change Order Summary
39. Summary of Recommendations for Awards with Minority and Woman Owned Businesses [VCBA Awards in Informative section]
40. Progress Report on Construction Projects
41. Bond Program Report on Projects

IX. Questions/Comments from the Board and Chancellor

X. Citizens Desiring to Appear Before the Board

- XI. Executive Session: The Board may conduct an executive session as authorized under §551.074 of the Texas Government Code to deliberate on personnel matters, including any prospective employee who is noted in Employment of Contractual Personnel.

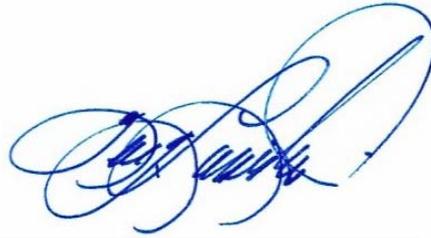
As provided by §551.072 of the Texas Government Code, the Board of Trustees may conduct an executive session to deliberate regarding real property since open deliberation would have a detrimental effect upon negotiations with a third person.

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

XII. Adjournment of Regular Meeting

**CERTIFICATION OF POSTING OF NOTICE APRIL 1, 2008
REGULAR MEETING OF THE DALLAS COUNTY COMMUNITY
COLLEGE DISTRICT AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 28th day of March, 2008, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 28th day of March, 2008, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.

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

Wright L. Lassiter, Jr., Secretary

Declaration of Conflict of Interest

House Bill 914 added Chapter 176 to the Local Government Code and took effect January 1, 2006. Chapter 176 provides that local government officers, such as DCCCD's chancellor and Trustees, shall file conflict disclosure statements in certain defined circumstances. It also provides that persons contracting or desiring to contract with DCCCD shall file conflict of interest questionnaires.

Local government officers, persons contracting and persons desiring to contract are required to file information on forms approved by the Texas Ethics Commission. See http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm for current versions of each form. The forms must be submitted to DCCCD records administrator, Vice Chancellor Edward M. DesPlas.

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

Listed below are the names of parties who were considered and/or recommended for awards in this agenda. This report is not intended or represented to be inclusive of all firms and persons contracting or desiring to contract with the Dallas County Community College District.

4L Engineering Co., Inc.
A Plus Electric, Inc.
A.T.'S Electric Co., Inc.
Adolfson & Peterson Construction Company
Aleier
Atlas Medical & Lab Supply, Inc.
Banz Service Co.
Bel-Ton Electric Service, Inc.
Berger Engineering Co.
BPSI
BRG
Bridges Electric, Inc.
Buy Indian Medical
C and C Construction
Cleaner Image
Critical Electric Systems Group, LLC
Dallas Independent School District (DISD)
Dennis Electric Co.
DMI Corp./ Decker Mechanical
Double M Plumbing, Inc.
Ensoft

Flores Technical Services, Inc.
FME
Frasca International, Inc.
Frontier Electric, LLC
Groves Electrical Service, Inc.
Gulf Energy Systems, Inc.
HCE Construction, Inc.
Hill-Rom Company, Inc.
HWC Cleaning Systems
Inwood Sport Flooring
Irving Independent School District
IT Client Solutions
J & J Foundation
Jet Electrical Contractors, LLC
JM & Sons Construction
Johnson County Community College
Kennedy Electric, Inc.
KGL Construction
Lemco Construction Services, LP
Lopez Electric Co., Inc.
Mabel Dodge Luhan House
Mart, Inc.
Maximus, Inc.
Mechanical Partners, Inc.
Med-Electronics, Inc.
Mid-Continental Restoration Co., Inc.
Mission Linen Supply
North Texas Contracting, Inc.
Oncor Electric Delivery Company LLC
Pavement Services Corp.
Phillips May Corp.
Pioneer Products, Inc.
Premier Electric, LP
Prism Electric, Inc.
Quality Hardwood Floors, Inc.
R. L. Harkins, Inc.
Renovation Motivation, LLC
Richardson Ready Electric, Inc.
Richmond Communication Group, Inc.
Rogers-O'Brien Construction Company
S & A Fire and Safety
S & D Electrical Contracting Co., Inc.
SAS Security Alarm Service Co., Inc.

Satcon Power Systems, Inc.
Sentinel, The Alarm Co.
Simplex Grinnell
Smith's Painting
Stanford Flooring Co.
Starling Richardson Construction
Stealth Monitoring, Inc.
Stripe-A-Zone
Tedex Company
Texas Standard Construction, LTD
The Trane Company
The Trevino Group, Inc.
Think Education Solutions, LLC
TMA
Tolin Mechanical Systems Co.
Trades Masters
Training Grants Intelligence, Inc.
Trevino Group, Inc.
University of North Texas Dallas Campus
Winstead Plumbing Co., Inc.
Wynne Electrical Contractors, Inc.
Z Floor Co.

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

CONSIDERATION OF BIDS

Tab Bid No.	Title and Vendor(s)	Location	Amount
1 11219	Construction Manager-at-Risk – Amendments for Three Projects	EFC	(total increase) \$1,400,000
2 11296	Facilities Maintenance Management System Maximus, Inc.	D-W	(five-year estimate) \$270,000
3 11300	Construction Trades various	D-W	(12-month estimate) \$350,000
4 11339	Intrusion Alarm System Sentinel, The Alarm Company	DSC	\$43,160
5 11354	Online Strategic Planning System Think Education Solutions, LLC	NLC	\$57,440
6 11357	Basketball Court Floor Refinishing Standard Flooring Company	BHC, CVC, EFC, MVC, NLC, & RLC	\$31,360
7 11362	Slope Remediation North Texas Contracting, Inc.	NLC	\$296,600
8 11363	Medical/Surgical Beds Hill-Rom Company, Inc.	NLC	\$28,672
9 11365	Meeting Facilities for Center for Formation in Higher Education Mabel Dodge Luhan House	DO	(72-month estimate) \$100,000

Submitted by Mr. Philip Todd, director of purchasing

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AMENDMENT OF AWARDS – RFP
(Tab 1) NO. 11219
CONSTRUCTION MANAGERS AT RISK FOR THREE OF THE
PROJECTS
EASTFIELD COLLEGE - WORKFORCE DEVELOPMENT
BUILDING, EASTFIELD COLLEGE - PARENT CHILD STUDY
CENTER, AND EASTFIELD COLLEGE - INDUSTRIAL
TECHNOLOGY BUILDING

RECOMMENDATION FOR AMENDMENT TO AWARDS:

See attached.

COMMENTS: The amended Construction Budgets shown on this Board document include the original and amended Phase I Preconstruction Fee, Phase II Fee, cost for the CMAR to perform the general conditions, and the Cost of the Work. The rationale for increasing the construction budgets is attached.

The additional funds for the amended Construction Budgets for these three Eastfield College projects come from each project's design contingency supplemented by a transfer of excess design contingency funds from the Eastfield College General Classroom project.

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

FUNDING: 2004 Bond Program

Summary of Changes:

Eastfield College- Workforce Development Building:

This amendment will provide for the additional construction services to add approximately 2,184 square feet to the Workforce Development Building to provide a shared mechanical room that will serve the combined heating and cooling requirements for both the Workforce Development Building and the Parent Child Study Center.

Originally, both the Parent Child Study Center and the Workforce Development Building had separate stand-alone four-pipe mechanical systems. However, based on the final locations of the buildings and their proximity to each other, it was determined that it would be beneficial to share infrastructure. This action will result in overall benefits to the two projects in terms of reduced energy costs, reduced maintenance costs, increased reliability and more efficient use of space.

Eastfield College- Parent Child Study Center

This amendment will increase the Construction Budget to add approximately 2,655 square feet for added classrooms, enlarged food service area and storage rooms. Increased scope also includes additional site grading and site utilities.

Eastfield College – Industrial Technology Building:

As the design and construction of other projects at Eastfield College have progressed, savings in various budget line items have become available for use in other projects at Eastfield College. This transfer and subsequent increase in the Construction Budget will allow the project scope to include elements identified in the programming and schematic design phases but previously deleted due to budgetary constraints. These elements are: welding area including booth; increase of one additional auto bay area for a total of two new bays; and, area for covered storage for vehicles.

Company	College	Project	Original Award	Previously Approved Amendments to the Construction Budget	Proposed Increase	Amended Construction Budget
Adolfson & Peterson Construction Company	EFC	Workforce Development Building	\$7,752,179	\$0	\$300,000	\$8,052,179
Rogers-O'Brien Construction Company	EFC	Parent Child Study Center	\$4,617,898	\$0	\$600,000	\$5,217,898
Starling Richardson Construction	EFC	Industrial Technology Building	\$5,293,958	\$0	\$500,000	\$5,793,958
TOTAL INCREASE					\$1,400,000	

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11296
(Tab 2) FACILITIES MAINTENANCE MANAGEMENT SYSTEM

RESPONSE: Requests for proposals were sent to 37 companies and 11 proposals were received.

MAXIMUS, INC. (five-year estimate)
\$270,000

BEST PROPOSAL

COMMENTS: This award provides a facilities maintenance management system and associated support services for use in managing components of campus facilities maintenance operations such as processing routine work orders, tracking labor and materials for projects completed by campus personnel, preventive maintenance of major equipment such as HVAC and electrical systems, and assistance with managing inventories of facilities-related equipment.

To maximize the district's options, proposals were requested for three types of facility maintenance management systems: (1) an internet based vendor server/vendor managed system, (2) stand alone single site-based server/single site-based managed system, and (3) a district service center based server/managed system.

In the opinion of the evaluators, the internet based vendor server/vendor managed type of system was deemed to be unsatisfactory because, the district would have no means of control of its data or recourse if the vendor's server was out of service or if the vendor went out of business.

In the opinion of the evaluators, the stand-alone single site-based server/single site-based managed system was deemed to be unsatisfactory because, it would have required purchase of additional equipment and software and would require engagement of additional personnel to operate and support the individual systems. A district service center based server/managed system is recommended because, in the opinion of the evaluators, it offers the most efficient and effective approach and can be implemented without the need for additional equipment or staff.

While the attached tabulation reflects the cost factors associated with the various server/managed system proposals, the recommendation for award is primarily based on assessment of the features, functions, flexibility, capacity, data management processes, ability to be expanded for future growth, present and future training, ability to interface with other systems and programs, and system support services. The cost estimates in the last four years of the agreement are based on past experience with increases in software support costs.

In the professional opinion of the evaluators, the recommended system will best serve the interests of the district and provide an efficient and effective replacement of the present system that has been in use for over 17 years.

FUNDING: Funds are budgeted in account #27601 in various divisions.

RFP #11296

Facilities Maintenance Management System

	Aleier	BRG	Ensoft	FME
initial software purchase plus 1st year maintenance initial system implementation and DSC software installation	\$24,300 unlimited users \$27,561 \$8,265	\$22,247 10 concurrent users \$63,400	\$860,000 15 concurrent users \$88,260 plus undefined travel expenses	\$9,975 10 concurrent users \$18,085 plus undefined travel expenses
initial on-site training and system set up	5 days/10 trainees \$4,740	\$6,000 3-days; number of trainees unknown	training cost included above; unlimited trainees	\$6,475 5 ½ days/10 trainees
Datatel interface	\$27,840	N/A	N/A	N/A
annual maintenance support after 1st year	\$4,350	\$1,902	\$10,000	\$1,795.50
total cost for 1st year	\$92,706	\$91,647	\$148,260	\$34,535
total estimated cost for five years	\$110,106	\$99,255	\$188,260	\$41,717

	IT Client Solutions	Maximus	TMA
initial software purchase plus 1st year maintenance initial system implementation and DSC software installation	\$125,000 60 concurrent users \$7,500 \$5,000	\$120,000 unlimited users \$54,000	\$95,329.50 25 concurrent users \$35,990 \$8,000
initial on-site training and system set up	40 hours; number of trainees undefined	training sessions included above; unlimited trainees	10 days; unlimited trainees; internet only
Datatel interface	\$7,500	N/A	N/A
annual maintenance support after 1st year	\$25,000	\$24,000	\$14,591.25
total cost for 1st year	\$145,000	\$174,000	\$139,319.50
total estimated cost for five years	\$245,000	\$270,000	\$197,684.50

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11300
(Tab 3) CONSTRUCTION TRADES
PRICE AGREEMENT, DISTRICT-WIDE
APRIL 2, 2008 THROUGH MARCH 31, 2009

RESPONSE: Of 413 companies notified by the Purchasing Department, 48 bids were received.

RECOMMENDATION FOR AWARD:

	(12-month estimate)
See attached list.	\$350,000

BEST BIDS

COMMENTS: This award will establish a new price agreement which will make available various construction trades to accomplish projects for which the campuses may not have the time or expertise to perform with staff. The attachment shows pools of companies for each of the listed trades, with the number of pool members ranging from 7 for parking lot striping to 23 for electrical work. Campuses will obtain written quotes from pool members on a rotating basis in order to optimize each company's opportunity to participate in the solicitation process. Pool members will be required to visit the job site prior to submission of a quote, and pricing will be based on pre-determined rates for labor and materials. No purchase orders issued via this agreement may exceed \$24,999.

This project is the culmination of 18 months of planning with the college facility directors, district facility management and the business diversity department and is one of the strategies in response to the recommendations of the Mason-Tillman Study. The estimate for this next year is based on forecasted needs and availability of funding. During this time, data will be collected for future estimates and recommendations.

FUNDING: Funds are budgeted in various accounts and divisions.

4L ENGINEERING CO., INC.
A PLUS ELECTRIC, INC.
A.T.'S ELECTRIC CO., INC.
BANZ SERVICE CO.
BEL-TON ELECTRIC SERVICE, INC.
BERGER ENGINEERING CO.
BRIDGES ELECTRIC, INC.
C AND C CONSTRUCTION
CLEANER IMAGE
CRITICAL ELECTRIC SYSTEMS GROUP, LLC
DENNIS ELECTRIC CO.
DMI CORP. /DECKER MECHANICAL
DOUBLE M PLUMBING, INC.
FRONTIER ELECTRIC, LLC
GROVES ELECTRICAL SERVICE, INC.
GULF ENERGY SYSTEMS, INC.
HCE CONSTRUCTION, INC.
HWC CLEANING SYSTEMS
J & J FOUNDATION
JET ELECTRICAL CONTRACTORS, LLC
JM & SONS CONSTRUCTION
KGL CONSTRUCTION
KENNEDY ELECTRIC, INC.
LEMCO CONSTRUCTION SERVICES, LP
LOPEZ ELECTRIC CO., INC.
MART, INC.
MECHANICAL PARTNERS, INC.
MID-CONTINENTAL RESTORATION CO., INC.
PAVEMENT SERVICES CORP.
PHILLIPS MAY CORP.
PREMIER ELECTRIC, LP
PRISM ELECTRIC, INC.
R.L. HARKINS, INC.
RENOVATION MOTIVATION, LLC
RICHARDSON READY ELECTRIC, INC.
S & D ELECTRICAL CONTRACTING CO., INC.
SMITH'S PAINTING
TEDEX COMPANY
TOLIN MECHANICAL SYSTEMS CO.
TRADES MASTERS
TREVINO GROUP, INC.
WINSTEAD PLUMBING CO., INC.
WYNNE ELECTRICAL CONTRACTORS, INC.

Bid #11300 Construction Trades

BOILERWORK	4L ENGINEERING CO., INC.	BANZ SERVICE CO.	DECKER MECHANICAL	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	MECHANICAL PARTNERS, INC	TEDEX COMPANY
	TRADES MASTERS	-	-	-	-	-	-
CARPENTRY	HCE CONSTRUCTION, INC.	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	PHILLIPS MAY CORP.	RENOVATION MOTIVATION, LLC	TEDEX COMPANY
	TRADES MASTERS	TREVINO GROUP, INC.	-	-	-	-	-
CONCRETE	C AND C CONSTRUCTION PAVEMENT SERVICES CORP.	HCE CONSTRUCTION, INC.	HWC CLEANING SYSTEMS	J & J FOUNDATION	KGL CONSTRUCTION	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.
	HCE CONSTRUCTION, INC.	PHILLIPS MAY CORP.	TEDEX COMPANY	TRADES MASTERS	TREVINO GROUP, INC.	-	-
DRYWALL	TEDEX COMPANY	TRADES MASTERS	JM & SONS CONSTRUCTION	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	PHILLIPS MAY CORP.	RENOVATION MOTIVATION LLC
	A PLUS ELECTRIC, INC.	HWC CLEANING SYSTEMS	TREVINO GROUP, INC.	-	-	-	-
ELECTRICAL	GROVES ELECTRICAL SERVICE, INC.	A.T.'S ELECTRIC CO., INC.	BEL-TON ELECTRIC SVC, INC.	BRIDGES ELECTRIC, INC.	CRITICAL ELECTRIC SYSTEMS GROUP, LLC	DENNIS ELECTRIC CO.	FRONTIER ELECTRIC, LLC
	MART, INC.	HWC CLEANING SYSTEMS	JET ELECTRICAL CONTRACTORS, LLC	JM & SONS CONSTRUCTION	KENNEDY ELECTRIC, INC.	LEMCO CONSTRUCTION SERVICES, LP	LOPEZ ELECTRIC CO., INC.
HVAC	TRADES MASTERS	MECHANICAL PARTNERS, INC.	PREMIER ELECTRIC, LP	PRISM ELECTRIC, INC.	RICHARDSON READY ELECTRIC, INC.	S & D ELECTRICAL CONTRACTING CO., INC.	TEDEX COMPANY
	4L ENGINEERING CO., INC.	WYNNE ELECTRICAL CONTRACTORS, INC	BERGER ENGINEERING CO.	DECKER MECHANICAL	GULF ENERGY SYSTEMS, INC.	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP
MASONRY	MART, INC.	MECHANICAL PARTNERS, INC.	TEDEX COMPANY	TOLIN MECHANICAL SYSTEMS CO.	TRADES MASTERS	-	-
	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	MID-CONTINENTAL RESTORATION CO., INC.	PHILLIPS MAY CORP.	RENOVATION MOTIVATION LLC	TEDEX COMPANY
	TRADES MASTERS	-	-	-	-	-	-

MILLWORK	HWC CLEANING SYSTEMS TRADES MASTERS	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	PHILLIPS MAY CORP.	RENOVATION MOTIVATION LLC	TEDEX COMPANY	TREVINO GROUP, INC.
	-	-	-	-	-	-	-
PAINTING	R. L. HARKINS, INC.	HCE CONSTRUCTION, INC.	HWC CLEANING SYSTEMS	JM & SONS CONSTRUCTION	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	PHILLIPS MAY CORP.
	RENOVATION MOTIVATION LLC	SMITH'S PAINTING	TEDEX COMPANY	TRADES MASTERS	TREVINO GROUP, INC.	-	-
PARKING LOT STRIPING	CLEANER IMAGE	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP	PAVEMENT SERVICES CORP.	PHILLIPS MAY CORP.	TEDEX COMPANY	TRADES MASTERS
	G AND C CONSTRUCTION	HCE CONSTRUCTION, INC.	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP	MART, INC.	PAVEMENT SERVICES CORP.	PHILLIPS MAY CORP.
PAVING REPAIR	TEDEX COMPANY	TRADES MASTERS	-	-	-	-	-
	4L ENGINEERING CO., INC.	BANZ SERVICE CO.	BRIDGES ELECTRIC, INC.	DECKER MECHANICAL	DOUBLE M PLUMBING, INC.	HWC CLEANING SYSTEMS	LEMCO CONSTRUCTION SERVICES, LP
PLUMBING	MART, INC.	MECHANICAL PARTNERS, INC.	TEDEX COMPANY	TRADES MASTERS	WINSTEAD PLUMBING CO., INC.	-	-
	-	-	-	-	-	-	-

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – PROPOSAL NO. 11339
(Tab 4) INTRUSION ALARM SYSTEM
DISTRICT SERVICE CENTER

RESPONSE: Of the nine vendors who attended the mandatory site visit, 7 responses were received.

COMPARISON OF BIDS:

SAS Security Alarm Service Co., Inc.	\$21,500.00
S & A Fire and Safety	\$27,361.00
Richmond Communication Group, Inc.	\$35,878.07
Sentinel, The Alarm Co.	\$43,160.00
Flores Technical Services, Inc.	\$47,080.86
Stealth Monitoring, Inc.	\$47,940.00
Simplex Grinnell	\$55,373.00

RECOMMENDATION FOR AWARD:

SENTINEL, THE ALARM CO. \$43,160

BEST PROPOSAL

JUSTIFICATION:

The three lowest bidders are not recommended for award because, in the opinion of evaluators, the references the companies provided were for projects and services that were not comparable in scope to the equipment or services specified by the district. Further, several of the references could not be contacted and/or were not familiar with the systems or services the referenced company had provided.

COMMENTS: This award is to provide and install an intrusion alarm system in both buildings at the District Service Center. The award includes monitoring services, testing, programming, and an extended five-year warranty on the entire system.

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

FUNDING: Funds are budgeted in account #27431 in division #11-11-802000.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD –RFP NO. 11354
(Tab 5) ONLINE STRATEGIC PLANNING SYSTEM
NORTH LAKE COLLEGE

RESPONSE: Requests for proposals were sent to five companies, and one proposal was received.

RECOMMENDATION FOR AWARD:

THINK EDUCATION SOLUTIONS,
LLC \$57,440

ONLY PROPOSAL

COMMENTS: The recommended firm will provide an online web-hosted system for a three-year period for use by the college in executing its strategic budgeting planning process. Rebidding is not expected to result in improved bidder interest.

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

FUNDING: Funds are budgeted in account #22321 in division #11-07-107026.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11357
(Tab 6) BASKETBALL COURT FLOOR RE-FINISHING
BROOKHAVEN, CEDAR VALLEY, EASTFIELD, MOUNTAIN
VIEW, NORTH LAKE & RICHLAND COLLEGES

RESPONSE: Of five companies that satisfied the mandatory site visit requirement, five bids were received.

COMPARISON OF BIDS:

Stanford Flooring Co.	\$31,630
Pioneer Products, Inc.	\$34,177
Inwood Sport Flooring	\$39,912
Quality Hardwood Floors, Inc.	\$44,132
Z Floor Co.	\$44,731

RECOMMENDATION FOR AWARD:

STANFORD FLOORING COMPANY	\$31,630
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LOW BID

COMMENTS: This award consists of sanding the existing maple floors at Brookhaven and Cedar Valley Colleges, screening the floor at Eastfield, Mountain View, Northlake and Richland Colleges, plus adding a new three-point line and application of a gym finish coating at all locations.

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

FUNDING: Funds are budgeted in account #22321, #23691, and #23641 in various divisions.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11362
 (Tab 7) SLOPE REMEDIATION
 NORTH LAKE COLLEGE

RESPONSE: Of 18 companies that attended the mandatory prebid meeting, three bids were received.

COMPARISON OF BIDS:

North Texas Contracting, Inc.	\$296,600.00
Texas Standard Construction , LTD	\$587,000.00
The Trevino Group, Inc.	\$646,561.48

RECOMMENDATION FOR AWARD:

NORTH TEXAS CONTRACTING, INC.	\$296,600
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LOW BID

COMMENTS: This project will restore the landscaped embankment between Building T and the adjacent lake. The project includes reconstruction of a 200-foot section of the shoreline concrete retaining wall, as well as associated landscaping, sidewalk, lighting, and irrigation repairs.

Based on 15% of the awarded amount, a contingency fund of \$44,490 is recommended for unforeseen changes to this project. It is further recommended that the vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

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

FUNDING: Funds are budgeted in account #27203 in division #92-07-964749 and #45-07-964749.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – BID NO. 11363
(Tab 8) MEDICAL/SURGICAL BEDS
NORTH LAKE COLLEGE

RESPONSE: Requests for bids were sent to 55 companies, and six bids were received.

COMPARISON OF BIDS:

Hill-Rom Company, Inc.	\$28,672.00
Buy Indian Medical	\$30,108.40
Products Unlimited, Inc.	\$32,091.08
BPSI	\$36,365.84
Med-Electronics, Inc.	\$41,174.00
Atlas Medical & Lab Supply, Inc.	\$48,355.38

RECOMMENDATION FOR AWARD:

HILL-ROM COMPANY, INC. \$ 28,672

LOW BID

COMMENTS: This award is to purchase seven beds at a unit price of \$ 4,096.00 for use in the allied health program.

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

FUNDING: Funds are budgeted in account #26101 in division #13-07-535080.

TO: The Board of Trustees

FROM: Administrative Purchasing Committee

SUBJECT: RECOMMENDATION FOR AWARD – RFP NO. 11365
(Tab 9) MEETING FACILITIES FOR CENTER FOR FORMATION IN
HIGHER EDUCATION
PRICE AGREEMENT, DISTRICT OFFICE
APRIL 2, 2008 THROUGH MARCH 31, 2014

RESPONSE: Requests for proposals were sent to 10 sites, and one proposal was received.

RECOMMENDATION FOR AWARD:

	(72-month estimate)
MABEL DODGE LUHAN HOUSE	\$100,000

BEST PROPOSAL

COMMENTS: This price agreement is to provide retreat services for the Staff and Organizational Development Center for Formation. Proposers were requested to submit pricing packages to provide retreat/conference facilities for participants for educational meetings in Taos, New Mexico.

The district is the primary sponsor of the Center for Formation in Higher Education (CFHE), a national organization providing planning and facilitator preparation for colleges' programs of staff development and renewal. To begin the two-year-long process of facilitator preparation, the center holds an annual six-day retreat for the facilitation team members.

The location of this retreat is an important factor in attracting new colleges to formation and in providing an atmosphere for reflection and renewal to the participants. New Mexico was chosen as the retreat site because of its beauty, quiet surroundings, and climate.

Participants come from colleges across the country, including some from the DCCCD. The fee charged for the retreat includes room, board, meeting facilities, retreat materials, and facilitation. Participants pay their own transportation costs.

Administration further recommends the vice chancellor of human & organizational development be authorized to execute contracts for this project.

FUNDING: Funds are budgeted in account #23966 in division #11-11-107020.

**Summary of Recommendations for Awards
With Minority and Woman Owned Businesses**
(Tab 10)

Recommendations for Awards in the Consideration of Bids Section of This Agenda

	# awards	% awards	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	6	100	727,502.00	100
Total	6	100	727,502.00	100

Bidders and Proposers from Which Recommendations for Awards
in the Consideration of Bids Section of This Agenda Were Derived

	#	%
MBE	3	10
WBE	2	7
Not classified	24	83
Total	29	100

Recommendations for Awards in the Consideration of Bids Sections
September 4, 2007 – April 1, 2008

	# awards	% awards	\$ amount	% amount
MBE	2	6	404,507.06	7
WBE	3	9	1,763,923.24	28
Not classified	27	84	4,105,815.41	65
Total	32	100	6,274,245.71	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, price agreements, publicly traded companies, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments because they attach to previously authorized awards. Classification of an individual or company as minority or woman owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.

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

**Summary of Recommendations for Professional Services Pools
With Minority and Woman Owned Businesses**

(Tab 11)

Recommendations for Professional Service Pools
in the Consideration of Bids Section of This and Previous Agendas

	This Agenda		Sept. 4, 2007 – Apr. 1, 2008	
	# entities	% entities	# entities	% entities
MBE	0	0	0	0
WBE	0	0	1	1
Not classified	0	0	101	99
Total	0	0	102	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, publicly traded firms, civic and other organizations not logically classified as minority or woman owned businesses. Classification of an individual or company as minority or women owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. “Not classified” includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.

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

CONSENT AGENDA NO. 12

Approval of Minutes of the March 4, 2008 Work Session

It is recommended that the Board approve the minutes of the March 4, 2008 Board of Trustees Work Session.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
WORK SESSION MINUTES
MARCH 4, 2008**

Attendees: Mrs. Kitty Boyle, Ms. Charletta Compton (arrived at 3:21 PM), Mrs. Martha Sanchez Metzger, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

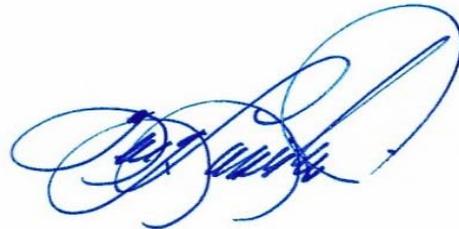
Absent: Ms. Diana Flores (out of town on business) and Mr. Bob Ferguson

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

Board Chair Mr. Jerry Prater convened the meeting at 3:12 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 4, 2008
WORK SESSION OF DCCCD BOARD OF TRUSTEES
AND RICHLAND COLLEGIATE HIGH SCHOOL**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 29th day of February, 2008, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 29th day of February, 2008, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter Jr., Secretary

Report from ACCT's National Legislative Summit – Justin Lonon

Executive Director of Marketing and Government Relations Justin Lonon briefed Board members about ACCT's 2008 National Legislative Summit, conducted February 10-13 in Washington, DC. Student delegates to the summit – Albert Palmer (Richland), Michael Sorrells (Cedar Valley), and Vicki Riley (North Lake) – shared stories of how they came to enroll in DCCCD colleges and what they experienced at the summit.

Board members congratulated and thanked each student for representing DCCCD.

Executive Session

There was no Executive Session.

Adjournment

Mr. Prater adjourned the work session at 3:36 PM.

Approved:

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

Wright L. Lassiter Jr., Secretary

CONSENT AGENDA NO. 13

Approval of Minutes of the March 4, 2008 Regular Meeting

It is recommended that the Board approve the minutes of the March 4, 2008 Board of Trustees Regular Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
REGULAR MEETING MINUTES
MARCH 4, 2008**

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

Absent: Ms. Diana Flores (out of town on business)

Staff: Dr. Wright Lassiter, Mr. Ed DesPlas, Mr. Denys Blell, Mr. W.G. Garland (for Dr. Andrew Jones), Mr. Justin Lonon, Mrs. Kathryn Tucker, and Mr. Robert Young

Board Chair Jerry Prater convened the meeting at 4:00 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 4, 2008
REGULAR MEETING OF THE DALLAS COUNTY COMMUNITY
COLLEGE DISTRICT AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 29th day of February, 2008, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 29th day of February, 2008, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Special Presentation: Expanding Irving ISD Academy at North Lake College

Dr. Linda Glasscock (North Lake president) and guests Mr. Jack Singley (Irving ISD superintendent) and Mr. Scott Layne (Irving ISD assistant superintendent) shared information and drawings for an expansion of the Irving ISD Academy's physical plant. The expansion will enable enrollment of an additional 200 students and addition of a fine arts department and other educational programs. Superintendent Singley said that Irving ISD lost 5,000 students between 1973-83, which was expected due to birth rates, and then had increased enrollments from 1984 to the present. Based on the most recent five-year demographic study, Irving ISD projects 400 fewer students in 2009 followed by a level enrollment for the next several years following.

Superintendent Singley also used the occasion to congratulate DCCCD's Board and chancellor for putting a campus in South Irving, something that he said is desperately needed, and he called for North Lake to offer a "preliminary teacher education program" to help Irving ISD fill anticipated vacancies.

Executive Session

The Board adjourned to executive session at 4:28 PM to consult with its attorneys, as provided by §of the Texas Government Code. Chairman Prater re-convened the regular business meeting at 4:52 PM.

Citizens Desiring to Address the Board Regarding Agenda Items

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

Richland Collegiate High School Status Report

Dr. Jean Conway presented the Richland Collegiate High School Status Report.

Declaration of Conflict of Interest

There were no declarations of conflict of interest.

Consideration of Bids

Mrs. Kitty Boyle moved and Mr. Bob Ferguson seconded a motion to approve all bids in the Consideration of Bids section of the agenda. Motion passed. (See March 4, 2008, Board Meeting, Consideration of Bids, Agenda Items #1-7, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Consent Agenda

Mrs. Boyle moved and Mrs. Martha Sanchez Metzger seconded a motion to approve recommendations #8-26 in the Consent Agenda. Motion passed. (See March 4, 2008, Board Meeting, Agenda Items #8-26, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Individual Items

Mr. Ferguson moved and Mr. JL Sonny Williams seconded a motion to approve recommendations #27-28 in the Individual Items section of the agenda. Motion passed. Mrs. Metzger moved and Mr. Ferguson seconded a motion to approve recommendation #29 in the Individual Items section of the agenda. Motion passed. Mr. Ferguson moved and Mrs. Metzger seconded a motion to approve recommendation #30 in the Individual Items section of the agenda. Motion passed. Ms. Charletta Compton moved and Mrs. Boyle seconded a motion to approve recommendations #31-34 in the Individual Items section of the agenda. Motion passed. (See March 4, 2008, Board Meeting, Agenda Items #27-34, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Informative Reports

Dr. Wright Lassiter reviewed the Informative Report, Agenda Items #35-40. (See March 4, 2008, Board Meeting, Agenda Items #35-40, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Questions/Comments from the Board and Chancellor

Dr. Lassiter will assemble background information about Dallas County ISD demographic projections, convey number of credits that students may earn during North Lake's field studies in Hawaii, follow-up on questions related to change orders that exceed contingency, and assemble data on the subject of racial profiling and crime statistics at the colleges. He will also add trend data by college to the contracts report, re-nominate DCCCD for ACCT's equity award, and follow through with concerns voiced by Nancy Payne and Gail Wright about closure of Richland's horticulture program in 2010.

Mrs. Metzger reported the Spring 2008 *Las Llaves del Exito* event at UT-Dallas was very successful. Mrs. Boyle and Mr. Prater expressed appreciation to Mr. Felix Zamora, Mountain View College president, for his handling of former President Bill Clinton's visit last week. Mrs. Boyle expressed hope that DCCCD will continue to apply for ACCT awards because they bring national recognition to the organization. Mr. Prater complimented Ms. Payne and Ms. Wright for the professional manner in which they have sought resolution of their complaint. Mr. Williams said he "walked away proud" from the recent "Nation of Immigrants" community conference held at Temple Emanu-El, during which he was asked about various DCCCD policies and programs relative to immigrants. Ms. Compton complimented the "DCCCD Jeopardy Game" that was a workshop at Cedar Valley's conference day.

Citizens Desiring to Appear Before the Board

There were no citizens desiring to appear before the board.

Adjournment

Ms. Compton moved to adjourn the meeting. Motion passed. Mr. Jerry Prater adjourned the meeting at 5:49 PM.

Approved:

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

Wright L. Lassiter Jr., Secretary

CONSENT AGENDA NO. 14

Approval of Minutes of the March 18, 2008 Special Meeting

It is recommended that the Board approve the minutes of the March 18, 2008 Board of Trustees Special Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
SPECIAL MEETING MINUTES
MARCH 18, 2008**

Attendees: Mrs. Kitty Boyle, Ms. Charletta Compton, Mr. Bob Ferguson, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

Absent: Ms. Diana Flores and Mrs. Martha Metzger

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

Board Chair Jerry Prater convened the meeting at 2:17 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 18, 2008
SPECIAL MEETING OF THE DALLAS COUNTY COMMUNITY
COLLEGE DISTRICT AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 13th day of March, 2008, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 13th day of March, 2008, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Citizens Desiring to Address the Board Regarding Agenda Items

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

Richland Collegiate High School Status Report

There was no information to add to the status report presented at the March 4, 2008, regular business meeting.

Approval of Resolution Authorizing Cancellation of the Election for Trustee Districts 5 and 6 and Declaring the Unopposed Candidates Elected

Ms. Charletta Compton moved and Mr. Bob Ferguson seconded a motion authorizing cancellation of the election and declaring the unopposed candidates elected. Motion passed. (See March 18, 2008, Special Board Meeting, Agenda Item IV, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Approval of Warrants of Appointment for Security Personnel

Mrs. Kitty Boyle moved and Mr. Bob Ferguson seconded a motion to approve the warrants of appointment. Motion passed. (See March 18, 2008, Special Board Meeting, Agenda Item V, which is made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Questions/Comments from the Board and Chancellor

There were no questions or comments.

Citizens Desiring to Appear Before the Board

There were no citizens desiring to appear before the board.

Adjournment

Mr. Ferguson moved and Ms. Compton seconded a motion to adjourn the meeting. Mr. Jerry Prater adjourned the meeting at 2:52 PM.

Approved:



Wright L. Lassiter Jr., Secretary

CONSENT AGENDA NO. 15

Approval of Minutes of the March 18, 2008 Audit Committee Meeting

It is recommended that the Board approve the minutes of the March 18, 2008 Board of Trustees Audit Committee Meeting.

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES
AUDIT COMMITTEE MEETING MINUTES
MARCH 18, 2008**

Attendees: Mrs. Kitty Boyle, Ms. Charletta Compton (Committee Chair), Mr. Bob Ferguson, Mr. Jerry Prater (Board Chair) and Mr. JL Sonny Williams

Absent: Ms. Diana Flores and Mrs. Martha Metzger

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

Committee Chair Ms. Charletta Compton convened the meeting at 3:08 PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 18, 2008
AUDIT COMMITTEE MEETING
OF THE DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 13th day of March, 2008, in a place convenient to the public in the R.L. Thornton, Jr. Administration Building, and a copy of this notice was provided on the 13th day of March, 2008, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the Frank Crowley Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

2nd Quarter Report from Internal Audit

Mr. Rafael Godinez reviewed the 2nd *Quarter Report from Internal Audit*.

2nd Quarter Report of Investment Transactions for all funds covered by the Public Funds Investment Act

Vice Chancellor Ed DesPlas reviewed the 2nd *Quarter Report of Investment Transactions for all funds covered by the Public Funds Investment Act*. Mr. Robb Dean, director of finance and treasury, clarified the primary consideration for the investment function is to meet cash flow requirements. In a declining interest rate environment, as currently exists, the staff attempts to lock-in the most favorable rates, which are often found with agency securities. Mr. Bob Ferguson moved and Mrs. Kitty Boyle seconded a motion to present at the regular meeting on April 1, 2008.

2nd Quarter Financial Statements

Vice Chancellor DesPlas reviewed the 1st *Quarter Financial Statements*. Mr. Bob Ferguson moved and Mrs. Kitty Boyle seconded a motion to present at the regular meeting on April 1, 2008.

2nd Quarter M/WBE Report

Vice Chancellor DesPlas reviewed the 2nd *Quarter M/WBE Report*.

Review of Chancellor's Travel

The committee received the chancellor's travel report.

Other Notes from the Meeting

Dr. Lassiter will follow-up to provide Board members with the course enrollment analysis data by college and with exceptions noted for nursing classes. He will also schedule briefings about operations at the LeCroy Center for Educational Telecommunications and El Centro College-Bill Priest Campus.

Adjournment

Mr. Bob Ferguson moved and Mrs. Kitty Boyle seconded a motion to adjourn the meeting. Motion passed. The meeting adjourned at 4:54 PM.

Approved:



Wright L. Lassiter, Jr., Secretary

POLICY REPORT NO. 16

Approval of Policies Concerning Board Powers, Duties and Responsibilities

The Board of Trustees adopts the following policies and directs the Chancellor to align current priorities, procedures, programs, practices and publications with the spirit of these policies.

The Board further directs the Chancellor to cause there to be a review of local policies and to recommend amendments to the official policy manual, if indicated, to further the alignment.

These policies replace the plan adopted by the Board of Trustees on December 7, 2004 – *Board of Trustees Systemwide Strategic Plan, 2005-2008*. The Chancellor shall work with the Board to develop compliance and evaluative reports relative to these policies.

Effective date: April 1, 2008

BOARD LEGAL STATUS
POWERS, DUTIES, RESPONSIBILITIES

BAA
(LOCAL)

“RESPONSIBILITIES

1. The Board will operate in all ways mindful of its trusteeship obligation to the public. It will allow no officer, individual, trustee or committee of the Board to prevent the fulfillment of this commitment.
2. The Board expects ethical conduct by itself and its members. This includes proper use of authority and appropriate restraint whether acting individually or collectively in the position of a member of the Board.
3. The Board will always act in the best interest of DCCCD and the community as a whole.
4. Board members must maintain unconflicted loyalty to the interests of the citizens of the college district. This accountability

supersedes any conflicting loyalty such as that to other groups and membership on other boards or staffs.

5. The Board is committed to having the demographic profile of the District's employees and students mirror that of persons 18 years of age and older in Dallas County. The Board recognizes there are challenges to attaining this profile in categories of employment that require graduate degrees. The profile of those categories shall mirror market availability of advanced degree holders based on the most recently updated demographic data for the advanced degree holders nationally and in the state. The State demographer's office and US Census Bureau (interim reports) shall be considered reliable sources for estimating availability.

6. 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).

7. The Board believes that DCCCD serves students best by ensuring that the education provided is of the highest quality and relevance.

EXTENT OF STATE
AND LOCAL CONTROL

1. The purpose of DCCCD is as set forth in Education Code 130.003, as follows:

The purpose of each public community college shall be to provide:

a. Technical programs up to two years in length leading to associate degrees or certificates;

- b. Vocational programs leading directly to employment in semi-skilled and skilled occupations;
 - c. Freshman and sophomore courses in arts and sciences;
 - d. Continuing adult education program for occupational or cultural upgrading;
 - e. Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;
 - f. A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;
 - g. Workforce development programs designed to meet local and statewide needs;
 - h. Adult literacy and other basic skills programs for adults; and
 - i. Such other purposes as may be prescribed by the Texas Higher Education Coordinating Board or local governing boards in the best interest of post-secondary education in Texas.
2. The mission of the DCCCD is to equip students for successful living and responsible citizenship in a rapidly changing local, national and world community.
 3. The Board endorses and supports the Texas Higher Education Coordinating Board's Plan for Higher Education, *Closing the Gaps by 2015.*

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

GOVERNANCE

1. The Board's major focus will be on the intended long-term impacts the organization addresses, i.e., increasing educational attainment, not on the administrative or programmatic means of attaining them.
2. The Board will direct, control, and inspire the organization through the careful establishment of policies and rules that reflect the Board's values and perspectives.
3. The Board will cultivate a sense of group responsibility. The Board, not the staff, will be responsible for excellence in governing.
4. When requesting information about the District, members of the Board will make their requests to the Chancellor.

TUITION AND FEES

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

PROVIDE DIRECTION

1. The Board will begin an annual review of its policies in October of each year for the purpose of routine maintenance.
2. The Board will utilize an annual agenda

calendar that provides for orderly and timely presentation of compliance reports as pertain to its policies and that addresses cycles that pertain to multi-year planning.

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

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

- a. Deal with the Board as a whole except when fulfilling individual requests for information or responding to officers or committees duly charged by the Board.
- 1) In the case of individual Board members or committees requesting information or assistance, the Chancellor shall make every effort to honor all such requests, with the exception where considerable time and expense are involved
 - 2) If refusing a request, the Chancellor must present the request to the Board as a whole for a decision.
 - 3) Information requested from the Chancellor by one Board member shall be provided to all Board members.
- b. Present information in moderate and understandable form and avoid

information and advice to the Board that has significant gaps in timeliness, completeness, or accuracy.

- c. Report in a timely manner an actual or anticipated noncompliance with any policy of the Board.
- d. Provide safe and secure environments for employees, students, and visitors on District property.
- e. Maintain regional accreditation.
- f. Create an environment for effective communication throughout the organization and between the Chancellor and the Board.
- g. Adopt cost-effective practices that make fullest and best use of public and private funds entrusted to the District. The Board recognizes this may involve reassigning duties from district to college staffs, or vice-versa, depending on the nature of the work and current conditions.
- h. Ensure all proposals for grants and private funds align with DCCCD's mission, focus, and goals.
- i. Hold employees accountable for their responsibilities.
- j. Operate the District with a budget balanced by current funds revenue except in instances when the Board approves use of fund balance for specified purposes.
- k. Maintain facilities in a current state of good repair.

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

ESTABLISH GOALS

In addition to goals enumerated in the Coordinating Board's Plan for Higher Education, *Closing the Gaps by 2015*, the Board establishes these goals for DCCCD:

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

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

ANNUAL BUDGET

1. Financial planning for any fiscal period shall pursue the Board's policies and goals, promote fiscal integrity, and show a generally acceptable level of foresight.
2. Proposed budgets that the Chancellor presents to the Board shall contain sufficient information to enable:
 - a. understanding of planning assumptions,
 - b. accurate projection of revenues and expenditures, and

c. separation of capital and operating revenues and expenditures.

3. Proposed budgets that the Chancellor presents to the Board shall reflect stated Board policies and goals within the parameters of conservatively projected revenues and a balanced budget.

4. The District should operate on a budget balanced with current funds except as the Board of Trustees may give specific approval to use fund balance for non-recurring expenses.

APPOINT CHANCELLOR

1. The Chancellor is the chief executive officer of the District. The Chancellor is the Board's link with the organization.

2. The Chancellor is accountable to the Board acting as a body. The Board will instruct the Chancellor through written rules and policies that delegate implementation to the Chancellor.

EMPLOYMENT OF PERSONNEL

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

MANAGEMENT OF COLLEGE DISTRICT FUNDS

1. Board members must not use their positions to obtain employment by the District or the furnishing of services or goods to the District for or by themselves, family members, friends, or associates.

2. The Board will secure an external assessment of the District's internal control structure and procedures for financial reporting at least once every three years.

3. The District will maintain a prudent amount of undesignated fund balance – equivalent to not less than four (4) and not more than six (6) months of operating expenses – to assure continuity in case of catastrophic loss and to maintain the most favorable credit ratings for financing debt.
4. To assure that public funds are put to their highest and best use in pursuit of the District’s purposes and goals, the Board’s policy is to discontinue educational programs that are under-performing based on the Texas Higher Education Coordinating Board’s evaluation criteria.
5. The Board holds the Chancellor responsible for allocating the District’s resources, financial and other, in ways that provide the best return to the public in the form of educational opportunities that are of the highest quality and relevance.
6. Until explicitly discontinued by Board action, the Board requires the Chancellor to provide a rolling three-year (current plus two) financial plan that projects the District’s operating revenue and expenditures. The Board has a particular responsibility to prepare for additional operating costs to support expansion of the physical plant as a result of the \$450 million bond program approve by voters in May 2004 and projected for completion in May 2010.”

Background

Submitted as a result of full discussion at the retreat on January 22, 2008, with staff revisions as directed.

BUILDING & GROUNDS REPORT NO. 17

Approval of Amendment to Agreement with Albert H. Halff Associates, Inc.

It is recommended that authorization be given to approve an amendment to the agreement with Albert H. Halff Associates, Inc. in an amount not to exceed \$29,200 for additional services for Eastfield College.

Original Agreement	\$705,994
Previous Amendment (s)	0
Amendment Amount	29,200
Revised Agreement	\$735,194

Background

The Board approved the original contract with Albert H. Halff Associates, Inc. on May 1, 2007 in the amount of \$705,994 for professional architectural and design services for the Workforce Development Building for Eastfield College. The following table contains information about amendments to the contract.

Board Approved	VCBA Approved	Change Order No.	Amount	Revised Contract
05/01/2007			\$705,994	
Pending		1	\$29,200	\$735,194

This amendment of \$29,200 provides for the additional design services to add approximately 2,184 square feet to the Workforce Development Building to accommodate a larger mechanical room to house the shared mini-plant that will serve the combined heating and cooling requirements for the Workforce Development Building and the Parent Child Study Center. Scope includes mechanical and electrical engineering to design larger chillers, boilers, and primary pumps to serve both buildings. The scope also includes the civil design work for the access/maintenance drive, re-grading the area at the chiller yard, and extending the storm water piping.

Originally, both the Parent Child Study Center and the Workforce Development Building had separate stand-alone four-pipe mechanical systems. However, based on the final locations of the buildings and their proximity to each other, it was determined that it would be beneficial to share infrastructure. This action will result in overall benefits to the two projects in terms of reduced energy costs, reduced maintenance costs, increased reliability and more efficient use of space.

This amendment has undergone the following administrative review:

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

This recommendation increases the contract to \$735,194, which is \$29,200 (4.14%) over the original amount. This project is financed by General

Obligation Bond Series 2004. Funds are budgeted in architects & engineers account #27211 in division #40-04-970408.

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

BUILDING & GROUNDS REPORT NO. 18

Approval of Resolutions Regarding Electrical Easement at Richland College
Garland Campus

It is recommended that the Board of Trustees approve a resolution authorizing the Vice Chancellor of Business Affairs to execute an Easement and Right of Way with Oncor Electric Delivery Company LLC for construction and maintenance of electrical improvements at Richland Garland Campus.

Effective Date: April 1, 2008

Background

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

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

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

WHEREAS, Richland College Garland Campus is a DCCCD campus located in the City of Garland, Texas;

WHEREAS, DCCCD desires to construct electrical improvements on the Richland College Garland campus;

WHEREAS, Oncor Electric Delivery Company LLC requires an Easement and Right of Way to be signed by DCCCD prior to the start of construction of such improvements;

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

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

Section 1. That the Vice Chancellor of Business Affairs, Edward M. Desplas, is authorized to execute the attached Easement and Right of Way on behalf of DCCCD.

Section 2. That this Resolution is effective upon adoption by the Board of Trustees of Dallas County Community College District and shall be signed by the Chairman of the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Jerry Prater, Chairman Board of Trustees

ATTEST

By: _____
Wright L. Lassiter, Jr., Secretary Board of Trustees

Adopted:_____

**Summary of Recommendations for Agreements
With Minority and Woman Owned Businesses**

(Tab 19)

Recommendations in the Building and Grounds Reports Section of This Agenda
Architects and Engineers

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	0	0	0	0
Total	0	0	0	0

Pre-Qualified Pools from Which Recommendations for Agreements
In the Building and Grounds Reports Section of This Agenda Were Derived
Architects and Engineers

	# in pool	% in pool
MBE	0	0
WBE	0	0
Not classified	0	0
Total	0	0

Recommendations in the Building and Grounds Reports Sections
Architects and Engineers
September 4, 2007 – April 1, 2008

	# agreements	% agreements	\$ amount	% amount
MBE	1	14	79,310	12
WBE	2	29	85,539	13
Not classified	4	57	518,956	75
Total	7	100	683,805	100

Notes: This report excludes amendments and change orders because they attach to previously authorized engagements. Classification of an individual or company as a minority or women owned business may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership are not known.

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

FINANCIAL REPORT NO. 20

Approval of Expenditures for February 2008

It is recommended that expenditures for February 2008 be approved. A summary of expenditures is included in the FAB report. Detailed expenditure information is available in the business affairs office at the District Service Center.

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

FINANCIAL REPORT NO. 21

Presentation of Budget Report for February 2008

The budget report for February 2008 is presented as a matter of record (see attached).

Background

Board of Trustees Policy CDA (LOCAL) requires that “Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date....” This is accomplished through the Board’s Planning and Budget Committee meetings held throughout the year and also through this informative report that appears on the Board of Trustees agenda each month.

Statistically based exception reporting for the monthly budget reports was implemented November 5, 1991, and has been in continuous use since then. In 1991, the business affairs staff had observed two patterns: (1) a repetition one year to the next of similar questions from trustees about various line items, and, (2) a repetition of similar conditions in the budget reports occurring at predictable points during the fiscal year. These patterns, combined with the District’s history of always operating within its revenues, indicated the District’s budget management processes were stable. Stable processes are amenable to exception reporting based on statistical analysis.

As a general rule, line items in the unrestricted fund have the smallest standard deviations and line items in the restricted fund have the largest. The restricted fund is also prone to have more exceptions than the unrestricted fund. This is because the fiscal year for contracts and grants is almost always different from DCCCD’s fiscal year, and, because there is greater variability in awards of contracts and grants to DCCCD than exists with, for example, collection of tuition and taxes or expenses for instruction. These are normal business conditions for institutions of higher education.

Trustees are asked to approve the budget at the start of each fiscal year, usually at the September Board meeting after review in July and August, and to approve revisions to the budget in the Fall and Spring semesters. The revisions recognize use of fund balance for significant equipment purchases and maintenance projects, enrollments that exceed or fall short of projections, and other changes that arise during the course of business.

At the end of the fiscal year, August 31, the business affairs staff begins the process of closing the books. This involves recognizing encumbrances that will

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

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

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

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

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

REVENUES & ADDITIONS

Year-to-Date February 29, 2008
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
State Appropriations	\$ 89,473,204	\$ 38,533,347	\$ 50,939,857	43.1%	41.1-46.0%	
Tuition	64,384,882	52,575,653	11,809,229	81.7%	74.8-81.6%	(1)
Taxes for Current Operations	119,889,500	116,010,688	3,878,812	96.8%	89.4-104.7%	
Federal Grants & Contracts	981,855	522,457	459,398	53.2%	22.7-88.0%	
State Grants & Contracts	151,832	146,185	5,647	96.3%	n/a	
General Sources:						
Investment Income	6,250,000	3,571,918	2,678,082	57.2%	42.6-61.6%	
General Revenue	2,276,850	1,565,691	711,159	68.8%	n/a	
Subtotal General Sources	8,526,850	5,137,609	3,389,241	60.3%	46.1-68.2%	
SUBTOTAL UNRESTRICTED	283,408,123	212,925,939	70,482,184	75.1%	n/a	
Use of Fund Balance & Transfers-in	21,775,981	-	21,775,981	0.0%	n/a	
TOTAL UNRESTRICTED	305,184,104	212,925,939	92,258,165	69.8%	64.2-74.1%	
AUXILIARY FUND						
Sales & Services	6,545,897	2,334,218	4,211,679	35.7%	34.4-48.7%	
Investment Income	373,426	176,595	196,831	47.3%	30.6-87.0%	
Transfers-in	4,523,797	4,523,797	-	100.0%	n/a	
Use of Fund Balance	735,408	-	735,408	0.0%	n/a	
TOTAL AUXILIARY	12,178,528	7,034,610	5,143,918	57.8%	21.8-68.3%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	23,258,341	12,203,309	11,055,032	52.5%	n/a	
SBDC State Match	1,501,733	563,978	937,755	37.6%	n/a	
Subtotal State Appropriations	24,760,074	12,767,287	11,992,787	51.6%	n/a	
Grants, Contracts & Scholarships:						
Federal	63,601,103	25,778,258	37,822,845	40.5%	n/a	
State	7,032,507	4,229,085	2,803,422	60.1%	n/a	
Local	6,568,181	2,042,534	4,525,647	31.1%	n/a	
Transfers-in	942,019	81,145	860,874	8.6%	n/a	
Subtotal Grants, Contracts & Scholarships	78,143,810	32,131,022	46,012,788	41.1%	n/a	
Richland Collegiate High School	68,372	-	68,372	0.0%	n/a	
TOTAL RESTRICTED	102,972,256	44,898,309	58,073,947	43.6%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,089,322	886,060	1,203,262	42.4%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	886,060	1,203,262	42.4%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 422,424,210	\$ 265,744,918	\$ 156,679,292	62.9%	n/a	

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date February 29, 2008
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 120,096,300	\$ 62,884,347	\$ 57,211,953	52.4%	50.3-55.4%	
Public Service	5,349,959	2,760,844	2,589,115	51.6%	38.6-48.2%	(2)
Academic Support	17,981,184	8,898,794	9,082,390	49.5%	43.5-53.2%	
Student Services	25,718,527	12,337,197	13,381,330	48.0%	47.3-51.0%	
Institutional Support	52,501,960	27,180,093	25,321,867	51.8%	45.3-52.5%	
Staff Benefits	10,255,978	3,984,009	6,271,969	38.8%	40.2-49.4%	(3)
Operations & Maintenance of Plant	27,781,934	15,948,052	11,833,882	57.4%	49.0-58.6%	
Repairs & Rehabilitation	20,124,989	3,225,163	16,899,826	16.0%	15.8-50.6%	
Special Items:						
Reserve - Campus	2,973,784	-	2,973,784	n/a	n/a	
Reserve - Compensation	2,223,245	-	2,223,245	n/a	n/a	
Reserve - Operating	2,942,084	-	2,942,084	n/a	n/a	
Reserve - New Campuses	500,000	-	500,000	n/a	n/a	
Reserve - Non-operating	329,194	-	329,194	n/a	n/a	
TOTAL UNRESTRICTED	288,779,138	137,218,499	151,560,639	47.5%	47.0-53.2%	
AUXILIARY FUND						
Student Activities	6,409,059	3,437,523	2,971,536	53.6%	42.3-53.9%	
Sales & Services	4,755,375	2,424,565	2,330,810	51.0%	38.1-74.0%	
Reserve - Campus	532,018	-	532,018	n/a	n/a	
Reserve - District	364,163	-	364,163	n/a	n/a	
Transfers-out	117,913	96,171	21,742	81.6%	0.0-109.3%	
TOTAL AUXILIARY	12,178,528	5,958,259	6,220,269	48.9%	33.3-66.9%	
RESTRICTED FUND						
State Appropriations	23,258,341	12,203,309	11,055,032	52.5%	48.3-55.4%	
Grants & Contracts	33,691,255	11,331,081	22,360,174	33.6%	n/a	
Scholarships	45,954,288	21,363,919	24,590,369	46.5%	n/a	
Subtotal Grants, Contracts & Scholarships	102,903,884	44,898,309	58,005,575	43.6%	n/a	
Richland Collegiate High School	68,372	-	68,372	0.0%	n/a	
TOTAL RESTRICTED	102,972,256	44,898,309	58,073,947	43.6%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,089,322	732,129	1,357,193	35.0%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	732,129	1,357,193	35.0%	n/a	
SUBTOTAL EXPENDITURES & USES	406,019,244	188,807,196	217,212,048	46.5%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	1,807,170	327,595	84.7%	69.4-97.9%	
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%	n/a	
Institutional Matching-Contracts/Grants	136,544	74,098	62,446	54.3%	38.1-108.2%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,523,797	4,523,797	-	100.0%	n/a	
Unexpended Plant Fund	6,350,000	3,600,000	2,750,000	56.7%	n/a	
Debt Service Fund	3,051,579	1,525,790	1,525,789	50.0%	n/a	
TOTAL TRANSFERS & DEDUCTIONS	16,404,966	11,739,136	4,665,830	71.6%	n/a	
TOTAL EXPENDITURES & USES	\$ 422,424,210	\$ 200,546,332	\$ 221,877,878	47.5%	n/a	

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

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date February 29, 2008
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$ 186,246,675	\$ 96,286,891	\$ 89,959,784	51.7%
Staff Benefits	10,255,978	3,984,009	6,271,969	38.8%
Purchased Services	12,602,686	7,582,047	5,020,639	60.2%
Operating Expenses	64,209,478	26,813,391	37,396,087	41.8%
Supplies & Materials	9,016,721	5,204,806	3,811,915	57.7%
Minor Equipment	6,511,246	2,100,298	4,410,948	32.3%
Capital Outlay	6,593,703	2,340,683	4,253,020	35.5%
Charges	(15,625,655)	(7,093,626)	(8,532,029)	45.4%
SUBTOTAL UNRESTRICTED	279,810,832	137,218,499	142,592,333	49.0%
Reserve - Campus	2,973,784	-	2,973,784	n/a
Reserve - Compensation	2,223,245	-	2,223,245	n/a
Reserve - Operating	2,942,083	-	2,942,083	n/a
Reserve - New Campuses	500,000	-	500,000	n/a
Reserve - Non-operating	329,194	-	329,194	n/a
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	2,134,765	1,807,170	327,595	84.7%
LoanStar Loan to Debt Service Fund	208,281	208,281	-	100.0%
Institutional Matching - Contracts/Grants	136,544	74,098	62,446	54.3%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,523,797	4,523,797	-	100.0%
Unexpended Plant Fund	6,350,000	3,600,000	2,750,000	56.7%
Debt Service Fund	3,051,579	1,525,790	1,525,789	50.0%
TOTAL UNRESTRICTED	305,184,104	148,957,635	156,226,469	48.8%
AUXILIARY FUND	12,178,528	5,958,259	6,220,269	48.9%
RESTRICTED FUND	102,972,256	44,898,309	58,073,947	43.6%
RICHLAND COLLEGIATE HIGH SCHOOL	2,089,322	732,129	1,357,193	35.0%
TOTAL EXPENDITURES & USES	\$ 422,424,210	\$ 200,546,332	\$ 221,877,878	47.5%

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

REVENUES & ADDITIONS

Year-to-Date - 50.0% of Fiscal Year Elapsed

	February 29, 2008			February 28, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
State Appropriations	\$ 89,473,204	\$ 38,533,347	43.1%	\$ 84,752,747	\$ 36,484,638	43.0%
Tuition	64,384,882	52,575,653	81.7%	60,814,917	49,786,306	81.9%
Taxes for Current Operations	119,889,500	116,010,688	96.8%	110,791,496	107,241,889	96.8%
Federal Grants & Contracts	981,855	522,457	53.2%	1,133,870	437,836	38.6%
State Grants & Contracts	151,832	146,185	96.3%	131,292	131,252	100.0%
General Sources:						
Investment Income	6,250,000	3,571,918	57.2%	4,925,543	2,994,139	60.8%
General Revenue	2,276,850	1,565,691	68.8%	2,256,630	1,313,498	58.2%
Subtotal General Sources	8,526,850	5,137,609	60.3%	7,182,173	4,307,637	60.0%
SUBTOTAL UNRESTRICTED	283,408,123	212,925,939	75.1%	264,806,495	198,389,558	74.9%
Use of Fund Balance & Transfers-in	21,775,981	-	0.0%	10,251,852	-	0.0%
TOTAL UNRESTRICTED	305,184,104	212,925,939	69.8%	275,058,347	198,389,558	72.1%
AUXILIARY FUND						
Sales & Services	6,545,897	2,334,218	35.7%	7,227,730	2,580,015	35.7%
Investment Income	373,426	176,595	47.3%	385,322	199,562	51.8%
Transfers-in	4,523,797	4,523,797	100.0%	3,998,797	3,998,797	100.0%
Use of Fund Balance	735,408	-	0.0%	351,462	-	0.0%
TOTAL AUXILIARY	12,178,528	7,034,610	57.8%	11,963,311	6,778,374	56.7%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	23,258,341	12,203,309	52.5%	20,959,931	11,176,995	53.3%
SBDC State Match	1,501,733	563,978	37.6%	1,365,210	634,808	46.5%
Subtotal State Appropriations	24,760,074	12,767,287	51.6%	22,325,141	11,811,803	52.9%
Grants, Contracts & Scholarships:						
Federal	63,601,103	25,778,258	40.5%	63,652,450	23,553,111	37.0%
State	7,032,507	4,229,085	60.1%	5,924,624	2,650,908	44.7%
Local	6,568,181	2,042,534	31.1%	5,425,565	2,597,895	47.9%
Transfers-in	942,019	81,145	8.6%	903,745	421,569	46.6%
Subtotal Grants, Contracts & Scholarships	78,143,810	32,131,022	41.1%	75,906,384	29,223,483	38.5%
Richland Collegiate High School	68,372	-	0.0%	n/a	n/a	n/a
TOTAL RESTRICTED	102,972,256	44,898,309	43.6%	98,231,525	41,035,286	41.8%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,089,322	886,060	42.4%	n/a	n/a	n/a
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	886,060	42.4%	n/a	n/a	n/a
TOTAL REVENUES & ADDITIONS	\$ 422,424,210	\$ 265,744,918	62.9%	\$ 385,253,183	\$ 246,203,218	63.9%

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

EXPENDITURES & USES BY FUNCTION

Year-to-Date - 50.0% of Fiscal Year Elapsed

	February 29, 2008			February 28, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 120,096,300	\$ 62,884,347	52.4%	\$ 119,358,286	\$ 62,129,494	52.1%
Public Service	5,349,959	2,760,844	51.6%	5,621,001	2,364,071	42.1%
Academic Support	17,981,184	8,898,794	49.5%	16,587,463	8,363,018	50.4%
Student Services	25,718,527	12,337,197	48.0%	25,389,830	11,819,474	46.6%
Institutional Support	52,501,960	27,180,093	51.8%	49,492,311	26,630,985	53.8%
Staff Benefits	10,255,978	3,984,009	38.8%	10,106,751	4,224,255	41.8%
Operations & Maintenance of Plant	27,781,934	15,948,052	57.4%	27,147,376	15,068,497	55.5%
Repairs & Rehabilitation	20,124,989	3,225,163	16.0%	7,106,956	1,652,990	23.3%
Special Items:						
Reserve - Campus	2,973,784	n/a	n/a	736,058	n/a	n/a
Reserve - Compensation	2,223,245	n/a	n/a	-	n/a	n/a
Reserve - Operating	2,942,084	n/a	n/a	1,382,500	n/a	n/a
Reserve - New Campuses	500,000	n/a	n/a	500,000	n/a	n/a
Reserve - Non-operating	329,194	n/a	n/a	658,910	n/a	n/a
TOTAL UNRESTRICTED	288,779,138	137,218,499	47.5%	264,087,442	132,252,784	50.1%
AUXILIARY FUND						
Student Activities	6,409,059	3,437,523	53.6%	6,054,509	3,098,071	51.2%
Sales & Services	4,755,375	2,424,565	51.0%	5,317,752	2,682,263	50.4%
Reserve - Campus	532,018	n/a	n/a	158,234	n/a	n/a
Reserve - District	364,163	n/a	n/a	327,816	n/a	n/a
Transfers-out	117,913	96,171	81.6%	105,000	94,083	89.6%
TOTAL AUXILIARY	12,178,528	5,958,259	48.9%	11,963,311	5,874,417	49.1%
RESTRICTED FUND						
State Appropriations	23,258,341	12,203,309	52.5%	20,959,931	11,176,995	53.3%
Grants & Contracts	33,691,255	11,331,081	33.6%	31,355,580	9,898,245	31.6%
Scholarships	45,954,288	21,363,919	46.5%	45,916,014	19,960,046	43.5%
Subtotal Grants, Contracts & Scholarships	102,903,884	44,898,309	43.6%	98,231,525	41,035,286	41.8%
Richland Collegiate High School	68,372	-	0.0%	n/a	n/a	n/a
TOTAL RESTRICTED	102,972,256	44,898,309	43.6%	98,231,525	41,035,286	41.8%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,089,322	732,129	35.0%	n/a	n/a	n/a
TOTAL COLLEGIATE HIGH SCHOOL	2,089,322	732,129	35.0%	n/a	n/a	n/a
SUBTOTAL EXPENDITURES & USES	406,019,244	188,807,196	46.5%	374,282,278	179,162,487	47.9%
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	1,807,170	84.7%	1,894,389	1,816,995	95.9%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching-Contracts/Grants	136,544	74,098	54.3%	63,000	129,920	206.2%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,523,797	4,523,797	100.0%	3,998,797	3,998,797	100.0%
Unexpended Plant Fund	6,350,000	3,600,000	56.7%	1,250,000	1,250,000	100.0%
Debt Service Fund	3,051,579	1,525,790	50.0%	3,556,438	1,787,719	50.3%
TOTAL TRANSFERS & DEDUCTIONS	16,404,966	11,739,136	71.6%	10,970,905	9,191,712	83.8%
TOTAL EXPENDITURES & USES	\$ 422,424,210	\$ 200,546,332	47.5%	\$ 385,253,183	\$ 188,354,199	48.9%

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

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date - 50.0% of Fiscal Year Elapsed

	February 29, 2008			February 28, 2007		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$ 186,246,675	\$ 96,286,891	51.7%	\$ 181,688,260	\$ 93,507,342	51.5%
Staff Benefits	10,255,978	3,984,009	38.8%	10,106,751	4,224,255	41.8%
Purchased Services	12,602,686	7,582,047	60.2%	11,658,334	6,277,805	53.8%
Operating Expenses	64,209,478	26,813,391	41.8%	49,737,943	24,461,784	49.2%
Supplies & Materials	9,016,721	5,204,806	57.7%	8,679,707	5,080,541	58.5%
Minor Equipment	6,511,246	2,100,298	32.3%	2,987,856	2,651,777	88.8%
Capital Outlay	6,593,703	2,340,683	35.5%	9,065,193	1,964,047	21.7%
Charges	(15,625,655)	(7,093,626)	45.4%	(13,114,070)	(5,914,767)	45.1%
SUBTOTAL UNRESTRICTED	279,810,832	137,218,499	49.0%	260,809,974	132,252,784	50.7%
Reserve - Campus	2,973,784	n/a	n/a	736,058	n/a	n/a
Reserve - Compensation	2,223,245	n/a	n/a	-	n/a	n/a
Reserve - Operating	2,942,083	n/a	n/a	1,382,500	n/a	n/a
Reserve - New Campuses	500,000	n/a	n/a	500,000	n/a	n/a
Reserve - Non-operating	329,194	n/a	n/a	658,910	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,134,765	1,807,170	84.7%	1,894,389	1,816,995	95.9%
LoanStar Loan to Debt Service Fund	208,281	208,281	100.0%	208,281	208,281	100.0%
Institutional Matching - Contracts/Grants	136,544	74,098	54.3%	63,000	129,920	206.2%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,523,797	4,523,797	100.0%	3,998,797	3,998,797	100.0%
Unexpended Plant Fund	6,350,000	3,600,000	56.7%	1,250,000	1,250,000	100.0%
Debt Service Fund	3,051,579	1,525,790	50.0%	3,556,438	1,787,719	50.3%
TOTAL UNRESTRICTED	305,184,104	148,957,635	48.8%	275,058,347	141,444,496	51.4%
AUXILIARY FUND	12,178,528	5,958,259	48.9%	11,963,311	5,874,417	49.1%
RESTRICTED FUND	102,972,256	44,898,309	43.6%	98,231,525	41,035,286	41.8%
RICHLAND COLLEGIATE HIGH SCHOOL	2,089,322	732,129	35.0%	n/a	n/a	n/a
TOTAL EXPENDITURES & USES	\$ 422,424,210	\$ 200,546,332	47.5%	\$ 385,253,183	\$ 188,354,199	48.9%

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 *Tuition* reflects a higher than normal percent of budget due to a combination of tuition rate increases, enrollment growth, and additional income collected for students repeating state funded classes for the third time.
- (2) Actual *Public Service* reflects a higher than normal percent of budget due to an increase in contracted services at the Bill J. Priest Institute in support of grant programs.
- (3) Actual *Staff Benefits* reflects a lower than normal percent of budget due primarily to an increase in the proportion of state funding for ORP, which resulted in a proportionately lower requirement for the district. Current year activity will be re-evaluated for Spring 2008 revision.

INFORMATIVE REPORT NO. 22

Presentation of 2nd Quarter Investment Transactions

The 2nd quarter investment transactions are presented as provided by Board Policy CAK (Legal), which states: *Not less than quarterly, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act.*

Background

Trustees who serve on the Audit Committee are Ms. Charletta Compton (chair), Mrs. Kitty Boyle and Mr. Bob Ferguson. The Audit Committee reviewed the report of 2nd quarter investment transactions on March 18, 2007.

The 2nd quarter investment transaction report is typical for this phase of the annual financial cycle.

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Investment Portfolio

As of February 29, 2008

Dallas County Community College District
2nd Quarter Report of Investment Transactions
Executive Summary

The investment portfolio of the District is summarized in the table *Investment Portfolio Summary Report*. The purchase date, maturity date, yield to maturity, book value, and market value are shown for each of the investment securities of the District as of February 29, 2008. The configuration of the portfolio is shown for both the quarters ended November 30, 2007 and February 29, 2008, see Figures 1 and 2. The portfolio is invested 30.16% in U.S. Agency securities and 6.47% is invested in U.S. Treasury securities. The portfolio contains 30.00% repurchase agreements with the remaining 33.37% invested in TexPool and TexSTAR. Within the portfolio, 96.48 % will mature in one year or less. No security has a maturity of more than two years from February 29, 2008. An analysis of the portfolio maturity is shown in Figure 3. The portfolio has coupons that range from 2.91% to 4.63%. The District is earning 3.43% average return on the short-term investment pools. Because of a declining interest environment, the portfolio yield is currently outperforming the Treasury yield curve as of February 29, 2008 from a minimum of 122 basis points for securities that are greater than one year to a maximum of 203 basis points for securities that are 1 year or less. Very short-term investments in pools are outperforming the Treasury yield curve by 138 basis points. An analysis of the District's portfolio yield compared with the Treasury yield at February 29, 2008 and February 28, 2007 is shown in Figure 4.

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

*Dallas County Community College District
Investment Portfolio Summary Report
Activity for the 2nd Quarter Ended February 29, 2008*

INVESTMENTS:			MARKET	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY	
Beginning of Period	November 30, 2007	\$	310,724,869	\$	478,590	248	4.32%
Purchases		\$	182,044,182				
Maturities / Sold		\$	(118,374,827)				
Market Value Change		\$	1,035,450				
End of Period	February 29, 2008	\$	375,429,674	\$	302,159	201	3.85%

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

/s/ Edward M. DesPlas

Edward M. DesPlas, Vice Chancellor of Business Affairs

/s/ Kim Green

Kim Green, Associate Vice Chancellor of Business Affairs

/s/ Robb Dean

Robb Dean, Director of Finance and Treasury

Dallas County Community College District
Investment Portfolio Transaction Summary Report
Activity for the 2nd Quarter Ended February 29, 2008
By Type of Investment

	Face Amount <u>2/29/2008</u>	Market Transactions					Market Value 2/29/2008
		Market Value 11/30/2007	Securities Purchased	Securities Matured /Sold	Market Value Change		
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 125,271,804	\$ 74,226,187	\$ 138,856,513	\$ (87,810,895)	\$ -	\$ 125,271,805	
REPURCHASE AGREEMENTS	112,630,263	120,144,526	1,049,669	(8,563,932)	-	112,630,263	
TREASURY SECURITIES	24,000,000	23,973,760	-	-	319,000	24,292,760	
AGENCY SECURITIES	113,238,000	92,380,396	42,138,000	(22,000,000)	716,450	113,234,846	
PORTFOLIO TOTAL	\$ 375,140,067	\$ 310,724,869	\$ 182,044,182	\$ (118,374,827)	\$ 1,035,450	\$ 375,429,674	

	Face Amount <u>2/29/2008</u>	Book Transaction Excludes Unrealized Gain and Loss					Book Value 2/29/2008
		Book Value 11/30/2007	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.		
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 125,271,804	\$ 74,226,187	\$ 138,856,513	\$ (87,810,895)	\$ -	\$ 125,271,805	
REPURCHASE AGREEMENTS	112,630,263	120,144,526	1,049,669	(8,563,932)	- #	112,630,263	
TREASURY SECURITIES	24,000,000	24,007,170	-	-	(1,486) #	24,005,684	
AGENCY SECURITIES	113,238,000	92,444,055	42,138,000	(22,000,000)	105,116	112,687,171	
PORTFOLIO TOTAL	\$ 375,140,067	\$ 310,821,938	\$ 182,044,182	\$ (118,374,827)	\$ 103,630	\$ 374,594,923	

*Dallas County Community College District
Investment Portfolio Transaction Report
Activity for the 2nd Quarter Ended February 29, 2008*

Invest. ID	Cusip Number	Description	Purchase Date	Call Date	Maturity Date	Face Amount	Yield
MONEY MARKET FUNDS / INVESTMENT POOLS							
73190		TEXPOOL	30-Jul-90		N/A	\$ 65,874,878	(1)
1111		TEXSTAR	23-Jun-03		N/A	39,577,124	(2)
2003		TEXSTAR (TAX NOTE)	06-Aug-03		N/A	1,829,922	(2)
2004		TEXSTAR (TAX NOTE)	06-Apr-04		N/A	13,329,165	(2)
40		TEXSTAR (GO)	14-Sep-04		N/A	1,176,359	(2)
40-1		TEXSTAR (CP)	09-Oct-07		N/A	3,484,356	(2)
REPURCHASE AGREEMENTS							
JPMorgan		Federal Agency	20-Nov-07		N/A	112,630,263	(3)
TREASURY SECURITIES							
13081	T912828BV1	U. S. Treasury	29-Jan-04		15-Jan-09	4,000,000	3.23%
13082	T912828BZ2	U. S. Treasury	25-Feb-04		15-Feb-09	20,000,000	2.97%
AGENCY SECURITIES							
16215	3128X2NSO	FHLMC Notes	28-Jan-04		28-Jan-08	3,000,000	3.25%
16216	3133ITQU8	FFCB Notes	28-Jan-04		28-Jul-08	3,000,000	3.55%
16223	3128X2F34	FHLMC Notes	27-Feb-04	27-Feb-07	27-Feb-09	15,000,000	3.40%
16239	313588TC9	FNDN	18-Sep-07		15-Feb-08	16,000,000	4.66%
16240	313588WA9	FNDN	18-Sep-07		25-Apr-08	16,000,000	4.63%
16241	313384UM9	FNDN	24-Sep-07		19-Mar-08	16,000,000	4.58%
16242	3133XN3J6	FHLB	19-Nov-07		19-May-08	16,000,000	4.35%
16243	3133XNAM1	FHLB	21-Nov-07	21-May-08	21-Nov-08	5,000,000	4.40%
16244	313588YP4	FNDN	4-Jan-08		25-Jun-08	12,138,000	4.02%
16245	313588ZV0	FNDN	4-Jan-08		25-Jul-08	5,000,000	3.95%
16246	313396YU1	FNDN	7-Jan-08		30-Jun-08	4,000,000	3.98%
16247	313384ZV4	FNDN	25-Jan-08		25-Jul-08	11,000,000	2.91%
16248	3133XPHN7	FHLB	4-Feb-08	4-Feb-09	4-Feb-10	10,000,000	3.00%
45-1	3128X3WY5	FHLMC Notes	1-Feb-06	22-Sep-06	22-Sep-09	1,300,000	4.00%
45-2	31359MWP4	FNMA Notes	1-Feb-06		21-Oct-09	1,800,000	4.01%
PORTFOLIO TOTAL						<u>\$ 397,140,067</u>	

(1) The TexPool yield varies daily. The yield as of November 30, 2007 was 4.7144% and February 29, 2008 was 3.4374%.

(2) The TexSTAR yield varies daily. The yield as of November 30, 2007 was 4.6975% and February 29, 2008 was 3.4224%.

(3) The JPMorgan Chase flex repo rate as of November 30, 2007 was 4.3960% and February 29, 2008 was 4.0160%.

Market Transactions

Invest. ID	Market Value 11/30/2007	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 2/29/2008
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	\$ 15,427,920	\$ 138,257,853	\$ (87,810,895)		\$ 65,874,878
1111	39,178,227	398,897			39,577,124
2003	1,811,479	18,444			1,829,923
2004	13,194,821	134,344			13,329,165
40	1,164,503	11,856			1,176,359
40-1	3,449,237	35,119			3,484,356
REPURCHASE AGREEMENTS					
JPMorgan	120,144,526	1,049,669	(8,563,932)		112,630,263
TREASURY SECURITIES					
13081	4,006,560			47,200	4,053,760
13082	19,967,200			271,800	20,239,000
AGENCY SECURITIES					
16215	2,994,720		(3,000,000)	5,280	-
16216	2,984,070		(3,000,000)	15,930	-
16223	14,895,750			259,050	15,154,800
16239	15,860,800		(16,000,000)	139,200	-
16240	15,734,400			206,400	15,940,800
16241	15,800,000			182,400	15,982,400
16242	15,990,080			60,000	16,050,080
16243	5,004,700			15,600	5,020,300
16244	-	12,138,000		(93,463)	12,044,537
16245	-	5,000,000		(47,000)	4,953,000
16246	-	4,000,000		(32,000)	3,968,000
16247	-	11,000,000		(103,400)	10,896,600
16248	-	10,000,000		40,600	10,040,600
45-1	1,306,318			27,911	1,334,229
45-2	1,809,558			39,942	1,849,500
PORTFOLIO TOTAL	\$ 310,724,869	\$ 182,044,182	\$ (118,374,827)	\$ 1,035,450	\$ 375,429,674

(1) The TexPool yield varies daily. The yield as of November 30, 2007 was 4.7144% and February 29, 2008 was 3.4374%.

(2) The TexSTAR yield varies daily. The yield as of November 30, 2007 was 4.6975% and February 29, 2008 was 3.4224%.

(3) The JPMorgan Chase flex repo rate as of November 30, 2007 was 4.3960% and February 29, 2008 was 4.0160%.

Book Transaction Excludes Unrealized Gain

Invest. ID	Book Value 11/30/2007	Securities Purchased	Securities Matured / Sold	Securities (Disc.)/Prem.	Book Value 2/29/2008
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	\$ 15,427,920	\$ 138,257,853	\$ (87,810,895)		\$ 65,874,878
1111	39,178,227	398,897			39,577,124
2003	1,811,479	18,444			1,829,923
2004	13,194,821	134,344			13,329,165
40	1,164,503	11,856			1,176,359
40-1	3,449,237	35,119			3,484,356
REPURCHASE AGREEMENTS					
JPMorgan	120,144,526	1,049,669	(8,563,932)		112,630,263
TREASURY SECURITIES					
13081	4,000,708			(155)	4,000,553
13082	20,006,462			(1,331)	20,005,131
AGENCY SECURITIES					
16215	3,000,000		(3,000,000)		-
16216	3,000,000		(3,000,000)		-
16223	15,000,000				15,000,000
16239	15,847,662		(16,000,000)	152,338	-
16240	15,711,244			179,978	15,891,222
16241	15,785,149			179,371	15,964,520
16242	16,000,000				16,000,000
16243	5,000,000				5,000,000
16244	-	12,138,000		(151,883)	11,986,117
16245	-	5,000,000		(77,258)	4,922,742
16246	-	4,000,000		(51,627)	3,948,373
16247	-	11,000,000		(125,803)	10,874,197
16248	-	10,000,000			10,000,000
45-1	1,300,000				1,300,000
45-2	1,800,000				1,800,000
PORTFOLIO TOTAL	\$ 310,821,938	\$ 182,044,182	\$ (118,374,827)	\$ 103,630	\$ 374,594,923

(1) The TexPool yield varies daily. The yield as of November 30, 2007 was 4.7144% and February 29, 2008 was 3.4374%.

(2) The TexSTAR yield varies daily. The yield as of November 30, 2007 was 4.6975% and February 29, 2008 was 3.4224%.

(3) The JPMorgan Chase flex repo rate as of November 30, 2007 was 4.3960% and February 29, 2008 was 4.0160%.

*Dallas County Community College District
Investment Portfolio Percentage Report
Activity for the 2nd Quarter Ended February 29, 2008*

Type of Security	Portfolio Pct 11/30/2007	Market Value 11/30/2007	Portfolio Pct 2/29/2008	Market Value 2/29/2008
MONEY MKT FUNDS & INVESTMENT POOLS	23.89%	\$ 74,226,187	33.37%	\$ 125,271,805
REPURCHASE AGREEMENTS	38.67%	120,144,526	30.00%	112,630,263
TREASURY SECURITIES	7.71%	23,973,760	6.47%	24,292,760
AGENCY SECURITIES	29.73%	92,380,396	30.16%	113,234,846
PORTFOLIO TOTAL	100.00%	\$ 310,724,869	100.00%	\$ 375,429,674

Portfolio Percent by Investment Type

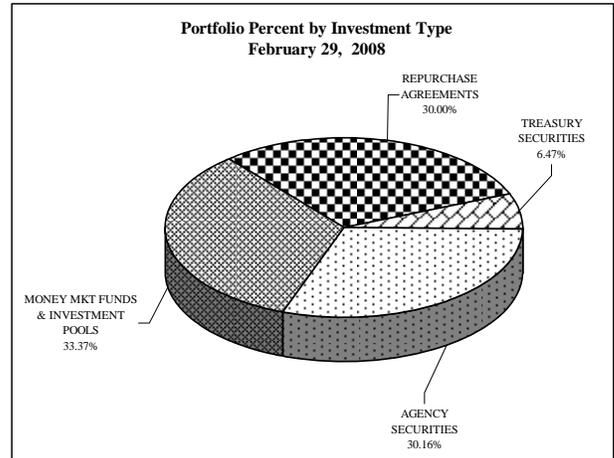
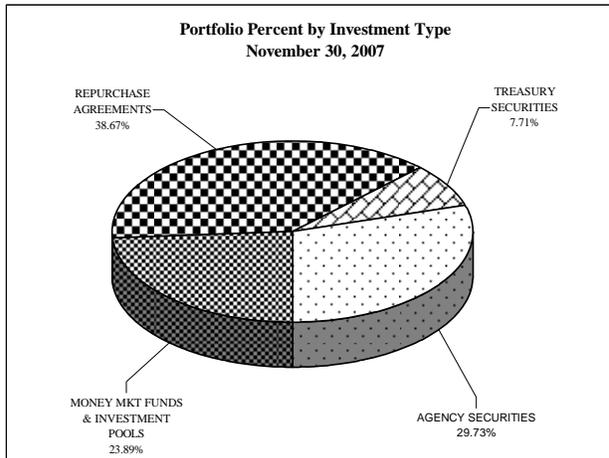


Figure 1 - Investment Portfolio Percentage Report

Dallas County Community College District
Investment Pool Report by Fund Type
Activity for the 2nd Quarter Ended February 29, 2008

Fund Description	Portfolio Pct 11/30/2007	Market Value 11/30/2007	Portfolio Pct 2/29/2008	Market Value 2/29/2008
Unrestricted Fund	47.04%	\$ 146,171,662	56.44%	\$ 211,895,965
Auxiliary Fund	4.40%	13,659,360	5.26%	19,754,344
Unexpended Plant Fund	46.91%	145,767,660	36.90%	138,521,013
Quasi - Endowment Fund	1.65%	5,126,187	1.40%	5,258,352
PORTFOLIO TOTAL	100.00%	\$ 310,724,869	100.00%	\$ 375,429,674

Portfolio Pool Allocation Percent by Fund Type

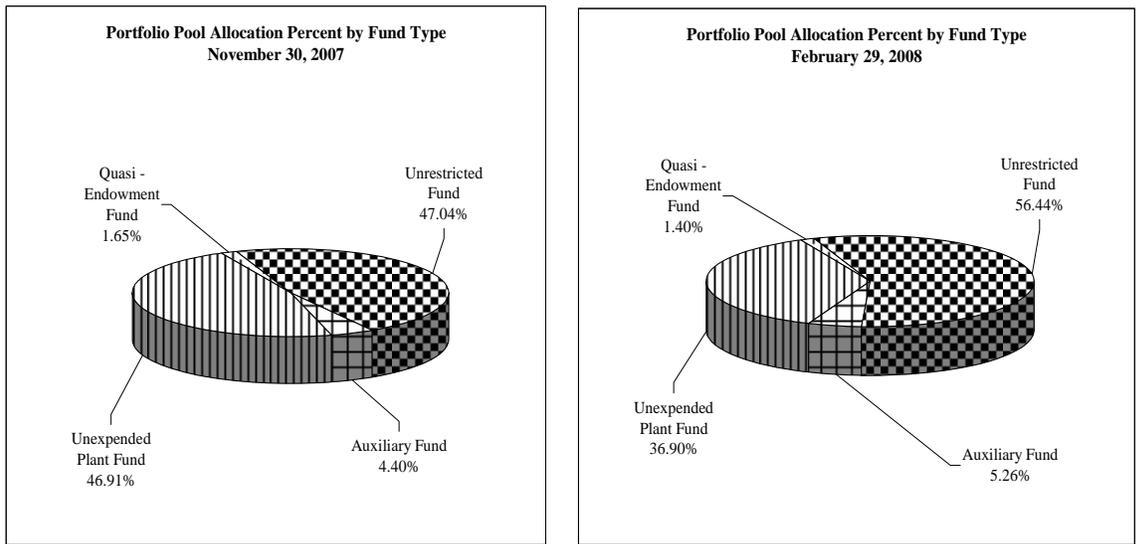
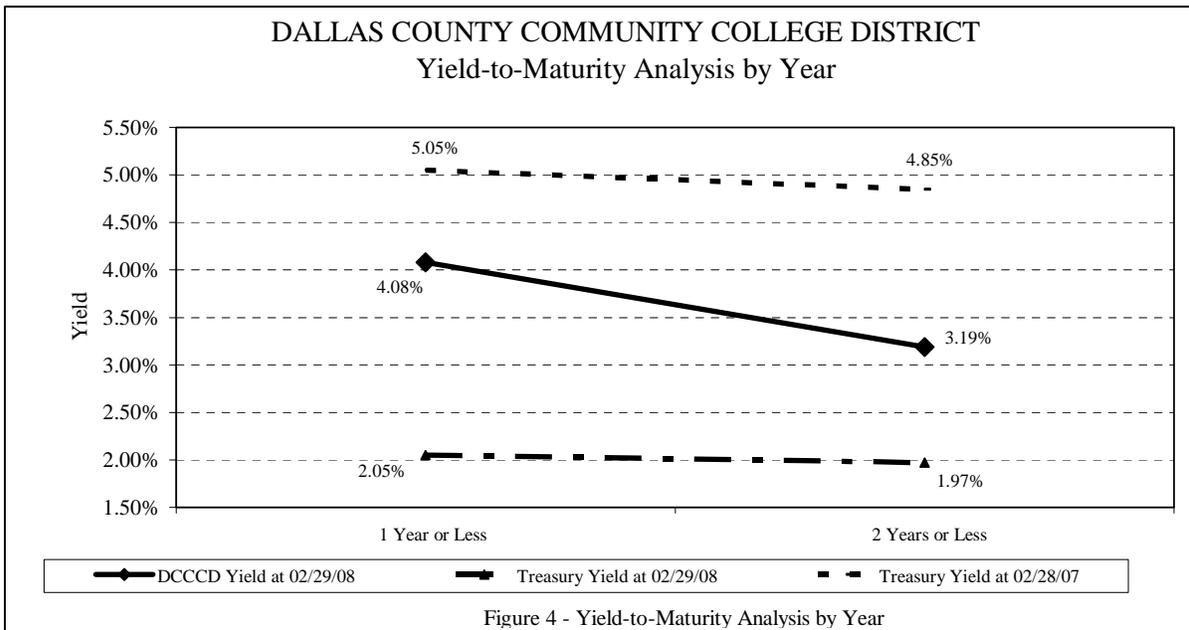
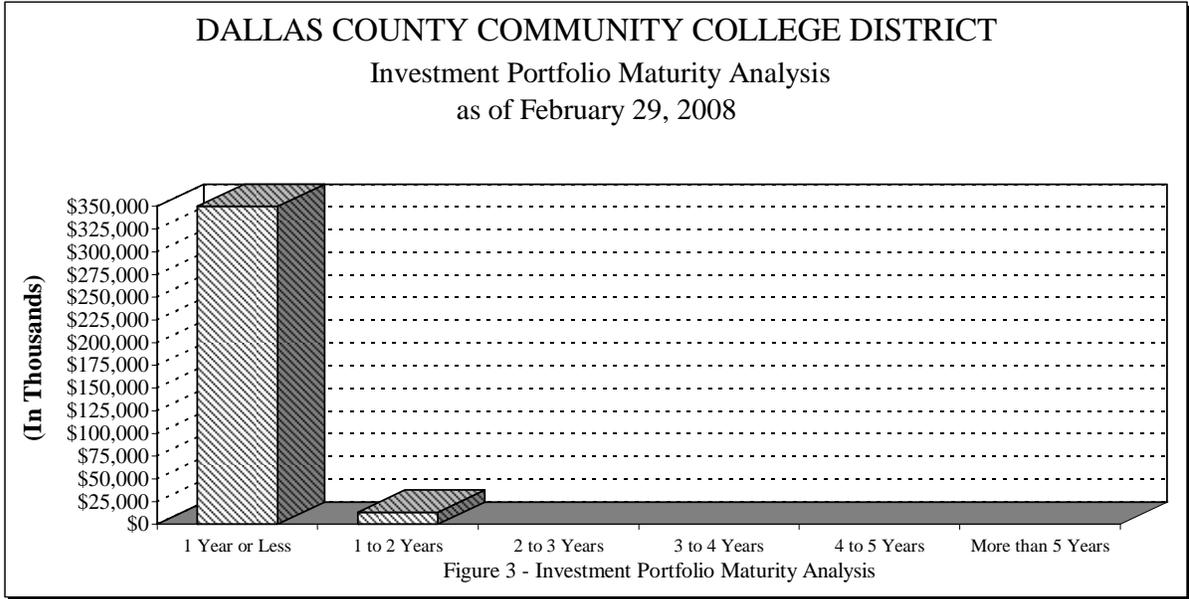


Figure 2 - Investment Portfolio Fund Report



GLOSSARY OF INVESTMENT TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

INFORMATIVE REPORT NO. 23

Presentation of 2nd Quarter Financial Statements

The 2nd quarter financial statements are presented as provided by Board Policy CDA (Local) which states: *Periodic financial reports shall be submitted to the Board outlining the progress of the budget to that date and reporting on the status of all District funds and District accounts.*

Background

Trustees who serve on the Audit Committee are Ms. Compton (chair), Mrs. Boyle and Mr. Ferguson. The Audit Committee reviewed the 2nd quarter financial statements on March 18, 2008.

The Audit Committee accepted the financial statements and recommended they be presented to the full Board of Trustees at the April 1, 2008, meeting.

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Financial Statements

As of February 29, 2008

Dallas County Community College District
2nd Quarter Financial Report
Executive Summary

There have been no significant changes or transactions affecting the financial position of the District for the period September 1, 2007 through February 29, 2008, with the exception of the issuance of \$125 million in Commercial Paper Notes, Series A, which will be used as an interim financing method for the voter-approved capital improvement projects. A brief analysis of each of the primary statements follows.

Balance Sheet

The schedule *Combined Balance Sheet* presents the unaudited Combined Balance Sheet by fund group as of February 29, 2008. The assets of the District continue to consist primarily of cash, investments, and plant assets (approximately 97.2% of total assets). Cash, cash equivalents, and investments increased approximately \$120.2 million (47.3%) from February 28, 2007. This increase is primarily due to the issuance of the \$125 million of commercial paper. The proceeds from the sale were invested in a flexible repurchase agreement. Receivables are relatively unchanged from February 28, 2007. Inventories and other assets decreased approximately \$3.8 million (44.0%) from February 28, 2007. This decrease is primarily due to a temporary reduction in the bond reserve fund and a reduction in unamortized bond issue costs. Property, plant and equipment increased approximately \$25.3 million (7.6%) from February 28, 2007. This increase is primarily related to the capitalization of assets for major repairs and rehabilitation projects, construction projects and other capital equipment expenditures, net of asset disposals and depreciation. Total combined assets have increased from February 2007 by about \$137.4 million (22.3%). The District's Combined Assets, Liabilities and Fund Balances are depicted graphically in Figures 1-2.

District assets are funded approximately 62.5% by fund balances, and 37.5% by liabilities. Isolating the effects of interfund payables, total liabilities of the District have increased about \$113.8 million (68.7%) when compared to February 2007. This increase is mainly attributable to the issuance of the \$125 million of commercial paper.

Schedule of Fund Balances

The *Schedule of Fund Balances* presents the total fund balances of the District by fund and by type (i.e. Restricted, Designated, etc.). The largest components of fund balance are the investment in plant assets (\$240.0 million, 51.0%) and current operating funds (\$194.4 million, 41.3%). Total current fund balances increased by

approximately \$75.6 million (54.5%) for the year to date. The change in fund balance is cyclical in nature over the course of the fiscal year. The components of the fund balances are depicted graphically in Figure 3.

Statement of Current Funds Revenues, Expenditures, and Other Changes

The results of operations for the current funds are summarized in the *Combined Current Funds Revenues, Expenditures and Transfers* table. This table presents a comparison for the second quarter ended February 29, 2008, and February 28, 2007 and 2006.

Current revenues have increased from the same period in the prior year. Unrestricted state appropriations for college operations to date increased approximately \$1.6 million (4.2%) from February 2007 as a result of a \$4.7 million increase in appropriations from the state in the first year of the biennium. (State appropriations for the Richland Collegiate High School are being shown for the first time this year as a part of a combined report.) Total tuition and charges have increased approximately \$3.2 million (5.9%) from February 2007 primarily due to a \$3 per credit hour tuition increase that began in the Spring 2007 semester combined with an enrollment increase and additional tuition for students taking a class for the third or more time. Ad valorem tax revenue in the current funds increased approximately \$8.8 million (8.2%) from February 2007 primarily due to an increase in property valuation. Investment revenues increased approximately \$0.9 million (21.0%) from February 2007 as a result of increased interest rates in the District's investment portfolio. Contracts and grants revenue increased approximately \$2.9 million (10.8%) from February 2007 as a result of increased Federal grants from the Department of Education and increased skills development grants. Auxiliary Enterprises revenue decreased approximately \$0.3 million (10.6%) from February 2007 as a result of a decrease in telecourse revenue. The District's Current Unrestricted Revenues are depicted graphically in Figure 4.

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

Restricted expenditures are approximately \$3.7 million (9.5%) ahead of those from the same period in the prior year primarily due to student financial aid, which showed an increase of \$1.4 million (7.0%) and corresponding increases in expenditures resulting from the increased revenues for the grants described above.

In summary, the net difference between total expenditures and transfers and total revenues results in an increase to fund balance of approximately \$75.6 million for the first six months of the 2007-08 fiscal year. This change is greater than in past years

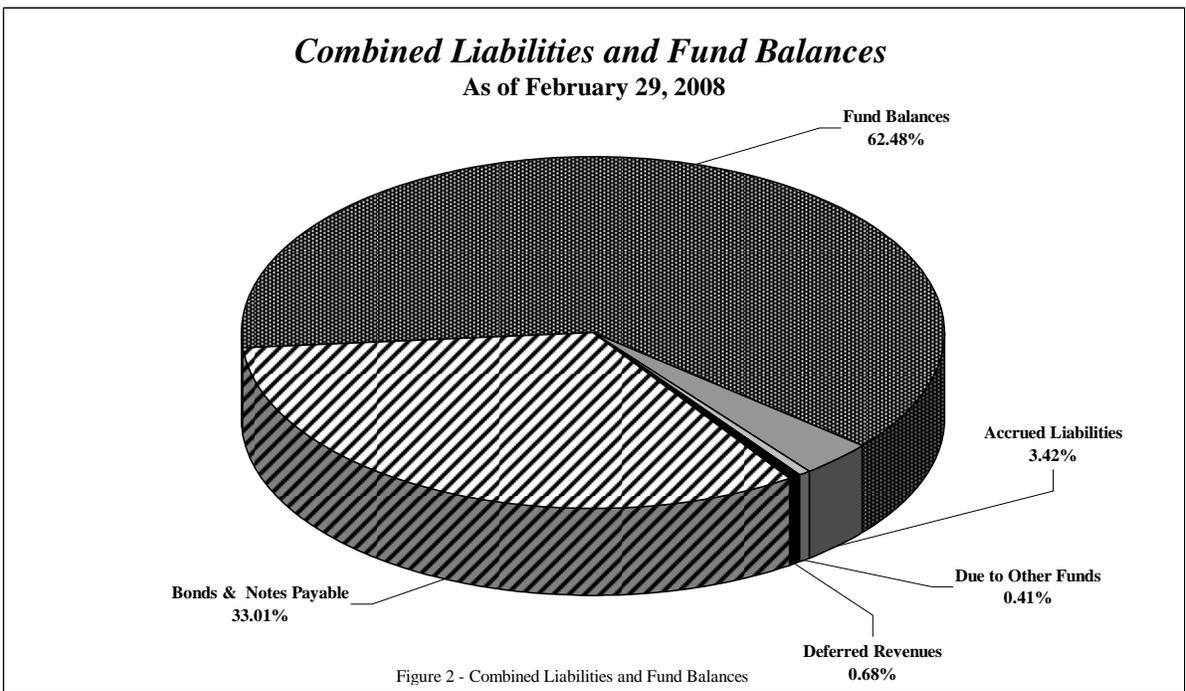
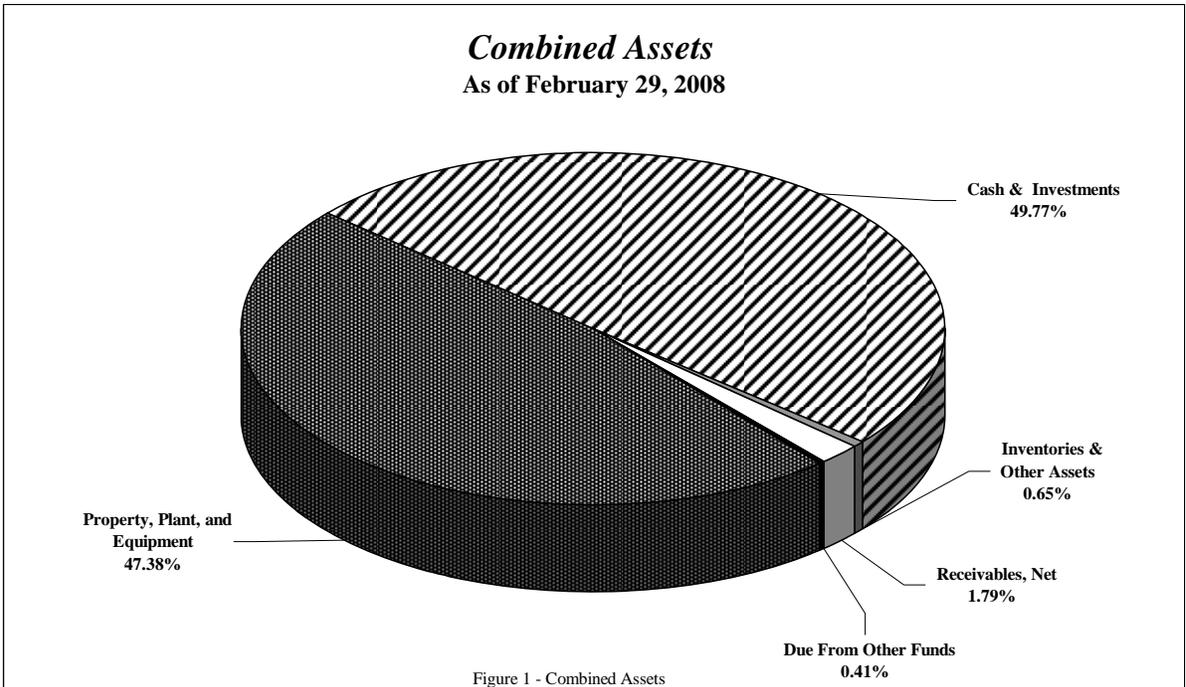
due primarily to a combination of the increase in state appropriations, taxes, tuition revenues and contracts and grants revenues.

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

*Dallas County Community College District
Combined Balance Sheet (Unaudited)
February 29, 2008
With Comparative Totals (000's)*

	<i>Current Funds</i>	<i>Plant Funds</i>	<i>Loan and Agency Funds</i>	<i>Quasi- Endowment Fund</i>	<i>Total Current Year</i>	<i>Total As Of 08/31/07</i>	<i>Total February 2007</i>
<u>ASSETS:</u>							
Cash and Cash Equivalents	\$97,421	\$136,542	\$1,965	\$1,189	\$237,117	\$153,008	\$120,783
Receivables, Net	12,928	160	53	300	13,441	26,897	13,324
Inventories and Other Assets	3,827	1,068			4,895	7,074	8,743
Due From Other Funds		2,940	3	154	3,097	2,989	7,462
Investments	128,658	4,801		4,069	137,528	52,347	133,635
Property, Plant, and Equipment		356,651			356,651	363,960	331,340
TOTAL ASSETS	\$242,834	\$502,162	\$2,021	\$5,712	\$752,729	\$606,275	\$615,287
<u>LIABILITIES:</u>							
Accounts Payable and Accrued Liabilities	\$22,060	\$3,670	\$4		\$25,734	\$34,899	\$24,868
Due to Other Funds	3,097				3,097	2,989	7,462
Deposits and Deferred Revenues	3,418		1,535	133	5,086	28,710	6,201
Notes Payable		153			153	252	349
Bonds Payable		248,355			248,355	134,145	134,145
TOTAL LIABILITIES	\$28,575	\$252,178	\$1,539	\$133	\$282,425	\$200,995	\$173,025
<u>FUND BALANCES:</u>							
<u>Current Funds:</u>							
Operating	\$194,396				\$194,396	\$121,044	\$166,716
Auxiliary	19,637				19,637	17,659	18,588
Restricted	-				-	-	-
Richland Collegiate High School ⁽¹⁾	226				226	-	-
<u>Plant Funds:</u>							
Unexpended		4,728			4,728	20,551	14,057
Retirement of Indebtedness		5,213			5,213	3,664	12,847
Investment in Plant		240,043			240,043	236,563	224,462
Loan Fund			482		482	477	132
Quasi-Endowment Fund				5,579	5,579	5,322	5,460
TOTAL FUND BALANCES	\$214,259	\$249,984	\$482	\$5,579	\$470,304	\$405,280	\$442,262
TOTAL LIABILITIES & FUND BALANCES	\$242,834	\$502,162	\$2,021	\$5,712	\$752,729	\$606,275	\$615,287

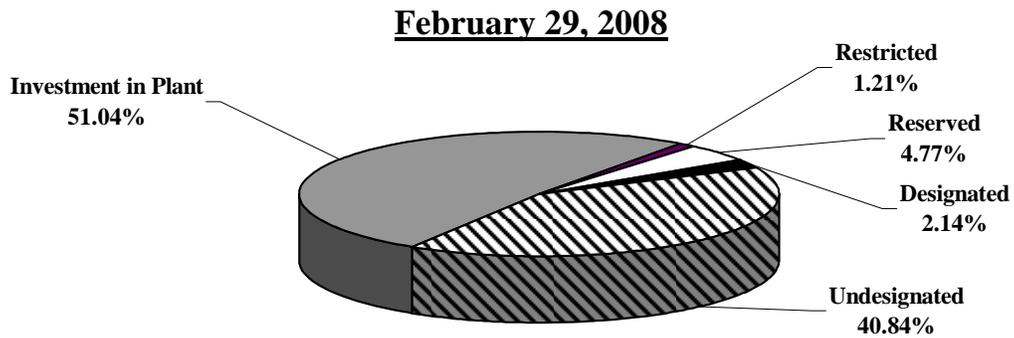
⁽¹⁾ Does not take into consideration a loan from Richland College for \$474,469.



*Dallas County Community College District
Schedule of Fund Balances (Unaudited)
February 29, 2008
With Comparative Totals (000's)*

	<i>Unrestricted</i>			<i>Restricted</i>		<i>Net Investment in Plant</i>	<i>Total- Current Month</i>	<i>Fiscal Year Ending 08/31/07</i>	<i>Net Change Increase/ (Decrease)</i>
	<i>Reserved</i>	<i>Designated</i>	<i>Undesignated</i>	<i>Debt Service</i>	<i>Other</i>				
<u>FUND BALANCES:</u>									
<i>Current Funds:</i>									
Operating	\$15,891	\$4,484	\$174,021				\$194,396	\$120,978	\$73,418
Auxiliary	1,817	2	17,818				19,637	17,659	1,978
Restricted							-	-	-
Richland Collegiate High School	1		225				226	66	160
<i>Subtotal:</i>	17,709	4,486	192,064				214,259	138,703	75,556
<i>Plant Funds:</i>									
Unexpended	4,728						4,728	20,551	(15,823)
Retirement of Indebtedness				5,213			5,213	3,664	1,549
Investment in Plant						240,043	240,043	236,563	3,480
Loan Fund					482		482	477	5
Quasi-Endowment Fund		5,579					5,579	5,322	257
TOTAL FUND BALANCES	\$22,437	\$10,065	\$192,064	\$5,213	\$482	\$240,043	\$470,304	\$405,280	\$65,024

Fund Balances by Type - All Funds



Fund Balances by Fund Group - All Funds

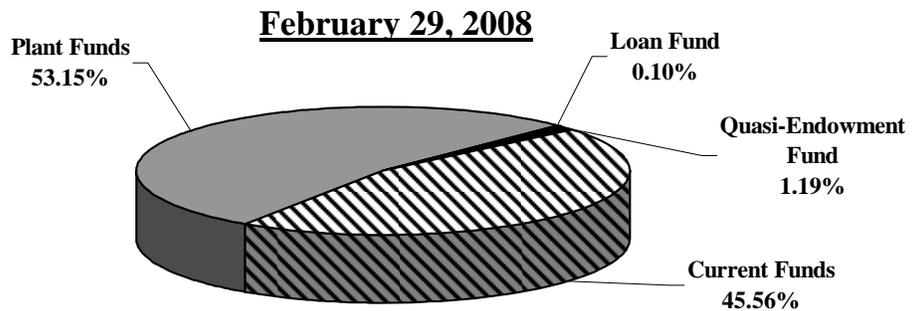
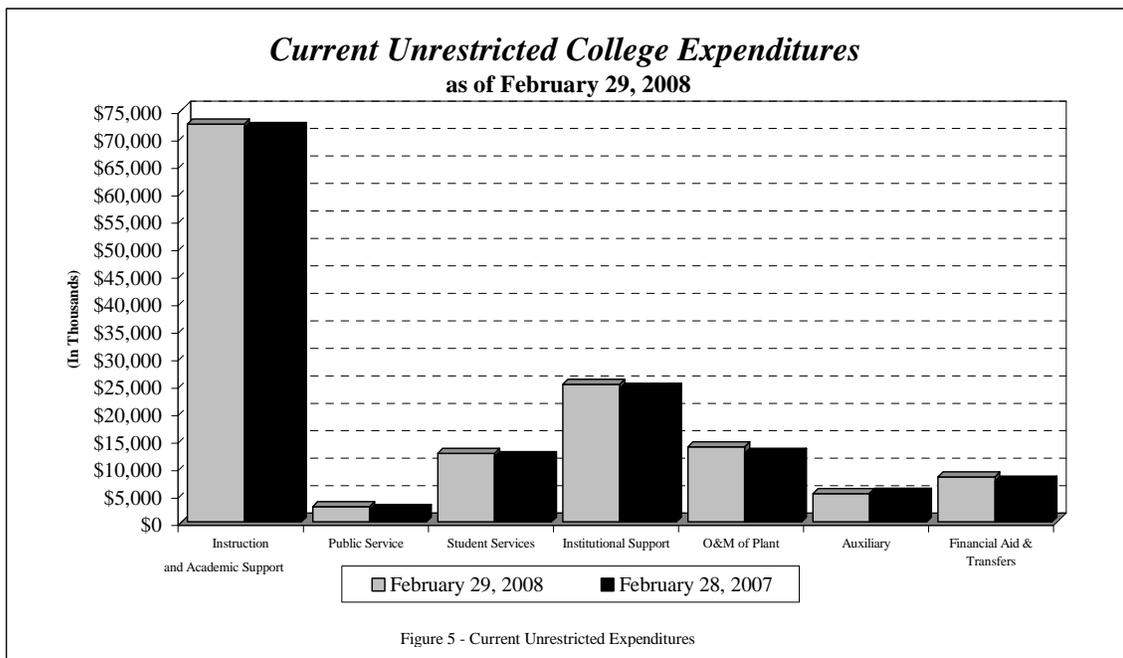
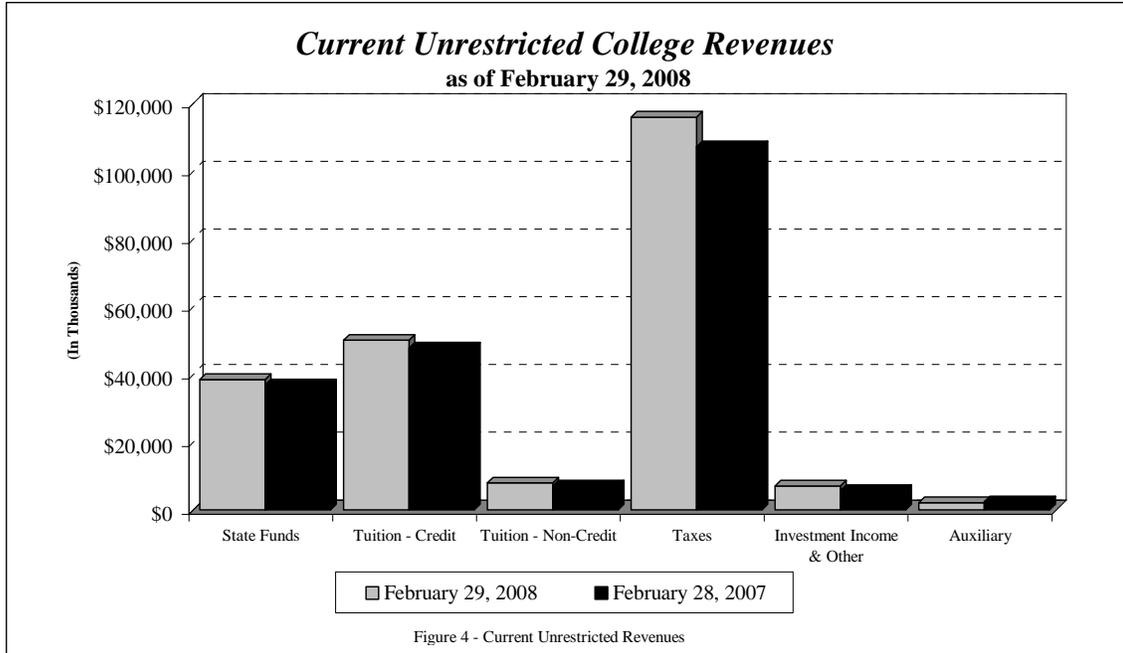


Figure 3 - Fund Balances By Type & Fund Group

*Dallas County Community College District
 Combined Current Funds Revenues, Expenditures, and Transfers (Unaudited)
 For the Six Months Ending February 29, 2008
 With Comparative Totals (000's)*

	<i>Operating</i>	<i>Auxiliary</i>	<i>Restricted</i>	<i>RCHS</i>	<i>Total Current Year</i>	<i>Total February 2007</i>	<i>Total February 2006</i>
<u>REVENUES:</u>							
State Appropriations	\$38,533		\$12,766	\$881	\$52,180	\$48,759	\$47,956
Tuition & Charges - Credit	50,124				50,124	47,816	42,627
Tuition & Charges - Non-Credit	7,988				7,988	7,062	7,186
Total Tuition & Charges	58,112				58,112	54,878	49,813
Ad Valorem Taxes	116,010				116,010	107,242	98,250
Investment Income	4,888	424		5	5,317	4,395	1,475
Contracts & Grants	669	29	29,476		30,174	27,241	28,592
Other	1,045				1,045	781	994
Auxiliary Enterprises		2,173			2,173	2,432	3,208
TOTAL REVENUES	\$219,257	\$2,626	\$42,242	\$886	\$265,011	\$245,728	\$230,288
<u>EXPENDITURES:</u>							
Instruction and Academic Support	\$72,397		\$12,504	\$431	\$85,332	\$82,062	\$79,628
Public Service	2,805		1,950	44	4,799	5,141	4,639
Student Services	12,468		3,838	67	16,373	14,927	14,186
Institutional Support	25,064		4,802	184	30,050	28,155	25,319
Operation and Maintenance of Plant	13,638				13,638	12,957	11,827
Financial Aid	3,691		21,364		25,055	22,962	24,566
Auxiliary Enterprises		5,179			5,179	5,214	5,195
Mandatory Transfers	(4,522)		1,913		(2,609)	(2,849)	(2,315)
TOTAL EXPENDITURES & MANDATORY TRANSFERS	\$134,585	\$5,179	\$42,545	\$726	\$183,035	\$174,267	\$167,675
<i>Other Transfers and Additions, net</i>	(11,254)	4,531	303		(6,420)	(5,322)	(1,756)
NET INCR/(DECR) in FUND BALANCE	\$73,418	\$1,978	-	160	\$75,556	\$66,139	\$60,857



GLOSSARY

FUND GROUPS

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

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

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

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

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

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

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

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

Loan funds: Funds available for loan to students.

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

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

FUNCTIONAL AREAS OF EXPENDITURES

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

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

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

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

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

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

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

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

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

OTHER FINANCIAL TERMS

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

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

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

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

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

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

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

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

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

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

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

FINANCIAL REPORT NO. 24

Approval of District Corporate Resolution Relating to Check Signatures

It is recommended that the attached District Corporate Resolution relating to the authorized signatures for checks drawn upon the Depository of the District be approved.

Background

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

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

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

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

I, Wright Lassiter, Secretary of the Board of Trustees of the Dallas County Community College District, a political subdivision organized under the laws of the State of Texas, hereinafter called "District," do hereby certify that I am keeper of the records and the minutes of the proceedings of the Board of Trustees of the District, and I am authorized by law to execute and deliver this certificate, and that on April 1, 2008 there was held a meeting of the Board of Trustees of the District at which meeting a quorum of the Trustees was present and acting throughout, and that at such meeting the following resolutions were duly and legally adopted:

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

ADD

Imprest Fund
El Centro College
Paul McCarthy
David Browning
Susan Pierce

DELETE

El Centro College
Edward M. DesPlas
Huan Luong
Kayle Godinez

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

DATE: April 1, 2008

Wright Lassiter
Secretary, Board of Trustees

AFFIRMED AND CERTIFIED:

Jerry M. Prater
Board Chair

FINANCIAL REPORT NO. 25

Approval of Interlocal Agreement with Dallas Independent School District and the University of North Texas–Dallas Campus

It is recommended that authorization be given to approve an Interlocal Agreement with the Dallas Independent School District (DISD), the University of North Texas-Dallas Campus, and Cedar Valley College to establish an Early College High School (ECHS) Program at the Nolan Estes Center (DISD).

Background

This is a partnership between Cedar Valley College, the Dallas Independent School District, and the University of North-Texas Dallas Campus to establish an Early College High School (ECHS) on the Nolan Estes Campus of DISD. As one of the Early Colleges being developed in Texas under the auspices of the Texas High School Project funded by Michael Dell and Melinda and William Gates Foundation through the Communities Foundation of Texas, the ECHS will begin with approximately 100 9th grade students and add a grade level each succeeding year. By 2012, the ECHS will have its maximum of 400 students, 100 at each grade level. The Dallas Independent School District will be receiving start-up funding from a grant made to the University of North Texas to facilitate development of the new school

The ECHS is targeted toward economically and educationally disadvantaged students who are unlikely to pursue postsecondary education. Students will be able to earn both a high school diploma and an Associates Degree, or alternatively, two years of college credit toward a Bachelor's Degree. The ECHS will prepare high school students for successful careers and educational futures through seamless integration of high school, college, and the world of work, improve academic performance and self-concepts, and increase high school and college/university completion rates. It is part of the answer to the issues raised in "Closing the Gaps".

This recommendation has undergone the following administrative review:

- Approval of the form of the agreement from DCCCD's legal counsel;
- Assurance from the chief business officer, Huan Luong, vice president of business services, that relevant provisions of the *Board Policy Manual* have been observed;
- Approval of the agreement by Lee F. Jackson, chancellor University of North Texas System
- DISD approval is expected at the next DISD board meeting April 24, 2008.

The ECHS will address pressing community needs for greater high school and

college completion rates for economically and educationally disadvantaged students.

Submitted by Dr. Jennifer Wimbish, president, Cedar Valley College and Dr. Lynn Nolte, vice president for instruction, Cedar Valley College

FINANCIAL REPORT NO. 26

Approval of Agreement with Johnson County Community College

It is recommended that authorization be given to approve an agreement with Johnson County Community College in an amount not to exceed \$86,000 for the period April 2, 2008 through December 31, 2008 to provide services as outlined under the Department of Labor Automotive Technologies Technical Education Partnership (AT-TEP) Project grant for Eastfield College.

Background

Johnson County Community College was included in the no-cost grant extension filed with the Department of Labor to expend the remaining Automotive Technologies Technical Education Partnership (AT-TEP) project funds.

This recommendation has undergone the following administrative review:

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

Financial resources are budgeted in account # 13-04-534950-22321.

Submitted by Dr. Carol Brown, president, Eastfield College

FINANCIAL REPORT NO. 27

Approval of Agreement with Training Grants Intelligence, Inc.

It is recommended that authorization be given to approve an agreement with Training Grants Intelligence, Inc. in an amount not to exceed \$463,000.00 for the period April 2, 2008 to August 31, 2009, to provide specialized manufacturing skills training for the Frito-Lay Skills Development Fund project at the Bill Priest Campus of El Centro College.

Background

The Bill Priest campus of El Centro College was awarded grant funds from the Texas Workforce Commission, Skills Development Fund program, to provide specialized manufacturing skills training for employees of Frito-Lay that are eligible to received grant-funded training. The agreement with Training Grants Intelligence, Inc. to provide this training, if approved, is for the period beginning April 2, 2008 to August 31, 2009 in order to comply with the anticipated grant period.

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

Training Funding Partners, Inc.
Training Grants Intelligence, Inc.
Texas Manufacturing Assistance Center

This recommendation has undergone the following administrative review:

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

Estimated revenues of \$617,515 were calculated based on projected enrollment in training. Estimated expenditures are \$463,000. Financial resources will be budgeted in account # 11-20-703010-22321.

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

FINANCIAL REPORT NO. 28

Acceptance of Gifts

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

<u>Gifts Reported in April 2008</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
DCCCD	Equipment	0	n/a	\$ 0
	Chancellor's Council	1	\$100-5,000	1,000
DCCCD	Programs and Services	2	\$100-5,000	6,500
Foundation, Inc.	Programs and Services	0	\$5,001-50,000	0
	Scholarships ¹	7	\$100-5,000	6,144
	Rising Star Scholarship	9	\$5,001-50,000	6,760
Total	n/a	19	n/a	\$20,404

<u>Gifts Reported in Fiscal Year 2007-08</u>				
<u>Month Reported</u>	<u>Amount by Category</u>			<u>Total</u>
	<u>Equipment</u>	<u>Rising Star</u>	<u>Other Gifts</u>	
September 2007	\$ 600	\$ 53,500	\$ 70,706	\$124,806
October 2007	6,000	50,100	65,530	121,630
November 2007	850	1,135	56,840	58,825
December 2007	0	0	79,139	79,139
January 2008	140,120	21,600	60,035	221,755
February 2008	15,756	15,750	183,199	214,705
March 2008	0	0	57,773	57,773
April 2008	0	6,760	13,644	20,404
May 2008				
June 2008				
July 2008				
August 2008				
Total To Date	\$163,326	\$148,845	\$586,866	\$899,037

<u>Gifts Reported in Fiscal Years 2000-01 through 2006-07</u>							
<u>Type</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>
Equipment	\$ 368,475	\$3,519,952	\$2,267,725	\$ 187,915	\$ 137,643	\$ 396,503	\$ 64,830
Rising Star	0	0	724,230	439,556	728,836	492,032	57,068
Other Gifts	1,157,444	221,703	734,917	1,135,653	939,058	1,432,358	972,010
Total	\$1,525,919	\$3,741,655	\$3,726,872	\$1,763,124	\$1,805,537	\$2,320,893	\$1,093,908

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

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

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Council	0	0
Programs and Services	15	18,538
Total	15	\$18,538

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

FINANCIAL REPORT NO. 29

Notice of Grant Awards

Grant Awards Reported in April 2008

Source: Texas Health and Human Services Commission
Beneficiary: Eastfield College – Child Care and Adult Food grant
Amount: \$24,000
Term: October 1, 2007 – September 30, 2008
Purpose: Reimbursement for meals served to children in the Parent/Child Study Center.

Source: Texas Higher Education Coordinating Board
Beneficiary: DCCCD - North Central Texas Tech Prep Consortium
Amount: \$79,547 increase to previous award (new total \$782,444)

<u>Campus</u>	<u>Increase</u>	<u>New Total</u>
Regional Office	\$ 0	\$ 135,748
Dallas Sector	33,411	271,613
Navarro College	19,886	161,674
Tarrant County	26,250	213,409
Total	<u>\$ 79,547</u>	<u>\$ 782,444</u>

Term: September 1, 2007 – August 31, 2008
Purpose: Support, promote, and encourage quality educational programs and innovative delivery systems to maximize the effectiveness of linking secondary and postsecondary education, employers and communities to ensure a skilled and educated workforce.

Source: Texas Higher Education Coordinating Board
Beneficiary: North Lake College – Taking Technical Programs in Texas into the 21st Century grant
Amount: \$136,819 increase to previous award (new total \$234,014)
Term: September 1, 2007 – August 31, 2008
Purpose: Assist with aligning program outcomes between secondary and post-secondary institutions to promote seamless transitions.

Source: U. S. Small Business Administration
Beneficiary: Bill J. Priest campus of El Centro College & North Texas Small Business Development Centers. The award includes subcontract agreements with the following Centers: North Texas SBDC – Lead Center, International Business Center, Technology Assistance Center, Best Southwest Center for Government Contracting, Dallas Center, Risk Management, Collin County College, UTA Enterprise Excellence, Grayson County College, Kilgore College, McLennan

Community College/Copperas Cove, Navarro College, North Central Texas College (Denton), Northeast Texas Community College (Texarkana), Paris Jr. College, Tarrant County College District, Trinity Valley College and Tyler Jr. College.

Amount: \$1,960,395
Term: October 1, 2007 – September 30, 2008
Purpose: Provide guidance and support for business and economic development assistance, information, referrals, contacts and training to small businesses in order to promote business startups and overall business success and growth across North Texas.

Grant Awards Reported in Fiscal Year 2007-08

September 2007	\$ 1,358,415
October 2007	10,309,885
November 2007	507,092
December 2007	434,834
January 2008	1,319,127
February 2008	375,860
March 2008	603,672
April 2008	2,200,761
May 2008	
June 2008	
July 2008	
August 2008	
Total To Date	17,109,646

Grant Awards Reported in Fiscal Years 2000-01 through 2006-07

Type	2000-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07
Competitive	\$24,959,783	\$11,917,647	\$20,264,070	\$18,750,094	\$22,137,173	\$17,679,698	\$17,168,910
Pell Grants ²	13,407,492	19,658,023	26,199,861	29,899,662	31,449,815	31,467,783	39,780,918
Total	\$38,367,275	\$31,575,670	\$46,463,931	\$48,649,756	\$53,586,988	\$49,147,481	\$56,949,828

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

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

² The annual notice of Pell grants almost always appears in the August report. Pell grants are not awarded based on competitive applications; they are a component of Title IV student financial aid.

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

**Summary of Recommendations for Agreements
With Minority and Woman Owned Businesses**
(Tab 30)

Recommendations in the Financial Reports Section of This Agenda

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	0	0	0	0
Total	0	0	0	0

Respondents from Which Recommendations for Agreements
In the Financial Section of This Agenda Were Derived

	#	%
MBE	0	0
WBE	0	0
Not classified	0	0
Total	0	0

Recommendations in the Financial Reports Sections
September 4, 2007 – April 1, 2008

	# agreements	% agreements	\$ amount	% amount
MBE	0	0	0	0
WBE	3	38	356,070	7
Not classified	5	63	4,785,136	93
Total	8	100	5,141,206	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, publicly traded firms, individuals or organizations written into grant proposals, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments because they attach to previously authorized engagements. Classification of an individual or company as minority or woman owned may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both a minority and woman owned business has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known.

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

PERSONNEL REPORT NO. 31

Consideration of Resignations, Retirement and Phased Faculty Retirement

RESIGNATIONS

Douglass, Robert (Cedar Valley)	Campus Peace Officer (Part-time)	February 11, 2008
Jones, Anthony (Richland)	Campus Peace Officer (Full-time)	March 10, 2008

RETIREMENT

Cobo-Frenkel, Adriana (Richland)	Instructor, Biology	August 31, 2008
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PHASED FACULTY RETIREMENT

Currier, Glenn (El Centro)	Instructor, Sociology	Academic Year 2008-2009
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Background

Resignations

Mr. Robert Douglass (Cedar Valley) is resigning for personal reasons after serving the district for ten months. Mr. Anthony Jones (Richland) is resigning to accept a position with the Dallas County Constables, Precinct 1 office.

Retirement

Dr. Adriana Cobo-Frenkel (Richland) is retiring after serving the district for twenty years.

Phased Faculty Retirement

Mr. Glenn Currier (El Centro) has declared his participation in the Phased Faculty Retirement program after serving the district for thirty-five years.

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

PERSONNEL REPORT NO. 32

Approval of Warrant of Appointment for Security Personnel

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

NAME	PERIOD OF APPOINTMENT
Langley, Byron (Cedar Valley) (Part-time)	From 8:00 a.m., April 2, 2008, through termination of DCCCD employment

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
 ADJUNCT FACULTY TEACHING CREDIT CLASSES
 BY ETHNICITY & LOCATION
 Paid On February 28, 2007

	Brookhaven		Cedar Valley		Eastfield		El Centro	
Paid On 02/28/07	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
White/Non-Hispanic	325	82.91%	83	60.58%	201	76.72%	148	63.25%
Black/Non-Hispanic	26	6.63%	43	31.39%	32	12.21%	59	25.21%
Hispanic/Mexican-American	17	4.34%	3	2.19%	17	6.49%	15	6.41%
Asian/Pacific Islander	21	5.36%	5	3.65%	11	4.20%	10	4.27%
American Indian/Alaskan Native	0	0.00%	0	0.00%	1	0.38%	2	0.85%
Non Res Alien/For. National	1	0.26%	1	0.73%	0	0.00%	0	0.00%
Other/Not Reported	2	0.51%	2	1.46%	0	0.00%	0	0.00%
Total	392	100.00%	137	100.00%	262	100.00%	234	100.00%
	Mountain View		North Lake		Richland		Grand Total	
Paid On 02/28/07	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
White/Non-Hispanic	127	64.14%	223	72.88%	409	78.35%	1,516	73.92%
Black/Non-Hispanic	39	19.70%	39	12.75%	49	9.39%	287	13.99%
Hispanic/Mexican-American	13	6.57%	13	4.25%	24	4.60%	102	4.97%
Asian/Pacific Islander	9	4.55%	30	9.80%	35	6.70%	121	5.90%
American Indian/Alaskan Native	1	0.51%	1	0.33%	4	0.77%	9	0.44%
Non Res Alien/For. National	1	0.51%	0	0.00%	0	0.00%	3	0.15%
Other/Not Reported	8	4.04%	0	0.00%	1	0.19%	13	0.63%
Total	198	100.00%	306	100.00%	522	100.00%	2,051	100.00%

Paid On February 29, 2008

	Brookhaven		Cedar Valley		Eastfield		El Centro	
Paid On 02/29/08	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
White/Non-Hispanic	303	82.11%	77	61.11%	189	74.12%	130	59.09%
Black/Non-Hispanic	23	6.23%	38	30.16%	35	13.73%	60	27.27%
Hispanic/Mexican-American	20	5.42%	4	3.17%	18	7.06%	18	8.18%
Asian/Pacific Islander	21	5.69%	3	2.38%	9	3.53%	8	3.64%
American Indian/Alaskan Native	0	0.00%	1	0.79%	1	0.39%	2	0.91%
Non Res Alien/For. National	1	0.27%	1	0.79%	0	0.00%	0	0.00%
Other/Not Reported	1	0.27%	2	1.59%	3	1.18%	2	0.91%
Total	369	100.00%	126	100.00%	255	100.00%	220	100.00%
	Mountain View		North Lake		Richland		Grand Total	
Paid On 02/29/08	#	% Loc.	#	% Loc.	#	% Loc.	#	% Loc.
White/Non-Hispanic	115	59.90%	196	74.81%	375	77.64%	1,385	72.63%
Black/Non-Hispanic	44	22.92%	32	12.21%	46	9.52%	278	14.58%
Hispanic/Mexican-American	16	8.33%	9	3.44%	25	5.18%	110	5.77%
Asian/Pacific Islander	11	5.73%	22	8.40%	33	6.83%	107	5.61%
American Indian/Alaskan Native	1	0.52%	1	0.38%	3	0.62%	9	0.47%
Non Res Alien/For. National	1	0.52%	0	0.00%	0	0.00%	3	0.16%
Other/Not Reported	4	2.08%	2	0.76%	1	0.21%	15	0.79%
Total	192	100.00%	262	100.00%	483	100.00%	1,907	100.00%

Note: The number of Adjuncts teaching in 2007 is less than those teaching in 2006 because with the change in load allowed to be taught by adjuncts we are now able to give adjuncts and full time faculty more classes to teach as extra service and they do not have to go to another College to teach. Additionally, with hiring new full time faculty this reduces the need to hire adjuncts.

PERSONNEL REPORT NO. 34

Employment of Contractual Personnel

It is recommended that the Chancellor, on behalf of the DCCCD, be authorized to enter into written contracts of employment with the persons named below on the terms and at the compensation stated:

REGULAR APPOINTMENT ADMINISTRATORS

PHILLIP ORTIZ (District Office) -- \$62,225 per year from May 19, 2008 through August 31, 2008, plus \$180 per month business and travel allowance
Associate District Director, Human and Organizational Development
Biographical Sketch: M.S., University of Texas at Arlington, Arlington, TX; B.A., University of Dallas, Irving, TX
Experience: Adjunct Instructor, Texas Woman's University, Denton, TX; Adjunct Instructor, Texas A&M University-Commerce, Commerce, TX; Full-time Faculty, Eastfield College

CRAIG BAUGH (District Service Center) -- \$64,845 per year from April 2, 2008 through August 31, 2008, plus \$150 per month business and travel allowance
District Director of Communications
Biographical Sketch: A.S., Pierce County Community College, Tacoma, WA
Experience: Telecommunications Computer Systems Control Specialist, United States Air Force, Washington, D.C; Network Systems Engineer/Network Consultant, Lucent Technologies, Dallas, TX; Network/Systems Specialist IV, District Service Center

DARRELL CAIN (Eastfield) -- \$93,000 per year from June 2, 2008 through August 31, 2008, plus \$235 per month business and travel allowance and an amount not to exceed \$5,000 for moving/relocation expenses, plus an amount not to exceed \$5,000 for insurance (medical) premiums
Vice President of Instruction
Biographical Sketch: Ph.D., Virginia Tech University, Blacksburg, VA; M.A., Ball State University, Muncie, IN; B.A., Indiana University, Bloomington, IN
Experience: Acting Vice President of Academic Affairs and Dean of Instruction, Atlanta Technical College, Atlanta GA

SHAUNYALE CANADA (Eastfield) -- \$38,931 per year from April 7, 2008 through August 31, 2008, plus \$95 per month business and travel allowance
College Director of School Alliance and Institutional Outreach
Biographical Sketch: B.S., Texas A&M University, College Station, TX

Experience: Recruiting/Advising Specialist, Austin Community College, Austin, TX;
Director of High School Programs, Victoria College, Victoria, TX

GRANT-FUNDED APPOINTMENT ADMINISTRATOR

LENORA MATHIS (Cedar Valley) -- \$41,196 per year from April 2, 2008 through
August 31, 2008, plus \$125 per month business and travel allowance

Instructional Designer

Biographical Sketch: M.A.T., Texas Woman's University, Denton, TX; B.A., Austin
College, Sherman, TX

Experience: Teacher, Tutor and Office Assistant, The Princeton Review, Dallas, TX;
Graphic Designer, Cedar Valley College

REGULAR APPOINTMENT FACULTY

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

Instructor, Internet Development Technologies

Biographical Sketch: M.B.A., Amber University, Garland, TX; B.A., Dallas Baptist
University, Dallas, TX

Experience: Webmaster, Texas Instruments, Inc., Dallas, TX; Network/Systems
Specialist III, LeCroy Center; Adjunct Faculty, El Centro College

TEMPORARY APPOINTMENT FACULTY

MELISSA WESTON (El Centro) -- \$40,000 (Range F01 – Masters Degree or
equivalency) Academic Year 2008-2009

Instructor, Psychology

Biographical Sketch: M.S. and B.S., University of Houston, Houston, TX

Experience: Associate Director of Education, Sylvan Learning Systems, Houston,
TX; Adjunct Faculty and Full-time Temporary Faculty, El Centro College

CORRECTION TO JANUARY 8, 2008 PERSONNEL REPORT

JENNIFER DeLaGARZA (El Centro)

Instructor, Respiratory Care Program

Note: It is recommended that Ms. DeLaGarza's contract be corrected from Visiting
Scholar to Alternative Faculty beginning January 1, 2008 through September 30,
2008.

Background

Regular Appointment Administrators

Mr. Phillip Ortiz (District Office) (Hispanic) is recommended to fill a position created by the promotion of Yolanda Nolan to District Director, Human and Organizational Development. Mr. Craig Baugh (District Service Center) (Anglo-American) is recommended to fill a position due to the retirement of Shirley Williams. Dr. Darrell Cain (Eastfield) (African-American) is recommended to fill a position due to the transfer of Diane Martin to the LeCroy Center and later retirement. Ms. Shaunyale Canada (Eastfield) (African-American) is recommended to fill a new position due to increased enrollment.

Grant-funded Appointment Administrator

Ms. Lenora Mathis (Cedar Valley) (Anglo-American) is recommended to fill a new position through the Sue Pope Community Institute Grant.

Regular Appointment Faculty

Mr. Donald Bittinger (El Centro) (African-American) is recommended to fill a position due to the resignation of Letitia Davis.

Extension of Temporary Appointment Faculty

Ms. Melissa Weston (El Centro) (Anglo-American) is recommended for a one- year extension of her current temporary contract.

Correction to January 8, 2008 Personnel Report

Ms. Jennifer DeLaGarza (El Centro) (Hispanic) It is recommended that Ms. DeLaGarza's contract be corrected from Visiting Scholar to Alternative Faculty beginning January 1, 2008 through September 30, 2008.

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

PERSONNEL REPORT NO. 35

Non-Renewal of Temporary Faculty and Visiting Scholar Faculty

It is recommended that the individuals listed below not be offered renewal of their Faculty contract. Employment in these instructional Job Titles listed will be concluded with the end of the current Academic Year (2007-2008).

Last Name	Title
Das, Anila (Cedar Valley)	Instructor, Temporary
Davis, Mwauna (Cedar Valley)	Instructor, Visiting Scholar
Paduch, Brenda (Cedar Valley)	Instructor, Visiting Scholar
Walter, Daniel (Cedar Valley)	Instructor, Temporary
Henon, Catherine (Cedar Valley)	Instructor, Temporary
Simon, Sheila (Cedar Valley)	Instructor, Visiting Scholar
Sutton, Don (Eastfield)	Instructor, Temporary
Mealey, Gina (Eastfield)	Instructor, Temporary
Miller, Cynthia (Eastfield)	Instructor, Visiting Scholar
Cantu, Paulina (Mountain View)	Instructor, Temporary
Rodriguez, Ulises (Mountain View)	Instructor, Visiting Scholar
Wreh, J. Christopher (Mountain View)	Instructor, Temporary
Yoder, Debra (Mountain View)	Instructor, Temporary

Background

Temporary Faculty

This item is to document the location recommendation for the non-renewal of contracts for the individuals listed who were employed on a temporary basis in order to fill emergency location needs ranging from extenuating circumstances to increased class enrollment.

Visiting Scholar Faculty

The DCCCD Visiting Scholar program provides individuals the opportunity to fill an instructional role for up to two years at the locations discretion. This item documents the conclusion of the contract for those listed Visiting Scholar Faculty members.

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

NEW HIRES ETHNICITY INFORMATION
September 2007 through April 2008
Regular Administrators & Faculty
 (Tab 36)

<u>April 2008</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	1	2	1	0	0	0	4
FACULTY	0	1	0	0	0	0	1
TOTAL TO DATE	23	18	9	2	0	0	52

Visiting Administrators & Faculty

<u>April 2008</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Othe r</u>	<u>Total</u>
ADMINISTRATORS	0	0	0	0	0	0	0
FACULTY	0	0	0	0	0	0	0
TOTAL TO DATE	3	6	3	0	0	0	12

Non Grant Temporary and Alternative Administrators & Faculty

<u>April 2008</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	0	0	0	0	0	0	0
FACULTY	0	0	0	0	0	0	0
TOTAL TO DATE	12	5	1	0	0	0	18

Grant Funded Administrators & Faculty

<u>April 2008</u>	<u>Anglo- Am</u>	<u>African- Am</u>	<u>Hispani c</u>	<u>Asia n</u>	<u>Am Indian</u>	<u>Other</u>	<u>Total</u>
ADMINISTRATORS	1	0	0	0	0	0	1
FACULTY	0	0	0	0	0	0	0
TOTAL TO DATE	2	1	0	0	0	0	3

GRAND TOTAL: 85

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

INFORMATIVE REPORT NO. 37

Receipt of Business and Corporate Contracts

The DCCCD colleges have contracted services with the following companies:

BROOKHAVEN COLLEGE

Companies:

Ford
Ford
Ford
GM
GM
GM
GM
GM
GM
City of Farmers Branch
City of Farmers Branch
Lewisville ISD
Lewisville ISD
Navarro Regional Hospital
North Texas Tollway Authority
North Texas Tollway Authority
North Texas Tollway Authority
SanMar

Types of Training Provided:

Automatic Transmission Diagnosis
Automatic Transaxle Repair
Transfer Case & 4X4 Repair
Automatic Transmission Repair
Power Train Repair
4180e Transmission Repair
Aisin Transmission Repair
Vibration Correction
HVAC Repair
Preventing Sexual Harassment at Work
Preventing Sexual Harassment at Work
Food Re-Certification
Food Certification
PALS (Pediatric Adv Life Support)
ESL Level 1
ESL Level 1
ESL Level 5
Financial Literacy

BHC TOTAL: \$29,892

CEDAR VALLEY COLLEGE

Companies:

American Animal Hospital Association
American Animal Hospital Association
American Animal Hospital Association
American Ace Motorcycle Company
Best Southwest Cities Professional
Employees Development Program
Best Southwest Cities Professional
Employees Development Program
Best Southwest Cities Professional

Types of Training Provided:

Veterinary Medical Terminology
Introduction to Veterinary Technology
Veterinary Clinic Pathology 1
Basic Rider
Building Teams

Now That I'm a Supervisor-Basic
Supervisory Skills
Workplace Violence

CEDAR VALLEY COLLEGE

Employees Development Program
Federal Correctional Institute

Federal Correctional Institute
Federal Correctional Institute
Federal Correctional Institute
Federal Correctional Institute
Federal Correctional Institute
Federal Correctional Institute
Federal Correctional Institute
Methodist Health System
Methodist Health System
Solar Turbines, Inc.

Business Correspondence and
Communication
Principles of Retailing
Customer Service
Advertising and Sales Promotion
Principles of Marketing
Principles of Selling
Business Math
Introduction to Computers
Excel 2
Intermediate PowerPoint
Advanced Excel

CVC TOTAL: \$133,834

EASTFIELD COLLEGE

Companies:
Buckner Retirement Village
ERB Electric
IntegraColor, LTD

Types of Training Provided:
EM: Comparative Religions
Electrical CE Required
PowerPoint for Sales

EFC TOTAL: \$4,689

EL CENTRO COLLEGE

Companies:
Corporate Express
Frito Lay
Mary Kay, Inc.
Medical City
Nestle Waters
Omega Environmental Technologies
Trintech, Inc.

TurboChef Technologies, Inc.
Turbomeca USA, Inc.
Web Converting of Dallas, Inc.
Western Extrusions Corporation

John Eagle Honda

Types of Training Provided:
Lean Manufacturing
Performance Based Training
English Placement Assessments
Performance Excellence
Lean Manufacturing
Situational Leadership
Practical Skills for Managers and
Supervisors
Lean Manufacturing
Lean Manufacturing
Lean Manufacturing
Practical Skills for Managers and
Supervisors
Electronic Spreadsheets

ECC TOTAL: \$34,436

MOUNTAIN VIEW COLLEGE

Companies:

Halliburton
Dallas County Juvenile
American Leather
Dept of Labor
Public Auto Sales
Workforce Development
Sanders Estes Unit
Lew Sterrett

Types of Training Provided:

Machine Shop
Command Spanish
Excel Basic
AutoCAD
Excel
Training
GED
GED

MVC TOTAL: \$17,103

NORTH LAKE COLLEGE

Companies:

Type of Training Provided:

NLC TOTAL: \$0

RICHLAND COLLEGE

Companies:

Alliance for Employee Growth &
Development
Alliance for Employee Growth &
Development
Chambrell Hill
City of Garland
City of Plano
Dallas County
Dallas County
Dallas County
DFW Test
Meadowstone
Sherwin-Williams

Types of Training Provided:

Computer

Flash

Emeritus
Professional Development
Professional Development
Professional Development
Business Writing
Customer Service
Technical
Emeritus
Leadership

RICHLAND COLLEGE
 Presbyterian Village North
 Preston Place

Emeritus
 Emeritus

RLC TOTAL: \$12,117

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

<u>Contracts Reported in 2007-08</u>								
	<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 2007	\$ 19,262	\$ 16,986	\$12,998	\$ 900	\$ 7,128	\$ 51,183	\$ 24,477	\$ 132,934
October 2007	0	121,571	14,385	6,390	8,737	14,221	24,586	189,890
November 2007	24,408	53,997	8,572	20,832	11,057	0	20,153	139,019
December 2007	19,762	128,054	14,142	59,722	7,347	21,517	11,414	261,958
January 2008	18,902	20,958	6,240	29,811	46,617	151,484	10,145	284,157
February 2008	22,632	39,101	4,950	32,685	0	0	11,915	111,283
March 2008	30,908	28,162	6,290	93,883	23,136	4,802	20,935	208,116
April 2008	29,892	133,834	4,689	34,436	17,103	0	12,117	232,071
May 2008								
June 2008								
July 2008								
August 2008								
Total To Date	\$165,766	\$542,663	\$72,266	\$278,659	\$121,125	\$243,207	\$135,742	\$1,559,428

<u>Contracts Reported in Fiscal Years 2000-01 through 2006-07</u>							
<u>Campus</u>	<u>2000-01</u>	<u>2001-02</u>	<u>2002-03</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>
BHC	\$ 636,502	227,110	\$ 240,776	\$ 369,414	\$ 310,983	\$ 272,691	\$ 344,651
CVC	115,827	115,313	150,814	198,999	563,088	501,655	886,499
EFC	127,306	108,683	186,901	156,515	72,145	125,727	122,943
ECC	1,483,875	495,808	484,360	555,163	117,300	646,509	312,686
MVC	327,328	289,068	187,826	250,008	202,878	202,246	137,995
NLC	821,188	811,344	1,162,953	791,704	624,729	428,096	424,961
RLC	370,481	438,343	427,108	291,799	343,528	238,414	196,645
BPI	273,992	82,736	248,459	195,066	326,457	115,575 ³	0
Total	\$4,156,499	\$2,568,405	\$3,089,197	\$2,808,668	\$2,561,108	\$2,530,913	\$2,426,380

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

INFORMATIVE REPORT NO. 38

Monthly Award and Change Order Summary

Attached is the informative report summarizing awards and change orders approved by the vice chancellor of business affairs in February, 2008.

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

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

AWARDS:

11340 RENTAL AND LINEN CLEANING SERVICES (D-W)
24-months est.
not to exceed
\$24,000.00
Mission Linen Supply

This award is to establish a price agreement for rental rates for use in Automotive Technology programs, for Food and Hospitality program at El Centro and laundry services on an as needed basis for Health Occupation programs.

6D99835 WARRANTY EXTENSION FOR AIRCRAFT SIMULATORS
(MVC)
Frasca International, Inc. \$18,500.00

This award is for an additional year of extended factory warranty for the three Frasca aircraft simulators used in the flight Instruction program at Mountain View College.

8D47963 RE-STRIPING/RE-PAINTING OF PARKING AREAS (RLC)
Stripe-A-Zone \$12,156.00

This award consists of labor and materials necessary to re-stripe parking lots and re-paint crosshatch areas, fire lanes, handicap logos, speed limits, stop bars, curb facing, loading zone, reserved areas and concrete wheel stops on campus parking lots.

8D81230 ENERGY MANAGEMENT SYSTEM CONTROLS – KIOWA
HALL (RLC)
The Trane Company \$17,530.00

This award is to provide and install the necessary EMS controls to serve the new Kiowa Hall modular building. These controls are proprietary and must be compatible with the other Trane equipment already in place at the campus.

LD96471 EMERGENCY GENERATOR REPAIRS (LCET)
Satcon Power Systems, Inc.

estimate
\$23,561.23

This award is to authorize repairs to the generator which provides back-up emergency electrical power to the LCET and DSC back-up servers. All parts are provided by, and services performed by, the manufacturer because no other service providers are authorized to work on their equipment. Bearings on the flywheel have failed, making the unit currently operational only by very short term stop-gap measures.

CHANGE ORDERS:

HCE Construction, Inc. – BID #11239
Interior Ramp Renovation – MVC
Purchase Order No. B12660
Change Order No. 1

Change: Carpet Provided by Owner which decreased the contract.

Original Contract Amount	\$44,800.00
Change Order Limit/Contingency	6,720.00
Prior Change Order Total Amounts	0.00
Net Decrease this Change Order	-650.00
Revised Contract Amount	\$44,150.00

Board approved original award 08/07/2007. This is for MVC project #1, *Progress Report on Construction Projects.*

Infinity Contractors International LTD. – BID #11273
Chiller Replacement – NLC
Purchase Order No. B12670
Change Order No. 2

Change: Provide Surplus Switches 800 amp. Furnish and install surplus electrical breakers with associated piping.

Original Contract Amount	\$552,950.00
Change Order Limit/Contingency	82,942.50
Prior Change Order Total Amounts	2,774.00
Net Increase this Change Order	13,224.00
Revised Contract Amount	\$568,948.50

Board approved original award 09/04/2007. This is for NLC project #4, *Progress Report on Construction Projects.*

The 02 Group
Renovation/Installation of Business Diversity Department – DSC
Purchase Order No. B11919
Change Order No. 3

Change: Cost of Texas Department Licensing & Regulation (TDLR) filing, plan review and inspection.

Original Contract Amount	\$4,280.00
Change Order Limit/Contingency	0.00
Prior Change Order Total Amounts	9,609.00
Net Increase this Change Order	875.00
Revised Contract Amount	\$14,764.00

Vice Chancellor of Business Affairs approved original award 08/03/2007.

Triune – BID #11291
Cafeteria Renovation – BHC
Purchase Order No. B13003
Change Order No. 1

Change: Cap and level 17 additional penetrations and 2 additional drains, relocate vent lines in wall, add an additional security grill field, brick column, and all adjustment to ceiling for repair, verify measurements to comply with local and state codes, relocate 2 branch line sprinkler heads.

Original Contract Amount	\$375,760.00
Change Order Limit/Contingency	56,364.00
Prior Change Order Total Amounts	0.00
Net Increase this Change Order	18,969.80
Revised Contract Amount	\$394,729.80

Board approved original award 11/06/2007. This is for BHC project #1, *Progress Report on Construction Projects*.

Visual Innovations Company, Inc. – BID #11274
Audio Video Equipment Paramount Building – ECC
Purchase Order No. B12577
Change Order No. 1

Change: Charge for labor cables and miscellaneous.

Original Contract Amount	\$562,168.47
Change Order Limit/Contingency	219,134.00
Prior Change Order Total Amounts	0.00
Net Increase this Change Order	11,255.00
Revised Contract Amount	\$573,423.47

Board approved original award 09/04/2007. This is for ECC project #5, *Progress Report on Construction Projects*.

Visual Innovations Company, Inc. – BID #11274
Audio Video Equipment Paramount Building – ECC
Purchase Order No. B12577
Change Order No. 2

Change: X-Ray equipment re-install, including rack relocation, and rework cabling

Original Contract Amount	\$562,168.47
Change Order Limit/Contingency	219,134.00
Prior Change Order Total Amounts	11,255.00
Net Increase this Change Order	8,333.65
Revised Contract Amount	\$581,757.12

Board approved original award 09/04/2007. This is for ECC project #5, *Progress Report on Construction Projects*.

**Summary of Recommendations for Awards
With Minority and Woman Owned Businesses
(Tab 39)**

VCBA Awards in the Informative Reports Section of This Agenda

	# awards	% awards	\$ amount	% amount
MBE	0	0	0	0
WBE	0	0	0	0
Not classified	4	100	71,747.23	100
Total	4	100	71,747.23	100

Bidders and Proposers from Which VCBA Awards
in the Informative Reports Section of This Agenda Were Derived

	#	%
MBE	0	0
WBE	2	34
Not classified	4	66
Total	6	100

VCBA Awards in the Informative Reports Sections
September 4, 2007 – April 1, 2008

	# awards	% awards	\$ amount	% amount
MBE	4	8	50,480.89	7
WBE	3	6	33,188.00	5
Not classified	40	86	646,267.45	88
Total	47	100	729,936.34	100

Notes: This report excludes government agencies, state supported institutions, municipalities, non-profit organizations, pricing agreements, publicly traded firms, civic and other organizations not logically classified as minority or woman owned businesses. This report also excludes amendments and change orders because they attach to previously authorized engagements. Classification of an individual or company as a minority or woman owned business may be according to self-report or personal knowledge rather than on registration with a certification agency. An individual or company that is both minority and woman owned has MBE status in this report. "Not classified" includes firms known to be neither minority nor woman owned as well as firms for which ethnicity and gender of ownership is not known. As provided by DCCCD policy and procedure, these awards were based on lowest and best bid or proposal.

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

INFORMATIVE REPORT NO. 40

Progress Report on Construction Projects

The status of all construction projects as of February 29, 2008 is shown on the attached charts.

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

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of February 29, 2008

PROJECTS		DESIGN						CONSTRUCTION				Final Completion Acceptance							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%		Bidding	Board Approval	Construction Start	30%	65%	95%	100%
BHC																			
1	Renovate cafeteria																		
2	Install gym bleachers																		
3	Install access control system																		
4	Recarpet Bldg. B,D,J,T																		
5	Provide acoustical study B304																		
6	Install Scene Shop fire protection																		
Bond Program																			
7	Construct Science bldg																		
8	Expand automotive tech																		
9	Construct Workforce & Continuing Ed bldg with expanded classrooms																		
CVC																			
1	Install theater mezzanine																		
2	Install new kiln																		
3	Administrate lease for office modular Vet Tech bldg																		
4	Repair water damage bldgs B,C,D																		
5	Repair stairwell Bldg. A																		
6	Subsurface roof moisture																		
Bond Program																			
7	Expand mechanical infrastructure																		
8	Construct Science bldg																		
9	Construct Industrial Tech bldg																		
DO																			
Bond Program																			
1	District Office at 1601 Lamar																		
DSC																			
1	Install emergency generator																		
2	Replace 140T chiller																		
ECC																			
1	Replace HW & CW valves cent. plant																		
2	Replace domestic HW pipes Bldg. A																		
3	Modify storm drainage system																		
Bond Program																			
4	Develop West Campus																		
5	Build Center for Allied Health & Nursing																		
6	Back Fill Adaptive Remodel																		
EFC																			
1	Replace lower courtyard																		
2	Reconstruct roadway																		
3	Evaluate renovation of lecture hall																		
4	Renovate HVAC Bldg. A, 2 nd floor																		
5	Replace drain piping Central Plant floor																		
6	Replace paint booth Bldg. T																		
7	Repair concrete sidewalk																		
Bond Program																			
8	Develop South campus																		
9	Expand parking																		
10	Expand mechanical infrastructure																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of February 29, 2008

PROJECTS		DESIGN						CONSTRUCTION				Final Completion Acceptance							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%		Bidding	Board Approval	Construction Start	30%	65%	95%	100%
	■ Project Status																		
11	Build General Classroom																		
12	Remodel vacated space																		
13	Construct Workforce Development																		
14	Construct Parent Child Study Center																		
15	Construct Industrial Technology Center																		
	LCET																		
1	Renovate server room																		
	MVC																		
1	Create ADA access to performance hall																		
2	Replace KIVA lighting																		
3	Replace access control																		
4	Install security cameras																		
	Bond Program																		
5	Build soccer fields & community recreation complex																		
6	Expand mechanical infrastructure																		
7	Construct Science bldg																		
8	Construct Performing Arts bldg																		
9	Remodel vacated space																		
10	Construct Economic & Workforce Center																		
11	Construct Student Center																		
	NLC																		
1	Replace signage																		
2	Restore slope Bldg. T																		
3	Remodel & convert old library																		
4	Replace chiller																		
5	Test and balance HVAC systems																		
6	Install CCTV system																		
7	Retrofit interior lighting																		
8	Replace sidewalk lighting																		
9	Replace temporary sidewalk Bldg. A																		
10	Replace existing main entrance signs with digital marquees																		
11	Construct new elevator Bldg. A																		
12	Relocate above ground fuel tanks																		
13	Improve water filtration gym East wall																		
14	Improve drainage Bldg F entrance																		
	Bond Program																		
15	Develop South campus																		
16	Develop North campus																		
18	Expand mechanical infrastructure																		
19	Construct Science bldg																		
20	Construct General Purpose bldg																		
21	Workforce Development Center																		
22	Remodel vacated space																		
23	Repair structural/waterproofing																		
	RLC																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of February 29, 2008

PROJECTS		DESIGN						CONSTRUCTION				Final Completion Acceptance							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%		Bidding	Board Approval	Construction Start	30%	65%	95%	100%
1 ⁴	Develop softball complex																		
2 ⁵	Develop Graduation site improvements																		
3	Replace restroom partitions																		
4	Install new handrails in Fannin Perf. Hall																		
5	Change door swing																		
6	Replace AHU Hondo bldg																		
7	Replace fire alarms campus-wide																		
8	Install security cameras																		
9	Install 3 solar light poles																		
10	Install new modular bldg																		
11	Revise east entryway Walnut St.																		
12	Replace storefront doors																		
13	Install west side ADA																		
14	Install speed bumps to East Circle Dr																		
15	Improve soccer field																		
	Bond Program																		
16	Construct Science bldg & expand parking/mechanical infrastructure																		
17	Renovate Sabine Hall																		
18	Develop Garland Workforce Training Center																		

COMPLETED PROJECTS⁶

- Install new handrails in Fannin Perf. Hall (RLC)
- Install speed bumps to East Circle Dr (RLC)

⁴ This project, “develop softball complex” at RLC, has been cancelled by the campus and will not appear on this report next month.

⁵ This project, “develop Graduation site improvements” at RLC, has been cancelled by the campus and will not appear on this report next month.

⁶ This is the last report on which these projects will appear.

INFORMATIVE REPORT NO. 41

Bond Program Report on Projects

The status of planning as of February 29, 2008 for projects assigned to contracted construction program managers and other bond funded projects.

Background

The Bond Program Management Team has begun publishing a status report at www.dcccd.edu that includes site photographs, Gantt charts for each project, upcoming deadlines and persons to contact for submitting proposals and bids. The primary audiences for the Internet report are taxpayers in Dallas County and local businesses that are interested in participating in the District's bond program.

The primary audience for this report is the District's Board of Trustees. In this report, Trustees are informed about program design for new buildings, potential and actual impacts on campus operations and surrounding neighborhoods, and other matters that may affect student learning, operational productivity, public safety, and constituents' perceptions about use of public funds. Also listed are projects managed through DCCCD Facilities Management as part of the 2004 bond program.

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

Brookhaven College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$3,030,342	2,973,192				
Science Building Original Budget: \$29,200,000 Revised Budget: \$46,947,573 Total Awarded: \$40,598,418	0	3,432,921	37,000,000	165,223	274
	Construction Start / End: Nov 07 / Aug 09 Managed by Bond Program Management Team. \$36,968,000 CMAR Guaranteed Maximum Price 01/28/2008.				
Automotive Technology Expansion Original Budget: \$4,000,000 Revised Budget: \$4,354,780 Total Awarded: \$404,630	0	352,950	0	51,680	0
	Construction Start / End: Mar 08 / Mar 09 Managed by Bond Program Management Team.				
Workforce & Continuing Education Building Original Budget: \$8,200,000 Revised Budget: \$7,574,145 Total Awarded: \$6,035,705	0	541,118	5,494,587	0	0
	Construction Start / End: Jun 08 / Jul 09 Managed by Bond Program Management Team. February 29, 2008				
Location Summary	Original Budget: 60,606,840		Revised Budget: 61,906,840		Total Awarded: 50,011,945

Location	Total Contracted Dollars	BHC M/WBE Participation				
		Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$49,979,871	\$13,303,177	\$9,201,581	69%	\$4,101,596	31%

Cedar Valley College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,585,342	2,536,582				
Mechanical Infrastructure Original Budget: \$4,306,840 Revised Budget: \$77,810 Total Awarded: \$77,810	0	0	0	77,810	0
	Construction Start / End: Jan 08 / Mar 09 Managed by Bond Program Management Team. --Budget and scope included in science, allied health, and veterinary technology building.				
Science, Allied Health, and Veterinary Technology Building Original Budget: \$30,600,000 Revised Budget: \$38,021,487 * Total Awarded: \$32,864,076	0	2,327,837	30,194,547	338,785	2,907
	Construction Start / End: Jan 08 / Aug 09 Managed by Bond Program Management Team. * \$55,500 added from non-bond program dollars.				
Industrial Technology Building Original Budget: \$6,600,000 Revised Budget: \$13,177,701 Total Awarded: \$11,503,674	0	979,150	10,428,800	95,624	100
	Construction Start / End: Nov 07 / Feb 09 Managed by Bond Program Management Team. \$10,403,914 CMAR Guaranteed Maximum Price 12/13/2007. February 29, 2008				
Location Summary	Original Budget: 53,506,840		Revised Budget: 53,862,340		Total Awarded: 46,982,142

CVC M/WBE Participation

Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$46,954,249	\$10,484,812	\$8,529,205	81%	\$1,955,607	19%

Eastfield College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,825,342	2,565,107				
South Campus Original Budget: \$10,200,000 Revised Budget: \$12,485,456 * Total Awarded: \$9,014,345	0	755,999	7,916,356	97,689	244,301
	Construction Start / End: Aug 07 / Mar 09 Managed by Bond Program Management Team. * \$2,499,289 land purchase and \$296,167 demolition.				
Expanded Parking Original Budget: \$1,500,000 Revised Budget: \$1,425,000 Total Awarded: \$0	0	0	0	0	0
	Construction Start / End: Aug 09 / Feb 10 Managed by Bond Program Management Team.				
Mechanical Infrastructure Original Budget: \$2,306,840 Revised Budget: \$94,433 Total Awarded: \$94,433	0	0	0	94,433	0
	Construction Start / End: Oct 08 / Dec 09 Managed by Bond Program Management Team. --Budget and scope included in workforce development building.				
Adaptive Remodel Original Budget: \$4,600,000 Revised Budget: \$3,622,610 Total Awarded: \$0	0	0	0	0	0
	Construction Start / End: Jul 09 / May 10 Managed by Bond Program Management Team. --Budget transferred to workforce development building and parent child study center.				

Eastfield College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
General Classroom Building Original Budget: \$17,400,000 Revised Budget: \$16,176,770 Total Awarded: \$12,600,801	0	1,058,965	11,470,679	71,100	57
Construction Start / End: Sep 07 / Nov 08 Managed by Bond Program Management Team. \$11,470,679 CMAR Guaranteed Maximum Price 11/16/2007. --Budget balance transferred to workforce development building and parent child study center.					
Workforce Development Building Original Budget: \$7,100,000 Revised Budget: \$10,192,415 Total Awarded: \$8,478,141	0	705,994	7,752,179	19,968	0
Construction Start / End: Oct 08 / Aug 09 Managed by Bond Program Management Team.					
Parent Child Study Center Original Budget: \$0 Revised Budget: \$6,255,980 Total Awarded: \$5,065,097	0	434,854	4,617,898	12,345	0
Construction Start / End: Aug 08 / Aug 09 Managed by Bond Program Management Team.					
Industrial Technology Center Original Budget: \$0 Revised Budget: \$7,224,290 Total Awarded: \$5,756,173	0	446,607	5,293,958	15,608	0
Construction Start / End: Jul 08 / Sep 09 Managed by Bond Program Management Team. February 29, 2008					
Location Summary	Original Budget: 61,706,840		Revised Budget: 60,302,296		Total Awarded: 43,574,097

EFC M/WBE Participation

Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$43,545,516	\$21,664,332	\$14,458,756	67%	\$7,205,576	33%

El Centro College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$802,034	786,906				
West Campus Original Budget: \$10,200,000 Revised Budget: \$13,705,762 * Total Awarded: \$8,693,743	0	599,729	7,952,700	139,488	1,826
	Construction Start / End: Mar 08 / May 09 Managed by Bond Program Management Team. * \$3,484,907 land purchase and \$530,855 demolition.				
Allied Health and Nursing Original Budget: \$16,100,000 Revised Budget: \$20,592,600 *	0	983,327	10,959,126	351,538	5,429,231
	Construction Start / End: Jan 06 / Aug 07 Managed by Facilities Management. Awarded \$15,103,450 * \$292,600 added from non-bond program dollars.				
Adaptive Remodel Original Budget: \$3,850,000 Revised Budget: \$4,998,646 *	0	274,362	0	0	0
	Managed by Facilities Management. * \$1,000,000 from mechanical infrastructure.				
Paramount Building / Land Acquisition Original Budget: \$11,000,000 Revised Budget: \$11,309,880	Construction: Completed Managed by Facilities Management. Awarded \$11,243,117 February 29, 2008				
Location Summary	Original Budget: 46,990,680	Revised Budget: 51,408,922	Total Awarded: 35,827,216		

ECC M/WBE Participation

Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$24,543,712	\$14,077,623	\$6,930,474	49 %	\$7,147,148	51%

Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,594,564	2,545,628				
Mechanical Infrastructure Original Budget: \$4,491,280 Revised Budget: \$143,054 Total Awarded: \$74,000	0	0	0	74,000	0
	Construction Start / End: Dec 07 / May 09 Managed by Bond Program Management Team. --Budget and scope included in science building and student center and services building. Partial budget transferred to economic and workforce development building.				
Science Building Original Budget: \$15,300,000 Revised Budget: \$17,790,162 Total Awarded: \$15,571,108	0	1,171,350	14,305,212	94,546	0
	Construction Start / End: Dec 07 / Jan 09 Managed by Bond Program Management Team. \$12,948,189 CMAR Guaranteed Maximum Price 11/19/2007.				
Performing Arts Center Original Budget: \$5,700,000 Revised Budget: \$3,990,000 Total Awarded: \$290,143	0	278,552	0	11,591	0
	Construction Start / End: Jul 08 / Apr 09 Managed by Bond Program Management Team. --Partial budget transferred to student center and services building.				

Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Adaptive Remodel Original Budget: \$2,300,000 Revised Budget: \$2,185,000 Total Awarded: \$0	0	0	0	0	0
Construction Start / End: Apr 09 / Dec 09 Managed by Bond Program Management Team.					
Economic & Workforce Development Building Original Budget: \$7,600,000 Revised Budget: \$7,716,750 Total Awarded: \$6,616,446	0	525,407	6,079,499	11,540	0
Construction Start / End: Sep 08 / Oct 09 Managed by Bond Program Management Team.					
Student Center and Services Building Original Budget: \$16,500,000 Revised Budget: \$17,871,750 Total Awarded: \$15,387,102	0	1,061,465	14,247,500	78,137	0
Construction Start / End: Feb 08 / Jul 09 Managed by Bond Program Management Team. \$14,247,500 CMAR Guaranteed Maximum Price 01/04/2008.					
Athletic and Community Recreation Complex Original Budget: \$5,300,000 Revised Budget: \$9,309,625 *	0	309,075	7,776,000	319,588	0
Construction Start / End: Mar 07 / Apr 08 Managed by Facilities Management. Awarded \$8,341,989 * \$3,009,625 added from non-bond program dollars.					
February 29, 2008					

Mountain View College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Summary	Original Budget: 57,191,280	Revised Budget: 61,600,905		Total Awarded: 48,826,416	

MVC M/WBE Participation

Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$47,462,863	\$29,065,762	\$17,915,750	62%	\$11,150,011	38%

North Lake College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$2,789,534	2,736,922				
South Campus Original Budget: \$10,200,000 Revised Budget: \$14,770,901 * Total Awarded: \$8,862,103	0	638,350	7,977,698	89,318	156,737
	Construction Start / End: Dec 07 / Jan 09 Managed by Bond Program Management Team. \$7,977,698 CMAR Guaranteed Maximum Price 12/04/2007. * \$4,493,873 land purchase and \$587,028 demolition.				
North Campus Original Budget: \$10,200,000 Revised Budget: \$18,936,338 * Total Awarded: \$8,729,784	0	731,031	7,898,239	75,020	25,494
	Construction Start / End: Aug 07 / Sep 08 Managed by Bond Program Management Team. \$7,898,239 CMAR Guaranteed Maximum Price 08/08/2007. * \$9,072,438 land purchase and related cost of \$23,900.				
Mechanical Infrastructure Original Budget: \$1,990,680 Revised Budget: \$76,795 Total Awarded: \$76,795	0	0	0	76,795	0
	Construction Start / End: Nov 07 / Dec 08 Managed by Bond Program Management Team. --Budget and scope included in science and medical professions building.				
Adaptive Remodel Original Budget: \$4,100,000 Revised Budget: \$3,895,000 Total Awarded: \$0	0	0	0	0	0
	Construction Start / End: Apr 09 / Nov 09 Managed by Bond Program Management Team.				

North Lake College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Science & Medical Professions Building Original Budget: \$6,800,000 Revised Budget: \$15,156,956 * Total Awarded: \$13,261,629	0	894,413	12,121,726	245,490	0
Construction Start / End: Nov 07 / Dec 08 Managed by Bond Program Management Team. \$12,121,726 CMAR Guaranteed Maximum Price 10/29/2007. * \$165,900 added from non-bond program dollars.					
General Purpose Building Original Budget: \$0 Revised Budget: \$12,460,000 Total Awarded: \$10,726,960	0	851,285	9,864,775	10,900	0
Construction Start / End: Aug 08 / Aug 09 Managed by Bond Program Management Team.					
Workforce Development Center Original Budget: \$0 Revised Budget: \$1,662,742 Total Awarded: \$196,503	0	148,261	0	48,242	0
Construction Start / End: Apr 08 / Jul 08 Managed by Bond Program Management Team. * \$62,742 added from non-bond program dollars.					
Structural Repairs Original Budget: \$2,000,000 Revised Budget: \$1,598,295 Total Awarded: \$0	0	0	0	0	0
Construction Start / End: Dec 08 / Jun 09 Managed by Bond Program Management Team. February 29, 2008					
Location Summary	Original Budget: 55,790,680		Revised Budget: 71,346,561		Total Awarded: 44,590,696

NLC M/WBE Participation

Location	Total Contracted Dollars	Dollars Allocated	Non-MWBE Dollars	Non-MWBE %	MWBE Dollars	MWBE %
Sub-total	\$44,484,347	\$30,043,293	\$23,332,394	78%	\$6,710,899	22%

Richland College	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$3,310,342	3,209,570				
Garland Workforce Development Center Original Budget: \$0 Revised Budget: \$15,310,303 * Total Awarded: \$10,508,357	0	830,980	9,449,000	197,364	31,013
Construction Start / End: Oct 07 / Jan 09 Managed by Bond Program Management Team. \$9,449,000 CMAR Guaranteed Maximum Price 11/12/2007. * \$3,331,175 land purchase and \$214,328 demolition. \$2,000,000 added from non-bond program dollars.					
Science Building Original Budget: \$31,600,000 Revised Budget: \$51,481,498 * Total Awarded: \$45,729,319	0	3,534,900	41,900,000	237,910	56,509
Construction Start / End: Nov 07 / Aug 09 Managed by Bond Program Management Team. \$41,900,000 CMAR Guaranteed Maximum Price 2/19/2008. * \$1,600,000 added from non-bond program dollars.					
Adaptive Remodel Original Budget: \$0 Revised Budget: \$4,325,000 Total Awarded: \$0	0	0	0	0	0
Construction Start / End: May 09 / Jan 10 Managed by Bond Program Management Team. February 29, 2008					
Location Summary	Original Budget: 56,006,840	Revised Budget: 74,427,143	Total Awarded: 59,447,246		

Location	Total Contracted Dollars	RLC M/WBE Participation				
		Dollars Allocated	Non-MWBE Dollars	Non- MWBE %	MWBE Dollars	MWBE %
Sub-total	\$59,390,224	\$21,473,452	\$16,590,118	77%	\$4,883,334	23%

District Office at 1601 S Lamar	Awarded \$				
	Program Manager Fee	Architect Fee	CMAR / Contractor	Other Professional Services	Other Awards
Location Wide Original Budget: \$0 Revised Budget: \$510,000	500,379				
District Office Relocation Original Budget: \$0 Revised Budget: \$13,106,045 * Total Awarded: \$9,515,955	0	22,000	9,430,000	54,588	9,367
	Construction Start / End: Dec 07 / Nov 08 Managed by Bond Program Management Team. * \$1,829,288 land purchase and \$86,757 demolition. \$1,500,000 added from non-bond program dollars. February 29, 2008				
Location Summary	Original Budget: 10,200,000	Revised Budget: 13,616,045		Total Awarded: 10,016,334	

Location	Total Contracted Dollars	DO M/WBE Participation				
		Dollars Allocated	Non- MWBE Dollars	Non- MWBE %	MWBE Dollars	MWBE %
Sub-total	\$10,050,404	\$940,404	\$652,709	69%	\$287,695	31%

Other

Property Acquisition	Revised budget dollars were \$27,890,120. There is \$1,440,115 designated of remaining property acquisition budget.
Project Development	Revised budget dollars were \$10,000,000. There is \$8,775,200 now designated of program development costs as needed for project contingencies, particularly those associated with site development for the new campuses. <p style="text-align: right;">February 29, 2008</p>

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