

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

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

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

**District Office
1601 South Lamar Street
Lower Level, Room 007
Dallas, TX 75215-1816
Tuesday, April 5, 2011
4:00 P.M.**

Agenda

- I. Certification of posting of notice of the meeting
- II. Special presentation: NJCAA Division III National Championship Men's Basketball Team, the Mountain View Lions, introduced by Mountain View College President Felix Zamora
- III. Special presentation: Dr. Janice Franklin, winner of DCCCD's 2011 Miles Production Outstanding Faculty Award and DCCCD Board of Trustees' nominee for ACCT's 2011 Faculty Award, introduced by Mountain View College President Felix Zamora
- IV. Citizens desiring to address the board regarding agenda items
- V. Richland Collegiate High School status report presented by Superintendent Donna Walker (Policy Report No. 21, pp. 49-53)
- VI. Opportunity for chancellor and board members to declare conflicts of interest specific to this agenda (pp. 6-12)
- VII. Consideration of Bids
 1. Best Proposal: Recommendation for price agreement with Konica Minolta Business Systems in the amount of \$3,387,578 (60-month estimate) for photocopiers, lab printers, service and supplies, District-

- wide (RFP No. 11751) (pp.13-16)
2. Best Proposal: Recommendation for consulting agreement with W.C. Watts Postage Consulting Services for postage expense reduction services, District-wide (RFP No. 11785). The consultant will be paid 50% of refunded amounts from past expenditures plus 40% of future cost savings resulting from avoidance of similar costs, \$90,000 estimated over a 24-month period. (pp. 17-18)
 3. Best Proposal: Recommendation for price agreement with ECH0360, Inc., in the amount of \$231,250 (5-year estimate) for lecture capture system, District-wide (RFP No. 11824) (p. 19)
 4. Low Bid: Recommendation for award to Mart, Inc., in the amount of \$275,000 for window replacement at El Centro College (Bid No. 11831) (p. 20)
 5. Low Bid: Recommendation for price agreement with Texas Independent Elevator, in the amount of \$500,000 (5-year estimate) for elevator maintenance, District-wide (Bid No. 11840) (p. 21)
 6. Best Bids: Recommendation for price agreements with 62 vendors in the amount of \$2,000,000 (2-year estimate) for construction trades, District-wide (Bid No. 11841) (pp. 22-24)
 7. Sole Source: Recommendation for additional Paperwise software licenses and maintenance in the amount of \$55,000, District-wide (p. 25)

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

Minutes

8. Approval of Minutes of the March 1, 2011 Work Session (pp. 26-27)
9. Approval of Minutes of the March 1, 2011 Regular Meeting (pp. 28-30)

Policy Reports

10. Correction to Policy Report No. 8 in January 4, 2011 Agenda Concerning Authorized Investment Instruments (pp. 31-32)
11. Adoption of Board Calendar for January 1 – December 31, 2012 (p. 33)

Building and Grounds Reports

12. Approval of Change Order with Texas Concrete Restoration, Inc. (pp. 34-35)
13. Approval of Amendment to Agreement with Neel-Schaffer (pp. 36-37)

Financial Reports

14. Approval of Expenditures for February 2011 (*p. 38*)
15. Acceptance of Gifts (*pp. 39-40*)
16. Approval of Agreement with Dowden Associates, Inc. (*p. 41*)
17. Approval of Interlocal Contract(s) for Services Provided by City of Fort Worth: Aviation Department, Collin County Regional Airport, and Dallas County and Dallas Area Agency on Aging (*pp. 42-43*)

IX. Individual Items

18. Acceptance of Resignation, Retirement and Phased Faculty Retirements (*pp. 44-45*)
19. Approval of Warrant of Appointment for Security Personnel (*p. 46*)
20. Employment of Contractual Personnel (*pp. 47-48*)
21. Approval of Resolution to Submit Revised Substantive and Non-substantive Amendments to the Charter of the Richland Collegiate High School of Mathematics, Science, and Engineering (*pp. 49-53*)
22. Approval of Resolution Regarding Guidelines for Submitting Redistricting Plans (*pp. 54-56*)
23. Approval of Resolution Regarding Criteria for Consideration of Redistricting Plans (*pp. 57-60*)
24. Approval of Settlement Agreement with Dr. Matilda Saenz (*p. 61*)

X. Informative Reports

25. Presentation of Current Funds Operating Budget Report for February 2011 (*pp. 62-69*)
26. Monthly Award and Change Order Summary (*pp. 70-76*)
27. Payments for Goods and Services (*pp. 77-78*)
28. Progress Report on Construction Projects (*pp. 79-83*)
29. Facilities Management Project Report (*pp. 84-109*)
30. Report of M/WBE Participation of Maintenance and SARS Report on Projects (*pp. 110-118*)
31. Notice of Grant Awards (*pp. 119-120*)
32. Presentation of Contracts for Educational Services (*pp. 121-123*)
33. Reports of Full-time Employees by Ethnicity and Salary and Part-time Employees by Ethnicity and Hourly Rate (*pp. 124-126*)
34. Presentation of 2nd Quarter Financial Statements (*pp. 127-143*)
35. Presentation of 2nd Quarter Investment Transactions (*pp. 144-157*)
36. Agreements with Academia Latinoamericana de Español and Universitas Castellae (*p. 158*)
37. Faculty Workload (*pp. 159-161*)
38. Faculty Member Awards (*pp. 162-163*)
39. Voluntary Retirement Incentive Participants as of March 28, 2011 (*p. 164*)

- 40. Involuntary Terminations (*pp. 165-170*)
- 41. Athletics Consistently Linked to Perseverance (*p. 171*)

XI. Questions/Comments from the Board and Chancellor

- 42. Chancellor's presentation of recent awards and commendations to staff

XII. Citizens desiring to appear before the board

XIII. 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.

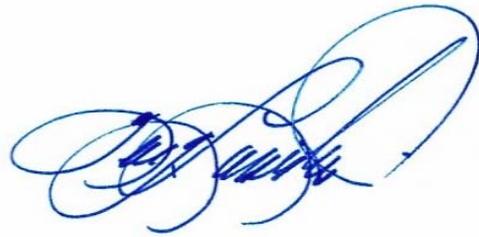
As provided by §551.072 of the Texas Government Code, the Board of Trustees may conduct an executive session to deliberate regarding real property since open deliberation would have a detrimental effect upon negotiations with a third person

The Board may go into an executive session to receive advice from counsel regarding the District's redistricting obligations. As provided by §551.071 of the Texas Government Code, the Board of Trustees may conduct an executive session 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.

XIV. Adjournment

**CERTIFICATION OF NOTICE POSTED
FOR THE
APRIL 5, 2011
REGULAR MEETING OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 1st day of April 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 1st day of April 2011, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen, Sr. Courts Building, all as required by the Texas Government Code §551.054.



Wright L. Lassiter, Jr., Secretary

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

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

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

3D Mechanical/Service Co., Inc.	Collin County Regional Airport
3i Construction, LLC	Datatel, Inc.
4L Engineering Co., Inc.	Denali Construction Service, LLC
A & F Elevator Co.	Denitech
A Light Construction	Digital Controls
A Plus Electric, Inc.	DMI Corp/Decker Mechanical
Academia Latinoamericana De Español	Double M Plumbing, Inc.
Acumen Enterprises, Inc.	Dowden Associates, Inc.
Advanced Paving Co.	DSD Commercial Concrete Const., LLC
American Restoration, Inc.	Echo360, Inc.
ARS/Rescue Rooter	EEC Enviro Service Co., LLC
Artistic Painting Co., Inc.	EMR Elevator, Inc.
ASI	Entech Sales and Service
A-Star Renovation/Kern River, LLC	George-McKenna Electric Contractors, Inc.
Austin Turf	Glass Doctor of North Texas
Basecom, Inc.	Gomez Floor Covering, Inc.
Berger Engineering Co.	Gulf Energy Systems, Inc.
BMI-ImageNet	Haggerty Electric
Brazos Restoration & Waterproofing, Inc.	Halshall Plumbing, LP
Bridges Electric, Inc.	Hard Drywall
Cactus systems, Inc.	Humphrey & Associates, Inc.
Castro Roofing of Texas, LP	HWC System, Inc.
City of Fort Worth: Aviation Department	IDG Services, Inc.

Infinity Contractors International, LTD
J & J Foundation, LLC
K Post Co.
Kennedy Electric, Inc.
Kone. Inc.
Konica Minolta Business Solutions

Lemco Construction Services, LP
Lighting Services and Sign Co.
Longhorn, Inc.
Lopez Electric Co., Inc.
Mart, Inc.
Master Construction & Engineering
Norman Construction, Inc.
Nor-Tex Specialty Floors, LLC
OCE
Oracle Elevator Co.
Paperwise
Paragon Roofing, Inc.
Pavement Services Corp.
Phillips/May Corp.
Piper-Weatherford Co.
Progressive Roofing, Inc.
Property Paving, Inc.
Quantum Mechanical Services, Inc.
Richardson Ready Electric, Inc.
Ricoh
Riggins-Moreland Engineering, Inc.
RoeschCo Construction, Inc.
Roof USA. LLC
RS Commercial Construction
Seyforth Services, Inc.
Shermco Industries, Inc.
Six & Mango Equipment
Smith's Painting
Southwest Elevator Co.
Superior Striping Service, Inc.
Supreme Systems, Inc.
Tegrity, Inc.
Texas Independent Elevator
The Stewart Organization
The Trevino Group, Inc.

Thyssen Krupp Elevator Corp.
Tigert Co., Inc.
Toshiba
Universitas Castellae
University Leasing
W. C. Watts Postage Consulting
Services
W. W. Grainger Inc.
Xerox
Zolin Construction & Design

Chapter 176 of the Texas Local Government Code Disclosure of Certain Relationships with Local Government Officers; Providing Public Access to Certain Information

Chapter 176 of the Texas Local Government Code was approved by the Legislature and it is effective January 2006. In an effort to comply with this law, the District provides annual training to the Board of Trustees, the Superintendent and its employees that are involved in the monitoring and approval of contracts with vendors.

Applicable to:

1. Board of Trustees
2. Superintendent
3. Principal, Director level and above [See Policy DBD Local]
4. Vendors and potential vendors

On May 23, 2005, the Texas Senate passed House Bill No. 914, adding Chapter 176 to the Local Government Code, and imposing new disclosure and reporting obligations on vendors and potential vendors to local government entities beginning on January 1, 2006. This includes School Districts.

Failure to abide by these new statutory requirements can result in possible criminal penalties.

Legal FAQs

The following has been provided by the Texas Association of School Boards

Q: What is HB 914?

A: Adopted by the 79th Legislature, House Bill 914 (HB 914) added chapter 176 to the Texas Local Government Code. HB 914 requires the disclosure of certain conflicts of interest by local government officers and by vendors who sell goods or services to local government entities.

Q: What does HB 914 require from local government officers?

A: HB 914 requires “local government officers” (LGOs) to complete forms disclosing their relationships with actual or potential vendors. In a school district, LGOs must file these forms with the district’s superintendent.

Q: What is a “local government officer”?

A: An LGO is a member of the governing body of a local government entity (LGE). An LGO is also a director, superintendent, administrator, president, or other person designated as the executive officer of the LGE. For school districts, “local government officers” are board members and superintendents.

Q: What are the forms called and where can we find them?

A: The form for LGOs is a conflicts disclosure statement, or “CIS.” The form for vendors is a “questionnaire,” or “CIQ.” The Texas Ethics Commission was charged with developing these forms. The forms are posted at www.ethics.state.tx.us/whatsnew/conflict_forms.htm.

Q: When do LGOs have to file CIS forms?

A: An LGO must file a CIS regarding a specific vendor if the LGO has an employment or business relationship with the vendor and the district has contracted with the vendor or is considering doing business with the vendor. The form must be filed within seven days of the date the LGO becomes aware of facts requiring disclosure.

Q: What relationships must be disclosed?

A: An LGO must disclose a relationship with a vendor if the officer or a member of his family (see below) receives taxable income because of an employment or business relationship with the vendor. An LGO must also disclose gifts offered to the LGO or his family members by a vendor within the past 12 months if the value of the gifts was \$250 or more.

Q: What family relationships are covered?

A: For purposes of the disclosure requirements, family relationships include first-degree relatives, both by consanguinity (blood) and by affinity (marriage). This includes the LGO’s parents, children, spouse, the spouses of the LGO’s parents and children, and the parents and children of the LGO’s spouse. See DBE(EXHIBIT).

Q: When does an LGO have to disclose gifts?

A: An LGO must disclose a vendor’s offer of gifts worth \$250 or more. The CIS form requires an LGO to disclose an offer of a gift even if the officer refused the gift. However, an LGO does not have to disclose food, lodging, transportation, or entertainment accepted as a guest, even if the value exceeded \$250.

Q: Does the LGO still have to file the “substantial interest” affidavit under Texas Local Government Code chapter 171?

A: Yes. These are separate and independent requirements. Thus, an LGO who has a substantial interest in a transaction involving the district may need to complete both the CIS and the substantial interest affidavit. See BBFA(LEGAL).

Q: What if I or a family member has an interest-bearing savings account at the district’s depository bank?

A: Under a conservative reading of the statute, an LGO must disclose that he or a family member receives taxable income from the district’s bank, even if the LGO or family member receives only \$.01 of interest income each year. The statute refers to “taxable income” and does not contain a threshold dollar amount. Recently, state representatives Beverly Woolley and John Smithee submitted a request to the attorney general for clarification of several issues, including this one.

Q: What if an LGO owns a business that is entering into a contract with the district?

A: An LGO who owns a business that contracts with the district must file a CIS, in his capacity as a board member or superintendent, and a CIQ, in his capacity as a vendor.

Q: What if the LGO or vendor has nothing to disclose?

A: The statute does not require an LGO to file a CIS if he has nothing to disclose. Unfortunately, however, the statute does not clarify whether vendors with nothing to disclose have to file CIQ with school districts. This is one of the many questions asked in the pending Attorney General request. Until further clarification, vendors may submit “blank” CIQs out of an abundance of caution.

Q: Does HB 914 apply to employees of the district?

A: The only employee to whom the statute directly applies is the superintendent. A board of trustees may extend the disclosure requirements, subject to criminal penalties, to all or a group of district employees. Because of the additional administrative burden this may create, TASB Legal Services recommends that a board consult with its school attorney before extending these requirements to additional employees.

Q: Does an LGO have to file a CIS if one of the LGO's relatives is employed by the district?

A: No. HB 914 does not apply when a district employs a relative of an LGO as a district employee. Such relationships continue to be regulated by the nepotism laws. See BBFB(LEGAL).

Q: What is the penalty for a violation?

A: There is a criminal penalty for failing to file a required disclosure statement. Knowing failure to file the conflicts disclosure statement is a Class C misdemeanor. It is a defense to prosecution if the officer files the statement within seven business days of receiving notice of a violation.

Q: What forms are vendors required to file?

A: An individual or business entity that contracts or seeks to contract for the sale or purchase of property, goods, or services with a district must file a CIQ. This includes individuals and entities that seek to purchase goods and services from school districts, as well as those who seek to sell goods and services to school districts. An "agent" of a vendor in the vendor's business with the district must also file a CIQ.

Q: When and where must a vendor file the CIQ?

A: The CIQ must be filed with the superintendent within seven days of beginning contract negotiations, or submitting an application, bid, response to a request for proposal, correspondence, or other writing related to a potential agreement with a district. The forms must be updated annually.

Q: What should the superintendent do with the forms he receives?

A: The district has a responsibility to make public the information received under this statute. The superintendent must post CIS forms received from LGOs and CIQ forms received from vendors on the district's internet Web site. The superintendent is also responsible for maintaining a list of LGOs at the district and making that list available to the public.

Q: What is the district's obligation to notify vendors of this requirement?

A: The statute does not require school districts or other LGEs to inform vendors of the disclosure requirements, nor does the statute impose a penalty on districts for doing business with vendors who fail to file CIQs. However, the vendors face

criminal liability. TASB Legal Services recommends that districts take reasonable steps to notify vendors of the requirement through bid documents, website postings, and other avenues of communication.

Q: If the district does business with another district or an ESC, does it have to complete a CIQ?

A: No. The State of Texas, a political subdivision of the state, the federal government, and foreign governments are not subject to the disclosure requirements.

Q: Why did TASB send our district a CIQ?

A: In addition to the services and resources TASB provides to school districts as a benefit of membership, TASB provides a number of products and services to school districts and other LGEs for a fee. For this reason, TASB is complying with the new requirements like any other vendor. After the January 1, 2006 effective date of the new requirements, TASB sent school districts and other LGEs its completed CIQ. In many cases, TASB was unable to identify an actual or potential conflict, but TASB submitted a form to ensure compliance. Districts should post the TASB CIQ in the same manner as other CIQs. If you have questions about TASB's CIQ, contact Mary Ann Briley, TASB Associate Executive Director, Member Services, 800-580-8272, extension 3594.

Q: Where can I get more information?

A: In the October 2005 Texas Lone Star, TASB Legal Services overviewed these new requirements. The requirements of House Bill 914 are also reflected in Update 77 at BBFA(LEGAL) and DBD(LEGAL).

February 2006

This document is provided for educational purposes only and contains information to facilitate a general understanding of the law. It is not an exhaustive treatment of the law on this subject nor is it intended to substitute for the advice of an attorney. It is important for you to consult with your own attorneys in order to apply these legal principles to specific fact situations.

(Tab 1) RECOMMENDATION FOR AWARD—RFP NO. 11751
PHOTOCOPIERS, LAB PRINTERS, SERVICE AND SUPPLIES
PRICE AGREEMENT, DISTRICT-WIDE
60 MONTHS FROM DATE OF COMPLETION OF
INSTALLATION

RESPONSE: Requests for proposals were sent to 131 companies, and 11 responses were received.

COMPARISON OF PROPOSALS:

See attached tabulation.

RECOMMENDATION FOR AWARD:

Konica Minolta Business Systems	(60-month estimated cost) \$3,387,578
---------------------------------	--

BEST PROPOSAL

RECOMMENDATION:

In order to determine the best approach to acquisition of photocopiers and computer laboratory printers, this RFP solicited offers for the district to (1) purchase new equipment and service, (2) lease new equipment and service, (3) purchase service only on present equipment, and (4) sell or trade-in old equipment. In the professional opinion of the evaluators, the purchase of new equipment and service and sale of old equipment will provide the most cost effective and efficient means to meet the districts requirements. Administration recommends awarding a contract to purchase new equipment and service.

Additionally, it is recommended that the offer from BMI-Imagenet to purchase the old equipment be accepted for approximately \$93,410. The actual net purchase amount will depend on the number of units that require secure deletion of data on internal storage devices.

Leasing is not recommended because the cost would be approximately \$208,041 higher than the recommendation to purchase new equipment. In the past, leasing was used because much higher interest rates could be received on the investment of

district funds. Present interest rates are so low that leasing is now cost prohibitive.

Keeping the old equipment and providing service only is not recommended because the cost is subject to change on an annual basis and in the long term equipment failures and replacements would be very disruptive and would likely be more costly than the recommended approach.

COMMENTS: The purchase and lease proposals were based on providing equipment with like features and functions as the existing fleet of 333 copiers and 55 printers. Prior to ordering new equipment, the contractor will meet with the site users and business officials to review the present equipment and identify replacements that will more closely meet future requirements by “right-sizing” equipment. Right-sizing will address upgrading or downgrading equipment, consolidating usage areas and eliminating some equipment.

It is anticipated that the total 60 month contract cost will, at minimum, be decreased by approximately \$2,500,000 compared to the previous 5-year contract term. The 5-year cost under the previous contract term totaled \$5,941,258.35. The substantial amount of cost reduction is due to lower equipment costs achieved by the recommendation to purchase rather than lease equipment. Additional cost savings will be derived from lower service and supply costs.

The process used to select the recommended company included the use of a project team comprised of representatives from throughout the District. A two-step evaluation process was used in the proposal evaluation process. The first step was to assess each proposal and rank the vendors using criteria listed in the request for proposals with emphasis on pricing of each acquisition method. The project team then reviewed proposals and conducted interviews with the three top ranked companies. The three companies were then ranked according to criteria relevant to the site visits and interviews. The evaluation process also included an analysis of financial statements, review of Buyers Laboratory reports regarding quality of equipment and analysis of documentation regarding device security. Particular emphasis was paid to cost-saving measures.

Under the service part of the proposed contract, the recommended company will provide photocopiers, computer laboratory printers and associated equipment, software, paper, toner, staples, and

maintenance and repair services. The cost of service will be covered by a per-copy cost (“click” charge).

The click charge will remain the same throughout the term of the contract. As an incentive to network the copiers, the recommended company will issue a credit of \$157 for each new network drop added by the district. Additionally, the recommended company will provide, at no additional charge, a feasibility study and cost assessment proposal to establish a district wide print management program. Depending on the results of the assessment, a district wide print management program may be presented to the Board in the future.

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

RFP 11751 Photocopiers & Computer Laboratory Printers
Comparative Cost Analysis

Company Name	Purchase and Service	Lease and Service	Service Old Equipment	Trade-in / Purchase Old Equipment
Konica Minolta Business Solutions	\$3,387,578.00	\$3,595,619.44	\$3,071,935.00	NA
Denitech	\$3,525,800.91	\$3,716,703.91	NA	NA
Toshiba	\$3,646,416.40	\$3,939,975.12	NA	NA
Xerox *	\$4,072,108.07	\$4,455,396.87	NA	NA
Ricoh	\$4,727,161.95	\$4,969,042.09	NA	NA
OCE	\$5,020,063.00	\$5,853,652.00	NA	\$4,010.00
BMI-ImageNet	\$5,027,949.34	\$7,075,541.88	NA	\$93,410.00
ASI *	\$5,106,461.11	\$5,335,031.58	NA	NA
The Stewart Organization *	\$5,145,584.73	\$5,468,673.90	NA	\$80,000.00
Digital Controls *	\$5,709,543.36	\$6,624,484.19	\$3,023,663.66	\$50,305.00
University Leasing *	NA	\$3,649,114.89	NA	NA

NOTES:

1. To permit a more equitable comparison of the various proposals, the amounts shown for companies marked with an "*" include an uniform allowance for services (maintenance, paper, toner, etc.) that were not included in their proposal.
2. The trade-in / purchase amounts may be reduced by the cost to remove secure data from designated storage devices, if any.

(Tab 2) RECOMMENDATION FOR AWARD – RFP NO. 11785
POSTAGE EXPENSE REDUCTION SERVICES
CONSULTING AGREEMENT, DISTRICT-WIDE
24 MONTHS FROM DATE OF EXECUTION OF CONTRACT

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

W.C. Watts Postage Consulting Services
Ricoh Americas Corporation

RECOMMENDATION FOR AWARD:

W.C. WATTS POSTAGE CONSULTING SERVICES	24-mo. estimated shared savings cost \$90,000
---	---

BEST PROPOSAL

COMMENTS: This award is for the identification and refund of excessive past postage expenses and avoidance of like future expenses. The consultant will be paid 50% of refunded amounts from past expenditures plus 40% of future cost savings resulting from avoidance of similar costs.

The initial identification will involve analysis of current mailing procedures to achieve actual refunds. The consultant will provide a written plan showing where documented future savings can be gained via use of appropriate postal rules, regulations and practices.

In the opinion of the evaluation team, the recommended vendor offers the best value to the district based on prior documented experience working in such a specialized area. The other submitted proposal did not address the RFP requirements or include any financial data or projections.

The company will be compensated for two categories of savings:

(1) “Reimbursed /Refunded Monies” is money the district has already spent that is returned as a result of the consultant’s endeavors. The consultant is paid only if the district receives a refund.

(2) “Future Net Savings” will be determined on a case-by-case basis as to what the district would pay with and without implementation of the consultant’s recommendations. At the end of the contract, the district will retain 100% of future savings and will have no further obligations to the consultant.

During fiscal year 2009 – 2010, the district spent approximately \$1,000,000 on postage and postage-related expenses. While the exact amount of savings to be shared will be determined upon completion of the consultants analysis of past practices and expenses, the estimated amount is based on approximately 10% (\$100,000) of the historic annual postage costs.

Financial resources are budgeted in unrestricted funds.

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

(Tab 3) RECOMMENDATION FOR AWARD – RFP NO. 11824
LECTURE CAPTURE SYSTEM
PRICE AGREEMENT, DISTRICT-WIDE
SEPTEMBER 1, 2011 THROUGH AUGUST 31, 2016

RESPONSE: Requests for proposals were sent to 12 companies, and two responses were received.

COMPARISON OF PROPOSALS:

Echo360, Inc.	\$231,250
Tegrity, Inc.	\$656,652

RECOMMENDATION FOR AWARD:

ECHO360, INC.	(5-year estimate) \$231,250
---------------	--------------------------------

BEST PROPOSAL

COMMENTS: This award is for a lecture capture system to record class video and audio presentations for later replay by students or possible reuse by faculty in future classes. The system is accessed for distance learning, as well as by local students for make up and review through the LeCroy facility. The current contract for lecture capture expires August 31, 2011.

The Echo360 proposal is based on district-hosting with existing LeCroy equipment and staff, and licensing costs which scale with the district need. The Tegrity proposal is based on vendor-hosting, and fixed cost site licensing per year. In the professional opinion of the evaluators, accepting the Echo360 proposal will best serve the interests of the district and significantly reduce expenses.

Financial resources are budgeted in unrestricted funds.

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

(Tab 4) RECOMMENDATION FOR AWARD – BID NO. 11831
WINDOW REPLACEMENT
EL CENTRO COLLEGE

RESPONSE: Of 11 companies that attended the mandatory prebid meeting, four bids were received.

COMPARISON OF BIDS:

Mart, Inc.	\$275,000
RoeschCo Construction, Inc.	\$300,000
American Restoration, Inc.	\$332,526
Phillips/May Corp.	\$394,333

RECOMMENDATION FOR AWARD:

MART, INC.	\$275,000
------------	-----------

LOW BID

COMMENTS: This project is to replace all the exterior windows with insulated glass to improve energy efficiency and to correct water leakage problems with several existing windows; includes associated seals/sealants and interior finish work.

Based on 15% of the awarded amount, a contingency fund of \$41,250 is recommended for unforeseen changes to this project. It is further recommended that the executive vice chancellor of business affairs be authorized to approve change order(s) in an amount not to exceed the contingency fund.

Financial resources are budgeted in unrestricted funds.

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

(Tab 5) RECOMMENDATION FOR AWARD – BID NO. 11840
ELEVATOR MAINTENANCE
PRICE AGREEMENT, DISTRICT-WIDE
MAY 1, 2011 THROUGH APRIL 30, 2016

RESPONSE: Of nine companies that attended the mandatory prebid meeting, seven responses were received.

COMPARISON OF BIDS:

	total/month, all sites
Texas Independent Elevator	\$7,191.14
A & F Elevator Co.	\$8,275.00
EMR Elevator, Inc.	\$9,200.00
Kone. Inc.	\$9,515.00
Southwest Elevator Co.	\$9,740.00
Oracle Elevator Co.	\$10,620.00
Thyssen Krupp Elevator Corp.	\$15,059.00

RECOMMENDATION FOR AWARD:

TEXAS INDEPENDENT ELEVATOR	(5-year estimate) \$500,000
----------------------------	--------------------------------

LOW BID

COMMENTS: This award includes routine monthly preventive maintenance service, as well as equipment repairs based on stated parts and labor rates, for 86 elevators and 8 wheel chair lifts at fourteen locations across the district.

The total estimated cost shown is based on fixed monthly charges for each location plus approximately \$70,000 for unscheduled services which may be required beyond those specified in the bid.

Financial resources are budgeted in unrestricted funds.

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

(Tab 6) RECOMMENDATION FOR AWARD – BID NO. 11841
CONSTRUCTION TRADES
PRICE AGREEMENT, DISTRICT-WIDE
APRIL 6, 2011 THROUGH MARCH 31, 2013

RESPONSE: Requests for bids were sent to 691 companies, and 70 responses were received.

RECOMMENDATION FOR AWARD:

see attached list	(2-year estimate) \$2,000,000
-------------------	----------------------------------

BEST BIDS

COMMENTS: This award is for a 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. Attached is a list of 62 prospective awardees, and also a list showing pools of companies for each trade, with the number of pool members ranging from as few as seven to as many as twenty. Campuses are to 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. Purchase orders issued by the campuses via this agreement cannot exceed \$24,999. Purchase orders issued by the district administration cannot exceed \$49,999.

Financial resources are budgeted in unrestricted funds.

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

Construction Trades – Bid No. 11841

Key to Price Agreements

1 Boilerwork 2 Carpentry 3 Concrete 4 Door Repair 5 Drywall
 6 Electrical 7 Flooring Installation 8 HVAC 9 Masonry 10 Millwork
 11 Painting 12 Parking Lot Striping 13 Paving Repair 14 Plumbing 15 Roof Repair

Companies	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
3D Mechanical/Service Co., Inc.	•							•						•	
3i Construction, LLC		•	•										•		
4L Engineering Co., Inc.	•							•						•	
A Light Construction		•	•	•	•		•		•	•	•	•	•		•
A Plus Electric, Inc.						•									
A-Star Renovation/Kern River, LLC							•		•	•	•				•
Acumen Enterprises, Inc.								•						•	
Advanced Paving Co.			•									•	•		
ARS / Rescue Rooter														•	
Artistic Painting Co., Inc.											•				
Basecom, Inc.		•	•	•	•	•									
Berger Engineering Co.	•							•							
Brazos Restoration & Waterproofing, Inc.			•						•		•				•
Bridges Electric, Inc.						•									
Castro Roofing of Texas, LP															•
Concept Facility Services, LLC		•	•	•	•		•				•			•	
Dallas Door & Supply Co.				•											
Denali Construction Services, LLC								•						•	
DMI Corp / Decker Mechanical	•							•						•	
Double M Plumbing, Inc.														•	
DSD Commercial Concrete Const., LLC			•												
EEC Enviro Service Co., LLC								•						•	
Entech Sales and Service						•		•						•	
George-McKenna Electric Contractors, Inc.						•									
Glass Doctor of North Texas				•											
Gomez Floor Covering, Inc.							•								
Gulf Energy Systems, Inc.	•							•							
Haggerty Electric						•									
Halshall Plumbing, LP														•	
Hard Drywall		•		•	•						•				
Humphrey & Associates, Inc.						•									
HWC Systems, Inc.		•	•	•	•		•		•	•	•	•	•	•	•
IDG Services, Inc.		•	•	•	•		•		•	•	•	•			
Infinity Contractors International, LTD	•							•						•	
J & J Foundation, LLC		•	•				•				•	•	•		
Kennedy Electric, Inc.						•									
K Post Co.															•
Lighting Services and Sign Co.						•									
Lemco Construction Services, LP		•	•	•	•		•		•	•	•	•	•		
Lopez Electric Co., Inc.						•									
Mart, Inc.		•	•	•	•		•		•	•	•				•
Master Construction & Engineering			•												
Norman Construction, Inc.		•	•	•	•				•	•		•	•		
Nor-Tex Specialty Floors, LLC							•								
Paragon Roofing, Inc.															•

Cont/ Construction Trades – Bid No. 11841

Key to Price Agreements

- | | | | | |
|--------------|-------------------------|------------------|---------------|----------------|
| 1 Boilerwork | 2 Carpentry | 3 Concrete | 4 Door Repair | 5 Drywall |
| 6 Electrical | 7 Flooring Installation | 8 HVAC | 9 Masonry | 10 Millwork |
| 11 Painting | 12 Parking Lot Striping | 13 Paving Repair | 14 Plumbing | 15 Roof Repair |

Companies	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Pavement Services Corp.			•									•	•		
Phillips / May Corp.		•	•	•	•		•		•	•	•	•	•		
Piper-Weatherford Co.				•											
Progressive Roofing, Inc.															•
Property Paving, Inc.			•									•	•		
Quantum Mechanical Services, Inc.								•						•	
Richardson Ready Electric, Inc.						•									
Riggins-Moreland Engineering, Inc.						•									
Roof USA, LLC															•
RS Commercial Construction		•	•	•	•		•		•	•	•				•
Seyforth Services, Inc.															•
Smith's Painting											•				
Superior Striping Service, Inc.												•	•		
Supreme Systems, Inc.															•
The Treviño Group, Inc.		•	•		•				•	•	•				
Tigert Co., Inc.	•														
Zolin Construction & Design		•	•		•		•				•				

(Tab 7) RECOMMENDATION FOR PURCHASE OF ADDITIONAL
PAPERWISE SOFTWARE LICENSES AND MAINTENANCE
DISTRICT SERVICE CENTER

RECOMMENDATION FOR AWARD:

PAPERWISE \$55,000

SOLE SOURCE

COMMENTS: The district presently has 156 concurrent licenses for Paperwise, the district's online document archival system. Additional licenses are needed because of increased usage. During peak periods, access has been impaired and additional client query licenses are required to rectify this problem.

Administration recommends approval to purchase 50 additional permanent concurrent licenses, plus prorated maintenance, through August 31, 2011, bringing the district's license count to 206.

Financial resources are budgeted in unrestricted funds.

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

CONSENT AGENDA NO. 8

Approval of Minutes of the March 1, 2011 Work Session

It is recommended that the Board approve the minutes of the March 1, 2011 Board of Trustees Work Session.

Board Members and Officers Present:

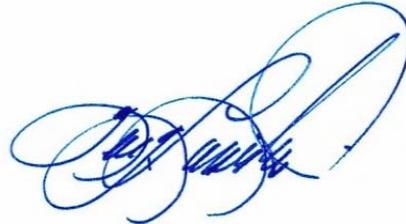
Mr. Jerry Prater (chair)
Ms. Charletta Rogers Compton (vice chair)
Mrs. Kitty Boyle – arrived 3:14 PM
Mr. Bob Ferguson
Ms. Diana Flores
Dr. Wright Lassiter (secretary and chancellor)
Mr. Bill Metzger
Mr. JL Sonny Williams

Board Members and Officers Absent: None

Board Chair Jerry Prater convened the meeting at 3:09: PM. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 1, 2011
WORK SESSION OF THE
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
AND RICHLAND COLLEGIATE HIGH SCHOOL
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 25th day of February, 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 25th day of February, 2011, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Developments in the Texas 82nd Legislative Session

Chancellor Lassiter read a prepared statement, which was followed by discussion about the proposed Voluntary Retirement Incentive, bills that would allow guns on college campuses, and arrangements for a joint meeting of representatives from the Faculty Council and Presidents Conway, Glasscock and McCarthy concerning cost-cutting measures that may be substituted for reduction to formula pay, with their report being due to the chancellor in mid-May. Dr. Lassiter confirmed administrative and professional support staff employees have opportunity for input concerning cost-cutting measures that pertain to them.

Citizens Desiring to Appear Before the Board

None.

Executive Session

There was no executive session.

Adjournment

Ms. Flores moved and Mr. Ferguson seconded a motion to adjourn the meeting at 3:48 P.M. Motion passed.

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. 9

Approval of Minutes of the March 1, 2011 Regular Meeting

It is recommended that the Board approve the minutes of the March 1, 2011 Board of Trustees Regular Meeting.

Board Members and Officers Present:

Mr. Jerry Prater (chair)
Ms. Charletta Rogers Compton, vice chair
Mrs. Kitty Boyle
Mr. Bob Ferguson
Ms. Diana Flores
Dr. Wright Lassiter (secretary and chancellor)
Mr. Bill Metzger
Mr. JL Sonny Williams

Board Members and Officers Absent: None

Vice Chair Jerry Prater convened the meeting at 4:08 P.M. Dr. Wright Lassiter certified to the posting of the meeting notice.

**CERTIFICATION OF POSTING OF NOTICE MARCH 1, 2011
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 25th day of February, 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 25th day of February, 2011, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

Citizens Desiring to Address the Board Regarding Agenda Items

None.

Special presentation featuring student delegates to ACCT's 2011 National Legislative Summit

Student delegates Matthew Detweiler and Glendolyn Stallworth shared the stories of their educational careers and goals with members of the Board.

Richland Collegiate High School Status Report presented by Superintendent Donna Walker

Supt. Walker clarified that the advantage of fingerprinting over periodic background checks is that fingerprinting remains active in the database. New offenses are automatically reported to District officials, whereas offenses after a background check will not be known until the next background check is conducted.

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

No conflicts of interest were declared.

Consideration of Bids

Ms. Flores moved and Mr. Ferguson seconded a motion to approve Item #1 in the Consideration of Bids section of the agenda. Motion passed. (See March 1, 2011, Board Meeting, Consideration of Bids, Agenda Item #1, which is made part of and incorporated into the approved minutes as though fully set out in the minutes.

Consent Agenda

Mr. Ferguson moved and Ms. Compton seconded a motion to approve Items #2-6 in the Consent Agenda. Motion passed. (See March 1, 2011, Board Meeting, Consent Agenda, Agenda Items #2-6 which are made a part of and incorporated into the approved minutes as though fully set out in the minutes).

Individual Items

Ms. Compton moved and Mr. Ferguson seconded a motion to approve Item #7. Motion passed. Ms. Compton moved and Mr. Metzger seconded a motion to approve Item #8. Motion passed. Mrs. Boyle moved and Mr. Ferguson seconded a motion to approve Item #9 with provision that the minutes be amended to indicate that Ms. Flores had also voted against the increase in tuition rates. Motion passed. Mr. Ferguson moved and Mrs. Boyle seconded a motion to approve Item #10. Motion passed. Ms. Flores voted no. Mr. Williams moved and Ms. Flores seconded a motion to approve Item #11. Motion passed. Ms. Compton moved and Ms. Flores seconded a motion to approve Item #12. Motion passed. Ms. Flores

moved and Mr. Metzger seconded a motion to approve Item #13. Motion passed. Ms. Compton moved and Ms. Flores seconded a motion to approve Items #14 - 15. Motion passed. Ms. Compton moved and Ms. Flores second a motion to approve Items #16-18. Motion passed. (See March 1, 2011, Board Meeting, Individual Items #7-18, which are made a part and incorporated into the approved minutes as though fully set out in the minutes).

Informative Reports

(See March 1, 2011, Board Meeting, Agenda Items #19-31, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

Questions/Comments from the Board and Chancellor

Dr. Lassiter will provide 1) a report of staffing levels for administrative, faculty and professional support staff relative to enrollment; 2) information about the feasibility of substituting fingerprinting for criminal background checks for all employees; and 3) a report of expenditures for tickets and sponsorships for community events and professional organizations.

Citizens Desiring to Appear Before the Board

Cedar Valley College Professor Judy Cotton spoke to the action reducing formula pay.

Executive Session

There was no executive session.

Adjournment

Ms. Flores moved and Mr. Metzger seconded a motion to adjourn the meeting at 5:39 PM. Motion passed.

Approved:

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

Wright L. Lassiter, Jr., Secretary

POLICY REPORT NO. 10

Correction to Policy Report No. 8 in January 4, 2011 Agenda Concerning
Authorized Investments Instruments

Policy Report No. 8, approved January 4, 2011, is corrected to align with the date that the Board acted on other changes to Policy CAK (LOCAL), which was October 5, 2010 rather than September 7, 2010.

“The Audit Committee recommends that the Board amend CAK(LOCAL) retroactive to ~~September 7, 2010~~ October 5, 2010, only as follows:

APPROPRIATIONS AND REVENUE SOURCES
INVESTMENTS

CAK
(LOCAL)

“AUTHORIZED
INVESTMENTS
INSTRUMENTS

The College District may make investments only in the following types of instruments:

1. Treasury bills, treasury notes, and treasury bonds of the United States and other direct obligations of the agencies and instrumentalities of the United States as permitted by Government Code 2256.009.
2. Fully collateralized repurchase agreements and reverse repurchase agreements permitted by Government Code 2256.011.
3. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
4. Public funds investment pools as permitted by Government Code 2256.016.
5. A securities lending program as permitted by Government Code 2256.0115.
6. No-load money market mutual funds as permitted by Government Code 2256.014.
7. A guaranteed investment contract as an

investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.

8. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than AA or its equivalent; Government Code 2256.009(a).

Investment in any and all types of derivatives is prohibited.

All investments are prohibited unless expressly described in this policy in the section,
AUTHORIZED INVESTMENTS
INSTRUMENTS, which are made in conformity to the Public Funds Investment Act.”

This change to policy was inadvertently omitted from other changes made by the Board of Trustees on ~~September 7, 2010~~ October 5, 2010.

POLICY REPORT NO. 11

Adoption of Board Calendar for January 1 – December 31, 2012

The Board of Trustees adopts the following schedule of meetings for calendar year 2012. All meetings are on Tuesday.

Date	Time	Type of Meeting
January 3	1-4PM	Retreat
	4-5PM	Regular Business
February 7	4-5 PM	Regular Business
March 6	1-4PM	Retreat
	4-5PM	Regular Business
April 3	3-4PM	Audit Committee
	4-5PM	Regular Business
May 1	3-4PM	Budget Committee (committee-of-the-whole)
	4-5PM	Regular Business
June 5	1-4PM	Special to begin annual chancellor's evaluation
	4-5PM	Regular Business
July 3	3-4PM	Audit Committee
	4-5PM	Regular Business
July 17	9AM-4PM	Budget Committee (committee-of-the-whole)
August 7	3-4PM	Regular Business
August 14 or 21	4-5PM	Special - Public Hearing on the Tax Rate (1 of 2)
August 21 or 28	4-5PM	Special - Public Hearing on the Tax Rate (2 of 2)
September 4	1-4 PM	Retreat
	4-5PM	Regular Business Meeting
October 2	3-4PM	Audit Committee
	4-5PM	Regular Business
November 6	1-4PM	Retreat
	4-5PM	Regular Business
December 4	3-4PM	Budget Committee (committee-of-the-whole)
	4-5PM	Regular Business
December 18	3-4PM	Audit Committee
	4-5PM	Special to receive audited financial statements

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

BUILDING AND GROUNDS REPORT NO. 12

Approval of Change Order with Texas Concrete Restoration, Inc.

It is recommended that authorization be given to approve change order no. 3 with Texas Concrete Restoration, Inc. in an amount not to exceed \$27,000 to provide repairs to a planter for Cedar Valley College.

Original agreement	\$40,590.00
Previous change order(s)	15,375.00
Change order amount	<u>27,000.00</u>
Revised agreement	\$82,965.00

This is CVC project #1, *Progress Report on Construction Projects*, (Informative Reports section of this agenda). The project is for correcting subsurface drainage in building B, C, and D. Construction was 65% complete as of January 31, 2011.

The Board approved the recommendation for award for bid no. 11760 for repair of leaks in utility tunnel on September 16, 2010. Original contract amount was \$40,590 plus 0% contingency for a total of \$40,590.

The project was to be completed on February 28, 2011. Change order no.3 adds 30 days changing the date of substantial completion to April 30, 2011

As provided by Board Policy CF (LOCAL),

Board Approval	EVCBA Approval	Change Order No.	Amount	Revised Contract	Contingency
	12/7/10	1	\$ 4,000	\$44,590	
02/01/11		2	\$11,375	\$55,965	
Pending		3	\$27,000	\$82,965	

Change order no.1 provides for forming up and pouring a concrete encasement around 5 individual conduit pipes that come out of the electrical room wall, which had been previously covered with concrete. HLM 5000 waterproofing around pipes and wall will be installed before concrete is placed.

Change order no. 2 provides for repair to a 4 inch fire line that has been pushed down by planter wall and to repair and replace concrete and soil that is removed to repair pipe leak.

This change order no. 3 provides for removing tree, roots, soil and old

waterproofing from planter walls, floor and brick; core drill 1”diameter holes 3” above sidewalk shelf on 3 foot perimeter in planter wall; installing Sonneborn HLM 5000 to all concrete surface and install drainage board on top of waterproofing; filling planter with ¾ pea gravel and layer 12” with 2”- 4” Colorado River Rock; and removing old caulking on planter wall expansion joint and replace with Sonneborn NP II urethane joint sealant.

This recommendation increases the project cost to \$82,965, which is \$42,375 (104%) over the original amount. Financial resources are budgeted in unexpended plant funds.

Policy Reminders

Board policies pertinent to evaluating a recommendation for contract amendment or change order include:

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

p. Ensure careful planning that minimizes need for change orders and amendments to contracts for facilities projects, and provide oversight for those that are deemed essential. BAA (LOCAL), POWERS, DUTIES, RESPONSIBILITIES: PROVIDE DIRECTION

Certain officials of the District are hereby expressly authorized to contract on behalf of the District as follows:

1. Capital improvement change orders. The Chancellor or Vice-Chancellor of Business Affairs may authorize a capital improvement change order if the amount of the change order is less than \$50,000 and is less than 25 percent of the original contract. The Board may delegate its authority to approve a change order of \$50,000 or more to the Chancellor or Vice-Chancellor if the board authorizes a contingency fund and the change order does not exceed the contingency fund. Otherwise, a change order of \$50,000 or more must be taken to the board for approval. CF (LOCAL), PURCHASING AND ACQUISITION: DELEGATION OF CONTRACTUAL AUTHORITY

Note: (LEGAL) denotes the subject is regulated by federal or state authority. (LOCAL) denotes a policy that DCCCD’s Board of Trustees has adopted and may amend or eliminate at its discretion.

BUILDING AND GROUNDS REPORT NO. 13

Approval of Amendment to Agreement with Neel-Schaffer

It is recommended that authorization be given to approve an amendment to the agreement with Neel-Schaffer in an amount not to exceed \$29,979.67 for additional services at Eastfield College.

Original agreement	\$163,432.00
Previous amendment(s)	39,150.00
Amendment amount	<u>29,979.67</u>
Revised agreement	\$232,561.67

This EFC project is #3, *Progress Report on Construction Projects* (Informative Reports section of this agenda). Construction was 16% complete as of 3/4/11.

The Board approved the original contract with Neel-Schaffer on December 02, 2009 in the amount of \$163,432. The purpose of the agreement was to provide professional engineering and design services for the repair of the upper court and replacement of asphalt parking lots. Estimated completion date is June 30, 2011.

Board Approved	EVCBA Approved	Amend. No.	Amount	Revised Contract	Contingency Remaining
	04/22/10	1	\$24,950.00	\$188,382.00	
07/06/10		2	\$13,450.00	\$201,832.00	
07/06/10		3	\$750.00	\$202,582.00	
pending		4	\$29,979.67	\$232,561.67	

Amendment # 1 provided for LED lighting of lots E-1 and W3.
Amendment # 2 provided for expansion of improvements to the upper courtyard.
Amendment # 3 provided for a City of Mesquite review fee.
Amendment # 4 provides for redesign of the upper courtyard due to conflicts discovered during construction with 15 unknown telecommunication lines and insufficient clearance between the top of the existing structures and proposed sidewalks for an amount of \$29,979.67.

This recommendation increases the cost to \$232,561.67, which is \$69,129.67 (42%) over the original amount. Financial resources are budgeted in unexpended plant funds.

Policy Reminders

Board policies pertinent to evaluating a recommendation for contract

amendment or change order include:

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

p. Ensure careful planning that minimizes need for change orders and amendments to contracts for facilities projects, and provide oversight for those that are deemed essential. BAA (LOCAL), POWERS, DUTIES, RESPONSIBILITIES: PROVIDE DIRECTION

Certain officials of the District are hereby expressly authorized to contract on behalf of the District as follows:

1. Capital improvement change orders. The Chancellor or Vice-Chancellor of Business Affairs may authorize a capital improvement change order if the amount of the change order is less than \$50,000 and is less than 25 percent of the original contract. The Board may delegate its authority to approve a change order of \$50,000 or more to the Chancellor or Vice-Chancellor if the board authorizes a contingency fund and the change order does not exceed the contingency fund. Otherwise, a change order of \$50,000 or more must be taken to the board for approval. CF (LOCAL), PURCHASING AND ACQUISITION: DELEGATION OF CONTRACTUAL AUTHORITY

Note: (LEGAL) denotes the subject is regulated by federal or state authority. (LOCAL) denotes a policy that DCCCD's Board of Trustees has adopted and may amend or eliminate at its discretion.

FINANCIAL REPORT NO. 14

Approval of Expenditures for February 2011

The chancellor recommends approval of expenditures in the amount of \$ 29,557,551 in the month of February 2011.

Policy Reminders

Board policies pertinent to evaluating a recommendation for approval of expenditures include:

Act as a fiduciary in the management of funds under the control of institutions subject to the Board's control and management. BAA (LEGAL), MANAGEMENT OF COLLEGE DISTRICT FUNDS, Education Code 51.352(e)

The College District shall not lend its credit or gratuitously grant public money or things of value in aid of any individual, association, or corporation. CC (LEGAL), AUTHORIZED EXPENDITURES, Tx. Const. Art. III, Sec 52; Brazoria County v. Perry, 537 S.W.2d 89 (Civ. App. 1976)

The College District shall not grant any extra compensation, fee, or allowance to a public officer, agent, servant, or contractor after service has been rendered or a contract entered into and performed in whole or in part. Nor shall the College district pay or authorize the payment of any claim against the College District under agreement or contract made without authority of law. CC (LEGAL), AUTHORIZED EXPENDITURES, Tx. Const. Art III, Sec 53; Harlingen ISD v. C.H. Page and Bro., 48 S.W.2d 983 (Comm. App. 1932)

Board responsibilities shall be to...provide ways and means of financial support; approve the annual budget; review and approve expenditures. BAA (LOCAL), BOARD LEGAL STATUS – POWERS, DUTIES, RESPONSIBILITIES

The adopted budget provides authority to expend funds for the purposes indicated and in accordance with state law, board policy, and the College District's approved purchasing procedures. The expenditure of funds shall be under the direction of the Chancellor or designee who shall ensure that funds are expended in accordance with the adopted budget. CC (LOCAL), BUDGET ADOPTION

Note: (LEGAL) denotes the subject is regulated by federal or state authority. (LOCAL) denotes a policy that DCCCD's Board of Trustees has adopted and may amend or eliminate at its discretion.

FINANCIAL REPORT NO. 15

Acceptance of Gifts

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

<u>Gifts Reported in March 2011</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
	Equipment	3	\$ 100 - \$ 5,000	\$ 780
DCCCD	Chancellor's Council	7	\$ 100 - \$ 5,000	\$ 9,775
	Programs and Services	16	\$ 100 - \$ 5,000	\$ 14,474
	Programs and Services	3	\$5,001 - \$ 75,000	\$150,000
	Scholarships ¹	9	\$ 100 - \$ 5,000	\$ 11,080
	Scholarships ¹	3	\$5,001 - \$ 35,000	\$ 62,028
	Rising Star	1	\$ 100 - \$ 5,000	\$ 100
	Rising Star	1	\$5,001- \$175,000	\$175,000
Total	n/a	43	n/a	\$423,237

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

<u>Gifts Reported in Fiscal Year 2010-11</u>				
<u>Month Reported</u>	<u>Amount by Category</u>			
	<u>Equipment</u>	<u>Rising Star</u>	<u>Other Gifts</u>	<u>Total</u>
September 2010	\$17,639	\$ 3,100	\$ 44,960	\$ 65,699
October 2010	0	\$ 9,059	\$ 27,110	\$ 36,169
November 2010	0	\$ 868	\$ 49,305	\$ 50,173
December 2010	0	\$275,200	\$ 61,402	\$336,602
January 2011	\$15,518	\$ 650	\$124,442	\$140,610
February 2011	0	\$ 1,200	\$ 95,243	\$ 96,443
March 2011	\$ 780	\$175,100	\$247,357	\$423,237
April 2011				
May 2011				
June 2011				
July 2011				
August 2011				
Total To Date	\$33,937	\$465,177	\$649,819	\$1,148,933

<u>Type</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Equipment	\$ 187,915	\$ 137,643	\$ 396,503	\$ 64,830	\$ 220,565	\$ 791,041	\$ 96,567
Rising Star	439,556	728,836	492,032	57,068	163,227	978,546	1,327,400
Other Gifts	1,135,653	939,058	1,432,358	972,010	879,876	1,204,822	1,382,297
Total	<u>\$1,763,124</u>	<u>\$1,805,537</u>	<u>\$2,320,893</u>	<u>\$1,093,908</u>	<u>\$1,263,668</u>	<u>\$2,974,409</u>	<u>\$2,806,264</u>

In February 2011, DCCCD Foundation, Inc. made the following expenditures on behalf of DCCCD:

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Fund	23	\$ 9,655
Programs and Services	22	\$20,969
Total	45	\$30,624

FINANCIAL REPORT NO. 16

Approval of Agreement with Dowden Associates, Inc.

It is recommended that authorization be given to approve an agreement with Dowden Associates, Inc. in an amount not to exceed \$120,000 for the period April 6, 2011 through September 30, 2015, to provide grant proposal development and consultation for Cedar Valley College.

Dowden Associates is offering a unique service to the college based on their knowledge of the contacts in this area of education. Dowden is not a traditional grant writing group, and part of the uniqueness of the service is the project management and technical assistance for the duration of the grant, which is four years.

Financial resources will be budgeted in future grant funds.

Policy Reminder

Board policies pertinent to evaluating a recommendation for approval of a contract or agreement include:

Board approval is required of all contracts, unless authority is delegated to the Chancellor or designee by CF (LOCAL). The Chancellor or designee is authorized to approve all proposed contracts that require the expenditure of less than \$50,000 or the contribution of in-kind services, materials, or equipment that have a value of less than \$50,000 unless otherwise provided herein or unless a quotation, proposal, or competitive bid is required under CF(LOCAL). Prior to approval by the Chancellor, any contract (other than an employment contract) shall be submitted to the Vice Chancellor of Business Affairs for recommendation to the Chancellor.
CF(Regulation)

The power to contract on behalf of the College District is vested in the Board and no contract or agreement shall be entered into without approval of the Board unless the authority to contract is expressly delegated in this policy. Delegations of contractual authority to various personnel who are specified in this policy are necessary and appropriate for the timely, efficient administration of the College District. The following guidelines should be rigidly adhered to and strictly construed to prevent unauthorized transactions and activities.

CF (LOCAL)

Note: (LEGAL) denotes the subject is regulated by federal or state authority. (LOCAL) denotes a policy that DCCCD's Board of Trustees has adopted and may amend or eliminate at its discretion.

FINANCIAL REPORT NO. 17

Approval of Interlocal Contract(s) for Services Provided by City of Fort Worth: Aviation Department, Collin County Regional Airport, and Dallas County and Dallas Area Agency on Aging

The chancellor recommends approval of the following interlocal contract(s) for services provided by DCCCD:

City of Fort Worth: Aviation Department

It is recommended that authorization be given to approve an interlocal agreement with City of Fort Worth: Aviation Department in an amount not to exceed \$25,000 for the period October 19, 2010 through October 18, 2012, to provide employee training in a variety of non-credit courses through Mountain View College.

Collin County Regional Airport

It is recommended that authorization be given to approve an interlocal agreement with Collin County Regional Airport for the period October 26, 2010 through October 25, 2011, to provide employee instruction in a non-credit training course through Mountain View College.

Dallas County and Dallas Area Agency on Aging

It is recommended that authorization be given to approve an interlocal agreement with Dallas County and Dallas Area Agency on Aging for the period January 10, 2011 through January 9, 2016, to provide designated facilities for older adults and also for the purpose of conducting health, nutrition, recreation, education and social service activities for them through Mountain View College.

Dallas/Fort Worth International Airport Board

It is recommended that authorization be given to approve an interlocal agreement with Dallas/Fort Worth International Airport Board in an amount not to exceed \$50,000 for the period February 15, 2011 through February 14, 2013, to provide education services for certain Airport employees and other mutually agreed upon non-Airport students for Mountain View College.

There are various reasons for the retroactive requests for approval including late changes in contract wording by the parties and approvals required.

Policy Reminders

Board policies pertinent to evaluating a recommendation for approval of an interlocal contract for services provided by DCCCD include:

In order to increase the efficiency and effectiveness of College District operations and government, the College District may contract, to the extent it deems feasible, with other junior colleges, College Districts, local governments, and agencies of the state to study the feasibility of the performance of a governmental function or service by interlocal contract or to provide a governmental function or service that each party to the contract is authorized to perform individually.

An interlocal contract must be authorized by the Board and the governing body of each contracting party; must state the purpose, terms, rights, and duties of the contracting parties; and must specify that each party paying for the performance of governmental functions or services shall make those payments from current revenues available to the paying party.

An interlocal contractual payment must be in an amount that fairly compensates the performing party for the services or functions performed under the contract. GGB (LEGAL), RELATIONS WITH GOVERNMENTAL AGENCIES AND AUTHORITIES, INTERLOCAL COOPERATION CONTRACTS, Gov't Code 791.001, 791.003(4), 791.011(c)-(f)

Note: (LEGAL) denotes the subject is regulated by federal or state authority. DCCCD Legal Counsel interprets Gov't Code 791.011 to mean action is required by DCCCD Board of Trustees for every interlocal contract, irrespective of financial thresholds that apply to other contracts.

PERSONNEL REPORT NO. 18

Acceptance of Resignations and Phased Faculty Retirements

The Chancellor recommends that the Board of Trustees accept the following requests for resignations and phased faculty retirements from the following employees:

RESIGNATIONS - 3

John Dalton
Campus Peace Officer (Part-time)
Length of Service: 8 years
Reason for resigning: Relocation to Clarksville, TX.
Effective Date: March 29, 2011
Campus: El Centro College

Mary Stretcher
Instructor, Vocational Nursing
Length of Service: 1 year
Reason for resigning: Personal reasons.
Effective Date: January 14, 2011
Campus: El Centro College

Jagan Gudur
Instructor, CISCO
Length of Service: 2 years
Reason for resigning: Personal reasons.
Effective Date: February 14, 2011
Campus: North Lake College

PHASED FACULTY RETIREMENTS - 5

Michael Moorhead
Instructor, English
Length of Service: 41 years
Effective Dates: Academic Year 2011-2012
Campus: Eastfield College

Robert Chambers
Instructor, English/Humanities
Length of Service: 36 years
Effective Dates: Academic Year 2011-2012
Campus: El Centro College

Cecil Larry Pool
Instructor, Government
Length of Service: 42 years
Effective Dates: Academic Year 2011-2012
Campus: El Centro College

Pamela Rouze
Instructor, Reading
Length of Service: 37 years
Effective Dates: Academic Year 2011-2012
Campus: El Centro College

Deborah Ruiz Esparza
Instructor, Theatre
Length of Service: 28 years

Effective Dates: Academic Year 2011-2012
Campus: Richland College

PERSONNEL REPORT NO. 19

Approval of Warrant of Appointment for Security Personnel

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

WARRANT OF APPOINTMENT - 1

Angela Willie

Campus: Mountain View College

Full-time

Effective: April 6, 2011

Through: Termination of employment with DCCCD

James Eger
Annual Salary (Range): \$44,000/F01

Campus: North Lake College
Effective Dates: Academic Year 2011-2012

Instructor, Music

Biographical Sketch: M.M. and B.M., University of North Texas, Denton, TX
Experience: Instructor, Murphy's Music, Irving, TX; Adjunct Faculty, Collin County Community College District-Spring Creek Campus, Plano, TX; Adjunct Faculty, North Lake College

EXTENSION OF ADMINISTRATIVE CONTRACT - 1

Thomas Dill
Annual Salary: \$50,718/Band II

Campus: LeCroy Center
Effective Dates: May 1, 2011 through August 31, 2011

Distance Learning Content Specialist

Note: It is recommended that Mr. Dill be approved for an extension to his administrative contract.

RESCINDING OF SABBATICAL AGREEMENT - 1

Gabriel Bach

Campus: North Lake College
Effective Dates: Spring Semester 2011

Instructor, Government

Note: At the request of professor Bach, it is recommended that his sabbatical agreement be rescinded.

CORRECTION TO DECEMBER 7, 2010, PERSONNEL REPORT - 1

Ryan Miller
Annual Salary (Range): \$48,530/F04

Campus: Cedar Valley College

Instructor, Veterinary Technology

Note: It is recommended that Mr. Miller's salary be corrected.

POLICY REPORT NO. 21

Approval of Resolution to Submit Revised Substantive and Non-substantive Amendments to the Charter of the Richland Collegiate High School of Mathematics, Science, and Engineering

It is recommended that the Board approve the attached resolution, which is a revised amendment to the charter of the Richland Collegiate High School of Mathematics, Science, and Engineering, and that the approved amendment revisions be sent to the Texas Education Agency.

Effective Date: April 5, 2011

Background

Richland Collegiate High School's Board of Trustees approved substantive and non-substantive charter amendments in April 2010. The substantive and non-substantive amendments were next submitted to the Charter School Division of the Texas Education Agency for approval. Each charter division department reviews the amendments prior to approval by the Texas Education Agency. Following these, the Charter School Division requested additional wording changes be made to the charter. The requested changes resulted in the addition of two substantive changes and thirteen non-substantive changes.

Policy Reminders

Texas Administrative Code Title 19 Chapter §100.1033. Charter Amendment.

- (a) Amendments in writing. Subject to the requirements of this section, the terms of an open-enrollment charter may be revised with the consent of the charter holder by written amendment approved by the commissioner of education in writing.
- (b) Non-substantive amendment. A non-substantive amendment is any change to the terms of an open-enrollment charter that is not a substantive amendment under subsection (c) of this section.
 - (1) Before implementing a non-substantive amendment, the charter holder shall file with the Texas Education Agency (TEA) division responsible for charter schools a notice, clearly labeled "notice of non-substantive amendment," setting forth the text and page reference, or a photocopy, of the current open-enrollment charter language to be changed, and the

text proposed as the new open-enrollment charter language. A notice of non-substantive amendment must be filed separately from any other type of amendment request.

- (2) Within 15 business days of receiving the notice of non-substantive amendment, the commissioner of education may in the commissioner's sole discretion determine that the amendment will be processed under subsection (c) of this section (governing substantive amendments), and, in such event, subsection (c) shall govern the amendment.
 - (3) Absent action by the commissioner under subsection (b)(2) of this section, the notice of non-substantive amendment shall be effective after the expiration of 15 business days following receipt of the notice by the TEA division responsible for charter schools.
- (c) Substantive amendment. A substantive amendment is any change to the terms of an open-enrollment charter that relates to the following subjects: grade levels, maximum enrollment, geographic boundaries, approved sites, school name, charter holder name, charter holder governance, articles of incorporation, corporate bylaws, management company, admission policy, or the educational program of the school. For purposes of this section, educational program means the educational philosophy or mission of the school or curriculum models or whole-school designs that are inconsistent with those specified in the school's charter. A substantive amendment must be approved by the commissioner under this subsection.
- (1) Charter amendment request. Before implementing a substantive amendment, the charter holder shall file with the TEA division responsible for charter schools a request, clearly labeled "charter amendment request," setting forth the text and page reference, or a photocopy, of the current open-enrollment charter language to be changed, and the text proposed as the new open-enrollment charter language. The request must be made in or attached to a written resolution adopted by the governing body of the charter holder and signed by the members voting in favor of it.
 - (2) Relevant information considered. As directed by the commissioner, a charter holder requesting a substantive amendment shall submit current information required by relevant portions of the last application form approved by the State Board of Education (SBOE), as well as any other information requested by the commissioner. In considering the amendment request, the commissioner may consider any relevant information concerning the charter holder, including its student and

other performance, compliance, staff, financial, and organizational data, and other information.

- (3) Best interest of students. The commissioner may approve a substantive amendment only if the charter holder meets all applicable requirements, and only if the commissioner determines that the amendment is in the best interest of the students enrolled in the charter school.
- (4) Conditional approval. The commissioner may grant the amendment without condition, or may require compliance with such conditions and/or requirements as may be in the best interest of the students enrolled in the charter school. An amendment receiving conditional approval shall not be effective until a written resolution, adopted by the governing body of the charter holder and signed by the members voting in favor, is filed with the TEA division responsible for charter schools accepting all conditions and/or requirements.

Source: The provisions of this §100.1033 adopted to be effective April 18, 2002, 27 TexReg 3140; amended to be effective April 6, 2005, 30 TexReg 1911.

RESOLUTION
OF THE BOARD OF TRUSTEES
OF THE RICHLAND COLLEGIATE HIGH SCHOOL
OF MATHEMATICS, SCIENCE, AND ENGINEERING

WHEREAS, the Richland Collegiate High School of Mathematics, Science and Engineering received approval from its Board of Trustees to submit substantive and non-substantive amendments to the Texas Education Agency in April 2010.

WHEREAS, the Superintendent and staff of the Richland Collegiate High School of Mathematics, Science and Engineering considered the financial aspects and potential student and parent concerns connected with the substantive and non-substantive amendments.

WHEREAS, the Superintendent and staff of the Richland Collegiate High School of Mathematics, Science and Engineering determined that the revised amendments reflect actual practices and staff titles.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE RICHLAND COLLEGIATE HIGH SCHOOL OF MATHEMATICS, SCIENCE, AND ENGINEERING:

Section 1. To approve the revised substantive and non-substantive changes for the Richland Collegiate High School of Mathematics, Science, and Engineering.

Section 2. To revise the charter of the Richland Collegiate High School of Mathematics, Science, and Engineering in other sections as presented to the Board of Trustees to clarify school operations and related functions as indicated in Exhibit A, Exhibit B, and Exhibit C.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
Board of Trustees

By: _____
Jerry Prater, Chairman

By: _____
Charletta Rogers Compton, Vice Chair

By: _____
Kitty Boyle, Board Member

By: _____
Bob Ferguson, Board Member

By: _____
Diana Flores, Board Member

By: _____
Bill Metzger, Board Member

By: _____
JL Sonny Williams, Board Member

ATTEST

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

Adopted: April 5, 2011

POLICY REPORT NO. 22

Approval of Resolution Regarding Guidelines for Submitting
Redistricting Plans

It is recommended that the Board adopt the attached resolution, which provides guidelines for the public in submitting redistricting plans for consideration by the Board.

Effective date: April 5, 2011

RESOLUTION ADOPTING GUIDELINES
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REDISTRICTING 2011 PROCESS

WHEREAS, the Dallas County Community College District has certain responsibilities for redistricting under federal and state law including but not limited to Amendments 14 and 15 to the United States Constitution, U.S.C.A. (West 2006) and the Voting Rights Act, 42 U.S.C.A. § 1973c (West 2010); and Tex. Educ. Code Ann. § 11.052 (Vernon 2006); and

WHEREAS, it is necessary to provide for the orderly consideration and evaluation of redistricting plans which may come before the Board of Trustees; and

WHEREAS, these guidelines relate to persons who have specific redistricting plans they wish the Board of Trustees to consider; and

WHEREAS, the Board of Trustees welcomes any comments relevant to the redistricting process;

NOW, THEREFORE, BE IT RESOLVED, that in order to make sure that any plan that might be submitted is of maximum assistance to the Board of Trustees in its decision making process, the Board of Trustees hereby sets the following guidelines to be followed by each person submitting a redistricting plan for consideration:

1. Proposed plans must be submitted in writing and be legible. If a plan is submitted orally, there is significant opportunity for misunderstanding, and it is possible that errors may be made in analyzing it. The Board of Trustees wants to be sure that all proposals are fully and accurately considered.
2. Any plan must show the total population and voting age population for Blacks, Hispanics, Asians, and Anglo/other for each proposed trustee district based on the 2010 Census Data. If a plan is submitted without a population breakdown, the Board of Trustees may not have sufficient information to give it full consideration.
3. Plans should redistrict the entire district. The Board of Trustees, of course, will be considering the effect of any plan on the entire district. Also, the Board of Trustees is subject to the Voting Rights Act, which protects various racial and language minorities. Thus, as a matter of federal law, the Board of Trustees will be required to consider the effect of any proposal on

multiple racial and ethnic groups. If a plan does not redistrict the entire district, it may be impossible for the Board of Trustees to assess its impact on one or more protected minority groups.

4. Plans should conform to the criteria the Board of Trustees will be using in drawing the trustee districts.
5. Comments must be submitted in writing and be legible, even if the person also makes the comments orally at a public hearing.
6. Persons providing comments and those submitting proposed plans must identify themselves by full name and home address and provide a phone number and, if available, an email address. The Board of Trustees may wish to follow up on such comments or obtain additional information about submitted plans.
7. All comments and proposed plans must be submitted to the Board Secretary, Wright L. Lassiter, Jr., by the close of the public hearing.

BE IT SO ORDERED.

Adopted on this _____ day of _____, 2011.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Jerry Prater, Chair of the Board of Trustees

ATTEST

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

POLICY REPORT NO. 23

Approval of Resolution Regarding Criteria for Consideration of
Redistricting Plans

It is recommended that the Board adopt the attached resolution, which provides criteria for the Board's use in consideration of a redistricting plan.

Effective date: April 5, 2011

RESOLUTION ADOPTING CRITERIA
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
REDISTRICTING 2011 PROCESS

WHEREAS, Texas Education Code section 130.0821 provides that the Dallas County Community College District (“the District”) shall be divided into single-member trustee districts; and

WHEREAS, on review of the 2010 census data, it appears that a population imbalance exists requiring redistricting of the District’s single member trustee districts; and

WHEREAS, it is the intent of the District to comply with the Voting Rights Act and will all other relevant law, including *Shaw v. Reno* jurisprudence; and

WHEREAS, a set of established redistricting criteria will serve as a framework to guide the District in the consideration of districting plans; and

WHEREAS, established criteria will provide the District a means by which to evaluate and measure proposed plans; and

WHEREAS, redistricting criteria will assist the District in its efforts to comply with all applicable federal and state laws;

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

Section 1. That the Board of Trustees, in its adoption of a redistricting plan for single member trustee districts, will adhere to the following criteria:

1. Where possible, easily identifiable geographic boundaries should be followed.
2. Communities of interest should be maintained in a single district, where possible, and attempts should be made to avoid splitting neighborhoods.
3. To the extent possible, districts should be composed of whole voting precincts. Where this is not possible or practicable, districts should be drawn in a way that permits the creation of practical voting precincts and that ensures that adequate

facilities for polling places exist in each voting precinct.

4. Although it is recognized that existing districts will have to be altered to reflect new population distribution, any districting plan should, to the extent possible, be based on existing districts.
5. Districts must be configured so that they are relatively equal in total population according to the 2010 federal census. In no event should the total deviation between the largest and the smallest district exceed ten percent.
6. The districts should be compact and composed of contiguous territory. Compactness may contain a functional, as well as a geographical dimension.
7. Consideration may be given to the preservation of incumbent-constituency relations by recognition of the residence of incumbents and their history in representing certain areas.
8. The plan should be narrowly tailored to avoid retrogression in the position of racial minorities and language minorities as defined in the Voting Rights Act with respect to their effective exercise of the electoral franchise.
9. The plan should not fragment a geographically compact minority community or pack minority voters in the presence of polarized voting so as to create liability under section 2 of the Voting Rights Act, 42 U.S.C. § 1973.

The governmental body will review all plans in light of these criteria and will evaluate how well each plan conforms to the criteria.

Any plan submitted to the governmental body by a citizen for its consideration should be a complete plan—*i.e.*, it should show the full number of trustee districts and should redistrict the entire District. The governmental body may decline to consider any plan that is not a complete plan.

All plans submitted by citizens, as well as plans submitted by staff, consultants, and members of the governmental body should conform to these criteria.

Section 2. That this resolution is effective upon adoption by the Board of Trustees of Dallas County Community College District.

BE IT SO ORDERED.

Adopted this ____ day of _____, 2011.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: _____
Jerry Prater, Chair of the Board of Trustees

ATTEST

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

POLICY REPORT NO. 24

Approval of Settlement Agreement with Dr. Matilda Saenz

It is recommended that the Board of Trustees authorize the Chancellor to enter into a settlement agreement with Dr. Matilda Saenz. The Board will discuss the terms and conditions of this agreement in executive session prior to a vote on the matter.

Effective Date: April 5, 2011

Policy Reminders

The Board may conduct a private consultation with its attorney only when it seeks the attorney's advice about pending or contemplated litigation or a settlement offer or on a matter in which the duty of the attorney to the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirement for open meetings. *Gov't Code 551.071*

INFORMATIVE REPORT NO. 25

Presentation of Current Funds Operating Budget Report for February 2011

The chancellor presents the report of the current funds operating budget for February 2011 for review.

Policy Reminders

Board policies pertinent to evaluating a current funds operating budget report include:

Act as a fiduciary in the management of funds under the control of institutions subject to the Board's control and management. BAA (LEGAL), MANAGEMENT OF COLLEGE DISTRICT FUNDS, Education Code 51.352(e)

In the execution of his or her duties, the Chancellor must: ...Operate the College District with a budget balanced by current funds revenue except in instances when the Board approves use of fund balance for specific purposes. BAA (LOCAL), PROVIDE DIRECTION

In the execution of his or her duties, the Chancellor must: ...Promote fiscal integrity by avoiding material deviations of actual expenditures from the budget. BAA (LOCAL), PROVIDE DIRECTION

The College District should operate on a budget balanced with current funds except as the Board may give specific approval to use fund balance for nonrecurring expenses. BAA (LOCAL), ANNUAL BUDGET

Budget planning shall be an integral part of overall program planning so that the budget effectively reflects the College District's programs and activities and provides the resources to implement them. In the planning process, general educational goals, specific program goals, and alternatives for achieving program goals shall be considered. Budget planning and evaluation are continuous processes and should be part of each month's activities. CC (LOCAL), BUDGET PLANNING

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. These financial and budget progress reports shall indicate all receipts and their sources for the period, expenditures and their classification for the period, and the various fund balances at the beginning and the end of the period. CDA (LOCAL)

Note: (LEGAL) denotes the subject is regulated by federal or state authority. (LOCAL) denotes a policy that DCCCD's Board of Trustees has adopted and may amend or eliminate at its discretion.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

Year-to-Date February 28, 2011
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
State Appropriations	\$ 91,676,880	\$ 39,318,582	\$ 52,358,298	42.9%	39.8-48.1%	
Tuition	88,505,701	68,868,367	19,637,334	77.8%	75.0-85.9%	
Taxes for Current Operations	120,222,660	116,300,527	3,922,133	96.7%	89.8-104.8%	
Federal Grants & Contracts	1,037,885	689,632	348,253	66.4%	34.0-64.7%	(1)
State Grants & Contracts	126,452	126,452	-	100.0%	n/a	(2)
General Sources:						
Investment Income	2,900,000	1,112,932	1,787,068	38.4%	38.8-65.2%	(3)
General Revenue	2,962,947	1,490,166	1,472,781	50.3%	n/a	
Subtotal General Sources	5,862,947	2,603,098	3,259,849	44.4%	44.9-66.6%	(4)
SUBTOTAL UNRESTRICTED	307,432,525	227,906,658	79,525,867	74.1%	n/a	
Use of Fund Balance & Transfers-in	26,715,215	-	26,715,215	0.0%	n/a	
TOTAL UNRESTRICTED	334,147,740	227,906,658	106,241,082	68.2%	64.0-74.3%	
AUXILIARY FUND						
Sales & Services	5,482,698	2,486,044	2,996,654	45.3%	33.6-50.7%	
Investment Income	174,132	81,480	92,652	46.8%	7.7-79.8%	
Transfers-in	4,290,797	4,290,797	-	100.0%	n/a	
Use of Fund Balance	807,854	-	807,854	0.0%	n/a	
TOTAL AUXILIARY	10,755,481	6,858,321	3,897,160	63.8%	35.3-71.0%	
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	27,573,949	13,314,280	14,259,669	48.3%	n/a	
SBDC State Match	2,037,102	861,929	1,175,173	42.3%	n/a	
ARRA	780,000	227,669	552,331	29.2%	n/a	
Subtotal State Appropriations	30,391,051	14,403,878	15,987,173	47.4%	n/a	
Grants, Contracts & Scholarships:						
Federal	106,968,784	56,241,175	50,727,609	52.6%	n/a	
State	8,314,598	4,594,403	3,720,195	55.3%	n/a	
Local	6,085,578	6,083,507	2,071	100.0%	n/a	
Transfers-in	825,744	135,039	690,705	16.4%	n/a	
Subtotal Grants, Contracts & Scholarships	122,194,704	67,054,124	55,140,580	54.9%	n/a	
Richland Collegiate High School	-	-	-	n/a	n/a	
TOTAL RESTRICTED	152,585,755	81,458,002	71,127,753	53.4%	n/a	
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,965,387	1,297,079	1,668,308	43.7%	n/a	
Investment Income	8,000	3,675	4,325	45.9%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,973,387	1,300,754	1,672,633	43.7%	n/a	
TOTAL REVENUES & ADDITIONS	\$ 500,462,363	\$ 317,523,735	\$ 182,938,628	63.4%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

Year-to-Date February 28, 2011
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
UNRESTRICTED FUND						
Instruction	\$ 138,544,080	\$ 72,139,808	\$ 66,404,272	52.1%	50.7-53.5%	
Public Service	6,836,651	2,403,879	4,432,772	35.2%	38.0-53.1%	(5)
Academic Support	18,628,219	9,072,175	9,556,044	48.7%	45.6-50.6%	
Student Services	29,025,755	13,974,243	15,051,512	48.1%	47.6-49.3%	
Institutional Support	62,101,817	32,724,832	29,376,985	52.7%	44.8-55.0%	
Staff Benefits	11,388,009	6,994,454	4,393,555	61.4%	7.4-100.3%	
Operations & Maintenance of Plant	32,312,911	19,033,333	13,279,578	58.9%	51.6-57.7%	(6)
Repairs & Rehabilitation	22,359,542	6,852,541	15,507,001	30.6%	4.6-42.7%	
Special Items:						
Reserve - Campus	1,587,294	-	1,587,294	n/a	n/a	
Reserve - Compensation	-	-	-	n/a	n/a	
Reserve - Retention	-	-	-	n/a	n/a	
Reserve - State Funding Reduction	-	-	-	n/a	n/a	
Reserve - Operating	1,936,547	-	1,936,547	n/a	n/a	
Reserve - Enrollment Growth	-	-	-	n/a	n/a	
Reserve - New Campuses	-	-	-	n/a	n/a	
Reserve - New Buildings	-	-	-	n/a	n/a	
Reserve - Non-operating	-	-	-	n/a	n/a	
TOTAL UNRESTRICTED	324,720,825	163,195,265	161,525,560	50.3%	46.7-50.6%	
AUXILIARY FUND						
Student Activities	7,296,225	3,426,139	3,870,086	47.0%	44.0-53.4%	
Sales & Services	2,632,138	1,340,244	1,291,894	50.9%	43.1-58.8%	
Reserve - Campus	574,377	-	574,377	n/a	n/a	
Reserve - District	132,191	-	132,191	n/a	n/a	
Transfers-out	120,550	59,297	61,253	49.2%	0.0-117.4.0%	
TOTAL AUXILIARY	10,755,481	4,825,680	5,929,801	44.9%	28.0-63.5%	
RESTRICTED FUND						
State Appropriations	27,573,949	13,314,280	14,259,669	48.3%	0.0-95.2%	
Grants & Contracts	29,306,928	12,059,733	17,247,195	41.1%	n/a	
Scholarships	95,704,878	56,083,989	39,620,889	58.6%	n/a	
Subtotal Grants, Contracts & Scholarships	152,585,755	81,458,002	71,127,753	53.4%	n/a	
Richland Collegiate High School	-	-	-	n/a	n/a	
TOTAL RESTRICTED	152,585,755	81,458,002	71,127,753	53.4%	n/a	
RICHLAND COLLEGIATE H.S.						
Expenditures	2,973,387	908,908	2,064,479	30.6%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,973,387	908,908	2,064,479	30.6%	n/a	
SUBTOTAL EXPENDITURES & USES	491,035,448	250,387,855	240,647,593	51.0%	n/a	
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,290,005	239,618	90.5%	68.5-102.1%	
Institutional Matching-Contracts/Grants	30,500	309,357	(278,857)	1,014.3%	0.0-427.6%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	-	100.0%	n/a	
Unexpended Plant Fund	-	-	-	n/a	n/a	
Debt Service Fund	2,575,995	1,287,998	1,287,997	50.0%	n/a	
TOTAL TRANSFERS & DEDUCTIONS	9,426,915	8,178,157	1,248,758	86.8%	n/a	
TOTAL EXPENDITURES & USES	\$ 500,462,363	\$ 258,566,012	\$ 241,896,351	51.7%	n/a	

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET
EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

Year-to-Date February 28, 2011
50.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
UNRESTRICTED FUND				
Salaries & Wages	\$217,177,668	\$ 111,017,235	\$106,160,433	51.1%
Staff Benefits	11,388,009	6,994,454	4,393,555	61.4%
Purchased Services	20,243,083	11,554,373	8,688,710	57.1%
Operating Expenses	69,156,470	30,888,044	38,268,426	44.7%
Supplies & Materials	11,531,138	6,830,811	4,700,327	59.2%
Minor Equipment	4,527,643	1,653,693	2,873,950	36.5%
Capital Outlay	6,266,504	2,237,668	4,028,836	35.7%
Charges	(19,093,531)	(7,981,013)	(11,112,518)	41.8%
SUBTOTAL UNRESTRICTED	321,196,984	163,195,265	158,001,719	50.8%
Reserve - Campus	1,587,294	-	1,587,294	n/a
Reserve - Compensation	-	-	-	n/a
Reserve - Retention	-	-	-	n/a
Reserve - State Funding Reduction	-	-	-	n/a
Reserve - Operating	1,936,547	-	1,936,547	n/a
Reserve - Enrollment Growth	-	-	-	n/a
Reserve - New Campuses	-	-	-	n/a
Reserve - New Buildings	-	-	-	n/a
Reserve - Non-operating	-	-	-	n/a
Transfers & Deductions:				
Mandatory Transfers:				
Tuition to Debt Service Fund	2,529,623	2,290,005	239,618	90.5%
Institutional Matching - Contracts/Grants	30,500	309,357	(278,857)	1,014.3%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,290,797	4,290,797	-	100.0%
Unexpended Plant Fund	-	-	-	n/a
Debt Service Fund	2,575,995	1,287,998	1,287,997	50.0%
TOTAL UNRESTRICTED	334,147,740	171,373,422	162,774,318	51.3%
AUXILIARY FUND	10,755,481	4,825,680	5,929,801	44.9%
RESTRICTED FUND	152,585,755	81,458,002	71,127,753	53.4%
RICHLAND COLLEGIATE HIGH SCHOOL	2,973,387	908,908	2,064,479	30.6%
TOTAL EXPENDITURES & USES	\$500,462,363	\$ 258,566,012	\$241,896,351	51.7%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET

REVENUES & ADDITIONS

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

	February 28, 2011			February 28, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
State Appropriations	\$ 91,676,880	\$ 39,318,582	42.9%	\$ 96,381,533	\$ 41,620,919	43.2%
Tuition	88,505,701	68,868,367	77.8%	79,906,374	66,550,921	83.3%
Taxes for Current Operations	120,222,660	116,300,527	96.7%	126,151,795	121,739,492	96.5%
Federal Grants & Contracts	1,037,885	689,632	66.4%	1,245,261	569,997	45.8%
State Grants & Contracts	126,452	126,452	100.0%	125,661	123,890	98.6%
General Sources:						
Investment Income	2,900,000	1,112,932	38.4%	5,050,000	2,028,096	40.2%
General Revenue	2,962,947	1,490,166	50.3%	3,024,673	1,670,341	55.2%
Subtotal General Sources	5,862,947	2,603,098	44.4%	8,074,673	3,698,437	45.8%
SUBTOTAL UNRESTRICTED	307,432,525	227,906,658	74.1%	311,885,297	234,303,656	75.1%
Use of Fund Balance & Transfers-in	26,715,215	-	0.0%	41,588,740	-	0.0%
TOTAL UNRESTRICTED	334,147,740	227,906,658	68.2%	353,474,037	234,303,656	66.3%
AUXILIARY FUND						
Sales & Services	5,482,698	2,486,044	45.3%	5,911,796	2,515,004	42.5%
Investment Income	174,132	81,480	46.8%	230,702	124,748	54.1%
Transfers-in	4,290,797	4,290,797	100.0%	5,175,797	5,175,797	100.0%
Use of Fund Balance	807,854	-	0.0%	994,040	-	0.0%
TOTAL AUXILIARY	10,755,481	6,858,321	63.8%	12,312,335	7,815,549	63.5%
RESTRICTED FUND						
State Appropriations:						
Insurance & Retirement Match	27,573,949	13,314,280	48.3%	26,411,849	12,689,494	48.0%
SBDC State Match	2,037,102	861,929	42.3%	1,841,483	1,205,242	65.4%
ARRA	780,000	227,669	29.2%	1,612,555	24,404	1.5%
Subtotal State Appropriations	30,391,051	14,403,878	47.4%	29,865,887	13,919,140	46.6%
Grants, Contracts & Scholarships:						
Federal	106,968,784	56,241,175	52.6%	70,302,377	49,333,428	70.2%
State	8,314,598	4,594,403	55.3%	5,631,808	5,719,758	101.6%
Local	6,085,578	6,083,507	100.0%	5,520,623	3,507,553	63.5%
Transfers-in	825,744	135,039	16.4%	144,528	63,836	44.2%
Subtotal Grants, Contracts & Scholarships	122,194,704	67,054,124	54.9%	81,599,336	58,624,575	71.8%
Richland Collegiate High School	-	-	n/a	48,308	-	n/a
TOTAL RESTRICTED	152,585,755	81,458,002	53.4%	111,513,531	72,543,715	65.1%
RICHLAND COLLEGIATE HIGH SCHOOL						
State Funding	2,965,387	1,297,079	43.7%	2,724,878	1,128,742	41.4%
Investment Income	8,000	3,675	45.9%	10,800	6,752	62.5%
TOTAL COLLEGIATE HIGH SCHOOL	2,973,387	1,300,754	43.7%	2,735,678	1,135,494	41.5%
TOTAL REVENUES & ADDITIONS	\$ 500,462,363	\$ 317,523,735	63.4%	\$ 480,035,581	\$ 315,798,414	65.8%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY FUNCTION

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

	February 28, 2011			February 28, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Instruction	\$ 138,544,080	\$ 72,139,808	52.1%	\$ 133,952,705	\$ 72,455,792	54.1%
Public Service	6,836,651	2,403,879	35.2%	6,880,367	3,675,905	53.4%
Academic Support	18,628,219	9,072,175	48.7%	19,041,385	9,007,199	47.3%
Student Services	29,025,755	13,974,243	48.1%	28,768,141	14,235,875	49.5%
Institutional Support	62,101,817	32,724,832	52.7%	64,110,626	34,826,956	54.3%
Staff Benefits	11,388,009	6,994,454	61.4%	11,468,744	6,322,708	55.1%
Operations & Maintenance of Plant	32,312,911	19,033,333	58.9%	32,469,503	19,008,618	58.5%
Repairs & Rehabilitation	22,359,542	6,852,541	30.6%	33,090,855	6,293,986	19.0%
Special Items:						
Reserve - Campus	1,587,294	n/a	n/a	6,056,371	n/a	n/a
Reserve - Compensation	-	n/a	n/a	60,364	n/a	n/a
Reserve - Retention	-	n/a	n/a	803,200	n/a	n/a
Reserve - State Funding Reduction	-	n/a	n/a	-	n/a	n/a
Reserve - Operating	1,936,547	n/a	n/a	3,373,923	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	1,400,000	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Non-operating	-	n/a	n/a	1,587,990	n/a	n/a
TOTAL UNRESTRICTED	324,720,825	163,195,265	50.3%	343,064,174	165,827,039	48.3%
AUXILIARY FUND						
Student Activities	7,296,225	3,426,139	47.0%	7,385,190	3,873,942	52.5%
Sales & Services	2,632,138	1,340,244	50.9%	3,629,831	1,852,229	51.0%
Reserve - Campus	574,377	-	n/a	800,548	n/a	n/a
Reserve - District	132,191	-	n/a	381,279	n/a	n/a
Transfers-out	120,550	59,297	49.2%	115,487	55,840	48.4%
TOTAL AUXILIARY	10,755,481	4,825,680	44.9%	12,312,335	5,782,011	47.0%
RESTRICTED FUND						
State Appropriations	27,573,949	13,314,280	48.3%	26,411,848	12,689,494	48.0%
Grants & Contracts	29,306,928	12,059,733	41.1%	34,302,683	16,282,425	47.5%
Scholarships	95,704,878	56,083,989	58.6%	50,750,692	43,571,796	85.9%
Subtotal Grants, Contracts & Scholarships	152,585,755	81,458,002	53.4%	111,465,223	72,543,715	65.1%
Richland Collegiate High School	-	-	n/a	48,308	-	n/a
TOTAL RESTRICTED	152,585,755	81,458,002	53.4%	111,513,531	72,543,715	65.1%
RICHLAND COLLEGIATE H.S.						
Expenditures	2,973,387	908,908	30.6%	2,735,678	1,110,748	40.6%
TOTAL COLLEGIATE HIGH SCHOOL	2,973,387	908,908	30.6%	2,735,678	1,110,748	40.6%
SUBTOTAL EXPENDITURES & USES	491,035,448	250,387,855	51.0%	469,625,718	245,263,513	52.2%
TRANSFERS & DEDUCTIONS:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,290,005	90.5%	2,322,986	2,187,495	94.2%
Institutional Matching-Contracts/Grants	30,500	309,357	1,014.3%	32,243	158,251	490.8%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	5,175,797	5,175,797	100.0%
Unexpended Plant Fund	-	-	n/a	20,870	20,870	100.0%
Debt Service Fund	2,575,995	1,287,998	50.0%	2,857,967	1,428,984	50.0%
TOTAL TRANSFERS & DEDUCTIONS	9,426,915	8,178,157	86.8%	10,409,863	8,971,397	86.2%
TOTAL EXPENDITURES & USES	\$ 500,462,363	\$ 258,566,012	51.7%	\$ 480,035,581	\$ 254,234,910	53.0%

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
2010-11 CURRENT FUNDS OPERATING BUDGET

EXPENDITURES & USES BY ACCOUNT CLASSIFICATION

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

	February 28, 2011			February 28, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
UNRESTRICTED FUND						
Salaries & Wages	\$217,177,668	\$111,017,235	51.1%	\$207,412,551	\$110,119,009	53.1%
Staff Benefits	11,388,009	6,994,454	61.4%	11,468,744	6,322,708	55.1%
Purchased Services	20,243,083	11,554,373	57.1%	22,233,164	13,054,631	58.7%
Operating Expenses	69,156,470	30,888,044	44.7%	83,039,843	30,756,276	37.0%
Supplies & Materials	11,531,138	6,830,811	59.2%	12,738,677	8,688,477	68.2%
Minor Equipment	4,527,643	1,653,693	36.5%	5,736,493	2,107,129	36.7%
Capital Outlay	6,266,504	2,237,668	35.7%	6,057,596	2,925,559	48.3%
Charges	(19,093,531)	(7,981,013)	41.8%	(18,904,742)	(8,146,750)	43.1%
SUBTOTAL UNRESTRICTED	321,196,984	163,195,265	50.8%	329,782,326	165,827,039	50.3%
Reserve - Campus	1,587,294	n/a	n/a	6,056,371	n/a	n/a
Reserve - Compensation	-	n/a	n/a	60,364	n/a	n/a
Reserve - Retention	-	n/a	n/a	803,200	n/a	n/a
Reserve - State Funding Reduction	-	n/a	n/a	-	n/a	n/a
Reserve - Operating	1,936,547	n/a	n/a	3,373,923	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	1,400,000	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Non-operating	-	n/a	n/a	1,587,990	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,290,005	90.5%	2,322,986	2,187,495	94.2%
Institutional Matching - Contracts/Grants	30,500	309,357	1,014.3%	32,243	158,251	490.8%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	5,175,797	5,175,797	100.0%
Unexpended Plant Fund	-	-	n/a	20,870	20,870	100.0%
Debt Service Fund	2,575,995	1,287,998	50.0%	2,857,967	1,428,984	50.0%
TOTAL UNRESTRICTED	334,147,740	171,373,422	51.3%	353,474,037	174,798,436	49.5%
AUXILIARY FUND	10,755,481	4,825,680	44.9%	12,312,335	5,782,011	47.0%
RESTRICTED FUND	152,585,755	81,458,002	53.4%	111,513,531	72,543,715	65.1%
RICHLAND COLLEGIATE HIGH SCHOOL	2,973,387	908,908	30.6%	2,735,678	1,110,748	40.6%
TOTAL EXPENDITURES & USES	\$500,462,363	\$258,566,012	51.7%	\$480,035,581	\$254,234,910	53.0%

NOTES

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

- (1) *Federal Grants & Contracts* is higher than the normal percent of budget due to the additional Pell being offered this year. As a result, there has been an increase in federal funding for the Pell Administrative allowance.
- (2) *State Grants & Contracts* has reached 100% of budget. It is required to be expended by the end of February each year. There is expected to be a very minimal amount of additional revenues, if any, received the remainder of this year for the state college work-study.
- (3) *Actual Investment Income* is slightly below control limits due to market conditions. Interest rates continue to remain low. Interest income will be re-evaluated for Spring Budget Revision.
- (4) *Subtotal General Sources* reflects a slightly lower than normal percent of budget due primarily to conditions mentioned in note 3.
- (5) *Public Service* is below control limits because Bill J. Priest had several grants that were projected in the budget that did not materialize and the funds have been placed in reserves. Revenues will be re-evaluated for Spring Budget Revision.
- (6) *Operations & Maintenance of Plant* is slightly higher than the normal percent of budget, but this increase does not appear to be related to any isolated incident.

INFORMATIVE REPORT NO. 26

Monthly Award and Change Order Summary

Listed below are the awards and change orders approved by the executive vice chancellor of business affairs in February 2011.

AWARDS:

17961	ASBESTOS ABATEMENT - EFC	
	Cactus systems, Inc.	Initial award \$32,960
		Increase 4,900
		Revised award total \$37,860

This increase is due to the discovery of the existence of more asbestos than anticipated in the initial assessment of the project.

1D90374 & 1D90375	DATATEL ENHANCED TECHNICAL SUPPORT - DSC	
	Datatel, Inc.	
	Enhanced Technical Support (1D90374)	\$27,000
	Solution Center Technical Support (D90375)	<u>8,190</u>
	Total	\$35,190

This award (requisition #1D90374) will extend the proprietary Datatel Enhanced Technical Support coverage for an additional 18 months, at a cost of \$1,500 per month. This support provides a dedicated senior-level Datatel resource person who is familiar with the district installation and serves as focal point for DCCCD account activity. In the event of technical issues, DCCCD is entitled to "fast track" problem resolution, a process which bypasses the normal Datatel problem escalation procedure.

The second part of the award (requisition #1D90375) will extend the agreement for The Solution Center Technical Support coverage which provides up to 2 hours per month of telephone access over this same 18 month period.

3D72371 PURCHASE OF LANDSCAPE EQUIPMENT - CVC

Longhorn Inc.	\$12,483
Six & Mango Equipment	<u>\$16,612</u>
Total	\$29,095

This award is for the purchase of landscape equipment for weekly mowing of the athletic fields and the Cedar Hill site. The tractor with a front end loader and backhoe will be used for irrigation and plumbing operations.

8D48843	UPGRADE & EXPANSION OF POWERLOGIC SYSTEM - RLC Shermco Industries, Inc.	\$36,875
---------	--	----------

This award is for the upgrade and expansion of the existing PowerLogic system and software from version 3.3 to version 6.0. The awardee will furnish and provide all the labor, material, software, testing equipment, meters and display equipment.

The PowerLogic system is used to monitor the distribution of electrical power throughout the campus. The current system is capable of monitoring 42% of the buildings on campus. This upgrade will allow monitoring of all the buildings on campus and provide information to determine if we are operating/utilizing our facilities in the most efficient manner.

CHANGE ORDERS:

Basecom, Inc. – Bid #11727
 Restroom Upgrades - BHC
 Purchase Order No. B16525
 Change Order No. 05

Change: Remove acoustic wall panels in Building C lobby restrooms. Repair walls as needed, tape, bed, texture & paint.

Original Contract Amount	\$803,164.00
Change Order Limit/Contingency	120,475.00
Prior Change Order Total Amounts	28,151.51
Net Increase this Change Order	1,127.00
Revised Contract Amount	\$832,442.51

Board approved original award 05/11/2010. This is for BHC project #2, *Progress Report on Construction Projects*.

Basecom, Inc. – Bid #11727
Restroom Upgrades - BHC
Purchase Order No. B16525
Change Order No. 06

Change: Floor demo and replacement in T Annex restroom. Wall repairs F East & T 3rd floor. Wall repairs T 3rd floor.

Original Contract Amount	\$803,164.00
Change Order Limit/Contingency	120,475.00
Prior Change Order Total Amounts	29,728.51
Net Increase this Change Order	6,791.00
Revised Contract Amount	\$839,233.51

Board approved original award 05/11/2010. This is for BHC project #2, *Progress Report on Construction Projects*.

Texas Standard Construction, Ltd – Bid #11782
Parking Lot Expansion - BHC
Purchase Order No. B17475
Change Order No. 01

Change: Remove/dispose of Native Cedar tree in E parking area. Furnish material, labor and equipment to remove/replace all “non-compliant” handicap ramps, landing, and sidewalks. Furnish material, labor and equipment to complete X-1 parking area improvements.

Original Contract Amount	\$672,000.00
Change Order Limit/Contingency	100,800.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	27,626.00
Revised Contract Amount	\$699,626.00

Board approved original award 09/07/2010. This is for BHC project #7, *Progress Report on Construction Projects*.

Texas Standard Construction, Ltd – Bid #11782
Parking Lot Expansion - BHC
Purchase Order No. B17475
Change Order No. 02

Change: Work deleted for East S-1 parking area lighting with added work in S-1 and W-2 parking areas.

Original Contract Amount	\$672,000.00
Change Order Limit/Contingency	100,800.00
Prior Change Order Total Amounts	27,626.00
Net Decrease this Change Order	-4,032.00
Revised Contract Amount	\$695,594.00

Board approved original award 09/07/2010. This is for BHC project #7, *Progress Report on Construction Projects*.

Texas Standard Construction, Ltd – Bid #11782
Parking Lot Expansion - BHC
Purchase Order No. B17475
Change Order No. 03

Change: Re-stripe parking lots E1, E2, W1, and W2.

Original Contract Amount	\$672,000.00
Change Order Limit/Contingency	100,800.00
Prior Change Order Total Amounts	23,594.00
Net Increase this Change Order	12,000.00
Revised Contract Amount	\$707,594.00

Board approved original award 09/07/2010. This is for BHC project #7, *Progress Report on Construction Projects*.

Dunaway Associates – Bid #N/A
Dock Lift - DO
Purchase Order No. B16307
Change Order No. 01

Change: Coordinate structural engineer for District Dock Project to provide structural design drawings.

Original Contract Amount	\$52,992.00
--------------------------	-------------

Change Order Limit/Contingency	.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	6,688.00
Revised Contract Amount	\$59,680.00

Board approved original award 12/01/2009. This is for DO project #1, *Progress Report on Construction Projects*.

C. D. Henderson – Bid #B11781
 Parking Lot and Courtyard Replacement - EFC
 Purchase Order No. B17217
 Change Order No. 02

Change: Lowering of 8” water line next to Parking lot W-3.

Original Contract Amount	\$1,069,300.00
Change Order Limit/Contingency	160,395.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	3,766.00
Revised Contract Amount	\$1,073,066.00

Board approved original award 09/07/2010. This is for EFC project #3 & 4, *Progress Report on Construction Projects*.

C. D. Henderson – Bid #11781
 Parking Lot and Courtyard Replacement - EFC
 Purchase Order No. B17214
 Change Order No. 02

Change: Remove sleeper slab at area #10.

Original Contract Amount	\$159,200.00
Change Order Limit/Contingency	23,880.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	12,223.00
Revised Contract Amount	\$171,423.00

Board approved original award 09/07/2010. This is for EFC project #3&4, *Progress Report on Construction Projects*.

C. D. Henderson – Bid #11781
Parking Lot and Courtyard Replacement - EFC
Purchase Order No. B17215
Change Order No. 02

Change: Remove existing VCT pipe at bottom of basement wall and replace with PVC.

Original Contract Amount	\$360,400.00
Change Order Limit/Contingency	54,060.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	7,686.00
Revised Contract Amount	\$368,086.00

Board approved original award 09/07/2010. This is for EFC project #3&4, *Progress Report on Construction Projects.*

C. D. Henderson – Bid #11780
Paving and Drainage Improvements - EFC
Purchase Order No. B17218
Change Order No. 01

Change: Reconstruction of Line D; to comply with design change by Engineer. Extension of roof drain storm system from Building K to New Storm Inlet E2. Install additional irrigation sleeves at Byron McClenney @ Oates not originally included in Plans. Relocate curb inlet of storm pipe to save large tree in conflict with plan design.

Original Contract Amount	\$1,124,300.00
Change Order Limit/Contingency	168,645.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	19,478.00
Revised Contract Amount	\$1,143,778.80

Board approved original award 09/07/2010. This is for EFC project #7, *Progress Report on Construction Projects.*

Infinity Contractors International, Ltd. – Bid #11811
Chiller Replacement - MVC
Purchase Order No. B17879
Change Order No. 01

Change: Replace Chiller CH-2 and motors/VFDs on AHU 1-4.

Original Contract Amount	\$499,697.50
Change Order Limit/Contingency	74,955.00
Prior Change Order Total Amounts	.00
Net Increase this Change Order	27,924.14
Revised Contract Amount	\$527,621.64

Board approved original award 11/09/2010. This is for MVC project #2, *Progress Report on Construction Projects*.

INFORMATIVE REPORT NO. 27

Payments for Goods and Services

This is an indicator report for the M/WBE participation provision in Policy BAA (LOCAL), which the Board of Trustees adopted on April 1, 2008. The policy statement is “The Board intends that the District, in the awarding of contracts for goods and services, shall make competitive opportunities available to all prospective suppliers including but not limited to new businesses, small businesses, and minority and woman-owned business enterprises (M/WBEs).” This report reflects the status as of February 2011.

September & October 2010 Compared to September & October 2009

<u>Ethnicity/ Gender</u>	<u>September 10</u>		<u>October 10</u>		<u>September 09</u>		<u>October 09</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
American Indian/Alaskan Native	3,525	0.1	4,665	.2	54,743	0.3	9,455	0.1
Black/African-American	416,601	7.1	24,915	1.2	547,012	2.6	1,020,111	6.7
Asian Indian	199,940	3.4	258,915	12.3	1,030,571	5.0	494,339	3.3
Anglo-American, Female	1,202,989	20.4	311,628	14.8	1,726,382	8.4	1,648,059	10.9
Asian Pacific	753	0.0	352	0.0	10,439	0.1	36,715	0.2
Hispanic/Latino/Mex-American	733,242	12.4	198,253	9.4	1,982,617	9.6	1,566,096	10.3
Other Female	10,137	0.2	133,143	6.3	56,882	0.3	85,006	0.6
Total M/WBE	2,567,187	43.5	931,872	44.3	5,408,645	26.2	4,859,780	32.1
Not Classified	3,330,616	56.5	1,171,910	55.7	15,239,773	73.8	10,283,161	67.9
Subtotal for Discretionary Payments	5,897,803	100.0	2,103,782	100.0	20,648,418	100.0	15,142,941	100.0
Non-discretionary Payments	8,301,695		6,456,873		2,950,476		2,546,863	
Total Payments	14,199,498		8,560,655		23,598,893		17,689,804	

November & December 2010 Compared to November & December 2009

<u>Ethnicity/ Gender</u>	<u>November 10</u>		<u>December 10</u>		<u>November 09</u>		<u>December 09</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
American Indian/Alaskan Native	18,861	0.4	8,647	0.4	5,634	0.1	1,683	0.0
Black/African-American	470,032	10.1	225,707	10.3	435,464	4.6	429,581	3.5
Asian Indian	216,676	4.7	98,553	4.5	988,845	10.4	949,305	7.8
Anglo-American, Female	531,972	11.4	148,449	6.8	1,346,777	14.1	1,498,801	12.2
Asian Pacific	8,174	0.2	2,665	.1	5,072	0.1	13,220	0.1
Hispanic/Latino/Mex-American	585,142	12.6	483,937	22.1	579,192	6.1	1,174,661	9.6
Other Female	19,320	0.4	3,880	0.1	399,182	4.2	59,228	0.5
Total M/WBE	1,850,177	39.8	971,842	44.5	3,760,166	39.5	4,126,481	33.8
Not Classified	2,797,547	60.2	1,208,990	55.4	5,761,318	60.5	8,080,251	66.2
Subtotal for Discretionary Payments	4,647,724	100.0	2,180,833	100.0	9,521,484	100.0	12,206,733	100.0
Non-discretionary Payments	6,820,058		6,138,921		1,616,628		2,170,879	
Total Payments	11,467,782		8,319,755		11,138,113		14,377,613	

January & February 2011 Compared to January & February 2010

Ethnicity/ Gender	January 11		February 11		January 10		February 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	0	0.0	1,056	0.0	1,406	0.0	8,156	0.0
Black/African-American	217,692	7.7	273,933	10.7	291,920	2.6	749,545	6.7
Asian Indian	135,976	4.8	224,910	8.7	650,293	5.8	569,189	5.2
Anglo-American, Female	486,943	17.3	264,533	10.3	1,792,084	16.1	1,330,629	11.9
Asian Pacific	2,784	0.1	14,580	0.5	41,796.31	0.3	6,308	0.0
Hispanic/Latino/Mex-American	153,581	5.4	328,153	12.8	2,045,371	18.4	1,594,316	14.4
Other Female	10,439	0.3	58,382	2.2	264,867	2.3	210,518	1.9
Total M/WBE	1,007,417	35.9	1,165,547	45.5	5,087,739	45.8	4,468,661	40.1
Not Classified	1,793,839	64.0	1,393,292	54.4	6,003,941	54.1	6,696,746	59.9
Subtotal for Discretionary Payments	2,801,256	100.0	2,458,432	100.0	11,091,681	100.0	11,165,407	100.0
Non-discretionary Payments	5,465,659		2,940,708		1,019,691		2,830,755	
Total Payments	8,266,916		5,399,140		12,111,372		13,996,162	

Payments to M/WBEs in Fiscal Years 2002/03 – 2009/10

	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10
American Indian/ Alaskan Native	2,735,072	3,849,775	300,869	976,953	1,098,580	293,244	304,324	174,963
Black/African- American	2,292,519	3,205,921	4,404,239	4,706,496	3,125,284	14,934,516	40,748,128	6,337,986
Asian Indian	66,670	148,477	468,352	1,112,483	3,170,023	3,494,574	12,392,237	6,947,151
Anglo-American, Female	1,615,111	1,237,126	5,569,275	4,684,336	3,902,023	4,893,713	14,952,024	13,742,587
Asian Pacific	236,225	286,589	995,558	25,793	26,035	656,552	1,099,847	1,184,614
Hispanic/Latino/ Mex-American	1,019,652	816,123	2,574,890	4,034,906	1,993,010	11,019,093	30,260,832	14,711,676
Other Female	13,991	11,092	33,805	712,096	695,800	940,788	1,545,232	1,989,424
HUB	N/A	N/A	1,363,959	N/A	N/A	N/A	N/A	N/A
Total paid to M/WBEs	7,979,240	9,555,103	15,710,947	16,253,063	14,010,755	36,232,480	101,302,624	45,088,401
% of all payments	12.02%	14.33%	24.78%	22.27%	20.07%	21.69%	37.87%	30.10%

Note: Effective September 1, 2004, sources for ascertaining certification were expanded from only NCTRCA to include HUB-State of Texas, DFWMBDC, and WBC - Southwest.

INFORMATIVE REPORT NO. 28

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of February 28, 2011

PROJECTS		DESIGN								CONSTRUCTION									
Project Status		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
	BHC																		
1	Police Communication system																		
2	Upgrade restrooms campus-wide																		
3	Update/replace exterior signage																		
4	Replace walkways/sidewalks campus wide																		
5	Replace 700T centrifugal chiller bldg B																		
6	Relocate & remodel police & communication center																		
7	Parking lots expansion																		
8	Soccer field replacement																		
	Bond Program																		
9	Construct Science & Allied Health Bldg																		
10	Expand automotive technology																		
11	Construct Workforce & Continuing Education Bldg																		
	CVC																		
1	Correct subsurface drainage bldgs B, C, D																		
2	Replace glass doors & related store fronts bldgs C & E																		
3	Update fire sprinkler systems bldgs D, E, F, G																		
	Bond Program																		
4	Expand mechanical infrastructure																		
5	Construct Science bldg																		
6	Construct Industrial Tech bldg																		
	DO																		
1	Dock lift (Hold)																		
	Bond Program																		
2	District Admin. Center																		
	DSC																		
1	Replace motor VFD etc. TAB, AHU 6 @ Purchasing																		
2	Refurbish cooling tower																		
3	Maintenance specification for elevators BHC/MVC/ECC/ RLC																		
	D-W																		
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure (Hold)																		
2	D-W ADA assessment																		
	ECC																		
1	Welding exhaust system BJP																		
2	Replace & seal all ext. windows, Paramount																		
3	Replace roof bldg A & Penthouse																		
4	Replace AHU drives, shaft, bearing, controls @ BJP																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS
Status Report as of February 28, 2011

PROJECTS		DESIGN										CONSTRUCTION							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
5	Replace surge suppressors @ distribution panels																		
6	Installation 21 wind turbines																		
7	Elevator lobby remodel																		
	Bond Program																		
8	Develop West Campus																		
9	Build Center for Allied Health & Nursing																		
10	Back fill Adaptive Remodel																		
	EFC																		
1	Repair foam roof bldgs C,L,M,N,P (Hold)																		
2	Refurbish restrooms																		
3	Repair upper courtyard																		
4	Replace asphalt parking lots																		
5	CCTV (Hold)																		
6	Re-route Oates to Loop Road																		
7	Oates/Spur paving drain																		
8	Remove/replace sidewalks campus wide																		
	Bond Program																		
9	Develop South Campus																		
10	Expand mechanical infrastructure																		
11	Build learning center																		
12	Remodel vacated space																		
13	Construct Continuing Education Workforce & Criminal Justice Bldg																		
14	Construct center for child & family studies																		
15	Construct Technology Bldg																		
	MVC																		
1	Replace hall carpet, main campus																		
2	Replace 1000T chiller																		
3	Replace motors & VFD's on AHUs																		
	Bond Program																		
4	Build soccer fields & community recreation complex																		
5	Expand mechanical infrastructure																		
6	Construct Science Bldg																		
7	Construct Performance Hall																		
8	Remodel vacated space																		
9	Construct Economic & Workforce Center																		
10	Construct Student Center																		
	NLC																		
1	Building A elevator																		
2	Replace roofs bldgs H & K																		
3	Repair/replace concrete steps, bldg A waterproof																		
4	Repair roofs, exterior stucco water leaks bldg R																		

PROGRESS REPORT ON CONSTRUCTION PROJECTS
 Status Report as of February 28, 2011

PROJECTS		DESIGN										CONSTRUCTION							
		Board Review	A & E Selection	Feasibility Study	Programming	Concept Review	Schematic Rev	30%	65%	95%	100%	Bidding	Board Approval	Construction Start	30%	65%	95%	100%	Final Completion Acceptance
5	Repair high priority water infiltration points campus wide																		
6	Repair piping insulation in section of tunnel																		
7	Replace buried utility pipe in section of tunnel																		
8	Replace Performance Hall seating, 405 seats																		
9	Repair tunnel soils @ bldg F & A300																		
10	Repair lab flooring Bldg C																		
11	Performance Hall upgrades																		
12	H200 student life renovation																		
13	New & replace sidewalks (Hold)																		
14	Structural analysis all parking lots' lights (Hold)																		
15	North Campus improvements																		
	Bond Program																		
16	Develop South Campus																		
17	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																		
1	Repair sinkhole south end of lake																		
2	Replace underground West side HVAC piping																		
3	Replace 900T chiller #2																		
4	Replace original entrance doors phase II																		
5	Refurbish existing cooling towers, 3 - 750T																		
6	Replace 84 store front doors																		
7	Magnetic locks on interior (Hold)																		
8	TAB Pecos HVAC																		
9	Traffic Control study @ Abrams, Shadow Dr. & Walnut Street																		
10	Relocate HVAC piping under lake: feasibility study																		
11	Repair parking lot A asphalt (Hold)																		
	Bond Program																		
12	Construct Science Bldg & expand parking/Mechanical Infrastructure																		
13	Renovate Sabine Hall																		
14	Develop Garland Campus																		
	LCET																		
1	Replace damper & actuators, AHU 1 & 2 @ LCET																		

FACILITIES HOLD PROJECTS - PER CAMPUS REQUEST

1. Dock lift (DO)
2. Feasibility study (IT environment upgrades) administrative cabling infrastructure (DW)
3. Repair foam roof bldgs. C,L,M,N,P (EFC)
4. CCTV (EFC)
5. New & replace sidewalks (NLC)
6. Structural analysis all parking lots' lights (NLC)
7. Magnetic locks on interior (RLC)
8. Repair parking lot A asphalt (RLC)

FACILITIES COMPLETED/CANCELED PROJECTS LAST REPORT TO APPEAR

1. Replace walkways/sidewalks campus wide (BHC)
2. Parking lots expansion (BHC)
3. Soccer field replacement (BHC)
4. Repair lab flooring Bldg C (NLC)

BOND PROGRAM 100% COMPLETED PROJECTS – ONGOING

1. Expand Automotive Technology (BHC)
2. Construct Science & Allied Health Bldg (BHC)
3. Construct Workforce & Continuing Education Bldg (BHC)
4. Expand Mechanical Infrastructure (CVC)
5. Construct Science Bldg (CVC)
6. Construct Industrial Tech Bldg (CVC)
7. District Admin. Center (DO)
8. Build Center for Allied Health & Nursing (ECC)
9. Develop West Campus (ECC)
10. Back fill Adaptive Remodel (ECC)
11. Develop South Campus (EFC)
12. Expand Mechanical Infrastructure (EFC)
13. Build Learning Center (EFC)
14. Remodel vacated space (EFC)
15. Construct Continuing Education Workforce & Criminal Justice Bldg (EFC)
16. Construct Center for Child & Family Studies (EFC)
17. Construct Technology Bldg (EFC)
18. Build Soccer Fields & Community Recreation Complex (MVC)
19. Expand Mechanical Infrastructure (MVC)
20. Construct Science Bldg (MVC)

21. Construct Performance Hall (MVC)
22. Remodel vacated space/Adaptive Remodel (MVC)
23. Construct Economic & Workforce Development Center (MVC)
24. Construct Student Center (MVC)
25. Develop South Campus (NLC)
26. Develop North Campus (NLC)
27. Expand Mechanical Infrastructure (NLC)
28. Construct Science Bldg (NLC)
29. Construct General Purpose Bldg (NLC)
30. Workforce Development Center (NLC)
31. Remodel vacated space/Adaptive Remodel (NLC)
32. Repair structural/waterproofing (NLC)
33. Construct Science Bldg & expand parking/Mechanical Infrastructure (RLC)
34. Develop Garland Campus (RLC)
35. Renovate Sabine Hall (RLC)

INFORMATIVE REPORT NO. 29

Facilities Management Project Report

The status of the work of facilities management on maintenance projects and staff assistance request (SARS) projects is reported for the period ending February 28, 2011.

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc
1) Mep Upgrade/ Restroom Renovations (D195) Estimated Cost: \$1,017,336 Revised Cost: \$ Awarded Amount: \$958,636	90,252	839,234	28,428	722
	Start Date: April 09 Projected Completion Date: March 11			
2) Update/Replace Exterior Signage (D208) Estimated Cost: \$138,225 Revised Cost: \$ Awarded Amount: \$13,226	9,363	0	3,863	0
	Start Date: December 09 Projected Completion Date: April 11			
3) Replace Walkways/ Sidewalks Campus-Wide (D205) Estimated Cost: \$364,260 Revised Cost: \$ Awarded Amount: \$193,354	24,342	138,151	10,043	20,818
	Start Date: December 09 Projected Completion Date: April 11			

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc
4) Replace 700T Centrifugal Chiller, Building B (D207)	33,705	332,551	13,905	234
Estimated Cost: \$497,610 Revised Cost: \$ Awarded Amount: \$380,395	Start Date: December 09 Projected Completion Date: March 11			
BHC Maintenance Summary	Total Estimated Cost: \$2,017,431	Total Revised Cost: \$0	Total Awarded Amount: \$1,545,611	

Brookhaven College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Police Communication System (BHC310) Estimated Cost: \$1,214,286 Revised Cost: \$ Awarded Amount: \$110,150	90,950	0	0	19,200
Start Date: August 08 Projected Completion Date: August 11				
2) Parking Lots Expansion (BHC314) Estimated Cost: \$209,414 Revised Cost: \$756,974 Awarded Amount: \$725,600	17,774	707,594	0	232
Start Date: November 10 Projected Completion Date: January 11				
3) Relocate and Remodel Police and Communication system (BHC316) Estimated Cost: \$529,960 Revised Cost: \$ Awarded Amount: \$29,960	29,960	0	0	0
Start Date: September: September 10 Projected Completion Date: September 11				

Brookhaven College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Soccer Field Replacement (BHC317)	0	49,999	0	0
Estimated Cost: \$75,000 Revised Cost: \$ Awarded Amount: \$49,999	Start Date: September: December 10 Projected Completion Date: February 11			
BHC SAR Summary	Total Estimated Cost: \$2,028,660	Total Revised Cost: \$0	Total Awarded Amount: \$915,709	

Cedar Valley College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Correct Water Drainage, Bldg. B,C,D (D200) Estimated Cost: \$552,900 Revised Cost: \$ Awarded Amount: \$114,106	41,025	55,965	15,450	1,666
	Start Date: December 08 Projected Completion Date: April 11			
2) Update Fire Sprinkler Systems, Buildings D,E,F and G (D207) Estimated Cost: \$1,144,503 Revised Cost: \$ Awarded Amount: \$109,517	77,522	0	31,982	13
	Start Date: December 09 Projected Completion Date: TBD*			
3) Replace Glass in Bldg C,E (D195) Estimated Cost: \$525,256 Revised Cost: \$597,504 Awarded Amount: \$425,657	50,244	360,500	14,678	235
	Start Date: April 09 Projected Completion Date: March 11			
CVC Maintenance Summary	Total Estimated Cost: \$2,222,659	Total Revised Cost: \$0	Total Awarded Amount: \$649,280	

*TBD- To Be Determined

Eastfield College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Repair Foam Roofs: Bldgs C, L, N, P (D198) Estimated Cost: \$204,439 Revised Cost: \$310,714 Awarded Amount: \$292,078	13,662	270,850	5,636	1,930
	Start Date: February 09 Projected Completion Date: Hold			
2) Repair Upper Courtyard (D210) Estimated Cost: \$629,890 Revised Cost: \$ Awarded Amount: \$441,396	55,544	368,086	17,366	400
	Start Date: December 09 Projected Completion Date: June 11			
3) Refurbish Restrooms, C3RW2, F2RM1, F2RW1, L3RM1, L3RW1 (D208) Estimated Cost: \$154,812 Revised Cost: \$370,743 Awarded Amount: \$324,569	10,486	309,505	4,326	252
	Start Date: December 09 Projected Completion Date: September 11			

Eastfield College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Replace Asphalt Parking Lots (D210)	147,038	1,073,066	50,058	44,765
Estimated Cost: \$1,815,696	Start Date: December 09 Projected Completion Date: June 11			
Revised Cost: \$				
Awarded Amount: \$1,314,927				
EFC Maintenance Summary	Total Estimated Cost: \$2,804,837	Total Revised Cost: \$0	Total Awarded Amount: \$2,372,970	

Eastfield College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) CCTV (EFC301) Estimated Cost: \$3,370 Revised Cost: \$ Awarded Amount: \$3,370	3,370	0	0	0
Start Date: September 08 Projected Completion Date: Hold				
2) Re-Route Oates to Loop Road & Oates/Spur paving and drainage (EFC 296/276) Estimated Cost: \$1,679,900 Revised Cost: \$ Awarded Amount: \$1,666,069	109,900	1,461,488	74,226	20,455
Start Date: October 09 Projected Completion Date: June 11				
3) Sidewalk Repair, Improvements & Replacement (EFC 299) Estimated Cost: \$318,160 Revised Cost: \$ Awarded Amount: \$206,775	34,980	171,423	0	372
Start Date: October 09 Projected Completion Date: June 11				
EFC SAR Summary	Total Estimated Cost: \$2,001,430	Total Revised Cost: \$0	Total Awarded Amount: \$1,876,214	

El Centro College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Replace & Seal All Exterior Windows, Paramount (D208) Estimated Cost: \$277,169 Revised Cost: \$ Awarded Amount: \$26,520	18,774	0	7,746	0
	Start Date: December 09 Projected Completion Date: August 11			
2) Replace Roof, Bldg A and Penthouse (D205) Estimated Cost: \$359,385 Revised Cost: \$ Awarded Amount: \$38,628	24,343	0	10,043	4,242
	Start Date: December 09 Projected Completion Date: June 11			
3) Replace AHU Drives, Shaft, Bearings, Controls, 9 Each @ BJP (D207) Estimated Cost: \$193,515 Revised Cost: \$ Awarded Amount: \$71,867	13,107	53,352	5,408	0
	Start Date: December 09 Projected Completion Date: June 11			

El Centro College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Replace Surge Suppressors at Distribution Panels @ BJP (D207)	3,745	54,718	1,545	0
Estimated Cost: \$55,290 Revised Cost: \$ Awarded Amount: \$60,008	Start Date: December 09 Projected Completion Date: June 11			
ECC Maintenance Summary	Total Estimated Cost: \$885,359	Total Revised Cost: \$0	Total Awarded Amount: \$197,023	

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Elevator Lobby Remodel (ECC226)	20,223	0	0	0
Estimated Cost: \$295,000 Revised Cost: \$ Awarded Amount: \$20,223	Start Date: December 10 Projected Completion Date: August 11			
2) Welding Exhaust System (BJP60)	11,380	0	0	0
Estimated Cost: \$300,000 Revised Cost: \$ Awarded Amount: \$11,380	Start Date: August 10 Projected Completion Date: September 11			
ECC SAR Summary	Total Estimated Cost: \$595,000	Total Revised Cost: \$0	Total Awarded Amount: \$31,603	

Mountain View College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Replace 1000T Centrifugal Chiller, CH-2 (D206) Estimated Cost: \$829,350 Revised Cost: \$ Awarded Amount: \$607,234	56,175	527,622	23,175	262
	Start Date: December 09 Projected Completion Date: May 11			
2) Replace Motors and VFDs on AHUs A-1, A-2, A- 3 & A-4 (D206) Estimated Cost: \$110,580 Revised Cost: \$ Awarded Amount: \$10,615	7,490	0	3,090	35
	Start Date: December 09 Projected Completion Date: April 11			
3) Replace Hall Carpet, All Levels, Main Campus, 158,000 SF (D208) Estimated Cost: \$652,422 Revised Cost: \$ Awarded Amount: \$62,423	44,192	0	18,231	0
	Start Date: December 09 Projected Completion Date: July 11			
MVC Maintenance Summary	Total Estimated Cost: \$1,592,352	Total Revised Cost: \$0	Total Awarded Amount: \$680,272	

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Repair Tunnel Soils @ Bldg F & A300 (D203) Estimated Cost: \$702,386 Revised Cost: \$ Awarded Amount: \$70,065	52,609	0	7,880	9,576
	Start Date: December 09 Projected Completion Date: December 11			
2) Replace Roofs, Bldgs. H & K Waterproofing (D209) Estimated Cost: \$333,438 Revised Cost: \$ Awarded Amount: \$31,585	22,283	0	9,192	110
	Start Date: December 09 Projected Completion Date: December 11			
3) Repair/Replace Concrete Stairs, Bldg. A, Waterproofing (D209) Estimated Cost: \$119,169 Revised Cost: \$ Awarded Amount: \$24,779	21,383	0	3,286	110
	Start Date: December 09 Projected Completion Date: December 11			

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Repair Roofs, Exterior Stucco, Water Infiltration, Bldg. R (D209) Estimated Cost: \$364,260 Revised Cost: \$ Awarded Amount: \$34,495	24,342	0	10,043	110
	Start Date: December 09 Projected Completion Date: December 11			
5) Repair High Priority Water Infiltration Points, Campus Wide (D209) Estimated Cost: \$119,169 Revised Cost: \$ Awarded Amount: \$18,115	14,719	0	3,286	110
	Start Date: December 09 Projected Completion Date: December 11			
6) Replace Piping Insulation in Section of Tunnel (D206) Estimated Cost: \$199,044 Revised Cost: \$ Awarded Amount: \$19,044	13,482	0	5,562	0
	Start Date: December 09 Projected Completion Date: August 11			

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
7) Replace Buried Utility Pipe in Section of Tunnel (D206)	6,741	0	2,781	0
Estimated Cost: \$99,522 Revised Cost: \$ Awarded Amount: \$9,522	Start Date: December 09 Projected Completion Date: September 11			
8) Repair/ Re-Upholster Performance Hall Seating (D208)	14,726	0	6,075	0
Estimated Cost: \$217,422 Revised Cost: \$ Awarded Amount: \$20,801	Start Date: December 09 Projected Completion Date: June 11			
NLC Maintenance Summary	Total Estimated Cost: \$2,154,410	Total Revised Cost: \$0	Total Awarded Amount: \$228,406	

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Student Life Center (NLC278) Estimated Cost: \$3,800,000 Revised Cost: \$ Awarded Amount: \$1,802,272	273,372	1,471,780	56,460	660
Start Date: March 08 Projected Completion Date: April 11				
2) Bldg A Elevator (NLC328) Estimated Cost: \$1,146,428 Revised Cost: \$ Awarded Amount: \$730,880	80,250	629,000	21,630	0
Start Date: April 09 Projected Completion Date: August 11				
3) Repair Lab Flooring Bldg C (NLC335) Estimated Cost: \$146,742 Revised Cost: \$ Awarded Amount: \$70,492	10,272	60,220	0	0
Start Date: July 09 Projected Completion Date: June 10				

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
4) Performance Hall Upgrades/Life Safety Analysis (NLC339) Estimated Cost: \$6,923 Revised Cost: \$ Awarded Amount: \$9,705	6,923	0	0	2,782
	Start Date: May 10 Projected Completion Date: September 11			
5) North Campus Improvements (NLC343) Estimated Cost: \$24,400 Revised Cost: \$ Awarded Amount: \$7,981	7,981	0	0	0
	Start Date: November 10 Projected Completion Date: TBD			
6) Structural Analysis all Parking Lot Lights (NLC340) Estimated Cost: \$20,725 Revised Cost: \$20,725 Awarded Amount: \$20,725	20,725	0	0	0
	Start Date: May 10 Projected Completion Date: Hold			

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
7) New and Replace Sidewalks (NLC341)	164,295	0	0	0
Estimated Cost: \$164,295 Revised Cost: \$164,295 Awarded Amount: \$164,295	Start Date: September: July 10 Projected Completion Date: Hold			
NLC SAR Summary	Total Estimated Cost: \$5,309,513	Total Revised Cost: \$0	Total Awarded Amount: \$2,806,350	

Richland College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Replace Underground West Side HVAC Piping (D211) Estimated Cost: \$707,712 Revised Cost: \$ Awarded Amount: \$247,512	47,896	179,709	19,776	131
	Start Date: December 09 Projected Completion Date: May 11			
2) Replace 900 Ton Chiller No. 2 (D211) Estimated Cost: \$552,900 Revised Cost: \$627,900 Awarded Amount: \$600,757	37,418	547,787	15,450	102
	Start Date: December 09 Projected Completion Date: June 11			
3) Replace Original Entrance Doors, Phase II (D208) Estimated Cost: \$404,722 Revised Cost: \$ Awarded Amount: \$374,460	27,413	335,480	11,308	259
	Start Date: December 09 Projected Completion Date: July 11			

Richland College Maintenance	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
4) Refurbish Existing Cooling Towers, 750 Ton, 3 Each (D211) Estimated Cost: \$315,153 Revised Cost: \$357,904 Awarded Amount: \$327,044	21,329	296,850	8,807	58
	Start Date: December 09 Projected Completion Date: March 11			
5) Replace Damper and Actuators, AHU 1 & AHU-2 @ LCET (D207) Estimated Cost: \$7,740 Revised Cost: \$ Awarded Amount: \$740	524	0	216	0
	Start Date: December 09 Projected Completion Date: May 11			
RLC Maintenance Summary	Total Estimated Cost: \$1,988,227	Total Revised Cost: \$0	Total Awarded Amount: \$1,550,513	

Richland College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) 84 Store Front Doors (RLC290) Estimated Cost: \$231,911 Revised Cost: \$ Awarded Amount: \$235,054	45,065	189,500	0	489
	Start Date: February 08 Projected Completion Date: TBD			
2) Sink Hole at South End of Lake (RLC296) Estimated Cost: \$2,004,286 Revised Cost: \$ Awarded Amount: \$207,671	207,671	0	0	0
	Start Date : October 08 Projected Completion Date: September 11			
3) Magnetic Locks on Interior (RLC303) Estimated Cost: \$250,000 Revised Cost: \$ Awarded Amount: \$18,725	18,725	0	0	0
	Start Date: November 08 Projected Completion Date: Hold			

Richland College SAR	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
4) Repair Parking Lot A (Asphalt) (RLC308) Estimated Cost: \$256,700 Revised Cost: \$ Awarded Amount: \$19,227	19,227	0	0	0
Start Date: December 09 Projected Completion Date: September 11				
5) Traffic Control Study at Abrams and Shadow Dr and Walnut Street (RLC309) Estimated Cost: \$519,714 Revised Cost: \$ Awarded Amount: \$51,480	51,480	0	0	0
Start Date: February 10 Projected Completion Date: August 11				
6) Relocation HVAC Piping Under Lake (RLC314) Estimated Cost: \$10,000 Revised Cost: \$ Awarded Amount: \$10,000	10,000	0	0	0
Start Date: September 10 Projected Completion Date: September 12				
RLC SAR Summary	Total Estimated Cost: \$3,272,611	Total Revised Cost: \$0	Total Awarded Amount: \$542,157	

District Service Center Maintenance	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
1) Replace Motor, VFD, Belts/Sheaves, TAB, AHU-6 Purchasing (D207) Estimated Cost: \$44,832 Revised Cost: \$ Awarded Amount: \$13,694	2,996	9,184	1,236	278
	Start Date: December 09 Projected Completion Date: April 11			
2) Refurbish Cooling Tower (D207) Estimated Cost: \$44,232 Revised Cost: \$ Awarded Amount: \$4,232	2,996	0	1,236	0
	Start Date: December 09 Projected Completion Date: TBD			
3) Maintenance specifications for elevators BHC/MVC/ECC/RLC (DSC111) Estimated Cost: \$878,000 Revised Cost: \$ Awarded Amount: \$447,113	43,833	403,280	0	0
	Start Date: March 10 Projected Completion Date: April 11			

District Service Center Maintenance	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
4) District Wide ADA Assessment (D 212) Estimated Cost: \$144,765 Revised Cost: \$ Awarded Amount: \$139,100	139,100	0	0	0
Start Date: August 10 Projected Completion Date: TBD				
5) Feasibility Study Administrative Cabling Infrastructure District Wide (D192) Estimated Cost: \$5,062,857 Revised Cost: \$ Awarded Amount: \$245,844	58,208	187,636	0	0
Start Date: October 07 Projected Completion Date: Hold				
DSC Maintenance Summary	Total Estimated Cost: \$6,174,686	Total Revised Cost: \$0	Total Awarded Amount: \$849,983	

District Office Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
1) Dock Lift (D205)	749	0	309	0
Estimated Cost: \$11,058 Revised Cost: \$ Awarded Amount: \$1,058	Start Date: December 09 Projected Completion Date: Hold			
DO Maintenance Summary	Total Estimated Cost: \$11,058	Total Revised Cost: \$0	Total Awarded Amount: \$1,058	

INFORMATIVE REPORT NO. 30

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

The status of M/WBE Participation as of February 28, 2011 for
Maintenance and SARS projects assigned to contracted construction program
managers.

Maintenance and SARS Projects - as of February 28, 2011

Definitions:

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

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

Dollars Allocated: The dollars currently assigned for work.

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

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

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

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

Notes:

Rounding has been made to nearest dollar.

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
BHC - Maintenance Projects								
	MEP Upgrade/Restroom renovations	\$1,017,336						
	Architect			\$90,252	\$90,252	100%	\$0	0%
	Construction			\$839,234	\$0	0%	\$839,234	100%
	Construction Manager			\$28,428	\$28,428	100%	\$0	0%
	Misc. Consulting Services			\$722	\$722	100%	\$0	0%
	Update/replace exterior signage	\$138,225						
	Architect			\$9,363	\$9,363	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$3,863	\$0	0%	\$3,863	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Replace walkways/sidewalks campus-wide	\$364,260						
	Architect			\$24,342	\$24,342	100%	\$0	0%
	Construction			\$138,151	\$138,151	100%	\$0	0%
	Construction Manager			\$10,043	\$10,043	100%	\$0	0%
	Misc. Consulting Services			\$20,818	\$20,818	100%	\$0	0%
	Replace 700T centrifugal chiller - Bldg. B	\$497,610						
	Architect			\$33,705	\$33,705	100%	\$0	0%
	Construction			\$332,551	\$332,551	100%	\$0	0%
	Construction Manager			\$13,905	\$0	0%	\$13,905	100%
	Misc. Consulting Services			\$234	\$234	100%	\$0	0%
	BHC Maintenance Projects Sub-total	\$2,017,431		\$1,545,611	\$688,609	45%	\$857,002	55%
BHC SAR Projects								
	Police Communication System	\$1,214,286						
	Architect			\$90,950	\$90,950	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$19,200	\$19,200	100%	\$0	0%
	Parking Lots Expansion	\$209,414						
	Architect			\$17,774	\$0	0%	\$17,774	100%
	Construction			\$707,594	\$707,594	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$232	\$232	100%	\$0	0%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
BHC SAR Projects (con't)								
	Relocate and Remodel Police and Communication System	\$529,960						
	Architect			\$29,960	\$29,960	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Soccer Field Replacement	\$75,000						
	Architect			\$0	\$0	0%	\$0	0%
	Construction			\$49,999	\$49,999	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	BHC SAR Projects Subtotal	\$2,028,660		\$915,709	\$897,935	98%	\$17,774	2%
	BHC Projects Total	\$4,046,091		\$2,461,320	\$1,586,544	64%	\$874,776	36%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
CVC Maintenance Projects								
	Correct Water Drainage, Bldg. B, C, D	\$552,900						
	Architect			\$41,025	\$41,025	100%	\$0	0%
	Construction			\$55,965	\$55,965	100%	\$0	0%
	Construction Manager			\$15,450	\$15,450	100%	\$0	0%
	Misc. Consulting Services			\$1,666	\$1,666	100%	\$0	0%
	Update Sprinkler Systems - Bldgs D, E, F and G	\$1,144,503						
	Architect			\$77,522	\$77,522	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$31,982	\$0	0%	\$31,982	100%
	Misc. Consulting Services			\$13	\$13	100%	\$0	0%
	Replace Glass in Building C, E	\$525,256						
	Architect			\$50,244	\$50,244	100%	\$0	0%
	Construction			\$360,500	\$360,500	100%	\$0	0%
	Construction Manager			\$14,678	\$14,678	100%	\$0	0%
	Misc. Consulting Services			\$235	\$235	100%	\$0	0%
	CVC Maintenance Projects Subtotal	\$2,222,659		\$649,280	\$617,298	95%	\$31,982	5%

Note: CVC has no SAR Projects

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
EFC Maintenance Projects								
	Repair Foam Roofs on Bldg C, L, N, P	\$204,439	\$310,714					
	Architect			\$13,662	\$13,662	100%	\$0	0%
	Construction			\$270,850	\$0	0%	\$270,850	100%
	Construction Manager			\$5,636	\$5,636	100%	\$0	0%
	Misc. Consulting Services			\$1,930	\$1,930	100%	\$0	0%
	Repair Upper Courtyard	\$629,890						
	Architect			\$55,544	\$55,544	100%	\$0	0%
	Construction			\$368,086	\$368,086	100%	\$0	0%
	Construction Manager			\$17,366	\$17,366	100%	\$0	0%
	Misc. Consulting Services			\$400	\$0	0%	\$400	100%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
EFC Maintenance Projects (con't)								
	Refurbish five restrooms	\$154,812						
	Architect			\$10,486	\$10,486	100%	\$0	0%
	Construction			\$309,505	\$309,505	100%	\$0	0%
	Construction Manager			\$4,326	\$0	0%	\$4,326	100%
	Misc. Consulting Services			\$252	\$252	0%	\$0	0%
	Replace Asphalt Parking Lots	\$1,815,696						
	Architect			\$147,038	\$147,038	100%	\$0	0%
	Construction			\$1,073,066	\$1,073,066	100%	\$0	0%
	Construction Manager			\$50,058	\$50,058	100%	\$0	0%
	Misc. Consulting Services			\$44,765	\$44,765	100%	\$0	0%
	EFC Maintenance Summary Subtotal	\$2,804,837		\$2,372,970	\$2,097,394	88%	\$275,576	12%
EFC SARS Projects								
	Sidewalk Repair, Improvements&Replacement	\$318,160						
	Architect			\$34,980	\$34,980	100%	\$0	0%
	Construction			\$171,423	\$171,423	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$372	\$372	100%	\$0	0%
	CCTV	\$3,370						
	Architect			\$3,370	\$3,370	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	100%	\$0	0%
	Re-Route Oates to Loop Road	\$1,679,900						
	Architect			\$109,900	\$0	0%	\$109,900	100%
	Construction			\$1,461,488	\$1,461,488	100%	\$0	0%
	Construction Manager			\$74,226	\$74,226	0%	\$0	0%
	Misc. Consulting Services			\$20,455	\$20,455	100%	\$0	0%
	EFC SARS Projects Subtotal	\$2,001,430		\$1,876,214	\$1,766,314	94%	\$109,900	6%
	EFC Projects Total	\$4,806,267		\$4,249,184	\$3,863,708	91%	\$385,476	9%
Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
ECC Maintenance Projects								
	Replace and Seal all Exterior windows at Paramount	\$277,169						
	Architect			\$18,774	\$18,774	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$7,746	\$0	0%	\$7,746	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Replace Roof on Bldg A and penthouse	\$359,385						
	Architect			\$24,343	\$24,343	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$10,043	\$10,043	100%	\$0	0%
	Misc. Consulting Services			\$4,242	\$4,242	100%	\$0	0%
	Replace AHU drives, shaft, bearings, controls - 9 each at BJP	\$193,515						
	Architect			\$13,107	\$13,107	100%	\$0	0%
	Construction			\$53,352	\$53,352	100%	\$0	0%
	Construction Manager			\$5,408	\$0	0%	\$5,408	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
ECC Maintenance Projects (con't)								
	Replace Surge Suppressors at Distribution Panels - BJP	\$55,290						
	Architect			\$3,745	\$3,745	100%	\$0	0%
	Construction			\$54,718	\$54,718	100%	\$0	0%
	Construction Manager			\$1,545	\$0	0%	\$1,545	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC Maintenance Projects Subtotal	\$885,359		\$197,023	\$182,324	93%	\$14,699	7%
ECC SARS Projects								
	Elevator Lobby Remodel (ECC226)	\$295,000						
	Architect/Engineer			\$20,223	\$20,223	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Welding Exhaust System	300,000						
	Architect/Engineer			\$11,380	\$11,380	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	ECC SARS Project Subtotal	\$595,000		\$31,603	\$31,603	100%	\$0	0%
	ECC Projects Total	\$1,480,359		\$228,626	\$213,927	94%	\$14,699	6%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
MVC Maintenance Projects								
	Replace 1000T centrifugal chiller - CH-2	\$829,350						
	Architect			\$56,175	\$56,175	100%	\$0	0%
	Construction			\$527,622	\$527,622	100%	\$0	0%
	Construction Manager			\$23,175	\$23,175	100%	\$0	0%
	Misc. Consulting Services			\$262	\$262	100%	\$0	0%
	Replace motors and VFD's on AHUs A-1, A-2, A-3 and A-4	\$110,580						
	Architect			\$7,490	\$7,490	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$3,090	\$3,090	100%	\$0	0%
	Misc. Consulting Services			\$35	\$35	0%	\$0	0%
	Replace Hall Carpet, all levels, main campus, 158,000 square feet	\$652,422						
	Architect			\$44,192	\$44,192	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$18,231	\$0	0%	\$18,231	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	MVC Maintenance Projects Subtotal	\$1,592,352		\$680,272	\$662,041	97%	\$18,231	3%

Note: MVC has no SAR Projects

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
NLC Maintenance Projects	Repair Tunnel Soils @Bldg F & A300	\$702,386						
	Architect			\$52,609	\$0	0%	\$52,609	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$7,880	\$0	0%	\$7,880	100%
	Misc. Consulting Services			\$9,576	\$0	0%	\$9,576	100%
	Replace Roofs Bldgs H&K Waterproofing	\$333,438						
	Architect			\$22,283	\$0	0%	\$22,283	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$9,192	\$0	0%	\$9,192	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	Repair/Replace Concrete Stairs, Bldg. A, waterproofing	\$119,169						
	Architect			\$21,383	\$0	0%	\$21,383	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$3,286	\$0	0%	\$3,286	100%
	Misc. Consulting Services			\$110	\$110	100%	\$0	0%
	Repair Roofs, exterior stucco, water infiltration, Bldg. R	\$364,260						
	Architect			\$24,342	\$0	0%	\$24,342	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$10,043	\$0	0%	\$10,043	100%
	Misc. Consulting Services			\$110	\$110	0%	\$0	0%
	Repair high priority water infiltration points, campus-wide	\$119,169						
Architect			\$14,719	\$0	0%	\$14,719	100%	
Construction			\$0	\$0	0%	\$0	0%	
Construction Manager			\$3,286	\$0	0%	\$3,286	100%	
Misc. Consulting Services			\$110	\$110	0%	\$0	0%	
Replace piping insulation in section of tunnel	\$199,044							
Architect			\$13,482	\$13,482	100%	\$0	0%	
Construction			\$0	\$0	0%	\$0	0%	
Construction Manager			\$5,562	\$5,562	100%	\$0	0%	
Misc. Consulting Services			\$0	\$0	0%	\$0	0%	
Replace buried utility pipe in section of tunnel	\$99,522							
Architect			\$6,741	\$6,741	100%	\$0	0%	
Construction			\$0	\$0	0%	\$0	0%	
Construction Manager			\$2,781	\$2,781	100%	\$0	0%	
Misc. Consulting Services			\$0	\$0	0%	\$0	0%	
Repair/re-upholster performance hall seating,	\$217,422							
Architect			\$14,726	\$14,726	100%	\$0	0%	
Construction			\$0	\$0	0%	\$0	0%	
Construction Manager			\$6,075	\$0	0%	\$6,075	100%	
Misc. Consulting Services			\$0	\$0	0%	\$0	0%	
NLC Maintenance Projects Subtotal	\$2,154,410			\$228,406	\$43,732	19%	\$184,674	81%
NLC SAR Projects	Student Life Center	\$3,800,000						
	Architect			\$273,372	\$273,372	100%	\$0	0%
	Construction			\$1,471,780	\$1,471,780	100%	\$0	0%
	Construction Manager			\$56,460	\$0	0%	\$56,460	100%
	Misc. Consulting Services			\$660	\$660	100%	\$0	0%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
NLC SAR Projects (con't)								
	Bldg. A Elevator	\$1,146,428						
	Architect			\$80,250	\$80,250	100%	\$0	0%
	Construction			\$629,000	\$629,000	100%	\$0	0%
	Construction Manager			\$21,630	\$21,630	100%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Repair lab flooring Bldg. C	\$146,742						
	Architect			\$10,272	\$10,272	100%	\$0	0%
	Construction			\$60,220	\$0	0%	\$60,220	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Performance Hall upgrades/Life Safety Analysis (NLC 339)	\$6,923						
	Architect			\$6,923	\$0	0%	\$6,923	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$2,782	\$2,782	100%	\$0	0%
	North Campus Improvements (NLC343)	\$24,400						
	Architect/Engineer			\$7,981	\$7,981	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Structural Analysis all Parking Lot Lights	\$20,725						
	Architect/Engineer			\$20,725	\$0	0%	\$20,725	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	New and replace sidewalks	\$164,295						
	Architect/Engineer			\$164,295	\$0	0%	\$164,295	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	NLC SAR Project Subtotal	\$5,309,513		\$2,806,350	\$2,497,727	89%	\$308,623	11%
	NLC Projects Total	\$7,463,923		\$3,034,756	\$2,541,459	84%	\$493,297	16%
Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
RLC Maintenance Projects								
	Replace underground west side HVAC piping	\$707,712						
	Architect			\$47,896	\$0	0%	\$47,896	100%
	Construction			\$179,709	\$179,709	100%	\$0	0%
	Construction Manager			\$19,776	\$19,776	100%	\$0	0%
	Misc. Consulting Services			\$131	\$131	100%	\$0	0%
	Replace 900 Ton Chiller No. 2	\$552,900						
	Architect			\$37,418	\$0	0%	\$37,418	100%
	Construction			\$547,787	\$547,787	100%	\$0	0%
	Construction Manager			\$15,450	\$15,450	100%	\$0	0%
	Misc. Consulting Services			\$102	\$102	100%	\$0	0%
	Replace original entrance doors, Phase II	\$404,722						
	Architect			\$27,413	\$27,413	100%	\$0	0%
	Construction			\$335,480	\$335,480	100%	\$0	0%
	Construction Manager			\$11,308	\$0	0%	\$11,308	100%
	Misc. Consulting Services			\$259	\$259	100%	\$0	0%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %	
RLC Maintenance Projects (con't)	Refurbish existing cooling towers, 750 Ton, 3 each	\$315,153							
	Architect			\$21,329	\$0	0%	\$21,329	100%	
	Construction			\$296,850	\$296,850	100%	\$0	0%	
	Construction Manager			\$8,807	\$0	0%	\$8,807	100%	
	Misc. Consulting Services			\$58	\$58	100%	\$0	0%	
	Replace damper and actuators, AHU 1& AHU-2 at LCET	\$7,740							
	Architect			\$524	\$524	100%	\$0	0%	
	Construction			\$0	\$0	0%	\$0	0%	
	Construction Manager			\$216	\$0	0%	\$216	100%	
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%	
	RLC Maintenance Projects Subtotal	\$1,988,227			\$1,550,513	\$1,423,539	92%	\$126,974	8%
	RLC SAR Projects	84 Store Front doors	\$231,911						
		Architect			\$45,065	\$0	0%	\$45,065	100%
		Construction			\$189,500	\$189,500	100%	\$0	0%
		Construction Manager			\$0	\$0	0%	\$0	0%
Misc. Consulting Services				\$489	\$489	100%	\$0	0%	
Sink Hole at South End of Lake		\$2,004,286							
Architect				\$207,671	\$207,671	100%	\$0	0%	
Construction				\$0	\$0	0%	\$0	0%	
Construction Manager				\$0	\$0	0%	\$0	0%	
Misc. Consulting Services				\$0	\$0	0%	\$0	0%	
Magnetic Locks on Interior		\$250,000							
Architect				\$18,725	\$18,725	100%	\$0	0%	
Construction				\$0	\$0	0%	\$0	0%	
Construction Manager				\$0	\$0	0%	\$0	0%	
Misc. Consulting Services				\$0	\$0	0%	\$0	0%	
Repair parking lot A	\$256,700								
Architect			\$19,227	\$19,227	100%	\$0	0%		
Construction			\$0	\$0	0%	\$0	0%		
Construction Manager			\$0	\$0	0%	\$0	0%		
Misc. Consulting Services			\$0	\$0	0%	\$0	0%		
Traffic Control Study at Abrams, Shadow Drive and Walnut Street	\$519,714								
Architect			\$51,480	\$51,480	100%	\$0	0%		
Construction			\$0	\$0	0%	\$0	0%		
Construction Manager			\$0	\$0	0%	\$0	0%		
Misc. Consulting Services			\$0	\$0	0%	\$0	0%		
Relocation HVAC Piping Under Lake	\$10,000								
Architect			\$10,000	\$10,000	100%	\$0	0%		
Construction			\$0	\$0	0%	\$0	0%		
Construction Manager			\$0	\$0	0%	\$0	0%		
Misc. Consulting Services			\$0	\$0	0%	\$0	0%		
RLC SAR Projects Subtotal	\$3,272,611			\$542,157	\$497,092	92%	\$45,065	8%	
RLC Project Total	\$5,260,838			\$2,092,670	\$1,920,631	92%	\$172,039	8%	

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
DSC Maintenance Projects	Feasibility Study Administrative Cabling Infrastructure - D-W	\$5,062,857						
	Architect			\$58,208	\$58,208	100%	\$0	0%
	Construction			\$187,636	\$0	0%	\$187,636	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Replace motor, VFD, belts/sheaves, TAB, AHU-6	\$44,832						
	Architect			\$2,996	\$2,996	100%	\$0	0%
	Construction			\$9,184	\$9,184	0%	\$0	0%
	Construction Manager			\$1,236	\$0	0%	\$1,236	100%
	Misc. Consulting Services			\$278	\$278	100%	\$0	0%
	Refurbish cooling tower	\$44,232						
	Architect			\$2,996	\$2,996	100%	\$0	0%
	Construction			\$0	\$0	100%	\$0	0%
	Construction Manager			\$1,236	\$0	0%	\$1,236	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	Maintenance specifications for elevators	\$878,000						
	Architect			\$43,833	\$43,833	0%	\$0	0%
	Construction			\$403,280	\$403,280	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	District-Wide ADA Assessment	144,765						
Architect			\$139,100	\$139,100	100%	\$0	0%	
Construction			\$0	\$0	0%	\$0	0%	
Construction Manager			\$0	\$0	0%	\$0	0%	
Misc. Consulting Services			\$0	\$0	0%	\$0	0%	
DSC Maintenance Total		\$6,174,686		\$849,983	\$659,875	78%	\$190,108	22%

Note: DSC has no SAR Projects

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
DO Maintenance Projects	Dock Lift	\$11,058						
	Architect			\$749	\$749	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$309	\$0	0%	\$309	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
DO Maintenance Total		\$11,058		\$1,058	\$749	71%	\$309	29%

Note: DO has no SAR Projects

Prepared by EVCBA Ed DesPlas
March 18, 2011

INFORMATIVE REPORT NO. 31

Notice of Grant Awards

Grant Awards Reported in April 2011

Source: Texas Workforce Commission – Apprenticeship Training Program

Beneficiary: Dallas County Community College District

Amount:

<u>Increase</u>	<u>New Award Total</u>
\$76,798	\$182,356

Term: September 1, 2010 – August 31, 2011

Purpose: To pay a portion of the cost of job related classroom instruction in registered apprenticeship. An apprenticeship is a structured system of job training to prepare individuals for occupations in skilled trades and other occupations. Apprenticeship combines on-the-job training under the supervision of experienced journey workers with job related classroom instruction.

Source: U. S. Small Business Administration – Small Business Jobs Act Program

Beneficiary: Bill J. Priest campus of El Centro College and 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, Navarro College, North Central Texas County College District, Trinity Valley College, and Tyler Jr. College.

Amount: \$1,142,863

Term: March 1, 2011 – February 28, 2013

Purpose: To enable existing Small Business Development Centers (SBDC) to support job creation and retention within the small business community through effective SBDC individualized in-depth, entrepreneurial advice to nascent and existing small business owners.

Source: U. S. Department of Education – Title I, Part A – Improving Basic Programs

Beneficiary: Richland College – Richland Collegiate High School

Amount: \$16,023

Term: August 31, 2010 – September 30, 2011

Purpose: To help schools with students from low income families provide high quality education that will enable all children to meet the state student performance standards.

Source: U. S. Department of Education – Title II, Part A – Teacher and Principal Training and Recruiting Program

Beneficiary: Richland College – Richland Collegiate High School
Amount: \$7,851
Term: August 31, 2010 – September 30, 2011
Purpose: To increase student academic achievement through improving teacher and principal quality and increasing the number of highly qualified teachers in classrooms and highly qualified principals and assistant principals in schools.

<u>Grant Awards Reported in Fiscal Year 2010-2011</u>	
September 2010	\$7,323,417
October 2010	\$2,714,178
November 2010	\$4,456,459
December 2010	\$242,748
January 2011	\$700,963
February 2011	\$147,680
March 2011	\$100,740
April 2011	\$1,243,535
May 2011	
June 2011	
July 2011	
August 2011 ¹	
Total To Date	\$16,929,720

<u>Grant Awards Reported in Fiscal Years 2003-04 through 2009-10</u>							
<u>Type</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
Competitive	\$18,750,094	\$22,137,173	\$17,679,698	\$17,168,910	\$21,334,592	\$24,212,850	\$25,600,315
Pell Grants ¹	29,899,662	31,449,815	31,467,783	29,413,886	30,189,339	\$24,986,762	\$68,755,845
Total	\$48,649,756	\$53,586,988	\$49,147,481	\$46,582,796	\$51,523,931	\$49,199,612	\$94,356,160

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.

¹ 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.

INFORMATIVE REPORT NO. 32

Presentation of Contracts for Educational Services

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

Policy Reminders

Board policies pertinent to evaluating an educational contracts report include:

The Board must be sensitive to the hopes and ambitions of the community and be able to adapt readily to community needs. BAA (LOCAL), BOARD LEGAL STATUS – POWERS, DUTIES, RESPONSIBILITIES

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 the College District: ...

9. The College District will collaborate with private, public, and community partners to identify and respond to recruitment, training, and educational needs. BAA (LOCAL), BOARD LEGAL STATUS – POWERS, DUTIES, RESPONSIBILITIES, ESTABLISH GOALS

The Chancellor (or designee) is authorized to enter into contracts to provide educational services, provided the contract is less than \$250,000. In this policy, "educational services" means providing classroom instruction, testing, development of curriculum, counseling, and similar activities to business, industry, and other institutions. CF (LOCAL), DELEGATION OF CONTRACTUAL AUTHORITY

The provost of the Bill J. Priest Institute for Economic Development of College President is authorized to execute contracts for educational services, as defined in CF (LOCAL), provided the contract is less than \$250,000. Educational services to not include providing a service or classroom instruction that is open to the public, but rather providing the services to business, industry and other institutions. An administrator designated by the provost or College President may execute a contract for educational services if the contract is less than \$10,000. The provost and College Presidents shall report monthly through the Chancellor to the Board regarding contracts for educational services. CF (REGULATION), DELEGATION OF AUTHORITY

Note: (LEGAL) denotes the subject is regular by federal or state authority. (LOCAL) denotes a policy that DCCCD's Board of Trustees has adopted and may amend or eliminate at its discretion.

BROOKHAVEN COLLEGE - \$16,509

Ford	Automotive
GM	Automotive
Center for Non-Profit	Strategic Planning
Center for Non-Profit	Non-Profit Organizations
Center for Non-Profit	Program Planning & Evaluation
Society of Petroleum Engineers	Geology on the Bus
Town of Addison	Typing Test Services

CEDAR VALLEY COLLEGE - \$23,612

McGraw Hill Companies	Cooperative Education
Texans Can	Automotive Brakes Systems
Texans Can	Introduction to Business Logistics
Texans Can	Refrigeration Principles
Texas Department of Transportation	Avoiding Legal Pitfalls

EASTFIELD COLLEGE - \$2,410

Shearer Electric	TDLR Training Class
Prism Electric	TDLR Training Class
Mesquite/MOGO Enterprises	TDLR Training Class
Mineola/MOGO Enterprises	TDLR Training Class
Electric INC/MOGO Enterprises	TDLR Training Class
Baylor Health Care System	Occupation Communication Improvement

EL CENTRO COLLEGE – \$15,200

UT Southwestern Medical Center	EMT Basic
UT Southwestern Medical Center	EMT Refresher

MOUNTAIN VIEW COLLEGE – \$0

NORTH LAKE COLLEGE - \$59,845

Construction Education Foundation	Career Training
Nissan North America	Adaption to Change
Nissan North America	Valuing Differences
Nissan North America	Personal Productivity Skills

RICHLAND COLLEGE – \$2,250

CC Young	Emeritus
Chambrel at Club Hill	Emeritus
City of Plano	Business Productivity
Dallas County	Customer Service Training
Meadowstone	Emeritus
Monticello West	Emeritus
Presbyterian Village North	Emeritus
Presbyterian Village North	Emeritus

Contracts for Educational Services Reported in 2010-11

	<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 2010	\$ 23,958	\$ 6,100	\$ 1,400	\$ 21,025	\$ 3,840	\$ 9,951	\$ 15,585	\$ 81,859
October 2010	\$ 17,722	\$ 24,731	\$ 5,825	\$ 112,445	\$ 5,280	\$ 61,816	\$ 20,201	\$ 248,020
November 2010	\$ 27,165	\$ 15,319	\$ 200	\$ 36,073	\$ 9,450	\$ 73,025	\$ 15,663	\$ 176,895
December 2010	\$ 15,777	\$ 2,306	\$ 1,020	\$ 572	\$ 55,020	\$ 5,438	\$ 17,395	\$ 97,528
January 2011	\$ 13,137	\$ 18,669	\$ 1,200	\$ 6,000	\$ 12,000	\$ 24,430	\$ 2,320	\$ 77,756
February 2011	\$ 25,781	\$ 42,717	\$ 2,300	\$ 3,810	\$ 50,000	\$ 15,438	\$ 7,908	\$ 147,984
March 2011	\$ 16,509	\$ 23,612	\$ 2,410	\$ 15,200	0	\$ 59,845	\$ 2,250	\$ 119,826
April 2011								
May 2011								
June 2011								
July 2011								
August 2011								
Total To Date	\$140,049	\$133,454	\$14,385	\$195,125	\$135,590	\$249,943	\$81,322	\$949,868

Contracts for Educational Services Reported in Fiscal Years 2003-04 through 2009-10

<u>Campus</u>	<u>2003-04</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>
BHC	\$ 369,414	\$ 310,983	\$ 272,691	\$ 344,651	\$ 263,919	\$ 259,372	\$ 295,712
CVC	198,999	563,088	501,655	886,499	804,523	829,174	\$ 288,150
EFC	156,515	72,145	125,727	122,943	95,796	63,986	\$ 26,951
ECC	555,163	117,300	646,509	312,686	500,707	560,228	\$ 509,510
MVC	250,008	202,878	202,246	137,995	164,883	119,534	\$ 68,387
NLC	791,704	624,729	428,096	424,961	431,473	270,759	\$ 373,172
RLC	291,799	343,528	238,414	196,645	173,689	139,100	\$ 141,494
BPI	195,066	326,457	115,575 ¹	0	0	0	0
Total	\$2,808,668	\$2,561,108	\$2,530,913	\$2,426,380	\$2,434,990	\$2,242,153	\$1,703,376

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

INFORMATIVE REPORT NO. 33

Reports of Full-time Employees by Ethnicity and Salary and Part-time Employees by Ethnicity and Hourly Rate

Trustee Diana Flores asked staff to develop reports of full-time employees by ethnicity and salary and part-time employees by ethnicity and hourly rate, District-wide and by college, as a further means of monitoring DCCCD's commitment to racial and ethnic diversity in its workforce. Data in the report are drawn from payroll files, making this report a better indicator of compliance with policy than monthly recommendations for employment, reclassifications, resignations, retirements, and non-renewals.

% Full-time Employees as of November 1

AFRICAN-AMERICAN

Administrators

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
20%	22%	23%	25%	23%	24%	23%

Faculty

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
12%	14%	14%	15%	15%	15%	15%

Professional Support Staff

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
26%	26%	27%	28%	30%	29%	30%

HISPANIC

Administrators

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
11%	10%	11%	10%	11%	11%	11%

Faculty

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
12%	13%	13%	13%	12%	12%	12%

Professional Support Staff

<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
14%	15%	16%	16%	16%	17%	17%

WHITE

Administrators

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	65%	64%	61%	60%	59%	58%	60%

Faculty

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	70%	67%	66%	65%	65%	65%	64%

Professional Support Staff

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	55%	53%	51%	50%	48%	47%	47%

% Part-time Employees as of Last Day of Month

AFRICAN-AMERICAN

	<u>2008</u>		<u>2009</u>		<u>2010</u>	
	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>
Not Adjunct	27%	29%	28%	34%	34%	32%
Adjunct	16%	16%	16%	16%	17%	18%

HISPANIC

	<u>2008</u>		<u>2009</u>		<u>2010</u>	
	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>
Not Adjunct	20%	21%	23%	23%	23%	23%
Adjunct	6%	8%	8%	8%	8%	9%

WHITE

	<u>2008</u>		<u>2009</u>		<u>2010</u>	
	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>	<u>Feb</u>	<u>Oct</u>
Not Adjunct	53%	51%	49%	43%	43%	45%
Adjunct	78%	76%	75%	76%	76%	73%

Notes:

- 1) Categories of ethnicity are those addressed in THECB's plan for higher education, *Closing the Gaps*
- 2) Sources of data: Integrated Postsecondary Education Data System (IPEDS) for full-time employees, DCCCD Human Resources for part-time employees,
- 3) Limitation: % part-time employees is calculated only against African-American, Hispanic and White employees (not comparable to % in general)

population).

4) The full report (27 pages) is available in the office of board relations.

Policy Reminders

The specific responsibilities of the Board are as follows:

4. The Board is committed to having the demographic profile of the College District's employees and students mirror that of persons 18 years of age and older in Dallas County. The Board recognizes there are challenges to attaining this profile in categories of employment that require graduate degrees. The profile of those categories shall mirror market availability of advanced degree holders based on the most recently updated demographic data for advanced degree holders nationally and in the state. The state demographer's office and U.S. Census Bureau (interim reports) shall be considered reliable sources for estimating availability. BAA (LOCAL), BOARD LEGAL STATUS – POWERS, DUTIES, RESPONSIBILITIES, SPECIFIC RESPONSIBILITIES

A College District shall not fail or refuse to hire or discharge any individual, or otherwise discriminate against any individual with respect to compensation, terms, conditions, or privileges of employment on the basis of any of the following protected characteristics:

- 1. Race, color, or national origin;*
- 2. Sex;*
- 3. Religion;*
- 4. Age (applies to individuals who are 40 years of age or older);*
- 5. Disability; or*
- 6. Genetic information.*

DAA (LEGAL), NONDISCRIMINATION IN GENERAL, 42 U.S.C. 1981; 42 U.S.C. 2000e et seq. (Title VII); 20 U.S.C. 1681 et seq. (Title IX); 42 U.S.C. 12111 et seq. (Americans with Disabilities Act), 29 U.S.C. 621 ET SEQ. (Age Discrimination in Employment Act); 29 U.S.C. 793, 794 (Rehabilitation Act); U.S. Const. Amend. I; Human Resources Code 121.003(f); Labor Code Chapter 21 (Texas Commission on Human Rights act); Labor Code Chapter 21, Subchapter H (genetic information)

INFORMATIVE REPORT NO. 34

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.*

The 2nd Quarter financial statements are typical for this phase of the annual financial cycle.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Financial Statements

As of February 28, 2011

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, 2010 through February 28, 2011. 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 28, 2011. The assets of the District continue to consist primarily of cash, investments, and plant assets (approximately 96.9% of total assets). Cash, cash equivalents, and investments decreased approximately \$20.4 million (6.5%) from February 28, 2010. This decrease is primarily due to the payment of construction expenditures related to the voter-approved capital improvement projects. Receivables decreased approximately \$23.8 million (50.3%) from February 28, 2010. This decrease is primarily due to a decrease in Federal grant receivables. Inventories and other assets are relatively unchanged from February 28, 2010. Property, plant and equipment increased approximately \$56.1 million (8.5%) from February 28, 2010. 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 decreased from February 2010 by about \$21.8 million (2.1%). The District's Combined Assets, Liabilities and Fund Balances are depicted graphically in Figures 1-2.

District assets are funded approximately 54.0% by fund balances, and 46.0% by liabilities. Isolating the effects of interfund payables, total liabilities of the District have decreased about \$48.9 million (9.3%) when compared to February 2010. This decrease is mainly attributable to a reduction in bonds payable due to making semi-annual principal payments.

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 (\$295.1 million, 52.6%) and current operating funds (\$202.2 million, 36.1%). Total current fund balances

increased by approximately \$69.2 million (44.2%) 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 28, 2011, 2010 and 2009.

Current revenues have increased from the same period in the prior year. Unrestricted state appropriations to date decreased approximately \$2.3 million (5.5%) from February 2010 as a result of the 5% reduction and additional 2.5% reduction in payments from the state. Total tuition and charges have increased approximately \$2.5 million (3.4%) from February 2010 primarily due to an enrollment increase and a tuition increase that became effective in Spring 2011. Ad valorem tax revenue in the current funds decreased approximately \$5.4 million (4.5%) from February 2010 primarily due to a decrease in the tax base for the current year. Investment revenue decreased approximately \$2.8 million (107.7%) from February 2010 as a result of decreased interest rates in the District's investment portfolio and a decrease in the unrealized market value gain from August 31, 2010. Contracts and grants revenue increased approximately \$9.3 million (16.5%) from February 2010 as a result of increased federal financial aid from the Department of Education. Auxiliary Enterprises revenue remained relatively unchanged from February 2010. 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. Instruction and Academic Support showed a modest increase in expenditures due to increased enrollments. Current Unrestricted Expenditures are shown in Figure 5.

Restricted expenditures are approximately \$8.8 million (15.5%) ahead of those from the same period in the prior year primarily due to corresponding increases in expenditures resulting from the increased revenues for federal financial aid described above.

In summary, the net difference between total expenditures and transfers and total revenues results in an increase to fund balance of approximately \$69.2 million for the first six months of the 2010-11 fiscal year.

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 28, 2011

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 08/31/10</i>	<i>Total February 2010</i>
<u>ASSETS:</u>							
Cash and Cash Equivalents	\$31,526	\$22,902	\$2,069	\$69	\$56,566	\$46,799	\$80,761
Receivables, Net	22,442	708	44	300	23,494	48,899	47,319
Inventories and Other Assets	4,930	3,716			8,646	8,577	8,621
Due From Other Funds						218	33,774
Investments	199,260	31,779		5,342	236,381	202,660	232,539
Property, Plant, and Equipment		714,136			714,136	708,573	658,058
TOTAL ASSETS	\$258,158	\$773,241	\$2,113	\$5,711	\$1,039,223	\$1,015,726	\$1,061,072
<u>LIABILITIES:</u>							
Accounts Payable and Accrued Liabilities	\$24,168	\$22,683	\$61		\$46,912	\$70,205	\$52,547
Due to Other Funds						218	\$33,774
Deposits and Deferred Revenues	8,160		1,606	133	9,899	39,390	\$6,994
Bonds Payable		421,735			421,735	445,660	467,880
TOTAL LIABILITIES	\$32,328	\$444,418	\$1,667	\$133	\$478,546	\$555,473	\$561,195
<u>FUND BALANCES:</u>							
<i>Current Funds:</i>							
Operating	\$202,172				\$202,172	\$135,621	\$208,174
Auxiliary	22,547				22,547	20,289	22,624
Restricted	-				-	-	
Richland Collegiate High School	1,111				1,111	724	531
<i>Plant Funds:</i>							
Unexpended		20,864			20,864	26,323	6,962
Retirement of Indebtedness		12,859			12,859	5,834	10,978
Investment in Plant		295,100			295,100	265,613	244,573
Loan Fund			446		446	450	464
Quasi-Endowment Fund				5,578	5,578	5,399	5,571
TOTAL FUND BALANCES	\$225,830	\$328,823	\$446	\$5,578	\$560,677	\$460,253	\$499,877
TOTAL LIABILITIES & FUND BALANCES	\$258,158	\$773,241	\$2,113	\$5,711	\$1,039,223	\$1,015,726	\$1,061,072

Combined Assets
As of February 28, 2011

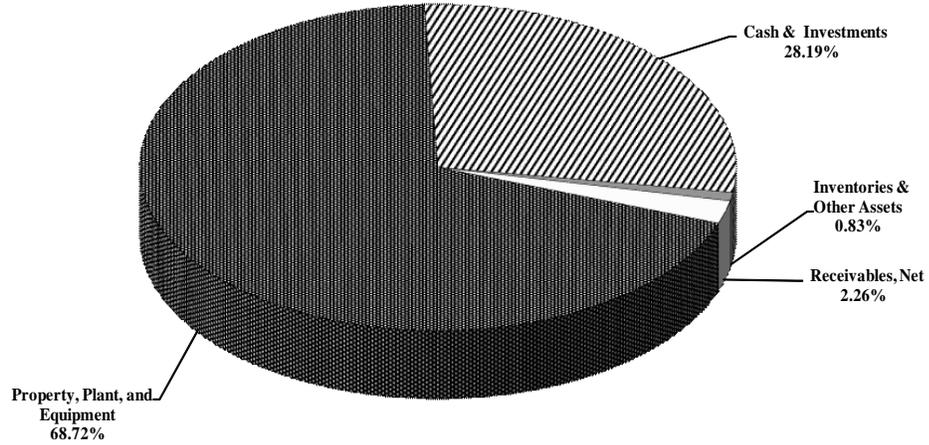


Figure 1 - Combined Assets

Combined Liabilities and Fund Balances
As of February 28, 2011

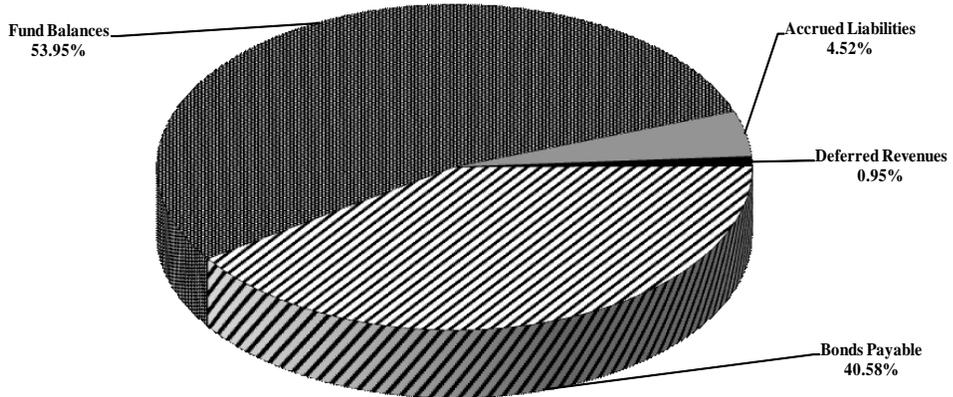


Figure 2 - Combined Liabilities and Fund Balances

Dallas County Community College District
Schedule of Fund Balances (Unaudited)

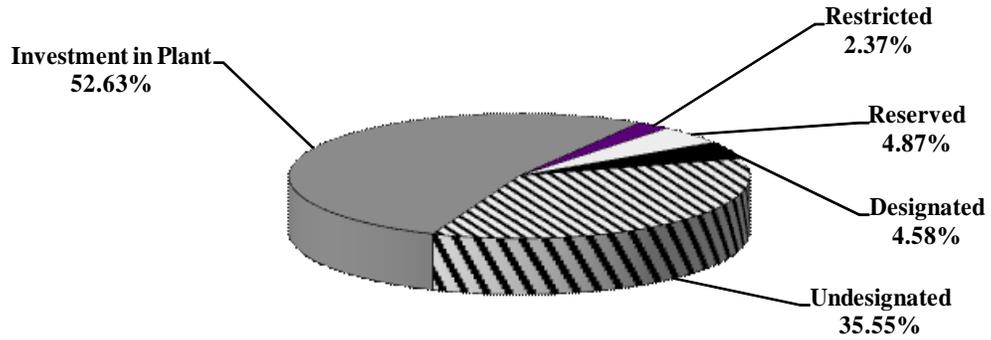
February 28, 2011

With Comparative Totals (000's)

	<i>Unrestricted</i>			<i>Restricted Debt</i>		<i>Net Investment in Plant</i>	<i>Total-Current Month</i>	<i>Fiscal Year Ending 08/31/10</i>	<i>Net Change Increase/ (Decrease)</i>
	<i>Reserved</i>	<i>Designated</i>	<i>Undesignated</i>	<i>Service</i>	<i>Other</i>				
<i>FUND BALANCES:</i>									
<i>Current Funds:</i>									
Operating	\$21,442	\$4,484	\$176,246				\$202,172	\$135,621	\$66,551
Auxiliary	577	2	21,968				22,547	20,289	2,258
Restricted							-	-	-
Richland Collegiate High School	4		1,107				1,111	724	387
<i>Subtotal:</i>	22,023	4,486	199,321				225,830	156,634	69,196
<i>Plant Funds:</i>									
Unexpended	5,261	15,603					20,864	26,323	(5,459)
Retirement of Indebtedness				12,859			12,859	5,834	7,025
Investment in Plant						295,100	295,100	265,613	29,487
Loan Fund					446		446	450	(4)
Quasi-Endowment Fund		5,578					5,578	5,399	179
TOTAL FUND BALANCES	\$27,284	\$25,667	\$199,321	\$12,859	\$446	\$295,100	\$560,677	\$460,253	\$100,424

Fund Balances by Type - All Funds

February 28, 2011



Fund Balances by Fund Group - All Funds

February 28, 2011

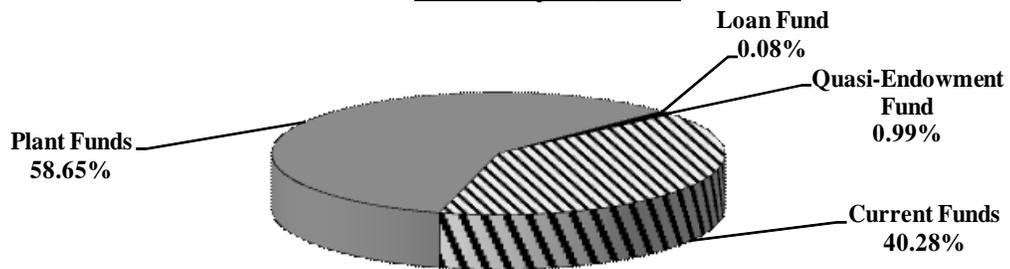


Figure 3 - Fund Balances By Type & Fund Group

*Dallas County Community College District
 Combined Current Funds Revenues, Expenditures, and Transfers (Unaudited)
 For the Six Months Ending February 28, 2011
 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 2010</i>	<i>Total February 2009</i>
<u>REVENUES:</u>							
State Appropriations	\$39,319		\$14,172	\$1,297	\$54,788	\$56,614	\$51,424
Tuition & Charges - Credit	68,844				68,844	64,038	56,406
Tuition & Charges - Non-Credit	7,638				7,638	9,959	8,570
Total Tuition & Charges	76,482				76,482	73,997	64,976
Ad Valorem Taxes	116,300				116,300	121,740	120,478
Investment Income	(187)	(11)		(5)	(203)	2,636	3,408
Contracts & Grants	816		64,400		65,216	55,960	35,673
Other	972				972	1,114	993
Auxiliary Enterprises		2,440			2,440	2,434	2,657
TOTAL REVENUES	\$233,702	\$2,429	\$78,572	\$1,292	\$315,995	\$314,495	\$279,609
<u>EXPENDITURES:</u>							
Instruction and Academic Support	\$84,114		\$12,787	\$376	\$97,277	\$98,419	\$85,461
Public Service	2,478		3,354	120	5,952	7,289	5,448
Student Services	14,554		3,048	134	17,736	18,673	18,088
Institutional Support	30,996		5,357	275	36,628	39,562	38,304
Operation and Maintenance of Plant	17,609				17,609	17,665	14,305
Financial Aid	5,749		56,084		61,833	49,183	30,612
Auxiliary Enterprises		4,462			4,462	5,087	4,679
Mandatory Transfers	(6,072)		1,847		(4,225)	(3,746)	(3,272)
TOTAL EXPENDITURES & MANDATORY TRANSFERS	\$161,572	\$4,462	\$78,783	\$905	\$245,722	\$239,624	\$200,169
<u>Other Transfers and Additions, net</u>	(5,579)	4,291	211		(1,077)	(8,650)	(5,704)
NET INCR/(DECR) in FUND BALANCE	\$66,551	\$2,258	-	\$387	\$69,196	\$66,221	\$73,736

Current Unrestricted Revenues
as of February 28, 2011

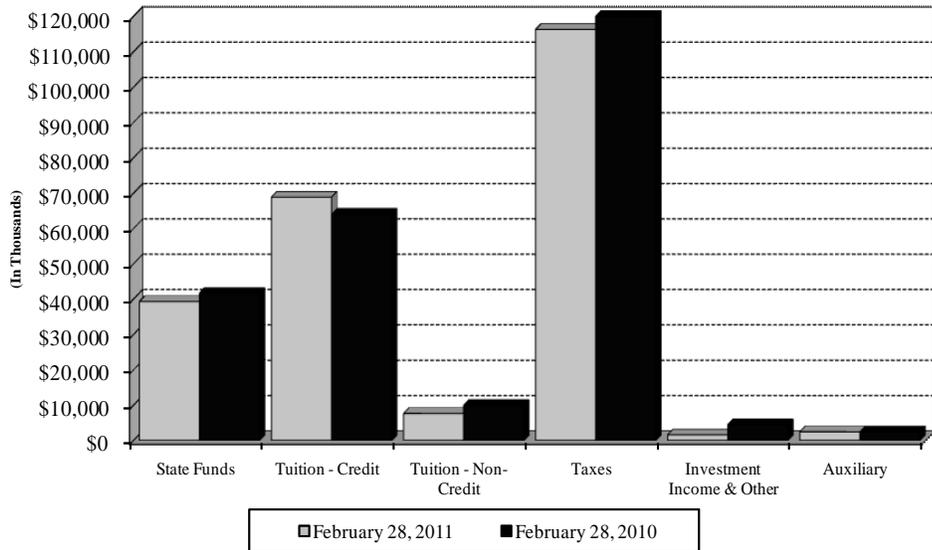


Figure 4 - Current Unrestricted Revenues

Current Unrestricted Expenditures
as of February 28, 2011

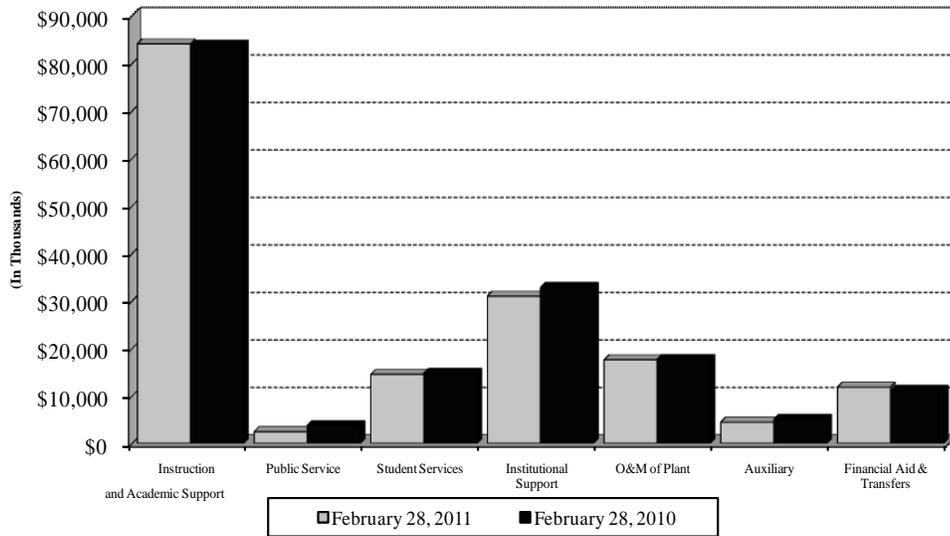


Figure 5 - Current Unrestricted Expenditures

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.

Fund 08 – Richland Collegiate High School

Fund 11 – general unrestricted funds

Fund 14 – unrestricted fund used to track services charged back to locations

Fund 16 – unrestricted fund used to track non-capital projects funded by the District for the locations

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. Fund 12

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.

Fund 13 – restricted funds

Fund 17 – restricted funds related to program income

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.

Fund 45 – general unexpended plant fund

Fund 40 – GO Bond projects

Fund 91 – 2003 Maintenance Tax Note projects

Fund 92 – 2004 Maintenance Tax Note projects

Retirement of indebtedness: Funds accumulated to meet debt service charges and the retirement of indebtedness. Fund 46

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. Fund 47

Loan funds: Funds available for loan to students. Fund 34

Agency funds: Funds held by the District as custodial or fiscal agent for students, faculty members, and/or others. Fund 24

Quasi-endowment and similar funds: Funds subject to certain Board-designated restrictions. Fund 58

FUNCTIONAL AREAS OF EXPENDITURES

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

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

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

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

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

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

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

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

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

OTHER FINANCIAL TERMS

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

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

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

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

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

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

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

Materiality: A state of relative importance. Strict adherence to any accounting principle is not required when the lack of adherence does not produce an error or

misstatement sufficiently large as to influence a financial statement reader's judgment of a given situation.

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

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

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

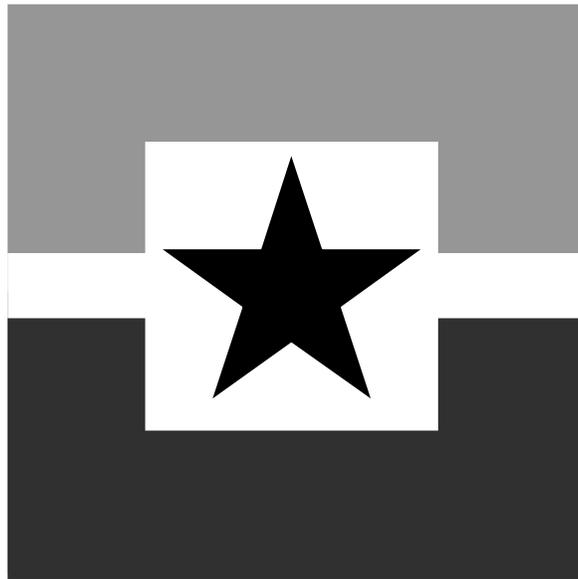
INFORMATIVE REPORT NO. 35

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.*

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

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT



Investment Portfolio

As of February 28, 2011

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

The District's investment portfolio 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 District's investment securities as of February 28, 2011. The configuration of the portfolio is shown for the quarters ended February 28, 2011 and November 30, 2010, see Figures 1 and 2. The portfolio is invested 66.36% in Agency Securities, 19.80% in Investment Pools, 13.12% in Treasury Securities and 00.72% in Municipal Securities.

No security has a term of more than six years from February 28, 2011. The portfolio's weighted average maturity is 2.83 years. An analysis of the portfolio maturity is shown in Figure 3.

In the second quarter, U.S. Agency and Treasury security market yields remained below market yields of the prior year. For example, U.S. Treasury yields for investments of one year or less, as of February 28, 2011, (.025%), were 0.09% lower than U.S. Treasury yields for investments of one year or less, as of February 28, 2010, (.034%). Further, U.S. Treasury yields for investments between five and six years, as of February 28, 2011, (2.48%), were 0.28% lower than U.S. Treasury yields for investments between five and six years, as of February 28, 2010, (2.75%).

The District portfolio currently has coupons that range in yield from 0.47% to 3.33%. For securities with maturities between four and five years, the Treasury yield curve outperformed the District portfolio, excluding pools, by 1.13%. This was the maximum difference between DCCCD portfolio yield and the Treasury yield curve. The District portfolio, excluding pools, outperformed the Treasury yield curve in every other category; by 0.85% for securities with maturities between three and four years, by 0.39% for securities with maturities between two and three years, by 0.32% for securities with maturities of one year or less, by 0.28% for securities with maturities between one and two years, and by 0.05% for securities with maturities between five and six years. This was the minimum difference between DCCCD portfolio yield and the Treasury yield curve. An analysis of the District's portfolio yield compared with the Treasury yield at February 28, 2011 and February 28, 2010 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 28, 2011

INVESTMENTS:		MARKET	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
Beginning of Period	November 30, 2010	\$ 225,448,246	\$ 753,096	909	1.35%
Purchases		\$ 217,935,553			
Maturities / Sold		\$ (147,038,184)			
Market Value Change		`			
End of Period	February 28, 2011	\$ 294,741,714	\$ 779,460	1042	1.33%

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, Executive Vice Chancellor, 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 28, 2011
By Type of Investment

	Face Amount 2/28/2011	Market Transactions					Market Value 2/28/2011
		Market Value 11/30/2010	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 2/28/2011	
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 58,360,913	\$ 31,104,544	\$ 154,294,553	\$ (127,038,184)	\$ -	\$ 58,360,913	
MUNICIPAL SECURITIES	2,000,000	2,140,700	-	-	(19,600)	2,121,100	
TREASURY SECURITIES	38,000,000	25,750,670	13,000,000	-	(85,710)	38,664,960	
AGENCY SECURITIES	215,026,000	166,452,332	50,641,000	(20,000,000)	(1,498,591)	195,594,741	
PORTFOLIO TOTAL	\$ 313,386,913	\$ 225,448,246	\$ 217,935,553	\$ (147,038,184)	\$ (1,603,901)	\$ 294,741,714	

	Face Amount 2/28/2011	Book Transaction Excludes Unrealized Gain and Loss					Book Value 2/28/2011
		Book Value 11/30/2010	Securities Purchased	Securities Matured / Sold	Securities Disc./(Prem.)	Book Value 2/28/2011	
SUMMARY:							
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 58,360,913	\$ 31,104,544	\$ 154,294,553	\$ (127,038,184)	\$ -	\$ 58,360,913	
MUNICIPAL SECURITIES	2,000,000	2,142,775	-	-	(20,593)	2,122,182	
TREASURY SECURITIES	38,000,000	25,017,892	13,000,000	-	153,218	38,171,110	
AGENCY SECURITIES	215,026,000	165,033,152	50,641,000	(20,000,000)	(176,794)	195,497,358	
PORTFOLIO TOTAL	\$ 313,386,913	\$ 223,298,363	\$ 217,935,553	\$ (147,038,184)	\$ (44,169)	\$ 294,151,563	

Dallas County Community College District
Investment Portfolio Transaction Report
Activity for the 2nd Quarter Ended February 28, 2011

Invest. ID	Cusip Number	Description	Purchase Date	Maturity Date	Face Amount	Yield	
MONEY MARKET FUNDS / INVESTMENT POOLS							
		JPMC ACCESS DDA	03-Aug-10	N/A	\$ 9,013,725	(4)	
73190		TEXPOOL	30-Jul-90	N/A	\$ 42,630,361	(1)	
1111		TEXSTAR	23-Jun-03	N/A	\$ 6,425,244	(2)	
2003		TEXSTAR (TAX NOTE)	06-Aug-03	N/A	\$ 35,287	(2)	
2004		TEXSTAR (TAX NOTE)	06-Apr-04	N/A	\$ 212,787	(2)	
40-0		TEXSTAR (GO)	14-Sep-04	N/A	\$ 28,407	(2)	
40-2		TEXSTAR (GO 2009)	05-Jun-09	N/A	\$ 15,102	(2)	
TREASURY SECURITIES							
F46-4-P	912828LQ1	U.S. T Notes	9-Oct-09	30-Sep-14	7,000,000	2.321%	
13083-P	912828LS7	U.S. T Notes	4-Nov-09	31-Oct-14	5,000,000	2.305%	
F92-36-D	912828MM9	U.S. T Notes	17-Dec-09	30-Nov-11	2,000,000	0.800%	
F92-37-P	912828KB5	U.S. T Notes	15-Jan-10	15-Jan-12	3,000,000	0.880%	
F92-38-D	912828MN7	U.S. T Notes	18-Feb-10	15-Feb-13	3,000,000	1.432%	
13087-D	912828KN9	U.S. T Notes	22-Apr-10	30-Apr-14	2,000,000	2.123%	
13088-P	912828NS5	U.S. T Notes	23-Jul-10	30-Jun-12	3,000,000	0.548%	
13089-P	912828LX6	U.S. T Notes	11-Feb-11	15-Nov-12	10,000,000	0.716%	
13090-P	912828KN9	U.S. T Notes	18-Feb-11	30-Apr-14	3,000,000	1.403%	
AGENCY SECURITIES							
16268	3128X8FZ0	FHLMC	4-Feb-09	4-Feb-13	10,000,000	2.250%	
16272	3128X8QP0	FHLMC (NO CALLS)	18-Mar-09	18-Mar-14	5,000,000	3.250%	
16279	3128X8ZF2	FHLMC Step-up	4-May-09	4-Nov-14	8,085,000	3.000%	
16300-P	31398AVQ2	FNMA	19-Jan-10	23-Mar-11	5,000,000	1.750%	
16304	3133XWYN3	FHLB(NO CALLS)	8-Feb-10	8-Aug-11	15,000,000	0.600%	
16305	3133XWZE2	FHLB(NO CALLS)	12-Feb-10	12-Aug-13	15,000,000	1.760%	
16301	3136FJ4K4	FNMA CALLABLE	25-Feb-10	25-Feb-16	10,000,000	3.330%	
F40-35-P	31398AWQ1	FNMA(NO CALLS)	1-Apr-10	28-Apr-11	10,000,000	1.375%	
16308	3133XY3Q6	FHLB(NO CALLS)	14-Apr-10	13-Aug-14	15,000,000	2.420%	
16309-P	31398AYM8	FNMA(NO CALLS)	22-Apr-10	10-Aug-12	15,000,000	1.750%	
16311	3133XYXM2	FHLB(NO CALLS)	30-Jun-10	12-Aug-11	15,000,000	0.470%	
16312-P	31331JTN3	FFCB(NO CALLS)	23-Jul-10	28-Oct-11	10,000,000	0.570%	
16313-P	31359MLS0	FNMA Notes 11/2011	23-Jul-10	15-Nov-11	10,000,000	0.488%	
F91-2	313370LZ9	FHLB Step-up	25-Aug-10	25-Aug-15	1,300,000	1.000%	
16315	313370QH4	FHLB CALLABLE	26-Aug-10	26-May-16	10,000,000	2.010%	
16316	3134G1VY7	FREDDIE MAC	21-Oct-10	21-Apr-16	10,000,000	2.000%	
16317	313372JR6	FNMA	1-Feb-11	27-Jan-17	10,000,000	2.750%	
16318	3134G1W83	FHLMC CALL	27-Jan-11	27-Jan-17	5,000,000	3.000%	
16319	3134G1W83	FHLMC CALL	31-Jan-11	27-Jan-17	1,370,000	3.000%	
16320	3134G1W83	FHLMC CALL	31-Jan-11	27-Jan-17	4,271,000	3.000%	
16321	313372J21	FHLB	14-Feb-11	14-Nov-13	5,000,000	1.125%	
16323	313372QT4	FHLB STEP-UP	25-Feb-11	25-Aug-16	10,000,000	2.250%	
16324	313372QT4	FHLB STEP-UP	25-Feb-11	25-Aug-16	5,000,000	2.250%	
16325	3136FRAF0	FNMA	23-Feb-11	23-Feb-17	10,000,000	3.000%	
MUNICIPAL SECURITIES							
14001-P	414004ZX2	HARRIS CNTY TEXAS	15-Oct-10	15-Aug-12	2,000,000	0.780%	
PORTFOLIO VOLUME					313,386,913		

(1) TexPool yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1470%. The Average Monthly Rate as of November 30, 2010 was 0.1917%.
(2) TexSTAR yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1476%. The Average Monthly Rate as of November 30, 2010 was 0.1883%.

Market Transactions

Invest. ID	Market Value 11/30/2010	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 2/28/2011
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	8,000,000	-	1,013,725	-	9,013,725
73190	16,434,372	154,247,898	(128,051,909)	-	42,630,361
1111	6,422,690	2,554	-	-	6,425,244
2003	28,775	6,512	-	-	35,287
2004	175,214	37,573	-	-	212,787
40-0	28,396	11	-	-	28,407
40-2	15,097	5	-	-	15,102
SUB-TOTAL	31,104,544	154,294,553	(127,038,184)	-	58,360,913
TREASURY SECURITIES					
F46-4-P	7,343,420	-	-	(129,010)	7,214,410
13083-P	5,244,900	-	-	(96,050)	5,148,850
F92-36-D	2,008,760	-	-	(940)	2,007,820
F92-37-P	3,026,490	-	-	(3,990)	3,022,500
F92-38-D	3,053,190	-	-	(14,160)	3,039,030
13087-D	2,065,000	-	-	(28,120)	2,036,880
13088-P	3,008,910	-	-	(360)	3,008,550
13089-P	-	10,000,000	-	131,600	10,131,600
13090-P	-	3,000,000	-	55,320	3,055,320
SUB-TOTAL	25,750,670	13,000,000	-	(85,710)	38,664,960
AGENCY SECURITIES					
16268	10,031,700	-	(10,000,000)	(31,700)	-
16272	5,040,550	-	-	(33,400)	5,007,150
16279	8,178,463	-	-	(53,927)	8,124,536
16300-P	5,025,000	-	-	(19,500)	5,005,500
16304	15,028,200	-	-	(900)	15,027,300
16305	15,393,750	-	-	(145,500)	15,248,250
16301	10,065,600	-	(10,000,000)	(65,600)	-
F40-35-P	10,050,000	-	-	(29,600)	10,020,400
16308	15,693,750	-	-	(321,750)	15,372,000
16309-P	15,300,000	-	-	(49,500)	15,250,500
16311	15,014,100	-	-	4,650	15,018,750
16312-P	10,018,800	-	-	(2,900)	10,015,900
16313-P	10,478,100	-	-	(119,200)	10,358,900
F91-2	1,300,819	-	-	(13,923)	1,286,896
16315	9,965,600	-	-	(285,100)	9,680,500
16316	9,867,900	-	-	(269,600)	9,598,300
16317	-	10,000,000	-	(48,900)	9,951,100
16318	-	5,000,000	-	(20,600)	4,979,400
16319	-	1,370,000	-	(5,644)	1,364,356
16320	-	4,271,000	-	(17,597)	4,253,403
16321	-	5,000,000	-	(21,750)	4,978,250
16323	-	10,000,000	-	40,300	10,040,300
16324	-	5,000,000	-	20,150	5,020,150
16325	-	10,000,000	-	(7,100)	9,992,900
SUB-TOTAL	166,452,332	50,641,000	(20,000,000)	(1,498,591)	195,594,741
MUNICIPAL SECURITIES					
14001-P	2,140,700	-	-	(19,600)	2,121,100
SUB-TOTAL	2,140,700	-	-	(19,600)	2,121,100
PORTFOLIO TOTAL	225,448,246	217,935,553	(147,038,184)	(1,603,901)	294,741,714

(1) Tex Pool yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1470% . The Average Monthly Rate as of November 30, 2010 was 0.1917% .

(2) Tex STAR yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1476% . The Average Monthly Rate as of November 30, 2010 was 0.1883% .

Book Transaction Excludes Unrealized Gain and Loss

Invest. ID	Book Value 11/30/2010	Securities Purchased	Securities Matured / Sold	Securities Disc./(Prem.)	Book Value 2/28/2011
MONEY MARKET FUNDS / INVESTMENT POOLS					
73190	8,000,000.00	-	1,013,725	-	9,013,725
73190	16,434,372.00	154,247,898	(128,051,909)	-	42,630,361
1111	6,422,690.00	2,554	-	-	6,425,244
2003	28,775.00	6,512	-	-	35,287
2004	175,214.00	37,573	-	-	212,787
40-0	28,396.00	11	-	-	28,407
40-1	-	-	-	-	-
40-2	15,097.00	5	-	-	15,102
SUB-TOTAL	31,104,544	154,294,553	(127,038,184)	-	58,360,913
TREASURY SECURITIES					
F46-4-P	7,013,484	-	-	(867)	7,012,617
13083-P	5,012,885	-	-	(810)	5,012,075
F92-36-D	1,999,010	-	-	244	1,999,254
F92-37-P	3,008,181	-	-	(1,791)	3,006,390
F92-38-D	2,996,884	-	-	347	2,997,231
13087-D	1,983,818	-	-	1,168	1,984,986
13088-P	3,003,630	-	-	(565)	3,003,065
13089-P	-	10,000,000	-	111,807	10,111,807
13090-P	-	3,000,000	-	43,685	3,043,685
SUB-TOTAL	25,017,892	13,000,000	-	153,218	38,171,110
AGENCY SECURITIES					
16268	10,000,000	-	(10,000,000)	-	-
16272	5,000,000	-	-	-	5,000,000
16279	8,085,000	-	-	-	8,085,000
16300-P	5,020,079	-	-	(15,992)	5,004,087
16304	15,000,000	-	-	-	15,000,000
16305	15,000,000	-	-	-	15,000,000
16301	10,000,000	-	(10,000,000)	-	-
F40-35-P	10,034,659	-	-	(21,076)	10,013,583
16308	15,000,000	-	-	-	15,000,000
16309-P	15,116,697	-	-	(16,967)	15,099,730
16311	15,000,000	-	-	-	15,000,000
16312-P	10,012,549	-	-	(3,402)	10,009,147
16313-P	10,464,168	-	-	(119,357)	10,344,811
F91-2	1,300,000	-	-	-	1,300,000
16315	10,000,000	-	-	-	10,000,000
16316	10,000,000	-	-	-	10,000,000
16317	-	10,000,000	-	-	10,000,000
16318	-	5,000,000	-	-	5,000,000
16319	-	1,370,000	-	-	1,370,000
16320	-	4,271,000	-	-	4,271,000
16321	-	5,000,000	-	-	5,000,000
16323	-	10,000,000	-	-	10,000,000
16324	-	5,000,000	-	-	5,000,000
16325	-	10,000,000	-	-	10,000,000
SUB-TOTAL	165,033,152	50,641,000	(20,000,000)	(176,794)	195,497,358
MUNICIPAL SECURITIES					
14001-P	2,142,775	-	-	(20,593)	2,122,182
SUB-TOTAL	2,142,775	-	-	(20,593)	2,122,182
PORTFOLIO TOTAL	223,298,363	217,935,553	(147,038,184)	(44,169)	294,151,563

(1) TexPool yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1470%. The Average Monthly Rate as of November 30, 2010 was 0.1917%.

(2) TexSTAR yields vary daily. The Average Monthly Rate as of February 28, 2011 was 0.1476%. The Average Monthly Rate as of November 30, 2010 was 0.1883%.

Dallas County Community College District
Investment Portfolio Percentage Report
Activity for the 2nd Quarter Ended February 28, 2011

Type of Security	Portfolio Pct 11/30/2010	Market Value 11/30/2010	Portfolio Pct 2/28/2011	Market Value 2/28/2011
MONEY MKT FUNDS & INVESTMENT POOLS	13.80%	\$ 31,104,544	19.80%	\$ 58,360,913
TREASURY SECURITIES	11.42%	25,750,670	13.12%	38,664,960
AGENCY SECURITIES	73.83%	166,452,332	66.36%	195,594,741
MUNICIPAL SECURITIES	0.95%	2,140,700	0.72%	2,121,100
PORTFOLIO TOTAL	100.00%	\$ 225,448,246	100.00%	\$ 294,741,714

Portfolio Percent by Investment Type

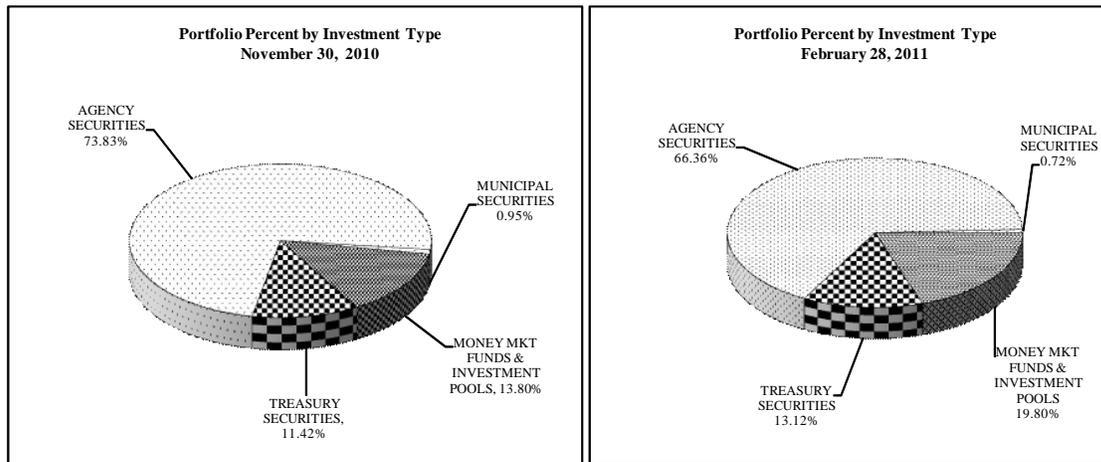


Figure 1 - Investment Portfolio Percentage Report

Dallas County Community College District
Investment Pool Report by Fund Type
Activity for the 2nd Quarter Ended February 28, 2011

Fund Description	Portfolio Pct 11/30/2009	Market Value 11/30/2009	Portfolio Pct 2/28/2010	Market Value 2/28/2010
Unrestricted Fund	76.80%	\$ 180,783,900	68.71%	\$ 216,147,749
Auxiliary Fund	6.55%	\$ 15,405,985	6.22%	\$ 19,582,644
Unexpended Plant Fund	14.48%	\$ 34,079,196	23.09%	\$ 72,656,093
Quasi - Endowment Fund	2.17%	\$ 5,108,011	1.98%	\$ 6,220,455
PORTFOLIO TOTAL	100.00%	\$ 235,377,092	100.00%	\$ 314,606,940

Portfolio Pool Allocation Percent by Fund Type

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
Investment Portfolio Maturity Analysis
as of February 28, 2011 (Including Pools)

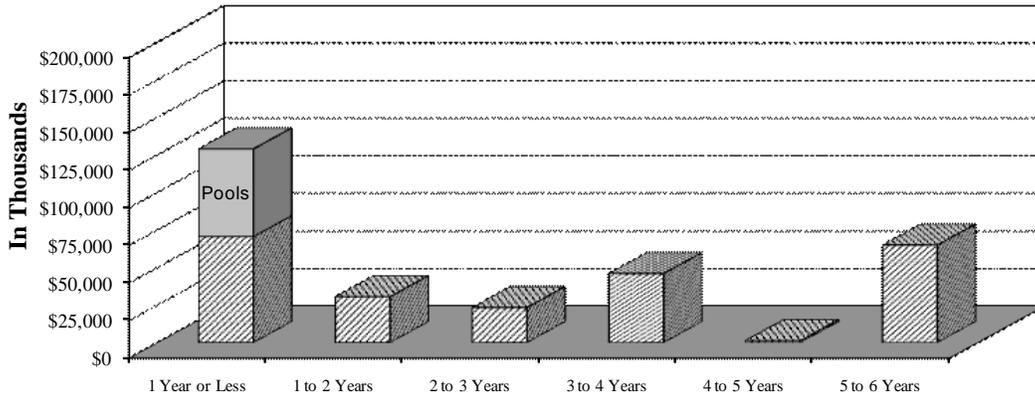


Figure 3 - Investment Portfolio Maturity Analysis

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT
Securities Yield-to-Maturity Analysis by Year (Excluding Pools)

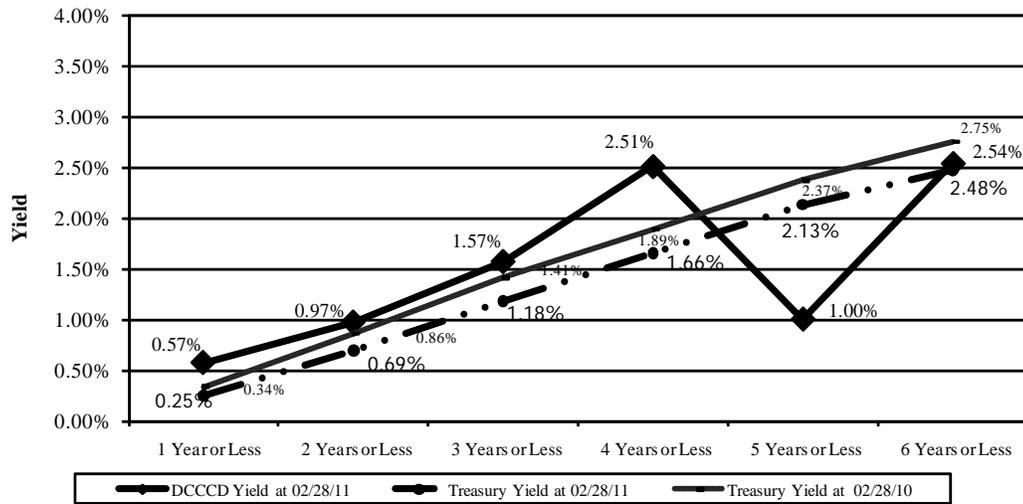


Figure 4 - Yield-to-Maturity Analysis by Year

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 required a “mark to market” for the value of investments 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. 36

Agreements with Academia Latinoamericana de Español and Universitas Castellae

The agreements described below are presented to the Board of Trustees as the Chancellor is considering the approval of these agreements which fall within his purview for approval.

The first agreement is with Academia Latinoamericana de Español in an amount not to exceed \$39,600 for the period April 19, 2011 through August 2, 2011. This agreement is to provide DCCCD students an educational and cultural experience in Quito, Ecuador for Mountain View College. Students will receive classroom instruction; take field trips and excursions throughout Ecuador. The trip dates are June 12, 2011 through July 2, 2011. A maximum of 20 students and one faculty member will be making the trip. The amount of the agreement will not exceed \$39,600 depending on the number of students attending. All costs for the trip are borne by the students attending.

The second is an agreement with Universitas Castellae in an amount not to exceed \$35,500 for the period April 4, 2011 through August 15, 2011, to provide DCCCD students an educational and cultural experience in Valladolid, Spain for Mountain View College. Students will receive classroom instruction; take field trips and excursions throughout Spain. The trip dates are July 3, 2011 through July 23, 2011. A maximum of 15 students and 2 faculty members will be making the trip. The amount of the agreement will not exceed \$35,500 depending on the number of students attending. All costs for the trip are borne by the students attending.

Because these agreements cause our DCCCD students and escorting faculty to travel outside of the United States, the Chancellor requests any comments or concerns from Board members.

INFORMATIVE REPORT NO. 37

Faculty Workload

At the Board of Trustees regular business meeting on February 11, 2011, Trustee Diana Flores asked if a 30-hour work week is standard for faculty in higher education. There is not an unequivocal “yes” or “no” answer, for reasons explained in the remainder of this report.

Credit hours/semester and work week hours in the table below are extracted from “DCCCD – Fall 2010 Review of Compensation Related Policy and Procedures (Revised 12/09/2010)” sent by Chancellor Lassiter to Board of Trustees on December 21, 2010. These are results from the survey that Dr. Lassiter commissioned.

<u>Institution</u>	<u>Credit Hours/Semester</u>	<u>Work Week Hours</u>
DCCCD	15	30
Alamo	15	30
Austin	15	40
Central Piedmont	18	30
Collin	15-18	n/a
El Paso	15	40
Houston	n/a	40
Lone Star	15	35
Maricopa	15	8-35
Miami-Dade	15 (+ 6 summer)	35
San Diego	15	40
Tarrant	15	35

The report does not indicate if work week hours at other institutions are minimum time required on campus, as specified in DCCCD’s Policy DJ (LOCAL) and as quoted below:

“A full-time instructor’s contractual workload is a minimum of 30 hours each week on campus. A full-time instructor’s workload shall include a teaching assignment that normally shall not exceed 15 credit hours, posted office hours spread throughout a week, and campus time that may include, but is not limited to service on committees, meetings, special projects, student consultation, grading, class preparation, registration, commencement, and similar activities.”

Policy DJ (LOCAL) was originally written for faculty teaching face-to-face courses. It did not anticipate Web-based or other distance learning formats, which in Fall 2010 comprised 21% of DCCCD's total credit enrollments.

Two Indiana State University professors, Davison Mupinga and George Maughan, attempted an analysis of workload for online instructors. Their findings are published in *College Teaching*, Vol. 56, No. 1, Winter 2008, "Web-based Instruction and Community College Faculty Workload." Generally, they found inconsistent practices within and between institutions, and so recommended further investigation. However, their article contains background that is relevant to evaluating a college professor's historical workload, as in the following three excerpted paragraphs:

"Faculty workload is the amount of time spent on teaching, research, and service. According to the American Association of University Professors, the standard formula for faculty workload is 40-40-20; that is, 40 percent of a faculty member's time is spent on teaching, 40 percent on research, and 20 percent on service. Although this is considered the standard, not all institutions adhere to this breakdown because their needs are different. For instance, at research institutions, the emphasis on research is sometimes more important than teaching and service; thus, the percentages of time faculty spend on teaching and service are proportionally lower. Mancing (1991) offers a more contextual workload formula of 85-5-10 (85 percent teaching, 5 percent research, and 10 percent service) for liberal studies institutions and other postsecondary institutions. At the community college level, faculty workload refers to the number of hours spent in the classroom each week times the number of students enrolled, and excludes the research, scholarship, or consulting load (Cohen and Brawer 2003). The aforementioned formulas provide some insight into faculty workload, but the actual percentage breakdown may vary even at institutions of similar size and focus.

"Community college instructors often teach thirteen to fifteen hours per week and have to grade papers and quizzes for many students (Cohen and Brawer 2003). In a study on faculty workload at fourteen institutions in the University of Kentucky Community College System, Mayes (1998) found that typical faculty members work about forty-eight hours per week, with about 75 percent of their time devoted to meeting with and advising students and to formal classroom presentations....

"The description of faculty workloads in contact time per week misrepresents the instructional responsibilities of instructors. According to the American Association of University Professors (2003), the current

formula for faculty workload fails to recognize the amount of time instructors spend outside the classroom on preparation, conferences, grading papers and examinations, and supervising of remedial or advanced student work. However, the association quickly points to the difficulty of devising a single formula for an equitable faculty workload for higher education. As many institutions jump on the distance education bandwagon, the delivery of instruction through distance education has added another challenge to the calculation of faculty workload....”

References in the preceding excerpts are to ADFL Bulletin 22, “Teaching, research, service: The concept of faculty workload” by H. Mancing; The American community college by Art Cohen and Florence Brawer; Community College Journal of Research and Practice 22, “Assessing faculty workload: A review of the University of Kentucky Community College system process and outcomes” by L.D. Mayes; and AAUP report titled “Lives in the balance: Compensation, workloads and program implications.”

INFORMATIVE REPORT NO. 38

Faculty Member Awards

ACCT recognizes the central purpose of community colleges is teaching and learning, and achievement of excellence in that purpose relates directly to the quality of the faculty. Therefore, ACCT annually presents its Faculty Member Award to say "thank you" to all faculty members. The award is named in honor of ACCT's founding executive director, William H. Meardy, who championed the concept of faculty excellence as the foundation of success of the community college movement.

Each of five ACCT regions selects a nominee for the Meardy Award using this criteria:

- In what ways has the educator demonstrated excellence in teaching?
- What has this educator initiated and helped to develop in the area of innovative programs used in two-year postsecondary institutions?
- How has this educator served on technical or special committees that affect the college program in the community, state or nation?
- How has this educator provided leadership in helping to solve challenges to two-year postsecondary education?
- How has this educator been active in developing, organizing, or supporting state and/or national two-year postsecondary associations?
- What awards or honors has this educator received in recognition of leadership in the college or community?

At the urging of ACCT Board of Directors Past President and DCCCD Trustee Kitty Boyle and with support from Chairman Jerry Prater and fellow trustees, in 2011 DCCCD Board of Trustees will commence nominating the winner of DCCCD's annual Miles Production Company Excellence in Teaching Award for ACCT's Meardy Award.

The winner of the Miles Production Company Excellence in Teaching Award is selected by the Chancellor and Faculty Council from among the seven college nominees for the Piper Professor award. The Miles Award is named after the late Ellison Miles, whose generosity to DCCCD Foundation, Inc. remains unsurpassed. Each winner of the Miles Production Company Excellence in Teaching Award receives a \$1,000 honorarium.

In 1958, the Minnie Stevens Piper Foundation established a program of Piper Professor to bring recognition to outstanding achievement in the teaching profession in

colleges and universities in the State of Texas. The Piper Foundation annually requests nominations from all accredited institutions of higher learning in the state. A committee from the academic community reviews each nomination to choose those professors to be honored. In their deliberations, the committee tries to seek out the well-rounded, outgoing teacher, devoted to the profession, who has made special impact on his or her students and the community. Fifteen awards are given each year. Each award includes a \$5,000 honorarium.

The roster of Distinguished Piper Professors includes 19 from DCCCD:

<u>Year</u>	<u>Name</u>	<u>College</u>
1975	Jim Hankerson	El Centro
1984	Gus Katsigris	El Centro
1988	Diane Martin	Eastfield
1989	Joan Weston	Brookhaven
1990	Mark Hettle	Mountain View
1991	Brian Earle	Cedar Valley
1993	Bettie Neeley-Plog	El Centro
1999	Gary Swaim	North Lake
2000	Luke Barber	Richland
2000	Vivian Dennis-Monzingo	Eastfield
2002	Linda Ridgway	Cedar Valley
2004	Mary Osentowski	Richland
2004	Lincoln Rolling	Cedar Valley
2005	Ken Alfors	Mountain View
2005	Doris Wilson	El Centro
2006	Ray Attner	Brookhaven
2007	Sam Germany	Cedar Valley
2009	Susan Wyatt	Eastfield
2010	Randy Conine	Richland

DCCCD's nominees for Piper Professor Awards in 2011 are Christi Carter (Brookhaven), Mikal McDowell (Cedar Valley), Carlos Saul Ojeda (Eastfield), Dudley Knox (El Centro), Janice Franklin (Mountain View), Alice Ruth Butler (North Lake), and Joe Cortina (Richland).

As winner of the Miles Production Company Excellence in Teaching Award, Dr. Franklin becomes DCCCD Board of Trustees' first nominee for ACCT's William H. Meardy Faculty Member Award. Regional winners will be announced in September; the Meardy Award winner will be announced at ACCT's Annual Congress to be held in Dallas, TX, October 12-15, 2011.

INFORMATIVE REPORT NO. 39

Voluntary Retirement Incentive Participants as of March 28, 2011

The following DCCCD employees have declared their intent to participate in the Voluntary Retirement Incentive program and have completed the initial paperwork towards fulfillment of the guidelines. (Note: These employees have the option to rescind their decision to participate in this program within 21 days of the submission of their signed retirement agreement.)

<u>Employee</u>	<u>Retirement Date</u>	<u>Years of Service</u>
<u>Brookhaven</u>		
Jill Williams-Administrative Assistant	31-Aug-11	25
<u>Eastfield</u>		
Claire Gaultlett-Dean/Executive Assistant	31-Aug-11	32
Joel Jessen-Instructor, Learning Frameworks	12-May-11	41
Leonard Larsen-Instructor, Human Development	31-Aug-11	36
Patsy Mirtz-Admissions and Records Assistant	31-Aug-11	14
Fran Pearce-Department Assistant	31-Mar-11	27
Robert Sharp-Instructor, Social Science	31-Aug-11	41
Brenda Stevenson-Administrative Assistant	31-Aug-11	34
<u>El Centro</u>		
Gwendolyn Chandler-Instructor, Micro Biology	31-May-11	22
Gene Pouncy-Instructor, English	31-Jul-11	36
<u>Richland</u>		
Azariah Adams-Coordinator, Student Services	31-Aug-11	14
Patricia Bollin-Ex. Director, Human Resources	31-Aug-11	31
Vallye Ezell-Instructor, Humanities	31-Aug-11	39
Fredeica Garcia-Instructor, World Languages	31-Aug-11	37
Larry Grant-Purchasing and Transaction Specialist	31-Aug-11	22
Aliene Pylant-Senior Rehabilitation Specialist	31-Aug-11	16
Jeana Remington-Associate Dean	30-Apr-11	29
Elizabeth Runyan-Administrative Assistant	31-Aug-11	29
Charles Sheffield-Instructor, Humanities	31-May-11	37
<u>District Office</u>		
Mattie Carter-Research Analyst	31-Jul-11	23
Luis Iglesias-Development Specialist	31-Aug-11	13

INFORMATIVE REPORT NO. 40

Involuntary Terminations

At the Board of Trustees work session on February 11, 2011, Trustee Diana Flores asked if there are legal constraints to layoffs and how three-year contracts are handled relative to layoffs.

Board Policy DMAD, TERM CONTRACTS, REDUCTION IN FORCE, states the following:

PURPOSE. If financial exigency, decline in student enrollment, or the reduction, consolidation, or elimination of programs is demonstrable, these factors may necessitate periodic layoff of personnel. In that event, the Board is committed to rational, consistent, and nondiscriminatory means to provide for an orderly reduction in College District personnel.

DEFINITION. Layoff means non-reemployment at the end of or during a contractual term for any of the factors in the paragraph above. If a layoff occurs during a contractual term, due process of law applies as provided in DMAA (LOCAL).

RESPONSIBILITY. The Chancellor shall monitor College District enrollments, availability of financial resources, program needs, and staffing requirements, both present and future, and shall recommend, when appropriate, layoff of personnel to the Board. The Chancellor shall establish a procedure for the implementation of the reduction policy for faculty. Parallel procedures shall be established for nonfaculty.

When a layoff in faculty personnel occurs, the nonfaculty personnel who function in a supporting role to the faculty will be reduced proportionately, including the administrative, classified [professional support staff], and other personnel not generally classified as faculty. The Chancellor shall reduce personnel in these categories so that the relationship of faculty to nonfaculty remains essentially the same.

REDUCTION CRITERIA. Layoff is based upon program needs, employee performance, seniority, and the College District's commitment to affirmative action.

RE-HIRE PRIORITY. A laid-off faculty member has priority in hiring within his or her subject field(s). The duration of priority is five years, which begins at date of layoff. The order of priority is inversely related to the date of layoff, i.e., the last laid off is first recalled by subject fields.

The companion administrative procedure to this policy - DMAD (REGULATION), TERM CONTRACTS, REDUCTION IN FORCE - provides the following guidance:

LAYOFF PREREQUISITES. Before a layoff of faculty occurs, the District shall attempt to preserve employment of faculty by:

1. Identifying low enrollment areas and transferring faculty to another college as provided in this manual.
2. Providing reasonable notice for preparation of full-time faculty to instruct in another teaching field.
3. Eliminating sabbaticals.
4. Decreasing the number of part-time faculty prior to affecting full-time faculty.
5. Offering the option of early retirement, if permitted by law.
6. Reducing the workload of faculty with a proportionate reduction in salary.
7. Providing the opportunity for faculty to teach at different campuses or in different disciplines.
8. Increasing the base workload of faculty.
9. Providing other reasonable alternatives.

AUTHORITY. The Vice-Chancellor of Educational Affairs shall recommend to the Chancellor reduction in:

1. A program or activity.
2. A teaching area or class.
3. The number of positions in a teaching area.

Each College President shall assist the Vice-Chancellor of Educational Affairs in his or her determination of the areas of reduction listed above.

AFFIRMATIVE ACTION. In all deliberations and actions, the District shall maintain its commitment to affirmative action goals.

LAYOFF CRITERIA. The two components of the reduction-in-force policy are competence and seniority which are determined as follows:

1. For each academic year of employment with the District, a faculty member will acquire three points for each rating of “competent” or above which the faculty member receives on a performance evaluation as follows:
 - a. The accumulation of points begins with employment in the District as a full-time faculty member only.

- b. The accumulation of points encompasses all previous evaluation systems as follows:
 - i. Original El Centro College faculty prior to establishment of a District evaluation system (original employee equals “competent”)
 - ii. Three-item evaluation system (“requires improvement” and “effective”)
 - iii. Five-item evaluation system (“competent,” “commendable,” or “distinguished” equals “competent”)
 - iv. Four-item system (“meets standards” or “exceeds standards” equals “competent”)
2. For each academic year of full-time employment with the District, a faculty member will acquire one point.

LAYOFF DETERMINATION. In the event of a layoff:

1. All personnel will be frozen in their job categories. Consideration may be given to the transfer of faculty to vacant positions for which they may be qualified.
2. The layoff will be among all the colleges of the District by teaching area.
3. Faculty will be laid off by teaching area. If a faculty member has taught in more than one teaching area within the last three years, the faculty member would, following a layoff in one teaching area, be assigned to the other teaching area or areas, if an assignment is available.
4. A faculty member with the lowest accumulation of points (competence plus seniority) among all the colleges in the District will be laid off first.
5. In the event that two or more faculty members accumulate the same number of points, the faculty affected will be interviewed for a position by all division chairs of the teaching area excluding division chairs where the faculty is assigned as follows:
 - a. The chair will conduct an interview as a group.
 - b. Each candidate will be interviewed individually.
 - c. A decision for employment will be made by majority vote.
6. If a layoff occurs at mid-year, point accumulations for competence and seniority will be totaled through May of the previous year.
7. If a two-year cycle of evaluation is in effect, points will be awarded to the group not evaluated based upon their last evaluation.

NOTIFICATION. Before a layoff, a faculty member will receive a notice of layoff which is signed by the director of human resources. The notice will include:

1. Date of layoff.
2. Reason for layoff.

3. Rights, options, and appeal process, if applicable.

The notice is required no later than 60 days after the first class day of a spring semester.

[There are additional provisions in the regulation pertaining to benefits and recall, not recounted here.]

Board Policy DMAA (LOCAL) provides due process procedures for faculty.

DUE PROCESS PROCEDURES. Due process procedures for faculty members for terminations during a contract term, for suspension without pay, or for nonrenewal of faculty members on three-year contracts are as follows:

1. **WRITTEN REQUEST FOR HEARING.** Upon written notification, the employee may, within ten days, submit to the College President or Chancellor, as appropriate, a written request for a hearing. A hearing officer shall be selected as described below.
2. **HEARING PANEL SELECTION.** Each academic year, the Chancellor shall, with the advice and consultation of the faculty council, select a panel of not less than five potential hearing officers. Members of this panel shall be persons who are qualified in their understanding of hearing procedures and who are not College District employees. The hearing officers so selected shall have the power to administer an oath, and the testimony from all witnesses shall be under oath. Additionally, the Chancellor shall, with the advice and consultation of the faculty council, name no less than three alternate members of this panel. The names of the panel members and of the alternates shall be provided to the college presidents and to the members of the faculty council no later than February 15 of each academic year.
3. When a hearing is requested, the faculty member shall be provided with a list of the hearing officer panel members and hearing officer alternate panel members. Within five days after the day when the list of potential hearing officers has been delivered to the faculty member, the faculty member and the College President shall meet in the presence of a notary public and shall select the hearing officer in the following manner: The faculty member shall first strike off a name from the list; then the College President shall strike off a name, and so on, in this fashion until only one name remains. The notary public shall provide this information to the Chancellor, who shall notify the hearing officer whose name was not stricken. In the event such hearing officer is unable to serve within the prescribed time period, the potential hearing officers whose name was stricken last shall be requested to serve.

4. HEARING. The hearing shall be held at a place and time named by the hearing officer, in consultation with the College President, and the faculty member; provided however, that the hearing shall not be held on the campus of any of the colleges of the College district, or in the college District offices. The hearing shall be convened within a reasonable time after the selection of the hearing officer. Expenses of the hearing shall be borne by the college district, with the exception of any fees charged the faculty member by legal counsel. The hearing shall be closed unless the faculty member requests that it be open. If the faculty member wishes the hearing to be open to the public, he or she shall make this wish known by delivering such a request, in writing, to the hearing officer, not less than 72 hours prior to the scheduled time for the hearing to begin. Upon receiving this request, the hearing officer shall promptly notify the College President, in writing, that the hearing shall be open to the public. The hearing shall be conducted by the hearing officer in the manner which he or she deems most appropriate, within the guidelines specified herein including the provisions that:
 - a. The faculty member and the College President shall have the right to be represented by counsel if they choose;
 - b. The faculty member shall have the right to face and to question those persons on whose judgments and opinions the recommendation against reemployment is based;
 - c. The faculty member and the College President shall have the right to present facts and to bring forward witnesses;
 - d. Witnesses shall be placed under oath by the hearing officer; and
 - e. The burden of proof is upon the College President to show facts, by a preponderance of the evidence, that support the termination or nonrenewal.
5. RECORDS AND FINDINGS. The proceedings of the hearing shall be tape recorded, and the recordings shall be held by the hearing officer for his or her own examination. A copy of the tapes shall be provided to the faculty member and to the College President upon request. The hearing officer shall base his or her findings solely upon the record of the hearing. Following the conclusion of the hearing, the hearing officer shall, within seven days, deliver a finding of fact in writing to the College President, to the faculty member, and to the Chancellor. In addition to the findings of fact, the hearing officer shall include a conclusion based on the facts that the reasons supporting the contemplated termination or nonrenewal have or have not been sustained.
6. CHANCELLOR CONSIDERATION. The Chancellor shall consider the written report of the hearing officer in determining his or her recommendation to the Board concerning the reemployment or non-reemployment of the faculty member. Within ten days after delivery of the

report of the hearing officer to him or her, the chancellor shall deliver to the faculty member a copy of his or her judgment in writing.

7. **BOARD REVIEW.** The Board may accept the recommendation of the Chancellor after examination of the hearing officer's report and the judgment of the Chancellor. If the Board determines to review the appeal further, the proceeding is appellate in nature (not de novo) and is limited to the evidence presented at the hearing provided in item 5 above.
8. **PUBLICITY CONCERNING TERMINATION PROCEDURES.** In all proceedings, confidentiality of testimony shall be preserved in keeping with applicable state law. In the event a public statement from a District spokesman is deemed appropriate, such statement shall be issued by the College President or the Chancellor.

INFORMATIVE REPORT NO. 41

Athletics Consistently Linked to Perseverance

Participation in competitive sports keeps student athletes in school and working to pass their courses. It is a reliable source for “good results” in the arsenal of student programs that aim to increase students’ educational attainment.

Five DCCCD colleges have won 11 national athletic championships in the National Junior College Athletic Association (NJCAA Division III) since 2005:

2011 – Mountain View College Men’s Basketball

2009 – Brookhaven College Women’s Volleyball and Richland College Men’s Baseball and Men’s Basketball

2008 – North Lake College Men’s Basketball

2007 – Richland College Men’s Soccer

2006 – Eastfield College Men’s Baseball, North Lake College Men’s Basketball, and Richland College Men’s Soccer and Women’s Soccer

2005 – Brookhaven College Women’s Volleyball.

There are correlating numbers of All-American, Academic All-American, and All Tournament Player awards and designations by DCCCD’s student athletes.

From the beginning, the policy of DCCCD’s Board of Trustees has been not to offer athletic scholarships, making it even more remarkable that the colleges have built a reputation that attracts talent and generates strong competition in the league that DCCCD formed for its colleges in the 1980s – the Metro Athletic Commission (MAC).

[Source: Most of this information is from *Board Briefs* newsletter on the subject of Student Life, Volume 1, Issue 12, May 2009, published at www.dcccd.edu.]