

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

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

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

**District Office  
1601 South Lamar Street  
Lower Level, Room 007  
Dallas, TX 75215  
Tuesday, October 4, 2011  
4:00 PM**

**AGENDA**

- I. Certification of notice posted for the meeting
- II. Pledges of allegiance to U.S. and Texas flags
- III. Richland Collegiate High School status report presented by Superintendent Donna Walker *Informative Report No. 25, pp. 69-71*
- IV. Public Hearing for Richland Collegiate High School 2011 Financial Management Report
- V. An overview of Brookhaven College's Quality Enhancement Plan (QEP) – a special presentation by President Thom Chesney and English Professor Haven Abedin, QEP co-chair *pp. 6-7*
- VI. Citizens desiring to address the Board regarding agenda items
- VII. Opportunity for members of the Board and Chancellor to declare conflicts of interest specific to this agenda *p. 8*
- VIII. Consideration of Bids
  1. Low and Best Proposal: Recommendation for award to Blackboard Student Services, Inc., in an amount of \$686,290, over a two-year period, for technical call center service, LeCroy Center (RFP No.

- 11842) *pp. 14-15*
2. Recommendation for price agreement increase to Dtel Communications, Inc., in an amount of \$13,555, for communications moves, adds, and changes, District-wide (Bid No. 11864) *p. 16*
  3. Authorization to award a contract to J. Reynolds & Co, Inc., in an amount of \$199,033, for emergency roof repairs, Eastfield College *p. 17*

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

#### Minutes

4. Approval of Minutes of the September 6, 2011 Special Meeting *pp. 18-19*
5. Approval of Minutes of the September 6, 2011 Regular Meeting *pp. 20-22*

#### Policy Reports

6. Approval of Academic Calendar for 2012-2013 *pp. 23-25*
7. Approval of Revised Mission Statement of Cedar Valley College *pp. 26-27*

#### Financial Reports

8. Approval of Expenditures for August 2011 *p. 28*
9. Acceptance of Gifts *pp. 29-30*
10. Approval of Broker-Dealers *pp. 31-35*
11. Approval of Interlocal Contract(s) for Services Provided by DCCCD to the City of Seagoville on behalf of Seagoville Police Department and Dallas County Personnel/Civil Service *p. 36*
12. Approval of Agreement with Ed2Go/Cengage Learning *p. 37*

X. Individual Items

#### Personnel Reports for Individual Action

13. Acceptance of Resignations and Voluntary Retirement Incentive Retirements *p. 38*
14. Approval of Warrants of Appointment for Security Personnel *p. 39*
15. Employment of Contractual Personnel *pp. 40-43*
16. Reclassification of Instructors *p. 44*

#### Building and Grounds Reports for Individual Action

17. Approval of Amendment to Agreement with Mayse & Associates, Inc. *pp. 45-46*

18. Approval of Agreement with Reed, Wells, Benson and Company *pp.* 47-48

Financial Reports for Individual Action

19. Approval of District Corporate Resolution Relating to a Domestic Custody Agreement with JPMorgan Chase Bank, National Association in connection with the District's Depository Agreement Check Signatures *pp.* 49-51
20. Approval of Seventh Amendment to Interlocal Contract of July 2004 with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, Dallas County Schools District and Dallas County Community College District *p.* 52

Policy Reports for Individual Action

21. Evaluation and Amendment of Policies Relative to Proper Roles of the Board and the Chancellor *pp.* 53-55
22. Approval of Resolution Relating to Investment Policy *pp.* 56-66
23. Acceptance of Trustee Boyle's Resignation *p.* 67
24. Approval of the Date for the Next Trustee Election *p.* 68

XI. Informative Reports

25. Richland Collegiate High School Financial Integrity Rating System of Texas Financial Management Report *pp.* 69-71
26. Presentation of Current Funds Operating Budget Report for August 2011 *pp.* 72-79
27. Monthly Award and Change Order Summary *pp.* 80-85
28. Payments for Goods and Services *pp.* 86-88
29. Progress Report on Construction Projects *pp.* 89-93
30. Report of M/WBE Participation of Maintenance and SARS Report on Projects *pp.* 94-101
31. Facilities Management Project Report *pp.* 102-122
32. Notice of Grant Awards September 2011 *pp.* 123-124
33. Notice of Grant Awards October 2011 *pp.* 125-128
34. Presentation of Contracts for Educational Services *pp.* 129-131
35. Voluntary Retirement Incentive Participants as of September 27, 2011 *p.* 132
36. Presentation of 4th Quarter Investment Transactions *pp.* 133-146
37. General Obligation Bond Program Concluding Report *p.* 147

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

XIII. Citizens desiring to appear before the Board

#### XIV. Executive session

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

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

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

The Board may conduct an executive session under §551.076 of the Texas Government Code to deliberate regarding the deployment or specific occasions for implementation of security personnel or devices.

#### XV. Adjournment of regular meeting

**CERTIFICATION OF NOTICE POSTED  
FOR THE  
OCTOBER 4, 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 30<sup>th</sup> of September 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 30<sup>th</sup> of September 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.



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Wright L. Lassiter, Jr., Secretary

BROOKHAVEN COLLEGE'S QUALITY ENHANCEMENT PLAN (QEP):  
AN OVERVIEW

- I. SACS COC Core Requirement 2.12 (*QEP focused on learning outcomes and/or the environment supporting student learning and accomplishing the mission of the institution*) and Comprehensive Standard 3.3.2 (*institutional capability to initiate, implement and complete; broad-based involvement; goals and assessment*)
- II. Process for Choosing Final Topic: Reading
- III. QEP Objectives and Strategies (All Strategies Implemented in Fall 2013)

Objective 1: Improved Reading Skills

Strategies:

1. Faculty Learning Groups

In spring 2013, a small group of faculty from different disciplines will learn strategies to improve students' reading skills. During the 2013-2014 academic year, these faculty members will implement strategies in their classes and assess the results. They will also meet several times to share ideas and compare experiences.

2. Campus-Wide Professional Development

Employees will participate in workshops tailored to their workgroups. After the first year, workshops will include insights gained from previous faculty learning groups.

Objective 2: Improved Engagement Related to Reading

Strategies:

1. Activities Related to Open Book Project (Common Reader Program)

This strategy may include the following activities:

- exhibits of art, music, dance and/or other creative works
- online forums and teaching resources
- component about the program in new student orientation

2. Other On-Campus Reading Promotion

This strategy will include the following activities:

- online resources
- web site that features Brookhaven employees describing their favorite books (employees' book endorsements will also appear on displays around campus)
- component about reading in new student orientation

#### IV. Steps Ahead

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

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

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

Action Services  
Bank of America, Merrill Lynch  
Blackboard Student Services, Inc.  
Budget Auto Body Shop  
Cantor Fitzgerald L. P.  
Castro Roofing of Texas  
City of Seagoville  
Coastal Securities L.P.  
Dallas County Personnel/Civil Service  
Dallas County Schools  
Deutsche Bank Alex Brown Securities  
Inc.  
Dick Blick Company  
Dtel Communications, Inc.  
Dwight & Don's Auto Care, Inc.  
Ed Map, Inc.  
Ed2Go/Cengage Learning  
Eddie's Mechanic & Body Repair, Inc.  
Heartland Automotive Services, Inc.  
dba Jiffy Lube  
J. Reynolds & Co., Inc.  
JPMorgan Chase Bank, National  
Association  
Kaplan Early Learning Co.  
Kwik Kar Lube  
Kwik Kar Lube & Tune  
Lakeshore Learning Materials  
Medical Digital Imaging of Texas, Inc.

Mister Sweeper, L.P.  
Perceptis  
Pro Car Care  
RBC Capital Markets  
Reed, Wells, Benson and Company  
Robert W. Baird & Company  
SB Fleet-Lube dba Preston Kwik Kar  
ServAll Contractor Services  
Shimadzu Medical Systems USA  
Sports Field Solutions  
Sungard Higher Ed  
  
TexPool  
TexSTAR  
Tri-Lam Roofing & Waterproofing  
Trinity Turf Nursery, Inc.  
UBS Financial Services, Inc.  
Wells Fargo Brokerage Services, LLC

## **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](http://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. 11842  
TECHNICAL CALL CENTER SERVICE  
LECROY CENTER  
OCTOBER 5, 2011 THROUGH SEPTEMBER 30, 2013

RESPONSE: Requests for proposals were sent to 33 companies, and three responses were received.

COMPARISON OF PROPOSALS:

Blackboard Student Services (alternate)	\$686,290
Blackboard Student Services	\$850,000
Perceptis	\$1,012,000
Sungard Higher Ed	\$1,161,681

RECOMMENDATION FOR AWARD:

BLACKBOARD STUDENT SERVICES, INC.	\$686,290
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LOW AND BEST PROPOSAL

COMMENTS: This award is for an outsourced call center to provide basic level (tier 0 and tier 1) telephone and email “help desk” technical support for e-connect and e-campus systems on a 24/7/365 basis for students, faculty, and staff across the district. If further assistance is required, the call is escalated to a tier 2 or tier 3 response provided by district staff.

The recommended company submitted a complete response to the solicitation while the other two provided only partial responses. As the incumbent contractor for this service, Blackboard Student Services, Inc. (formerly Presidium Learning, Inc.), has provided satisfactory service to the district for several years. Continuing to use their services eliminates up-front staff training costs, as well as conversion costs associated with transitioning to either of the other proposer’s systems. While their base proposal was to continue billing based on a per-call basis, they proposed an alternate for fixed-rate invoicing, which was deemed to be the best solution for the district’s current environment. In the opinion of evaluators, the recommended company’s alternate proposal best serves the interests of the district.

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

(Tab 2) RECOMMENDATION FOR INCREASE – BID NO. 11864  
COMMUNICATIONS MOVES, ADDS, & CHANGES  
PRICE AGREEMENT, DISTRICT-WIDE

BACKGROUND:

On August 5, 2008, the board of trustees approved a five-year price agreement for communications equipment moves, adds, and changes to W & R Technology and NSYNC Services, Inc. Both vendors have since gone out of business. To avoid disruption of these critical data and telephone services, the district director of purchasing approved on May 13, 2011, a short-term contract on an interim basis with Dtel Communications, Inc., in the amount of \$24,999.

On August 19, 2011, in response to an increase in service requirements, the executive vice chancellor of business affairs approved an increase of \$25,000 to the Dtel agreement, raising the revised total to \$49,999. This amount was expected to satisfy anticipated service needs until the new board-approved contract based on advertised Bid No. 11880 became effective.

In the interim, however, an additional \$13,555 worth of unforeseen voice/data services were required to complete the new consolidated financial aid offices, which caused the total to surpass the existing authorization level.

COMMENTS: This request is for authorization to increase the total contract amount with Dtel Communications, Inc., to \$63,554.

RECOMMENDATION:

DTEL COMMUNICATIONS, INC.	\$13,555
original award	\$24,999
previous award	\$25,000
additional increase requested	<u>\$13,555</u>
revised total	\$63,554

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

(TAB 3) RECOMMENDATION FOR AUTHORIZATION TO AWARD A  
CONTRACT FOR EMERGENCY ROOF REPAIRS  
EASTFIELD COLLEGE

BACKGROUND:

On February 2, 2010, the board of trustees awarded Bid No. 11695 to Sherman Roofing Co., Ltd., to replace the roofs on Buildings N and P. When approximately three quarters of the work had been accomplished, the principle passed away. The company defaulted on its contract and subsequently went out of business without completing the project.

When the original contractor's surety defaulted on its performance bond, a second solicitation was issued to factory-authorized contractors suggested by the roofing materials company responsible for warranting the roof installation. Because this was deemed to be an emergency to prevent further water damage from roof leaks, advertised bidding was suspended as authorized by district policy. Recovery of this expense and other related work is being pursued by the district's Facilities Management and Legal departments.

COMMENTS: This award is for the emergency repair of roofs on Buildings N and P. Work is to resume with this contractor from the point at which the prior contractor abandoned the project.

RECOMMENDATION:

J. REYNOLDS & CO., INC. \$199,033

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

CONSENT AGENDA NO. 4

Approval of Minutes of the September 6, 2011 Special Meeting

It is recommended that the Board approve the minutes of the September 6, 2011 Board of Trustees regular meeting.

**Board Members and Officers Present:**

Ms. Charletta Rogers Compton (vice chair)

Mrs. Kitty Boyle

Mr. Bob Ferguson

Ms. Diana Flores

Dr. Wright Lassiter (secretary and chancellor)

Mr. Bill Metzger (arrived 3:10 p.m.)

Mr. JL Sonny Williams (arrived 2:47 p.m.)

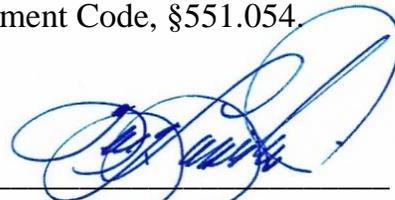
**Board Members and Officers Absent:** Mr. Jerry Prater (chair)

**Guests:** None

Vice Chair Charletta Rogers Compton convened the meeting at 2:45 p.m. Dr. Wright Lassiter certified the meeting notice had been posted.

**CERTIFICATION OF NOTICE POSTED  
FOR THE SEPTEMBER 6, 2011  
SPECIAL MEETING OF THE  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 2<sup>nd</sup> day of September 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 2<sup>nd</sup> day of September 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

**Proposed priorities, strategic objectives, measures, definitions and timelines**

Chancellor Lassiter, Associate Vice Chancellor-Chief Learning Officer Susan Hall, and Richland College Interim President Kay Eggleston provided information about proposed priorities, strategic objectives, measures, definitions and timelines. Dr. Lassiter will give trustees a copy of Commissioner Paredes' progress report on Closing the Gaps and will add a definition for sustainability to materials routinely sent with meeting agendas.

**Executive Session**

Vice Chair Compton recessed the meeting for an executive session to consider personnel matters at 3:30 p.m.

**Adjournment**

The special meeting re-convened at 3:50 p.m. Mr. Ferguson moved and Mrs. Boyle seconded a motion to adjourn. Vice Chair Compton adjourned the special meeting at 3:50 p.m.

Approved:



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Wright L. Lassiter, Jr., Secretary

CONSENT AGENDA NO. 5

Approval of Minutes of the September 6, 2011 Regular Meeting

It is recommended that the Board approve the minutes of the September 6, 2011 Board of Trustees regular meeting.

**Board Members and Officers Present:**

Mr. Jerry Prater (chair, arrived 4:08 p.m., departed 4:25 p.m.)

Ms. Charletta Rogers Compton (vice chair)

Mrs. Kitty Boyle (departed 5 p.m.)

Mr. Bob Ferguson

Ms. Diana Flores (departed 5:10 p.m.)

Dr. Wright Lassiter (secretary and chancellor)

Mr. Bill Metzger

Mr. JL Sonny Williams

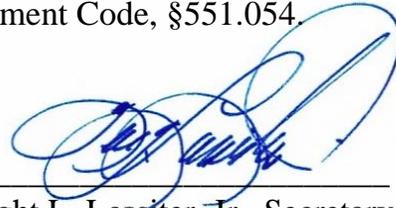
**Board Members and Officers Absent:** None

**Guests:** None

Vice Chair Charletta Rogers Compton convened the meeting at 4:04 p.m. Dr. Wright Lassiter certified the meeting notice had been posted.

**CERTIFICATION OF NOTICE POSTED  
FOR THE SEPTEMBER 6, 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 2<sup>nd</sup> day of September 2011, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 2<sup>nd</sup> day of September 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

### **Public Hearing on budget for 2011-12**

There were no speakers.

### **Citizens desiring to address the board regarding agenda items**

Mr. Philip Todd, retired director of purchasing, thanked the Board for its support during his tenure and asked the Board to increase tax revenue to ensure facilities are properly maintained and to increase salaries for professional support staff.

### **Richland Collegiate High School status report presented by Superintendent Donna Walker**

Supt. Walker presented the monthly status report.

### **Opportunity for chancellor and board members to declare conflicts of interest specific to this agenda**

Ms. Flores declared a conflict with Item 11.

### **Consideration of bids**

Ms. Flores moved and Mr. Ferguson seconded a motion to approve Items 1-14 with the exception of Item 11. Motion passed. Mr. Metzger moved and Mrs. Boyle seconded a motion to approve Item 11. Motion passed; Ms. Flores abstained. (See September 6, 2011, Board Meeting, Consideration of Bids, Agenda Items 1-14, 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. Flores seconded a motion to approve Items 15-23. Motion passed. (See September 6, 2011, Board Meeting, Consent Agenda, Items 15-23 which are made a part of and incorporated into the approved minutes as though fully set out in the minutes).

### **Individual items**

Ms. Flores moved and Mr. Prater seconded a motion to approve Items 24-28. Motion passed. Mr. Prater moved and Mrs. Boyle seconded a motion to approve Item 29. Motion passed. Ms. Flores moved and Mr. Ferguson seconded a motion to approve Item 30. Motion passed. Mr. Prater moved and Mr. Ferguson seconded a motion to approve Item 31. Motion passed. Ms. Flores moved and Mr. Williams seconded a motion to approve Item 32. Motion passed. Mr. Ferguson moved and Mr. Prater seconded a motion to approve Item 33. Motion passed. Mr. Ferguson moved and Ms. Flores seconded an amended motion to approve Item 34. (See September 6, 2011, Board Meeting Individual Items, Items 24-34, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes).

### **Informative reports**

Trustees reviewed the informative reports. Trustee Flores advised she will have questions about Informative Report No. 44 at a subsequent meeting.

### **Questions/comments from the board and chancellor**

Chancellor Lassiter will provide members of the Board with detailed budget reports similar to those provided last year (requested by Trustee Metzger), enrollment on a college-by-college and campus-by-campus basis (requested by Trustee Williams), and a figure for an acceptable proportion of students awarded financial aid by a date certain (requested by Trustee Williams). Chancellor Lassiter will also arrange for future meetings to commence with pledges of allegiance to U.S. and State flags.

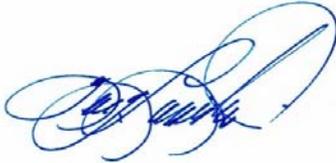
### **Executive session**

Ms. Compton recessed the regular meeting at 5 p.m. for an executive session to deliberate regarding the deployment or specific occasions for implementation of security personnel or devices.

### **Adjournment**

Ms. Compton re-convened the regular meeting at 5:35 p.m. Mr. Ferguson moved and Mr. Williams seconded a motion to adjourn. Vice Chair Compton adjourned the regular meeting at 5:35 p.m.

Approved:

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

Wright L. Lassiter, Jr., Secretary

## POLICY REPORT NO. 6

### Approval of Academic Calendar for 2012-13

The Chancellor recommends that the Board of Trustees adopt the Academic Calendar for 2012-213.

#### Academic Calendar for 2012-2013

Mini-semesters, flexible-entry classes, and other alternative schedules along with their withdrawal and final exam dates may be offered between or during regular semesters by some of the Dallas County Community Colleges. Students should register as early as possible. By registering early, students may take full advantage of academic advisement and may have more course options available. Please check with the colleges or online at [www.dcccd.edu](http://www.dcccd.edu) for course information, class schedules, and registration times.

#### Fall Semester, 2012

August 20 (M)	Faculty Reports
August 27 (M)	Classes Begin
September 3 (M)	Labor Day Holiday
September 10 (M)	12 <sup>th</sup> Class Day
November 15 (R )	Last Day to Withdraw
November 22 (R)	Thanksgiving Holidays Begin
November 26 (M)	Classes Resume
December 10-13 (M-R)	Final Exams
December 13 (R)	Semester Ends
December 17 (M)	Last day for faculty to submit grades electronically through eConnect to the Registrar's Office.
December 21 (F)	College buildings & offices close for the holidays at end of workday.

#### Winter Term, 2012-2013

Contact Colleges for availability and schedules

#### Spring Semester, 2013

January 1 (T)	Holiday
January 2 (W)	College Buildings and Offices Open
January 14 (M)	Faculty Reports
January 21 (M)	Martin Luther King, Jr. Day Holiday
January 22 (T)	Classes Begin
February 4 (M)	12 <sup>th</sup> Class Day
February 28 (R)	Employee Development Day-day and evening classes will not meet.

Spring Semester, 2013

March 1 (F)	Day of Service- Friday day classes will not meet. Friday evening, Saturday and Sunday classes will meet.
March 4 (M)	Classes Resume
March 18-22 (M-F)	Spring Break-College buildings & offices will be closed for the week.
March 25 (M)	Classes Resume
March 29 (F)	Holiday Begins
April 1 (M)	Classes Resume
April 18 (R)	Last Day to Withdraw
May 13 - 16 (M-R)	Final Exams
May 16 (R)	Semester Ends
May 20 (M)	Last day for faculty to submit grades electronically through eConnect to the Registrar's Office.
May Graduation	Ceremony dates may vary at the colleges depending on space available.

May Term, 2013

Contact Colleges for availability and schedules

General Summer Sessions - 2013 DCC Colleges' summer sessions may vary. Please see your college's class schedule for updated times, dates and locations.

First Summer Session: (Based on summer session I that includes classes meeting on the following Fridays- June 7, 14, and 21 as class days.)

May 27 (M)	Memorial Day Holiday
June 5 (W)	Classes Begin
June 8 (S)	4th Class Day
June 26 (W)	Last Day to Withdraw
July 3 (W)	Final Exams/Summer Session I Ends
July 4 (R)	Fourth of July Employee Holiday
July 8 (M)	Last day for faculty to submit grades electronically through eConnect to the Registrar's Office.

Second Summer Session (Based on summer session II that includes class meeting on the following Friday – July 12)

July 9 (T)	Classes Begin
July 12 (F)	4 <sup>th</sup> Class Day
August 1 (R)	Last Day to Withdraw
August 8 (R)	Final Exams
August 8 (R)	Summer Session II Ends
August 12 (M)	Last day for faculty to submit grades electronically through eConnect. to the Registrar's Office.

## Calendar Calculations

### Fall Semester, 2012

MWF - 43 meetings at 55 minutes each and final exam at 110 minutes  
(2475 total minutes)

MW & TR - 29 meetings at 80 minutes each and final exam 110 minutes  
(2430 total minutes)

### Spring Semester, 2013

MWF - 42 meetings at 55 minutes each and final exam at 110 minutes  
(2420 total minutes)

MW & TR - 29 meetings at 80 minutes each and final exam at 110 minutes  
(2430 total minutes)

### Summer Sessions, 2013

19 class meetings + exam equivalent to 1 class meeting = 20 total class meetings.

20 class meetings X 120 minutes = 2400 class minutes.

Calendar calculations for all other classes are the responsibility of the college.

## POLICY REPORT NO. 7

### Approval of Revised Mission Statement of Cedar Valley College

The Chancellor recommends that the Board of Trustees of the Dallas County Community College District approve the following revised Mission Statement for Cedar Valley College:

“The mission of Cedar Valley College is to provide exemplary teaching and learning experiences that prepare students for success in a dynamic world while strengthening communities.”

Cedar Valley College is a comprehensive community college founded by the Dallas County Community College District in 1977. The college anticipates and responds to the educational needs of students and employers by providing three types of programs: academic credit-transfer, technical-occupational, and non-credit continuing education. Cedar Valley delivers educational services at its main campus in Lancaster, at an economic and workforce development center in Cedar Hill, and through distance learning.

To accomplish this mission, Cedar Valley has identified the following strategic goals: Student Success, Employee Success, Economic and Workforce Development, Community Development, Business and Fiscal Efficiency, Organizational Effectiveness, and Sustainability.

This mission is carried out in a culture that values student success, integrity, accountability, inclusiveness, teamwork, excellence, open communication, trust, civility, and joy.

### Vision Statement

Cedar Valley College: A premier college transforming lives and communities

### Policy Reminders

Board policies pertinent to evaluating a recommendation to approve a revised college mission statement include:

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

1. *The purpose of each public community college shall be to provide:*
  - a. *Technical programs up to two years in length leading to associate degrees or certificates;*

- b. *Vocational programs leading directly to employment in semi-skilled and skilled occupations;*
  - c. *Freshman and sophomore courses in arts and sciences;*
  - d. *Continuing adult education programs for occupational or cultural upgrading;*
  - e. *Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students;*
  - f. *A continuing program of counseling and guidance designed to assist students in achieving their individual educational goals;*
  - g. *Workforce development programs designed to meet local and statewide needs;*
  - h. *Adult literacy and other basic skills programs for adults; and*
  - i. *Such other purposes as may be prescribed by the Texas Higher Education Coordinating Board or local governing boards in the best interest of postsecondary education in Texas.*
2. *The mission of the College District is to equip students for successful living and responsible citizenship in a rapidly changing local, national, and world community.*
  3. *The Board endorses and supports the Texas Higher Education Coordinating Board's plan for higher education, Closing the Gaps by 2015.*
  4. *The focus of the College District shall be increasing educational attainment as delineated in the Coordinating Board's plan to higher education. The plan in effect at the time of adoption of this policy is titled Closing the Gaps by 2015. BAA (LOCAL), BOARD LEGAL STATUS; POWERS, DUTIES, RESPONSIBILITIES; EXTENT OF STATE AND LOCAL CONTROL.*

NOTE: For colleges seeking reaffirmation of accreditation, the Southern Association of Colleges and Schools, Commission on Colleges (SACS/COC) Comprehensive Standard 3.1.1 requires the following: "The mission statement is current and comprehensive, accurately guides the institution's operations, is periodically reviewed and updated, and is approved by the governing board, and is communicated to the institution's constituencies."

## FINANCIAL REPORT NO. 8

### Approval of Expenditures for August 2011

The Chancellor recommends approval of expenditures in the amount of \$59,567,829 in the month of August 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*

FINANCIAL REPORT NO. 9

Acceptance of Gifts

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

<u>Gifts Reported in September 2011</u>				
<u>Beneficiary</u>	<u>Purpose</u>	<u>Quantity</u>	<u>Range</u>	<u>Total</u>
DCCCD	Equipment	7	\$ 100 - \$ 5,000	\$ 6,277
	Chancellor's Council	1	100 - 5,000	275
	Programs and Services	7	100 - 5,000	9,816
	Programs and Services	1	5,001 - 15,000	11,565
	Scholarships <sup>1</sup>	8	100 - 5,000	7,625
<b>Total</b>	<b>n/a</b>	<b>24</b>	<b>n/a</b>	<b>\$35,558</b>

<sup>1</sup>The "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 2011-12</u>				
<u>Month Reported</u>	<u>Amount by Category</u>			
	<u>Equipment</u>	<u>Rising Star</u>	<u>Other Gifts</u>	<u>Total</u>
September 2011	\$6,277	\$0	\$29,281	\$35,558
October 2011				
November 2011				
December 2011				
January 2012				
February 2012				
March 2012				
April 2012				
May 2012				
June 2012				
July 2012				
August 2012				
<b>Total To Date</b>	<b>\$6,277</b>	<b>\$0</b>	<b>\$29,281</b>	<b>\$35,558</b>

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

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

<u>Purpose</u>	<u>Quantity</u>	<u>Total</u>
Chancellor's Fund	2	\$ 1,550
Programs and Services	24	\$ 33,565
Total	26	\$ 35,115

FINANCIAL REPORT NO. 10

Approval of Broker-Dealers

The Chancellor recommends that the Board of Trustees approve the attached list of broker-dealers.

Policy Reminders

Board policies pertinent to evaluating a recommendation for approval of broker-dealers include:

*The Board or a designated investment committee, shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the College District. CAK (LEGAL), Gov't Code 2256.025*

## **LIST OF QUALIFIED BROKER-DEALERS**

### **INVESTMENT POOLS RECOMMENDED**

The investment pools listed in this report, TexPool and TexSTAR were organized in accordance with The Interlocal Cooperation Act and the Public Funds Investment Act, (Chapters 791 and 2256) of the Texas Government Code. These two acts provide for the creation of public funds investment pools and permit eligible governmental entities to jointly invest their funds in authorized investments.

**TexPool:** TexPool is a local government investment pool created in 1989, on behalf of Texas entities whose investment objectives are preservation and safety of principal, liquidity and yield consistent with the Public Funds Investment Act. The State Comptroller of Public Accounts oversees TexPool. Federated Investors manages the assets and provides service. TexPool offers a convenient and effective choice for the investment of local funds. As a Standard & Poor's AAAM rated local government investment pool, TexPool is committed to maintaining safety and stability. As of August 2011, TexPool had 2,248 participants and a total invested balance of \$14.2 billion.<sup>1</sup> TexPool's weighted average maturity is 46 days.

**TexSTAR:** TexSTAR was created in April 2002 through a contract among its participating governing units. The pool is governed by a board of directors to provide for the joint investment of participants' public funds under their control. TexSTAR is administered by JP Morgan Chase and First Southwest Asset Management, Inc. TexSTAR is organized in full compliance with the Texas Public Funds Investment Act. As of August 2011; TexSTAR has 735 participants, a total invested balance of more than \$4.7 billion, and a weighted average maturity of 48 days. TexSTAR maintains a Standard & Poor's AAAM rating<sup>2</sup>.

<sup>1</sup> Source: August 2011 TexPool Newsletter

<sup>2</sup> Source: August 2011 TexSTAR Newsletter

## **BROKER-DEALERS**

Annually the District performs due diligence on the brokers/dealers that are approved to do business with the District. This is accomplished by verifying each brokers/dealer's registration with the Texas State Securities Board, membership in the Securities Investor Protection Corporation, and good standing with the Financial Industry Regulatory Authority. Further, due diligence included researching the record of actions taken by individuals and filed with the Financial Industry Regulatory Authority. Each of the following brokers/dealers has been reviewed. None have actions that involve any criminal activity. The actions listed are various lawsuits and arbitration actions taken by the SEC that are not material in effect.

All brokers/dealers are registered with the Security and Exchange Commission (SEC), the Texas State Securities Board (TSSB), members of the Securities Investor Protection Corporation (SIPC) and in good standing with the Financial Industry Regulatory Authority (FINRA) formerly known as the National Association of Securities Dealers (NASD). Primary brokers/dealers may perform treasury and federal agency notes transactions and repurchase transactions with the District. Secondary brokers/dealers may perform only treasury and federal agency notes transactions for the District.

## **PRIMARY DEALERS**

**Bank of America, Merrill Lynch:** This firm is a subsidiary of Bank of America Corporation (NYSE:BAC) and is a product of the firm's 2009 merger with Merrill Lynch. The company's Global Capital Markets and Investment Banking (GCIB) group provides investment banking, equity and debt capital raising, research, trading, risk management, treasury management and financial advisory services. Through offices in 35 countries, GCIB serves domestic and international corporations, institutional investors, financial institutions and government entities.

**Deutsche Bank Alex Brown Securities Inc.:** This firm is a subsidiary of Deutsche Bank (NYSE:DB). One of the world's largest and most respected global financial institutions, Deutsche Bank today serves 31 million clients in 74 countries around the world. Deutsche Bank Alex.Brown is the private wealth management subsidiary of Deutsche Bank. Deutsche Bank Alex.Brown and its 260 Client Advisors operate in 16 branch offices around the United States. These Client Advisors deliver information, advice and investment solutions to a highly sophisticated client base that includes high net worth individuals and families, institutions and corporate clients.

**Cantor Fitzgerald L. P.:** Cantor Fitzgerald is a privately owned, premier global financial services firm. Formed in 1945, Cantor Fitzgerald is one of only 18 primary dealers authorized to trade U.S. government securities with The Federal Reserve Bank of New York. One of the few remaining private partnerships on Wall Street, Cantor Fitzgerald is a preeminent capital markets investment bank, recognized for its strengths in the equity and fixed income capital markets. Cantor operates trading desks in every major financial center in the world, including Dallas, Texas.

**UBS Financial Services, Inc.** UBS AG is the parent of the UBS Group (NYSE: UBS) which includes primary dealer, UBS Securities, LLC, and UBS Financial Services Inc. UBS Financial Services Inc. provides advice-based solutions through financial advisors who deliver a fully integrated set of products and services specifically designed to address the needs of public and private institutions, and high net worth individuals and families. UBS Financial Services Inc. also provides advanced research on capital markets, municipal and commodity markets, and the global economy in order to present a broad analysis of specific economic topics that provide an understanding of the current and prospective investment environment.

**RBC Capital Markets:** This is a wholly owned subsidiary of Royal Bank of Canada (NYSE: RY). The company's broker-dealer, RBC Dain Rauscher Inc., serves institutional investors, individual investors and small business owners through offices across the United States, including an office in Dallas, Texas. RBC provides personal and commercial banking, wealth management and investment banking services to personal, business, public sector and institutional clients.

### **SECONDARY DEALERS**

**Wells Fargo Brokerage Services, LLC** is a national financial services firm with an experienced team of brokers, traders and sales assistants who are affiliated with Wells Fargo Institutional Securities, LLC. They are members of FINRA and SIPC. They provide a full-service approach with support in sales of treasuries, agency securities, and other money market securities. Wells Fargo is a primary dealer of agency securities and a secondary dealer of treasuries.

**Coastal Securities L.P.:** Headquartered in Houston, Texas, Coastal Securities L.P. was founded in 1991 as a broker-dealer of fixed income securities. Coastal Securities L.P. serves as either an underwriter or financial advisor to a variety of public entities. In June 1996, Coastal Securities L.P. acquired another Houston-based securities firm, confirming Coastal's commitment to the fixed income market.

**Robert W. Baird & Company:** Baird is an employee-owned wealth management, capital markets, asset management and private equity firm with client assets of more than \$78 billion. Founded in 1919, Baird has grown from its Midwestern roots into an international financial services firm recognized for the quality advice and service we provide our clients. Baird has extensive experience and expertise in serving the specialized investment needs of corporations and institutions.

## FINANCIAL REPORT NO. 11

### Approval of Interlocal Contracts for Services Provided by DCCCD to the City of Seagoville on behalf of Seagoville Police Department and Dallas County Personnel/Civil Service

The Chancellor recommends approval of the following interlocal contracts for services provided by DCCCD:

- For non-credit courses provided by Cedar Valley College to the City of Seagoville on behalf of Seagoville Police Department in an amount not to exceed \$150,000 for the period October 4, 2011 through August 31, 2014 to offer Police In-Service courses.
- For non-credit courses provided by Richland College to Dallas County Personnel/Civil Service in an amount not to exceed \$30,000, unless amended by both parties, for the period October 1, 2011 through September 30, 2012 to provide educational services. Classes will begin October 11, 2011. Retroactive approval is requested.

### Policy Reminders

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

*To increase efficiency and effectiveness, the College District may contract or agree with other local governments and with state agencies, including the comptroller, to perform some of its purchasing functions.*

*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. The contract may be renewed annually. CF (LEGAL), PURCHASING AND ACQUISITION, INTERLOCAL AGREEMENTS, Gov't Code 791.001, 791.011, 791.025, 791.011(d)–(f)*

## FINANCIAL REPORT NO. 12

### Approval of Agreement with Ed2Go/Cengage Learning

The Chancellor recommends that authorization be given to approve an agreement with Ed2Go/Cengage Learning in an amount not to exceed \$381,125 per year for the period October 11, 2011 through October 11, 2013, to provide online training courses for Mountain View College.

The content of the online courses includes software applications, programming, web design, management, business, entrepreneurial, personal enrichment, and career development certificate courses and programs. The services provided in this agreement are not to exceed \$381,125 per year over the term of the agreement.

### 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)*

PERSONNEL REPORT NO. 13

Acceptance of Resignation and Voluntary Retirement Incentive Retirements

The Chancellor recommends that the Board of Trustees accept the following request of resignation and voluntary retirement incentive retirements from the following employees:

RESIGNATION - 1

Robin Bartoletti	Effective Date: August 31, 2011
Instructional Designer	Campus: LeCroy Center
Length of Service: 2 years	
Reason for resigning: Personal reasons	

VOLUNTARY RETIREMENT INCENTIVE RETIREMENTS - 3

Paul Dumont	Effective Date: January 31, 2012
Director, Educational Resource Support Services	Campus: District Service Center
Length of Service: 35 years	

Laurie Collins	Effective Date: December 21, 2011
Instructor, Visual Communications	Campus: Brookhaven College
Length of Service: 24 years	

Sharon Grubbs	Effective Date: January 31, 2012
Faculty/Counselor	Campus: El Centro College
Length of Service: 34 years	





Annual Salary: \$57,063/Band III

Effective Dates: October 5, 2011  
through August 31, 2012

Monthly Business and Travel Allowance: \$75

Director, Nursing/Allied Health and Skills Lab III

Biographical Sketch: M.S.N., University of Texas at El Paso, El Paso, TX; B.S.N.,  
Texas Woman's University, Denton, TX

Experience: Hospital Education Specialist, Good Samaritan Hospital, Los Angeles,  
CA; Quality Manager Coordinator/Perinatal Educator, Saint Frances Medical Center,  
Lynwood, CA

### INTERIM APPOINTMENT ADMINISTRATORS - 3

Wilbert Brown

Campus: District Office

Annual Salary: \$46,108/Band II

Effective Dates: October 5, 2011  
through December 31, 2011 or filling of  
the vacancy whichever occurs first

Monthly Business and Travel Allowance: \$62.50

Interim, Director College Financial Aid

Biographical Sketch: B.B.A., Jarvis Christian College, Hawkins, TX

Experience: Director of Financial Aid, Texas Careers Beaumont, Beaumont, TX;  
Enrollment Services Representative, Mountain View College; Content Training  
Specialist, District Office

Sylvia Holmes

Campus: District Office

Annual Salary: \$46,108/Band II

Effective Dates: October 5, 2011  
through December 31, 2011 or filling of  
the vacancy whichever occurs first

Monthly Business and Travel Allowance: \$62.50

Interim, Director College Financial Aid

Biographical Sketch: B.A., Eastern New Mexico University, Portales, TX

Experience: Admissions/Financial Aid Representative, ATI Technical Training  
Center, Dallas, TX; Financial Aid Services Program Coordinator, Eastfield College;  
College Financial Aid Advisor, District Office

Mark Langford

Campus: El Centro College

Annual Salary: \$75,155/Band V

Effective Dates: October 5, 2011  
through August 31, 2012, or until the  
position is filled, whichever occurs first

Monthly Business and Travel Allowance: \$117.50

Interim, Regional Director of the North Texas Small Business Development Center  
Network

Biographical Sketch: M.S., University of Texas at Dallas, Richardson, TX; B.B.A.,  
Texas Tech University, Lubbock, TX

Experience: Auditor, Arthur Young & Co., Dallas, TX; Director, Small Business Development Center, Collin County Community College, Plano, TX; Associate Regional Director, Small Business Development Center, El Centro College

REGULAR APPOINTMENT FACULTY - 3

Caitlin Stanford  
Annual Salary (Range): \$40,800/F01  
Campus: Eastfield College  
Effective Dates: October 5, 2011 through May 10, 2012

Instructor, Developmental Writing  
Biographical Sketch: M.A. and B.A., University of Oklahoma, Norman, OK  
Experience: Adjunct Faculty and Visiting Scholar-Faculty, Eastfield College

Charles Warnberg  
Annual Salary (Range): \$40,800/F01  
Campus: Eastfield College  
Effective Dates: October 5, 2011 through May 10, 2012

Instructor, Developmental Writing  
Biographical Sketch: B.A., Southern Methodist University, Dallas, TX  
Experience: Music Department Assistant and Adjunct Faculty Brookhaven College

Tammy Lipke  
Annual Salary (Range): \$44,000/F01  
Campus: El Centro College  
Effective Dates: September 7, 2011 through May 10, 2012

Instructor: Nursing  
Biographical Sketch: B.S., University of Washington, Bothell, WA  
Experience: Staff Nurse, Denton Regional Medical Center, Denton, TX; Charge Nurse, Atrium Medical Center, Corinth, TX; Adjunct Faculty, North Central Texas College, Gainesville, TX

TEMPORARY APPOINTMENT FACULTY - 3

Monica Saba  
Annual Salary (Range): \$40,000/F01  
Campus: Brookhaven College  
Effective Dates: October 5, 2011 through May 10, 2012 at 65% contract

Instructor, Dance  
Biographical Sketch: M.F.A., University of Wisconsin, Milwaukee, WI; B.F.A., Southern Methodist University, Dallas, TX  
Experience: Instructor, Hathaway Academy of Ballet, Allen, TX; Senior Lecturer, University of Texas at Dallas, Richardson, TX; Adjunct Faculty, Brookhaven College

Laurieanne Sheehan  
Campus: El Centro College

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

Effective Dates: August 22, 2011  
through May 10, 2012 at 60%

Instructor, Nursing

Biographical Sketch: M.S., Texas Woman's University, Denton, TX; B.S., Minot State University, Minot, SD

Experience: Sonographer, Cardiovascular Specialist, Lewisville, TX; Technical Director, Medical Center of Lewisville, Lewisville, TX; Adjunct Faculty, El Centro College

Michael Stone

Campus: El Centro College

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

Effective Dates: Fall Semester Only

Instructor, English

Biographical Sketch: M.H., University of Dallas, Irving, TX; B.A., Dallas Baptist University, Dallas, TX

Experience: Instructor, Prince of Peace Christian School, Carrollton, TX; Adjunct Faculty, Collin County Community College District, Plano, TX; Adjunct Faculty, El Centro College

#### VISITING SCHOLAR APPOINTMENT FACULTY - 1

Ray-Mel Cornelius

Campus: Brookhaven College

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

Effective Dates: Academic Year 2011-2012

Instructor, Visual Communications

Biographical Sketch: B.S., East Texas State University, Commerce, TX

Experience: Self-employed and Staff Designer/Illustrator, Ray-Mel Cornelius-Artist, Dallas, TX; Adjunct Faculty, Brookhaven College

#### CORRECTION TO SEPTEMBER 6, 2011 PERSONNEL REPORT - 1

Joan T. Becker

Campus: El Centro College

Annual Salary: \$92,932/Band IV

Dean, Health Occupations

Note: It is recommended that Ms. Becker's salary be corrected.

PERSONNEL REPORT NO. 16

Reclassification of Instructors

In accordance with District policy, the following instructors have met requirements to reclassify on the 2011-2012 Faculty Salary Schedule through the attainment of additional college hours and/or degrees:

<u>NAME</u>	<u>NEW CLASSIFICATION</u>
Walker, Michael (Eastfield)	F03
Cossio, Allison (El Centro)	F03
Fields, Nancy (El Centro)	F02
Soto-Medina, Victor (Mountain View)	F04
Villalobos, Susan (North Lake)	F02
Jones, Jennifer (Richland)	F04

BUILDING AND GROUNDS REPORT NO. 17

Approval of Amendment to Agreement with Mayse & Associates, Inc.

The Chancellor recommends that authorization be given to approve an amendment to the agreement with Mayse & Associates, Inc. in an amount not to exceed \$4,000 for additional services at North Lake College.

Original Agreement	\$172,912
Previous Amendment(s)	100,460
Amendment Amount	<u>4,000</u>
Revised Agreement	\$277,372

This NLC project is #11, *Progress Report on Construction Projects* (Informative Reports section of this agenda). Construction was 100% complete as of August 2011. However, this request is to complete LEED credit review and certification.

The Board approved the original contract with Mayse & Associates on March 11, 2008 in the amount of \$172, 912. The purpose of the agreement was to provide architectural and engineering services for the student life center renovation. Estimated completion date is October 10, 2011.

<u>Board</u> <u>Approved</u>	<u>EVCBA</u> <u>Approved</u>	<u>Amend.</u> <u>No.</u>	<u>Amount</u>	<u>Revised</u> <u>Contract</u>	<u>Contingency</u> <u>Remaining</u>
03/11/08			\$172,912	\$	-0-
	09/25/08	1	\$22,470	\$195,382	
02/16/09		2	\$59,800	\$255,182	
09/01/09		3	\$14,980	\$270,162	
10/05/10		4	\$3,210	\$273,372	
Pending		5	\$4,000	\$277,372	

Amendment #1 provides for H3000 HVC duct replacement.

Amendment #2 provides for additional architectural, MEP engineering, enhanced commissioning and LEED certification services in the design, construction documentation, LEED certification and construction administration phases for the Educational and Administrative Technology area renovation in H300 and Student Life Center H200.

Amendment #3 provides for implementation of newly established district-wide IT requirements and revises LEED point's strategy.

Amendment #4 provides for AHU and mechanical room reconfiguration. Owner requested electrical and data changes.

This amendment of \$4,000 provides for LEED credit review fee, LEED team administrator, and MAI coordination.

This recommendation increases the cost to \$277,372, which is \$104,460 (60%) over the original amount.

### 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*

## BUILDING AND GROUNDS REPORT NO. 18

### Approval of Agreement with Reed, Wells, Benson and Company

The Chancellor recommends that authorization be given to approve an agreement with Reed, Wells, Benson and Company in an amount not to exceed \$97,502 to provide engineering services for Richland College.

This is RLC project #6, *Progress Report on Construction Projects* (Informative Reports section of this agenda). The project is for professional engineering services to design a new utility bridge to run across the lake located centrally within the Richland College Campus. The new utility bridge will run adjacent to the existing pedestrian bridge and carry new chilled and heated hot water to the east portion of the campus.

The facilities management staff pre-qualifies architectural and engineering firms and has selected Reed, Wells, Benson and Company from its pool of pre-qualified firms. The agreement will be effective upon Board approval October 4, 2011. Compensation is to be a fee not to exceed \$82,712 plus reimbursable expenses not to exceed \$14,790.

### Policy Reminders

Board policies pertinent to evaluating a recommendation for contract include:

*p. Ensure careful planning 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:*

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

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

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

*For construction contracts valued at or above \$50,000, the Chancellor shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Chancellor and consistent with law and policy. CM (LOCAL),*  
**FACILITIES CONSTRUCTION: CONSTRUCTION CONTRACTS**

FINANCIAL REPORT NO. 19

Approval of District Corporate Resolution Relating to a Domestic Custody Agreement with JPMorgan Chase Bank, National Association in connection with the District's Depository Agreement Check Signatures

The Chancellor recommends that the attached District corporate resolution relating to the authorized signatures for the Domestic Custody Agreement with JPMorgan Chase Bank, National Association in connection with the District's Depository Agreement with J.P. Morgan and the College District be approved.

The Custody Agreement is for use in connection with the opening of one or more cash and securities accounts and the conduct of other such transactions between the College District and J.P. Morgan as provided in the Custody Agreement.

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

WHEREAS, the Board of Trustees of Dallas County Community College District at its regular meeting on October 4, 2011 is required to authorize Edward DesPlas, Executive Vice Chancellor of Business Affairs, to sign a Domestic Custody Agreement with JPMorgan Chase Bank, National Association in connection with the District's Depository Agreement with J.P. Morgan; and

WHEREAS, this Custody Agreement was presented at such meeting and is necessary for use in connection with the opening of one or more cash and securities accounts and the conduct of such other transactions between the College District and J.P. Morgan as provided in the Custody Agreement. The form of Custody Agreement produced has been completed by an officer of the College District, and in particular it was noted that details of the Authorized Persons (as defined therein) and details of persons authorized to give instructions on behalf of the College District had been provided to J.P. Morgan. Details of any Fund Managers and Advisers had also been provided to J.P. Morgan. The indemnities given to J.P. Morgan in the Custody Agreement were also noted. The trustees considered the form of the Custody Agreement; and

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

Section 1. That the form of the Custody Agreement (together with the Schedule and Appendices) is adopted in the manner and form produced at the meeting and the Executive Vice Chancellor of Business Affairs, Edward DesPlas, is authorized, for and on behalf of the College District, to sign and deliver same together with such changes and amendments thereto as the Chairman in his sole discretion thinks fit.

Section 2. That this resolution is effective upon adoption by the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: \_\_\_\_\_  
Jerry M. Prater, Chairman  
Board of Trustees

ATTEST

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

## FINANCIAL REPORT NO. 20

### Approval of Seventh Amendment to Interlocal Contract of July 2004 with the City of Dallas, County of Dallas, Dallas County Hospital District, Dallas Independent School District, Dallas County Schools District and Dallas County Community College District

The Chancellor recommends approval of a seventh amendment to an interlocal contract to participate in the land bank established by the City of Dallas for the period beginning on October 1, 2011, and ending on September 30, 2012 in an amount not to exceed \$10.00. Retroactive approval is requested.

The City established the land bank for the purpose of acquiring unimproved, tax-foreclosed, real property and selling such property to qualified developers for the development of affordable housing to be sold to low-income households. The County shall process cases of tax foreclosure on up to 300 parcels of real property meeting the criteria of the Code and referred by the City. Long-term, development of these properties is expected to increase assessed valuation, which will favorably impact the District's revenue from local taxes.

### Policy Reminders

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

*To increase efficiency and effectiveness, the College District may contract or agree with other local governments and with state agencies, including the comptroller, to perform some of its purchasing functions.*

*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. The contract may be renewed annually. CF (LEGAL), PURCHASING AND ACQUISITION, INTERLOCAL AGREEMENTS, Gov't Code 791.001, 791.011, 791.025, 791.011(d)–(f)*

## POLICY REPORT NO. 21

### Evaluation and Amendment of Policies Relative to Proper Roles of the Board and the Chancellor

In accordance with resolution regarding the Eastfield College presidential search adopted July 5, 2011, the Board of Trustees undertakes to evaluate, and amend if indicated, its policies and practices relative to proper roles of the Board and the Chancellor.

In this undertaking, the Board is giving particular attention to its compliance with the following three requirements for reaffirmation of regional accreditation for DCCCD's seven colleges:

- 1) Core Requirement 2.2. The institution has a governing board of at least five members that is the legal body with specific authority over the institution. The board is an active policy-making body for the institution and is ultimately responsible for ensuring that the financial resources of the institution are adequate to provide a sound educational program. The board is not controlled by a minority of board members or by organizations or interests separate from it. Both the presiding officer of the board and a majority of other voting members of the board are free of any contractual, employment, or personal or familial financial interest in the institution.
- 2) Comprehensive Standard 3.2.4. The governing board is free from undue influence from political, religious or other external bodies and protects the institution from such influence.
- 3) Comprehensive Standard 3.2.6. There is a clear and appropriate distinction, in writing and practice, between the policy-making functions of the governing board and the responsibility of the administration and faculty to administer and implement policy.

[Source: The Principles of Accreditation: Foundations for Quality Enhancement, Southern Association of Colleges and Schools, Commission on Colleges, 2010 Edition]

The Board commences its evaluation of policies and practices relative to proper roles of the Board and the Chancellor by reaffirming an existing policy and adopting a new policy, as follows:

Action Item #1  
Reaffirmation of an Existing Policy

A member of the Board violated Policy BAA (LOCAL), GOVERNANCE, 4 in connection with the Eastfield College presidential search. The policy is:

“When requesting information about the College District, members of the Board will make their requests to the Chancellor.”

The Board of Trustees has evaluated this policy and finds it to be unambiguous. Its meaning cannot be made more explicit by changing, adding or deleting words. Therefore, the Board reaffirms this policy as it is presently stated. The Board may, at a later date, consider means for enforcement.

Action Item #2  
Adoption of a New Policy

Members of the Board of Trustees have studied the Association of Community College Trustees’ *Standards of Good Practice*. They are:

“In support of effective community college governance, the board believes:

- That it derives its authority from the community, and that it must always act as an advocate on behalf of the entire community;
- That it must clearly define and articulate its role;
- That it is responsible for creating and maintaining a spirit of true cooperation and a mutually supportive relationship with its CEO;
- That it always strives to differentiate between external and internal processes in the exercise of its authority;
- That its trustee members should engage in a regular and ongoing process of in-service training and continuous improvement;
- That its trustee members come to each meeting prepared and ready to debate issues fully and openly;
- That its trustee members vote their conscience and support the decision or policy made;

- That its behavior, and that of its members, exemplify ethical behavior and conduct that is above reproach;
- That it endeavors to remain always accountable to the community;
- That it honestly debates the issues affecting its community and speaks with one voice once a decision or policy is made.”

DCCCD Board of Trustees adopts these standards of good practice as their own, effectively immediately, and directs that they shall be incorporated in the Manual as a local policy as soon as practical.

## POLICY REPORT NO. 22

### Approval of Resolution Relating to Investment Policy

The Chancellor recommends that the resolution reflecting review of the investment policy and strategies be approved, and, that Board Policy CAK (LOCAL) revised as follows.

Effective date: October 4, 2011

### Policy Reminders

Board policies pertinent to evaluating a recommendation to amend DCCCD's investment policy include:

Board Policy CAK (LEGAL), paragraph on ANNUAL REVIEW, states: *The Board shall adopt a written instrument stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies.*

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

WHEREAS, the Audit Committee of the Board of Trustees of Dallas County Community College District in its quarterly meeting on October 4, 2011, reviewed the Board's investment policy and strategies; and

WHEREAS, the Audit Committee further recommended comprehensive changes to the investment policy, CAK (Local) major items of which include:

1. Requirement that the investment officer shall monitor investments acquired with public funds for rating changes, in conformance with the Public Funds Investment Act as amended in the 82<sup>nd</sup> session of the Texas Legislature.
2. Requirement that the investment officer attend investment training during each state fiscal biennium, in conformance with the Public Funds Investment Act as amended in the 82<sup>nd</sup> session of the Texas Legislature. This requirement amends the previous requirement that the investment officer attend investment training not less than once in a two year period.
3. Adding to AUTHORIZED INVESTMENT INSTRUMENTS those investments that are fully guaranteed or insured by the FDIC, in conformance with the Public Funds Investment Act as amended in the 82<sup>nd</sup> session of the Texas Legislature
4. Allowing investment in AUTHORIZED INVESTMENT INSTRUMENTS, specifically Certificates of deposit and share certificates that are fully guaranteed or insured by the FDIC, through an authorized broker/dealer to one or more than one depository institution, in conformance with the Public Funds Investment Act as amended in the 82<sup>nd</sup> session of the Texas Legislature; and

WHEREAS, the Audit Committee's review and recommendation was considered by the Board of Trustees at its regular meeting on October 4, 2011; NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF DALLAS COUNTY COMMUNITY COLLEGE DISTRICT:

Section 1. That the Audit Committee's review of the Board's investment policy and strategies is accepted and approved.

Section 2. That the recommended changes to CAK (Local) as cited above by the Audit Committee and its recommendation is accepted and approved.

Section 3. That this resolution is effective upon adoption by the Board of Trustees.

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

By: \_\_\_\_\_  
Jerry M. Prater, Chair  
Board of Trustees

ATTEST

By: \_\_\_\_\_  
Wright L. Lassiter, Jr., Secretary to  
The Board of Trustees  
Dallas County Community College District

APPROPRIATIONS AND REVENUE SOURCES  
INVESTMENTS

CAK  
(LOCAL)

“SAFETY AND  
INVESTMENT  
MANAGEMENT

The College District and its investment officer shall ensure that all available funds are invested to the maximum extent possible at the highest rates obtainable at the time of investment in conformance with the Public Funds Investment Act and this policy. The College District’s investment strategy is as follows:

1. Preservation and safety of principal.
2. Maintenance of sufficient liquidity to meet operational needs.
3. Security of College District funds and investments.
4. Diversification of investments to avoid unreasonable or avoidable risks.

The College District’s portfolio is designed and managed in a manner to promote the best interest of the College District and the public. The College District’s conservative investment strategy is rooted in the Public Funds Investment Act’s Standard of Care, which states: “Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person’s own affairs, not for speculation, but for investment, considering probable safety of capital and probable income to be derived.

All investment transactions except investment pool funds and mutual funds shall be executed on a delivery-versus-payment basis.

SCOPE

This policy applies to all investment activity of the College District, including Brookhaven College, Cedar Valley College, Eastfield College, El Centro College, Mountain View College, North Lake

AUTHORIZED  
INVESTMENTS  
INSTRUMENTS

College, and Richland College.

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 that are fully guaranteed or insured by the FDIC, through an authorized broker/dealer to one or more than one depository institution, 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 as permitted by Government Code 2256.009(a).
9. Investments that are fully guaranteed or insured by the FDIC.

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.

**MONITORING MARKET PRICES**

The investment officer shall monitor investments acquired with public funds for rating changes. Monitoring shall be done monthly and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment. The investment officer shall keep the Board informed of significant declines in the market value of the College District's investment portfolio at least quarterly. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisors, and representatives/advisors of investment pools or money market funds.

**LIQUIDITY AND DIVERSIFICATION**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer. The following are guidelines for maximums:

- |    |                                                   |      |
|----|---------------------------------------------------|------|
| 1. | U.S. Treasury Securities                          | 100% |
| 2. | Agencies and Instrumentalities                    | 85%  |
| 3. | Insured or collateralized Certificates of Deposit | 100% |
| 4. | Repurchase Agreements*                            | 20%  |
| 5. | Money Market Mutual Funds                         | 50%  |
| 6. | Authorized Investment Pools                       | 50%  |

\*Excluding flexible repurchase agreements for bond proceeds investments.

To maintain a sufficient level of liquidity, at least ten percent of the portfolio will be maintained in

investment pools.

## MATURITY AND LIQUIDITY

The College District will only make investments as defined in this policy, in the section AUTHORIZED INVESTMENT(S) INSTRUMENTS, for a term of no greater than six years with the condition that the average maturity of the portfolio will be no more than four years. A reverse repurchase agreement may not exceed 90 days and may not be used to purchase any investment whose final maturity date exceeds the expiration date of the reverse repurchase agreement. The College District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

## INTEREST RATE RISK

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the College District shall use final and weighted-average-maturity limits and diversification.

The College District shall monitor interest rate risk using weighted average maturity and specific identification.

## AUTHORITY

The executive vice chancellor of business affairs or his or her designee shall serve as the investment officer of the College District and shall invest College District funds as directed by the Board and in accordance with the College District's written investment policies.

## REVIEW AND TRAINING

The Board shall review its investment policy and investment strategy at least once each year and adopt a resolution that evidences the review. The Board shall, at least annually, review, revise, and adopt a list of qualified brokers who are authorized to engage in investment transactions with the College District.

Each member of the Board and the investment officer shall attend at least one training session relating to the person's responsibilities under the Public Funds Investment Act within six months after taking office or assuming duties. In addition, the investment officer shall attend a training session during each state fiscal biennium (~~not less than once in a two-year period~~) and may receive training from any independent source approved by

the Board. The investment officer may also require other staff to complete investment training during each state fiscal biennium (every two years). The investment officer shall prepare a report describing changes in the law and their impact on the College District's investment policy and strategy. The report shall be delivered to the Board no later than the 180th day after the last day of each regular session of the legislature.

## ADMINISTRATION OF INVESTMENTS

The administration and procedures for investing College District funds and for requiring ethics disclosures of investment advisors shall be prescribed by the executive vice chancellor of business affairs in the appropriate section of the College District business procedures manual, as amended. The administration and procedures shall be consistent with this policy.

## FUNDS/ STRATEGIES

Investments of the following fund categories shall be consistent with this policy and in accordance with the strategy defined below. For pooled investments the College District will consolidate cash balances from all funds in the pool to maximize investment earnings. The earnings will be allocated to the various funds participating in the pool based on their respective participation and in accordance with generally accepted accounting principles.

**OPERATING FUNDS:** Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

**QUASI-ENDOWMENT FUNDS:** Investment strategies for quasi-endowments funds (including any commingled pools containing quasi-endowment funds) shall have as their primary objectives safety, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

**DEBT SERVICE FUNDS:** Investment strategies for debt service funds shall have as their objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Reserve funds

for revenue debt may be invested for long-term maturity in order to maximize return on investment. Maturities longer than one year are authorized provided legal limits are not exceeded.

**UNEXPENDED PLANT FUNDS:** Investment strategies for capital projects in the unexpended plant funds shall have as their objective sufficient investment liquidity to timely meet capital project obligations.

#### **SAFEKEEPING AND CUSTODY**

The College District shall retain clearly marked receipts providing proof of the College District's ownership. The College District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with College District funds by the investment pool. The College District shall contract with a bank or banks for the safekeeping of securities either owned by the College District as part of its investment portfolio or held as collateral to secure demand or time deposits. Securities owned by the College District shall be held in the College District's name as evidenced by safekeeping receipts of the institution holding the securities.

#### **COLLATERALIZED DEPOSITS**

Collateral for deposits will be held by a third party custodian designated by the College District and pledged to the College District as evidenced by safekeeping receipts of the institution with which the collateral is deposited. Original safekeeping receipts shall be obtained. Collateral may be held by the depository bank's trust department, a Federal Reserve bank or a branch of a Federal Reserve bank, or a third party bank approved by the College District.

#### **BROKERS / DEALERS**

Prior to handling investments on behalf of the College District, brokers/dealers must submit required written documents in accordance with law. Representatives of brokers/dealers shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC), and be in good standing with the Financial Industry Regulatory Authority (FINRA). Those firms that request to become qualified bidders for securities transactions will be required to provide 1) a completed broker/dealer questionnaire that

provides information regarding creditworthiness, experience and reputation and 2) a certification stating the firm has received, read and understood the College District's investment policy and agree to comply with the policy. Authorized firms may include primary dealers or regional dealers that qualify under Securities Exchange Commission rule 15C3-1(Uniform Net Capital Rule), and qualified depositories.

#### SOLICITING BIDS FOR CD'S OR OTHER SECURITIES

In order to get the best return on its investments, the College District may solicit bids for certificates of deposit or other securities in writing, by telephone, or electronically, or by a combination of these methods. It is the policy of the College District to require competitive bidding for all individual security purchases and sales except for: a) transactions with money market mutual funds and local government investment pools and b) treasury and agency securities purchased at issue through an approved broker/dealer or financial institution.

#### INTERNAL CONTROLS

A system of internal controls shall be established and documented in writing and must include specific procedures designating who has authority to withdraw funds. Also, controls shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the College District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations,

transactions, and rationale.

7. Avoidance of bearer-form securities.

These controls shall be reviewed by the College District's independent auditing firm during the College District's annual financial audit."

## POLICY REPORT NO. 23

### Acceptance of Trustee Boyle's Resignation

The Chairman recommends that the Board of Trustees accept the resignation of Kitty Boyle as Trustee of District 5.

### Policy Reminders

Board policies pertinent to accepting the resignation of a trustee include BBC(LEGAL):

A Board member may resign by delivering written notice, signed by the Board member, to the presiding officer of the Board. The Board may not refuse to accept a resignation. *Election Code 201.001(a)-(b)*

If a Board member submits a resignation, whether to be effective immediately or at a future date, a vacancy occurs on the date the resignation is accepted by the Board or on the eighth day after the date of its receipt by the Board, whichever is earlier. *Election Code 201.023*

All public officers shall continue to perform the duties of their offices until their successors shall be duly qualified, i.e., sworn in. Until the vacancy created by a Board member's resignation is filled by a successor, the Board member continues to serve and have the duties and powers of office and continues to be subject to the nepotism provision. A holdover Board member may not vote on the appointment of his or her successor. *Tex. Const., Art. XVI, Sec. 17; Atty. Gen. Ops. JM-636 (1987), DM-2 (1991), O-6259 (1945)* [See DBE]

POLICY REPORT NO. 24

Approval of the Date for the Next Trustee Election

The Chancellor recommends that the Board of Trustees discuss and act upon a date for the District's general election for trustees, which is scheduled in May 2012.

Effective: October 4, 2011

Policy Reminders

Section 3.004, *Election Code*, and Section 130.082, *Education Code*, requires the Board of Trustees of Dallas Community College District to order an election to elect certain members of the Board of Trustees in even-numbered years.

INFORMATIVE REPORT NO. 25

Financial Integrity Rating System of Texas Financial Management Report

Richland Collegiate High School's (RCHS) Financial Integrity Rating System of Texas (FIRST) Financial Management Report for the 2009-2010 fiscal year includes the status ratings and summary schedule for compensation and/or reimbursements to the RCHS Superintendent and Board of Trustees members.

Status Rating for Fiscal Year Ending August 31, 2010

RCHS received a "Standard Achievement" status, the highest rating awarded, under the FIRST guidelines.

Report requirements:

1. Received within 180 days after close of the fiscal year  
Due date: 02/27/2011 Date received: 01/27/2011
2. Indicates assets  $\geq$  80% liabilities

Total Assets	\$751,731
Total Liabilities	27,706
80% of Total Liabilities	22,165
Excess Assets over Liabilities	729,566

3. Report did not indicate a qualified or adverse opinion or an opinion disclaimed because of scope limitation.

Summary of total reimbursements or compensation received by the Superintendent or Board members

Reimbursements received by the Superintendent and Board members for the 12-month period ended August 31, 2010. Description of reimbursements: meals, lodging, transportation, fuel, other items excluding supplies and materials purchased for the school.

Supt	Prater	Compton	Boyle	Ferguson	Flores	Metzger	Williams
\$1,963.53	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Description of Reimbursements – Conference Attendance, Travel  
Reimbursements:

Meals	\$146.25
Lodging	688.89
Transportation	473.39
Motor Fuel	0
Other*	655.00

\* Conference registration fees, parking, taxi fares

Outside compensation and/or fees received by the Superintendent for professional consulting and/or other personal services for the 12-month period ended August 31, 2010.

Supt
\$0

Gifts received by executive officers and Board members (and first-degree relatives, if any) (gifts that had an economic value of \$250 or more in the aggregate in the fiscal year) for the 12-month period ended August 31, 2010.

Supt	Prater	Compton	Boyle	Ferguson	Flores	Metzger	Williams
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Business transactions between school district and Board members for the 12-month period ended August 31, 2010

Prater	Compton	Boyle	Ferguson	Flores	Metzger	Williams
\$0	\$0	\$0	\$0	\$0	\$0	\$0

Summary Schedule of Data Submitted Under the Financial  
Solvency Provision of Texas Education Code §39.0822

General Fund – First Quarter Expenses by Objective Code  
Report 2010-2011 first-quarter net assets expenses by object code:

Payroll	\$ 0
Contract Costs	278,389
Supplies and Materials	4,196
Other Operating	5,100
Debt Service	0
Capital Outlay	0

RCHS has not borrowed funds to pay for operating expenses without repaying the funds within 12 months from the time they were borrowed.

RCHS has not declared bankruptcy within the past two years.

RCHS has had three different Superintendents and one business manager within the last three years.

The Weighted Average Daily Attendance-to-staff ratio was within the normal limits.

### Background

The Texas Education Agency and the Texas Administrative Code, Chapter 19.109.1002(e) require charter schools to report to the Board of Trustees the school's most recent FIRST status and a schedule of summary of total reimbursements or compensation received by the Superintendent or Board members.

Under the system, charter schools can be awarded one of three ratings – “Standard, Substandard, and Suspended.” In order to achieve a “Standard Achievement,” a charter school must receive a “Yes” on the following annual financial audit report indicators:

1. Received within 180 days after the close of the fiscal year.
2. Indicates assets  $\geq$ 80% of liabilities.
3. Did not indicate a qualified or adverse opinion or an opinion disclaimed because of a scope limitation.

RCHS received “Yes” answers on all three annual financial audit report indicators for the 2010 reporting period.

## INFORMATIVE REPORT NO. 26

### Presentation of Current Funds Operating Budget Report for August 2011

The Chancellor presents the report of the current funds operating budget for August 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)*

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

**REVENUES & ADDITIONS**

Year-to-Date August 31, 2011  
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 89,227,028	\$ 89,478,155	\$ (251,127)	100.3%	90.1-106.5%	(1)
Tuition	87,484,608	84,241,965	3,242,643	96.3%	95.4-105.4%	
Taxes for Current Operations	120,222,660	121,618,473	(1,395,813)	101.2%	99.5-103.3%	
Federal Grants & Contracts	1,037,885	1,000,370	37,515	96.4%	80.9-130.2%	
State Grants & Contracts	126,452	129,613	(3,161)	102.5%	n/a	
General Sources:						
Investment Income	2,726,000	2,318,605	407,395	85.1%	70.4-150.5%	
General Revenue	3,084,574	3,251,954	(167,380)	105.4%	n/a	(2)
Subtotal General Sources	5,810,574	5,570,559	240,015	95.9%	85.3-144.3%	
SUBTOTAL UNRESTRICTED	303,909,207	302,039,135	1,870,072	99.4%	n/a	
Use of Fund Balance & Transfers-in	27,270,150	-	27,270,150	0.0%	n/a	
TOTAL UNRESTRICTED	331,179,357	302,039,135	29,140,222	91.2%	84.3-101.6%	
<b>AUXILIARY FUND</b>						
Sales & Services	5,167,128	4,498,108	669,020	87.1%	71.2-107.7%	
Investment Income	210,977	158,365	52,612	75.1%	73.3-121.4%	
Transfers-in	4,290,797	4,290,797	-	100.0%	n/a	
Use of Fund Balance	1,175,854	-	1,175,854	0.0%	n/a	
TOTAL AUXILIARY	10,844,756	8,947,270	1,897,486	82.5%	55.8-103.8%	
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	27,573,949	25,154,206	2,419,743	91.2%	n/a	
SBDC State Match	2,514,616	1,604,800	909,816	63.8%	n/a	
ARRA	938,265	937,757	508	99.9%	n/a	
Subtotal State Appropriations	31,026,830	27,696,763	3,330,067	89.3%	n/a	
Grants, Contracts & Scholarships:						
Federal	112,191,629	110,888,299	1,303,330	98.8%	n/a	
State	10,937,743	6,041,452	4,896,291	55.2%	n/a	
Local	8,520,584	11,129,008	(2,608,424)	130.6%	n/a	
Transfers-in	489,613	344,088	145,525	70.3%	n/a	
Subtotal Grants, Contracts & Scholarships	132,139,569	128,402,847	3,736,722	97.2%	n/a	
Richland Collegiate High School	169,259	107,572	61,687	63.6%	n/a	
TOTAL RESTRICTED	163,335,658	156,207,183	7,128,476	95.6%	n/a	
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	2,921,536	2,664,092	257,444	91.2%	n/a	
Investment Income	8,000	7,181	819	89.8%	n/a	
TOTAL COLLEGIATE HIGH SCHOOL	2,929,536	2,671,273	258,263	91.2%	n/a	
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 508,289,307</b>	<b>\$ 469,864,861</b>	<b>\$ 38,424,447</b>	<b>92.4%</b>	<b>n/a</b>	

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

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date August 31, 2011  
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget	Control Limits	Notes
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 138,110,140	\$ 132,198,162	\$ 5,911,978	95.7%	92.9-99.2%	
Public Service	6,517,478	4,856,473	1,661,005	74.5%	79.5-104.8%	(3)
Academic Support	18,271,817	17,056,120	1,215,697	93.3%	88.1-97.2%	
Student Services	28,720,430	27,861,302	859,128	97.0%	88.7-100.9%	
Institutional Support	62,376,607	58,636,859	3,739,748	94.0%	85.5-97.7%	
Staff Benefits	11,512,900	25,672,259	(14,159,359)	223.0%	71.5-109.9%	
Operations & Maintenance of Plant	32,559,735	29,543,220	3,016,515	90.7%	82.5-101.7%	
Repairs & Rehabilitation	22,531,305	11,080,641	11,450,664	49.2%	13.8-80.5%	
Special Items:						
Reserve - Campus	732,982	-	732,982	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	208,993	-	208,993	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	
<b>TOTAL UNRESTRICTED</b>	<b>321,542,387</b>	<b>306,905,036</b>	<b>14,637,351</b>	<b>95.4%</b>	<b>82.3-97.6%</b>	
<b>AUXILIARY FUND</b>						
Student Activities	7,537,368	6,847,351	690,017	90.8%	80.5-102.7%	
Sales & Services	2,623,435	2,614,844	8,591	99.7%	71.9-95.6%	(4)
Reserve - Campus	411,807	-	411,807	n/a	n/a	
Reserve - District	150,596	-	150,596	n/a	n/a	
Transfers-out	121,550	114,205	7,345	94.0%	0.0-311.4%	
<b>TOTAL AUXILIARY</b>	<b>10,844,756</b>	<b>9,576,400</b>	<b>1,268,356</b>	<b>88.3%</b>	<b>73.7-98.4%</b>	
<b>RESTRICTED FUND</b>						
State Appropriations	27,573,949	25,154,206	2,419,743	91.2%	0.0-299.3%	
Grants & Contracts	36,973,616	26,355,731	10,617,885	71.3%	n/a	
Scholarships	98,618,834	104,637,982	(6,019,148)	106.1%	n/a	(5)
Subtotal Grants, Contracts & Scholarships	163,166,399	156,147,919	7,018,480	95.7%	n/a	
Richland Collegiate High School	169,259	59,264	109,995	35.0%	n/a	
<b>TOTAL RESTRICTED</b>	<b>163,335,658</b>	<b>156,207,183</b>	<b>7,128,475</b>	<b>95.6%</b>	<b>n/a</b>	
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	2,929,536	1,960,616	968,920	66.9%	n/a	
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,929,536</b>	<b>1,960,616</b>	<b>968,920</b>	<b>66.9%</b>	<b>n/a</b>	
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>498,652,337</b>	<b>474,649,235</b>	<b>24,003,102</b>	<b>95.2%</b>	<b>n/a</b>	
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,737,950	(208,327)	108.2%	86.5-117.2%	
Institutional Matching-Contracts/Grants	240,555	349,444	(108,889)	145.3%	37.5-183.5%	
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	-	100.0%	n/a	
Unexpended Plant Fund	-	21,464	(21,464)	n/a	n/a	
Debt Service Fund	2,575,995	2,575,995	-	100.0%	n/a	(6)
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>9,636,970</b>	<b>9,975,650</b>	<b>(338,680)</b>	<b>103.5%</b>	<b>n/a</b>	
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 508,289,307</b>	<b>\$ 484,624,885</b>	<b>\$ 23,664,422</b>	<b>95.3%</b>	<b>n/a</b>	

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

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date August 31, 2011  
100.0% of Fiscal Year Elapsed

	Approved Budget	Year-to-Date Actuals	Remaining Balance	Percent Budget
<b>UNRESTRICTED FUND</b>				
Salaries & Wages	\$216,400,402	\$ 208,835,935	\$ 7,564,467	96.5%
Staff Benefits	11,512,900	25,672,259	(14,159,359)	223.0%
Purchased Services	21,014,037	17,757,637	3,256,400	84.5%
Operating Expenses	69,397,261	52,948,227	16,449,034	76.3%
Supplies & Materials	11,670,181	10,851,562	818,619	93.0%
Minor Equipment	3,836,111	3,101,923	734,188	80.9%
Capital Outlay	5,971,647	4,491,427	1,480,220	75.2%
Charges	(19,202,127)	(16,753,934)	(2,448,193)	87.3%
<b>SUBTOTAL UNRESTRICTED</b>	<b>320,600,412</b>	<b>306,905,036</b>	<b>13,695,376</b>	<b>95.7%</b>
Reserve - Campus	732,982	-	732,982	n/a
Reserve - Compensation	-	-	-	n/a
Reserve - Retention	-	-	-	n/a
Reserve - State Funding Reduction	-	-	-	n/a
Reserve - Operating	208,993	-	208,993	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	2,737,950	(208,327)	108.2%
Institutional Matching - Contracts/Grants	240,555	349,444	(108,889)	145.3%
Non-Mandatory Transfers & Deductions:				
Auxiliary Fund	4,290,797	4,290,797	-	100.0%
Unexpended Plant Fund	-	21,464	(21,464)	n/a
Debt Service Fund	2,575,995	2,575,995	-	100.0%
<b>TOTAL UNRESTRICTED</b>	<b>331,179,357</b>	<b>316,880,686</b>	<b>14,298,671</b>	<b>95.7%</b>
<b>AUXILIARY FUND</b>	<b>10,844,756</b>	<b>9,576,400</b>	<b>1,268,356</b>	<b>88.3%</b>
<b>RESTRICTED FUND</b>	<b>163,335,658</b>	<b>156,207,183</b>	<b>7,128,475</b>	<b>95.6%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>	<b>2,929,536</b>	<b>1,960,616</b>	<b>968,920</b>	<b>66.9%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$508,289,307</b>	<b>\$ 484,624,885</b>	<b>\$ 23,664,422</b>	<b>95.3%</b>

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

**REVENUES & ADDITIONS**

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2011			August 31, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
State Appropriations	\$ 89,227,028	\$ 89,478,155	100.3%	\$ 96,381,533	\$ 93,098,839	96.6%
Tuition	87,484,608	84,241,965	96.3%	81,979,935	81,647,727	99.6%
Taxes for Current Operations	120,222,660	121,618,473	101.2%	126,151,795	127,660,917	101.2%
Federal Grants & Contracts	1,037,885	1,000,370	96.4%	1,267,405	1,243,136	98.1%
State Grants & Contracts	126,452	129,613	102.5%	125,661	123,890	98.6%
General Sources:						
Investment Income	2,726,000	2,318,605	85.1%	4,400,000	3,951,676	89.8%
General Revenue	3,084,574	3,251,954	105.4%	2,915,507	3,447,207	118.2%
Subtotal General Sources	5,810,574	5,570,559	95.9%	7,315,507	7,398,883	101.1%
<b>SUBTOTAL UNRESTRICTED</b>	<b>303,909,207</b>	<b>302,039,135</b>	<b>99.4%</b>	<b>313,221,836</b>	<b>311,173,392</b>	<b>99.3%</b>
Use of Fund Balance & Transfers-in	27,270,150	-	0.0%	44,306,632	92,440	0.0%
<b>TOTAL UNRESTRICTED</b>	<b>331,179,357</b>	<b>302,039,135</b>	<b>91.2%</b>	<b>357,528,468</b>	<b>311,265,832</b>	<b>87.1%</b>
<b>AUXILIARY FUND</b>						
Sales & Services	5,167,128	4,498,108	87.1%	5,487,965	4,664,577	85.0%
Investment Income	210,977	158,365	75.1%	230,899	243,705	105.5%
Transfers-in	4,290,797	4,290,797	100.0%	5,182,064	5,182,064	100.0%
Use of Fund Balance	1,175,854	-	0.0%	1,054,040	-	0.0%
<b>TOTAL AUXILIARY</b>	<b>10,844,756</b>	<b>8,947,270</b>	<b>82.5%</b>	<b>11,954,968</b>	<b>10,090,346</b>	<b>84.4%</b>
<b>RESTRICTED FUND</b>						
State Appropriations:						
Insurance & Retirement Match	27,573,949	25,154,206	91.2%	26,411,849	25,679,943	97.2%
SBDC State Match	2,514,616	1,604,800	63.8%	2,016,483	1,990,961	98.7%
ARRA	938,265	937,757	99.9%	1,612,555	674,289	41.8%
Subtotal State Appropriations	31,026,830	27,696,763	89.3%	30,040,887	28,345,193	94.4%
Grants, Contracts & Scholarships:						
Federal	112,191,629	110,888,299	98.8%	76,981,721	98,402,290	127.8%
State	10,937,743	6,041,452	55.2%	7,160,093	6,611,705	92.3%
Local	8,520,584	11,129,008	130.6%	6,020,623	8,036,568	133.5%
Transfers-in	489,613	344,088	70.3%	319,528	405,475	126.9%
Subtotal Grants, Contracts & Scholarships	132,139,569	128,402,847	97.2%	90,481,965	113,456,038	125.4%
Richland Collegiate High School	169,259	107,572	63.6%	48,308	48,308	100.0%
<b>TOTAL RESTRICTED</b>	<b>163,335,658</b>	<b>156,207,183</b>	<b>95.6%</b>	<b>120,571,160</b>	<b>141,849,539</b>	<b>117.6%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>						
State Funding	2,921,536	2,664,092	91.2%	2,593,141	2,409,551	92.9%
Investment Income	8,000	7,181	89.8%	9,000	9,000	100.0%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,929,536</b>	<b>2,671,273</b>	<b>91.2%</b>	<b>2,602,141</b>	<b>2,418,551</b>	<b>92.9%</b>
<b>TOTAL REVENUES &amp; ADDITIONS</b>	<b>\$ 508,289,307</b>	<b>\$ 469,864,861</b>	<b>92.4%</b>	<b>\$ 492,656,737</b>	<b>\$ 465,624,268</b>	<b>94.5%</b>

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

**EXPENDITURES & USES BY FUNCTION**

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2011			August 31, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Instruction	\$ 138,110,140	\$ 132,198,162	95.7%	\$ 136,624,937	\$ 134,611,636	98.5%
Public Service	6,517,478	4,856,473	74.5%	7,028,525	6,245,006	88.9%
Academic Support	18,271,817	17,056,120	93.3%	18,539,901	18,040,323	97.3%
Student Services	28,720,430	27,861,302	97.0%	29,478,696	28,060,219	95.2%
Institutional Support	62,376,607	58,636,859	94.0%	65,569,468	60,828,341	92.8%
Staff Benefits	11,512,900	25,672,259	223.0%	11,503,462	12,691,898	110.3%
Operations & Maintenance of Plant	32,559,735	29,543,220	90.7%	34,411,668	31,252,573	90.8%
Repairs & Rehabilitation	22,531,305	11,080,641	49.2%	27,209,586	11,743,180	43.2%
Special Items:						
Reserve - Campus	732,982	n/a	n/a	4,176,083	n/a	n/a
Reserve - Compensation	-	n/a	n/a	-	n/a	n/a
Reserve - Retention	-	n/a	n/a	-	n/a	n/a
Reserve - State Funding Reduction	-	n/a	n/a	3,401,573	n/a	n/a
Reserve - Operating	208,993	n/a	n/a	1,170,643	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	-	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Non-operating	-	n/a	n/a	331,302	n/a	n/a
<b>TOTAL UNRESTRICTED</b>	<b>321,542,387</b>	<b>306,905,036</b>	<b>95.4%</b>	<b>339,445,844</b>	<b>303,473,176</b>	<b>89.4%</b>
<b>AUXILIARY FUND</b>						
Student Activities	7,537,368	6,847,351	90.8%	7,760,608	7,372,805	95.0%
Sales & Services	2,623,435	2,614,844	99.7%	3,236,082	2,711,066	83.8%
Reserve - Campus	411,807	-	n/a	472,695	n/a	n/a
Reserve - District	150,596	-	n/a	167,396	n/a	n/a
Transfers-out	121,550	114,205	94.0%	318,187	402,186	126.4%
<b>TOTAL AUXILIARY</b>	<b>10,844,756</b>	<b>9,576,400</b>	<b>88.3%</b>	<b>11,954,968</b>	<b>10,486,057</b>	<b>87.7%</b>
<b>RESTRICTED FUND</b>						
State Appropriations	27,573,949	25,154,206	91.2%	26,411,848	25,675,316	97.2%
Grants & Contracts	36,973,616	26,355,731	71.3%	36,718,771	30,434,597	82.9%
Scholarships	98,618,834	104,637,982	106.1%	57,392,233	85,691,318	149.3%
Subtotal Grants, Contracts & Scholarships	163,166,399	156,147,919	95.7%	120,522,852	141,801,231	117.7%
Richland Collegiate High School	169,259	59,264	35.0%	48,308	48,308	100.0%
<b>TOTAL RESTRICTED</b>	<b>163,335,658</b>	<b>156,207,183</b>	<b>95.6%</b>	<b>120,571,160</b>	<b>141,849,539</b>	<b>117.6%</b>
<b>RICHLAND COLLEGIATE H.S.</b>						
Expenditures	2,929,536	1,960,616	66.9%	2,602,141	2,071,602	79.6%
<b>TOTAL COLLEGIATE HIGH SCHOOL</b>	<b>2,929,536</b>	<b>1,960,616</b>	<b>66.9%</b>	<b>2,602,141</b>	<b>2,071,602</b>	<b>79.6%</b>
<b>SUBTOTAL EXPENDITURES &amp; USES</b>	<b>498,652,337</b>	<b>474,649,235</b>	<b>95.2%</b>	<b>474,574,113</b>	<b>457,880,374</b>	<b>96.5%</b>
<b>TRANSFERS &amp; DEDUCTIONS:</b>						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,737,950	108.2%	2,322,986	2,322,986	100.0%
Institutional Matching-Contracts/Grants	240,555	349,444	145.3%	43,107	174,172	404.0%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	5,182,064	5,182,064	100.0%
Unexpended Plant Fund	-	21,464	n/a	7,676,500	7,566,098	98.6%
Debt Service Fund	2,575,995	2,575,995	100.0%	2,857,967	1,428,984	50.0%
<b>TOTAL TRANSFERS &amp; DEDUCTIONS</b>	<b>9,636,970</b>	<b>9,975,650</b>	<b>103.5%</b>	<b>18,082,624</b>	<b>16,674,304</b>	<b>92.2%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$ 508,289,307</b>	<b>\$ 484,624,885</b>	<b>95.3%</b>	<b>\$ 492,656,737</b>	<b>\$ 474,554,678</b>	<b>96.3%</b>

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

**EXPENDITURES & USES BY ACCOUNT CLASSIFICATION**

Year-to-Date - 100.0% of Fiscal Year Elapsed

	August 31, 2011			August 31, 2010		
	Approved Budget	Year-to-Date Actuals	Percent Budget	Approved Budget	Year-to-Date Actuals	Percent Budget
<b>UNRESTRICTED FUND</b>						
Salaries & Wages	\$216,400,402	\$208,835,935	96.5%	\$209,881,435	\$209,341,116	99.7%
Staff Benefits	11,512,900	25,672,259	223.0%	11,503,462	12,691,898	110.3%
Purchased Services	21,014,037	17,757,637	84.5%	22,946,605	20,593,107	89.7%
Operating Expenses	69,397,261	52,948,227	76.3%	76,151,083	53,466,321	70.2%
Supplies & Materials	11,670,181	10,851,562	93.0%	14,860,679	14,974,009	100.8%
Minor Equipment	3,836,111	3,101,923	80.9%	6,746,486	3,795,261	56.3%
Capital Outlay	5,971,647	4,491,427	75.2%	6,840,650	4,916,371	71.9%
Charges	(19,202,127)	(16,753,934)	87.3%	(18,564,157)	(16,304,907)	87.8%
<b>SUBTOTAL UNRESTRICTED</b>	<b>320,600,412</b>	<b>306,905,036</b>	<b>95.7%</b>	<b>330,366,243</b>	<b>303,473,176</b>	<b>91.9%</b>
Reserve - Campus	732,982	n/a	n/a	4,176,083	n/a	n/a
Reserve - Compensation	-	n/a	n/a	-	n/a	n/a
Reserve - Retention	-	n/a	n/a	-	n/a	n/a
Reserve - State Funding Reduction	-	n/a	n/a	3,401,573	n/a	n/a
Reserve - Operating	208,993	n/a	n/a	1,170,643	n/a	n/a
Reserve - Enrollment Growth	-	n/a	n/a	-	n/a	n/a
Reserve - New Campuses	-	n/a	n/a	-	n/a	n/a
Reserve - New Buildings	-	n/a	n/a	-	n/a	n/a
Reserve - Non-operating	-	n/a	n/a	331,302	n/a	n/a
Transfers & Deductions:						
Mandatory Transfers:						
Tuition to Debt Service Fund	2,529,623	2,737,950	108.2%	2,322,986	2,322,986	100.0%
Institutional Matching - Contracts/Grants	240,555	349,444	145.3%	43,107	174,172	404.0%
Non-Mandatory Transfers & Deductions:						
Auxiliary Fund	4,290,797	4,290,797	100.0%	5,182,064	5,182,064	100.0%
Unexpended Plant Fund	-	21,464	n/a	7,676,500	7,566,098	98.6%
Debt Service Fund	2,575,995	2,575,995	100.0%	2,857,967	1,428,984	50.0%
<b>TOTAL UNRESTRICTED</b>	<b>331,179,357</b>	<b>316,880,686</b>	<b>95.7%</b>	<b>357,528,468</b>	<b>320,147,480</b>	<b>89.5%</b>
<b>AUXILIARY FUND</b>	<b>10,844,756</b>	<b>9,576,400</b>	<b>88.3%</b>	<b>11,954,968</b>	<b>10,486,057</b>	<b>87.7%</b>
<b>RESTRICTED FUND</b>	<b>163,335,658</b>	<b>156,207,183</b>	<b>95.6%</b>	<b>120,571,160</b>	<b>141,849,539</b>	<b>117.6%</b>
<b>RICHLAND COLLEGIATE HIGH SCHOOL</b>	<b>2,929,536</b>	<b>1,960,616</b>	<b>66.9%</b>	<b>2,602,141</b>	<b>2,071,602</b>	<b>79.6%</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>\$508,289,307</b>	<b>\$484,624,885</b>	<b>95.3%</b>	<b>\$492,656,737</b>	<b>\$474,554,678</b>	<b>96.3%</b>

## NOTES

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

- (1) Actual *State Appropriations* percent of budget is within the control limits. The increase in revenue is due to funds received from the State that were requested in the 2008 LAR for the DCCCD community campuses.
- (2) Actual *General Revenue* exceeded percent of budget primarily due to the receipt of installment plan fees and miscellaneous income from ONCOR rebates for energy savings from the District’s Chiller projects.
- (3) *Public Service* is below control limits because Bill J. Priest cancelled contracts with AT&T and AAA in December 2010 for financial reasons.
- (4) Actual *Sales and Services* is higher than the normal percent of budget due to purchases of a new commercial refrigerator and copiers for the Business Incubation Center at the Bill J. Priest location.
- (5) Actual *Scholarships* have exceeded 100% of budget due to an increased number of Pell awards.
- (6) Actual *Debt Service Fund* reflects the final transfer of unrestricted funds to debt service.





This request consists of the labor and materials necessary to return the field to compliance with soccer association standards; includes removing the existing soccer field grass, leveling low/high spots to the appropriate grade, and installing 74,800 square feet of common Bermuda. The team will continue to practice and play at other sites until this field restoration can be accomplished.

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Various Requisitions      **STUDENT BUS TRANSPORTATION SERVICES – D-W**  
Dallas County Schools      (12-month estimate)  
\$34,000.00

This request is to recommend the continued use of Dallas County Schools to provide bus transportation services on an as-needed basis.

At the beginning of each fiscal year, rate plans are established for trip charges. The cost for use of a school bus is based on trip charges of \$160.00 minimum for the first four hours, and \$40.00 for each additional hour after that. (Larger activity buses are also available at slightly higher rates.) Past history has shown that commercial carrier’s prices are not competitive with prices offered by Dallas County Schools.

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**CHANGE ORDERS:**

3SPM,LLC  
Construction Management Services for Maintenance Projects - EFC  
Purchase Order No. B14987  
Change Order No. 2

Change: Additional fee for Construction Management and reimbursable expenses to the renovation project (Remove and replace roofs on building N and P).

Original Contract Amount	\$77,942.00
Change Order Limit/Contingency	0.00
Prior Change Order Total Amounts	1,731.00
Net <b>Increase</b> this Change Order	<u>10,300.00</u>
Revised Contract Amount	\$89,973.00

Board approved original award 05/05/2009. This is for EFC project #1, *Progress Report on Construction Projects*.

C.D. Henderson Construction Group, LLC – Bid #11781  
Parking Lot and Courtyard Replacement - EFC  
Purchase Order No. B17214, B17215, B17217  
Change Order No. 05, 07

Change: Contract time extension for weather days for the sidewalk repairs project. Plaster repair at corner of Building F, deduct for wind sculpture, and time extension of weather days for the repair of the upper courtyard. Deduct \$2,660.24 for electrical repair by owner and \$25,000.00 utility allowance and add time extension for weather days for the replace asphalt parking lots project.

Original Contract Amount	\$1,588,900.00
Change Order Limit/Contingency	238,335.00
Prior Change Order Total Amounts	131,199.00
Net <b>Decrease</b> this Change Order	<u>(31,770.24)</u>
Revised Contract Amount	\$1,688,328.76

Board approved original award 09/07/2010. This is for EFC project #3, 4, & 6, *Progress Report on Construction Projects.*

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Dallas Door & Supply Company – Bid #11754  
Glass Replacement - CVC  
Purchase Order No. B16588  
Change Order No. 03

Change: Deductive change order for glass that was ordered with clear retainers in lieu of bronze retainers.

Original Contract Amount	\$360,5000.00
Change Order Limit/Contingency	54,075.00
Prior Change Order Total Amounts	.00
Net <b>Decrease</b> this Change Order	<u>(7,800.00)</u>
Revised Contract Amount	\$352,700.00

Board approved original award 07/06/2010. This is for CVC project #1, *Progress Report on Construction Projects.*

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Infinity Contractors – Bid #11854  
Replace Piping in Utility Tunnel – NLC  
Purchase Order No. B18353

Change Order No. 1

Change: Replace/clean rusted 4' HWS/HWR piping.

Original Contract Amount	\$219,418.00
Change Order Limit/Contingency	32,912.00
Prior Change Order Total Amounts	0.00
Net <b>Increase</b> this Change Order	<u>2,135.00</u>
Revised Contract Amount	\$221,553.00

Board approved original award 06/07/2011. This is for NLC project #6, *Progress Report on Construction Projects*.

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Mid-Plains Construction, Inc. – Bid #11849  
Remodel Police Department - BHC  
Purchase Order No. B18261  
Change Order No. 1

Change: Replace window panels in vestibule, fireproofing by commercial fireproofing and insulation, demo concrete and install landing and ramp at south side entrance to building, repair headers, revise entry way into lobby of police department, new ceiling in lobby area, VCT in IDF room.

Original Contract Amount	\$492,243.00
Change Order Limit/Contingency	41,250.00
Prior Change Order Total Amounts	0.00
Net <b>Increase</b> this Change Order	<u>19,565.21</u>
Revised Contract Amount	\$511,808.21

Board approved original award 05/03/2011. This is for BHC project #4, *Progress Report on Construction Projects*.

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Rivera Engineering, Inc.  
Heat Pump & Wind Turbines - EFC  
Purchase Order No. B18196  
Change Order No. 1

Change: Additional fee to determine revised scope, drawings and specifications, date on drawing and specifications and adding “Re Bid” to title sheet and title block, plot, sign and seal documents for rebidding to the renovation project.

Original Contract Amount	\$11,770.00
Change Order Limit/Contingency	0.00
Prior Change Order Total Amounts	0.00
Net <b>Increase</b> this Change Order	<u>1,400.00</u>
Revised Contract Amount	\$13,170.00

EVCBA approved original contract 04/26/2011. This is for EFC project #7,  
*Progress Report on Construction Projects.*

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## INFORMATIVE REPORT NO. 28

### 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 August 2011.

### Comparison September 2010/2009 & October 2010/2009

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

### Comparison November 2010/2009 & December 2010/2009

Ethnicity/ Gender	November 10		November 09		December 10		December 09	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	18,861	0.4	5,634	0.1	8,647	0.4	1,683	0.0
Black/African-American	470,032	10.1	435,464	4.6	225,707	10.3	429,581	3.5
Asian Indian	216,676	4.7	988,845	10.4	98,553	4.5	949,305	7.8
Anglo-American, Female	531,972	11.4	1,346,777	14.1	148,449	6.8	1,498,802	12.2
Asian Pacific	8,174	0.2	5,072	0.1	2,665	.1	13,221	0.1
Hispanic/Latino/Mex-American	585,142	12.6	579,192	6.1	483,937	22.1	1,174,661	9.6
Other Female	19,320	0.4	399,182	4.2	3,880	0.1	59,229	0.5
Total M/WBE	1,850,177	39.8	3,760,166	39.5	971,842	44.5	4,126,481	33.8
Not Classified	2,797,547	60.2	5,761,318	60.5	1,208,990	55.4	8,080,251	66.2
Subtotal for Discretionary Payments	4,647,724	100.0	9,521,484	100.0	2,180,833	100.0	12,206,733	100.0
Non-discretionary Payments	6,820,058		1,616,628		6,138,921		2,170,879	
Total Payments	11,467,782		11,138,113		8,319,755		14,377,613	

Comparison January 2011/2010 & February 2011/2010

Ethnicity/ Gender	January 11		January 10		February 11		February 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	0	0.0	1,406	0.0	1,056	0.0	8,156	0.0
Black/African-American	217,693	7.8	291,921	2.6	273,933	10.7	749,545	6.7
Asian Indian	135,976	4.9	650,293	5.8	224,910	8.7	569,189	5.2
Anglo-American, Female	486,944	17.4	1,792,084	16.2	264,533	10.3	1,330,629	11.9
Asian Pacific	2,784	0.1	41,796	0.3	14,580	0.5	6,308	0.0
Hispanic/Latino/Mex-American	153,581	5.5	2,045,372	18.5	328,153	12.8	1,594,316	14.4
Other Female	10,439	0.3	264,867	2.4	58,382	2.2	210,518	1.9
Total M/WBE	1,007,417	36.0	5,087,739	45.8	1,165,547	45.2	4,468,661	40.1
Not Classified	1,793,839	64.0	6,003,942	54.2	1,393,292	54.8	6,696,746	59.9
Subtotal for Discretionary Payments	2,801,256	100.0	11,091,681	100.0	2,558,839	100.0	11,165,407	100.0
Non-discretionary Payments	5,465,660		1,019,691		2,940,708		2,830,755	
Total Payments	8,266,916		12,111,372		5,499,547		13,996,162	

Comparison March 2011/2010 & April 2011/2010

Ethnicity/ Gender	March 11		March 10		April 11		April 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	20,475	0.6	974	0.0	4,281	0.2	5,708	0.1
Black/African-American	167,815	5.2	408,196	4.3	51,233	2.7	331,647	3.5
Asian Indian	206,999	6.4	975,520	10.3	21,945	1.2	41,863	0.4
Anglo-American, Female	310,386	9.7	869,064	9.1	120,340	6.3	723,424	7.7
Asian Pacific	985	0.0	35,567	0.4	5,823	0.3	-12,579	-0.1
Hispanic/Latino/Mex-American	102,460	3.2	920,597	9.7	139,723	7.2	1,052,581	11.1
Other Female	31,962	1.0	521,487	5.5	61	0.0	88,469	0.9
Total M/WBE	841,082	26.1	3,731,405	39.3	343,406	17.9	2,231,113	23.6
Not Classified	2,356,777	73.9	5,766,885	60.7	1,573,147	82.1	7,217,759	76.4
Subtotal for Discretionary Payments	3,197,859	100.0	9,498,290	100.0	1,916,553	100.0	9,448,872	100.0
Non-discretionary Payments	6,249,934		2,304,866		4,218,803		1,530,907	
Total Payments	9,447,793		11,803,156		6,135,356		10,979,779	

Comparison May 2011/2010 & June 2011/2010

Ethnicity/ Gender	May 11		May10		June 11		June 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	3,206	0.0	52,118	0.3	453	0.0	2,632	0.0
Black/African-American	213,289	6.2	695,372	3.5	80,427	2.9	402,113	3.5
Asian Indian	307,115	8.9	744,641	3.8	165,184	6.2	105,588	0.9
Anglo-American, Female	169,842	4.9	998,870	5.1	371,636	13.8	345,973	3.0
Asian Pacific	529	0.0	306,405	1.6	4,019	0.2	6,404	0.1
Hispanic/Latino/Mex-American	130,458	3.8	1,544,935	7.9	96,412	3.6	814,985	7.1
Other Female	3,838	0.1	178,594	0.9	5,252	0.2	108,818	0.9
Total M/WBE	828,277	23.9	4,520,935	23.1	723,383	26.9	1,786,513	15.5
Not Classified	2,634,865	76.1	15,067,866	76.9	1,963,651	73.1	9,771,070	84.5
Subtotal for Discretionary Payments	3,463,142	100.0	19,588,801	100.0	2,687,034	100.0	11,557,583	100.0
Non-discretionary Payments	4,381,188		4,310,081		5,236,463		1,996,890	
Total Payments	7,844,330		23,898,882		7,923,497		13,554,473	

### Comparison July 2011/2010 & August 2011/2010

Ethnicity/ Gender	July 11		July 10		August 11		August 10	
	Amount	%	Amount	%	Amount	%	Amount	%
American Indian/Alaskan Native	105	0.0	8,049	.1	3,426	0.1	16,008	0.2
Black/African-American	46,065	2.4	369,037	3.6	38,762	1.2	657,986	6.8
Asian Indian	110,593	5.4	2,285	0.0	235,877	6.9	394,710	4.1
Anglo-American, Female	155,415	7.6	1,108,484	10.9	283,793	8.4	354,040	3.6
Asian Pacific	16	0.0	731,176	7.2	11,006	0.3	4,091	0.0
Hispanic/Latino/Mex-American	83,039	4.0	1,314,412	12.9	111,468	3.3	121,915	1.3
Other Female	18,455	0.9	2,398	0.0	10,105	0.3	13,973	0.1
<b>Total M/WBE</b>	<b>413,688</b>	<b>20.3</b>	<b>3,535,841</b>	<b>34.8</b>	<b>694,437</b>	<b>20.5</b>	<b>1,562,723</b>	<b>16.1</b>
Not Classified	1,629,752	79.7	6,636,612	65.2	2,692,583	79.5	8,150,784	83.9
Subtotal for Discretionary Payments	2,043,440	100.0	10,172,453	100.0	3,387,020	100.0	9,713,507	100.0
Non-discretionary Payments	3,531,911		2,443,888		5,817,167		2,124,690	
<b>Total Payments</b>	<b>5,575,351</b>		<b>12,616,341</b>		<b>9,204,187</b>		<b>11,838,198</b>	

### 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. 29

PROGRESS REPORT ON CONSTRUCTION PROJECTS

Status Report as of August 31, 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
	<b>BHC</b>																		
1	Police Communication system																		
2	Update/replace exterior signage																		
3	Replace 700T centrifugal chiller bldg B																		
4	Relocate & remodel police & communication center																		
5	Reroute waterline																		
	<b>Bond Program</b>																		
6	Construct Science & Allied Health Bldg																		
7	Expand automotive technology																		
8	Construct Workforce & Continuing Education Bldg																		
	<b>CVC</b>																		
1	Replace glass doors & related store fronts bldgs C & E																		
2	Update fire sprinkler systems bldgs D, E, F, G																		
3	Investigate erosion @ East side bldg "A"																		
4	Cooling tower structural repair																		
5	Solar digital sign																		
6	Environmental Learning Center																		
	<b>Bond Program</b>																		
7	Expand mechanical infrastructure																		
8	Construct Science bldg																		
9	Construct Industrial Tech bldg																		
	<b>DO</b>																		
1	Dock lift (Hold)																		
	<b>Bond Program</b>																		
2	District Admin. Center																		
	<b>DSC</b>																		
1	Refurbish cooling tower																		
2	Campus Way Finding																		
	<b>D-W</b>																		
1	Feasibility study (IT environment upgrades) administrative cabling infrastructure (Hold)																		
2	D-W ADA assessment																		
	<b>ECC</b>																		
1	Welding exhaust system BJP																		
2	Replace & seal all ext. windows, Paramount																		
3	Replace roof bldg A & Penthouse																		
4	Installation 21 wind turbines																		
5	Elevator lobby remodel																		
6	Central plant upgrades																		
	<b>Bond Program</b>																		

**PROGRESS REPORT ON CONSTRUCTION PROJECTS**  
 Status Report as of August 31, 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
7	Develop West Campus																		
8	Build Center for Allied Health & Nursing																		
9	Back fill Adaptive Remodel																		
	<b>EFC</b>																		
1	Repair foam roof bldgs C,L,M,N,P																		
2	Refurbish restrooms																		
3	Repair upper courtyard																		
4	Replace asphalt parking lots																		
5	CCTV (Hold)																		
6	Remove/replace sidewalks campus wide																		
7	Install wind turbine & geothermal																		
8	"F" bldg signage																		
	<b>Bond Program</b>																		
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																		
	<b>MVC</b>																		
1	Replace hall carpet, main campus																		
2	Replace 1000T chiller																		
	<b>Bond Program</b>																		
3	Build soccer fields & community recreation complex																		
4	Expand mechanical infrastructure																		
5	Construct Science Bldg																		
6	Construct Performance Hall																		
7	Remodel vacated space																		
8	Construct Economic & Workforce Center																		
9	Construct Student Center																		
	<b>NLC</b>																		
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																		
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																		

**PROGRESS REPORT ON CONSTRUCTION PROJECTS**  
 Status Report as of August 31, 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
9	Repair tunnel soils @ bldg F & A300																		
10	Performance Hall upgrades																		
11	H200 student life renovation																		
12	New & replace sidewalks (Hold)																		
13	Structural analysis all parking lots' lights (Hold)																		
14	North Campus improvements																		
	<b>Bond Program</b>																		
15	Develop South Campus																		
16	Develop North Campus																		
17	Expand mechanical infrastructure																		
18	Construct Science Bldg																		
19	Construct General Purpose Bldg																		
20	Workforce Development Center																		
21	Remodel vacated space																		
22	Repair structural/waterproofing																		
	<b>RLC</b>																		
1	Repair sinkhole south end of lake																		
2	Replace 84 store front doors (Hold)																		
3	Magnetic locks on interior (Hold)																		
4	TAB Pecos HVAC																		
5	Relocate HVAC piping under lake: feasibility study																		
6	Repair parking lot A asphalt																		
	<b>Bond Program</b>																		
7	Construct Science Bldg & expand parking/Mechanical Infrastructure																		
8	Renovate Sabine Hall																		
9	Develop Garland Campus																		
	<b>LCET</b>																		
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. CCTV (EFC)
4. New & replace sidewalks (NLC)
5. Structural analysis all parking lots' lights (NLC)
6. Replace 84 store front doors (RLC)
7. Magnetic locks on interior (RLC)

## FACILITIES COMPLETED/CANCELED PROJECTS LAST REPORT TO APPEAR

1. Relocate & remodel police & communication center (BHC)
2. Replace glass doors & related store fronts bldgs C & E (CVC)
3. Remove/replace sidewalks campus wide (EFC)
4. Building A elevator (NLC)
5. H200 student life renovation (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. 30

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

The status of M/WBE Participation as of August 31, 2011 for  
Maintenance and SARS projects assigned to contracted construction program  
managers.

**Maintenance and SARS Projects - as of August 31, 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 %
<b>BHC - Maintenance Projects</b>								
	<b>Update/replace exterior signage</b>	\$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%
	<b>Replace 700T centrifugal chiller - Bldg. B</b>	\$497,610						
	Architect			\$33,705	\$33,705	100%	\$0	0%
	Construction			\$357,434	\$357,434	100%	\$0	0%
	Construction Manager			\$13,905	\$0	0%	\$13,905	100%
	Misc. Consulting Services			\$234	\$234	100%	\$0	0%
	<b>BHC Maintenance Projects Sub-total</b>	<b>\$635,835</b>	<b>\$0</b>	<b>\$418,504</b>	<b>\$400,736</b>	<b>96%</b>	<b>\$17,768</b>	<b>4%</b>
<b>BHC SARS Projects</b>								
	<b>Police Communication System</b>	\$1,214,286						
	Architect			\$109,710	\$109,710	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%
	<b>Relocate and Remodel Police and Communication System</b>	\$529,960	\$674,552					
	Architect			\$29,960	\$29,960	100%	\$0	0%
	Construction			\$511,808	\$511,808	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$612	\$612	100%	\$0	0%
	<b>Re-route Waterline</b>	\$7,600						
	Architect			\$7,600	\$7,600	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>BHC SARS Projects Subtotal</b>	<b>\$1,751,846</b>	<b>\$674,552</b>	<b>\$678,890</b>	<b>\$678,890</b>	<b>100%</b>	<b>\$0</b>	<b>0%</b>
	<b>BHC Projects Total</b>	<b>\$2,387,681</b>	<b>\$674,552</b>	<b>\$1,097,394</b>	<b>\$1,079,626</b>	<b>98%</b>	<b>\$17,768</b>	<b>2%</b>

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>CVC Maintenance Projects</b>								
	<b>Update Sprinkler Systems - Bldgs D, E, F and G</b>	\$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%
	<b>Replace Glass in Building C, E</b>	\$525,256	\$597,504					
	Architect			\$50,244	\$50,244	100%	\$0	0%
	Construction			\$352,700	\$352,700	100%	\$0	0%
	Construction Manager			\$14,678	\$14,678	100%	\$0	0%
	Misc. Consulting Services			\$235	\$235	100%	\$0	0%
	<b>CVC Maintenance Projects Subtotal</b>	<b>\$1,669,759</b>	<b>\$597,504</b>	<b>\$527,374</b>	<b>\$495,392</b>	<b>94%</b>	<b>\$31,982</b>	<b>6%</b>
<b>CVC SAR Projects</b>								
	<b>Cooling Tower Structural Repair</b>	\$4,800						
	Architect			\$4,800	\$4,800	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>CVC SAR Projects Subtotal</b>	<b>\$4,800</b>		<b>\$4,800</b>	<b>\$4,800</b>	<b>100%</b>	<b>\$0</b>	<b>0%</b>
	<b>CVC Projects Total</b>	<b>\$1,674,559</b>		<b>\$532,174</b>	<b>\$500,192</b>	<b>94%</b>	<b>\$31,982</b>	<b>6%</b>
<b>EFC Maintenance Projects</b>								
	<b>Repair Foam Roofs on Bldg C, L, N, P</b>	\$204,439	\$559,940					
	Architect			\$13,662	\$13,662	100%	\$0	0%
	Construction			\$469,883	\$0	0%	\$469,883	100%
	Construction Manager			\$5,636	\$5,636	100%	\$0	0%
	Misc. Consulting Services			\$1,930	\$1,930	100%	\$0	0%
	<b>Repair Upper Courtyard</b>	\$629,890						
	Architect			\$85,524	\$85,524	100%	\$0	0%
	Construction			\$464,145	\$464,145	100%	\$0	0%
	Construction Manager			\$17,366	\$17,366	100%	\$0	0%
	Misc. Consulting Services			\$400	\$0	0%	\$400	100%
	<b>Refurbish five restrooms</b>	\$154,812	\$377,658					
	Architect			\$10,486	\$10,486	100%	\$0	0%
	Construction			\$358,152	\$358,152	100%	\$0	0%
	Construction Manager			\$4,326	\$0	0%	\$4,326	100%
	Misc. Consulting Services			\$994	\$994	100%	\$0	0%
	<b>Replace Asphalt Parking Lots</b>	\$1,815,696						
	Architect			\$147,038	\$147,038	100%	\$0	0%
	Construction			\$1,047,612	\$1,047,612	100%	\$0	0%
	Construction Manager			\$50,058	\$50,058	100%	\$0	0%
	Misc. Consulting Services			\$44,765	\$44,765	100%	\$0	0%
	<b>EFC Maintenance Summary Subtotal</b>	<b>\$2,804,837</b>	<b>\$937,598</b>	<b>\$2,721,977</b>	<b>\$2,247,368</b>	<b>83%</b>	<b>\$474,609</b>	<b>17%</b>

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>EFC SARS Projects</b>								
	<b>Sidewalk Repair, Improvements&amp;Replacement</b>	\$318,160						
	Architect			\$34,980	\$34,980	100%	\$0	0%
	Construction			\$176,572	\$176,572	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$372	\$372	100%	\$0	0%
	<b>CCTV</b>	\$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	0%	\$0	0%
	<b>Install Wind Turbine and Geothermal</b>	\$11,770						
	Architect			\$13,170	\$0	0%	\$13,170	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>EFC SARS Projects Subtotal</b>	<b>\$333,300</b>		<b>\$228,464</b>	<b>\$215,294</b>	<b>94%</b>	<b>\$13,170</b>	<b>6%</b>
	<b>EFC Projects Total</b>	<b>\$3,138,137</b>	<b>\$937,598</b>	<b>\$2,950,441</b>	<b>\$2,462,662</b>	<b>83%</b>	<b>\$487,779</b>	<b>17%</b>

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>ECC Maintenance Projects</b>								
	<b>Replace and Seal all Exterior windows at Paramount</b>	\$277,169	\$341,294					
	Architect			\$18,774	\$18,774	100%	\$0	0%
	Construction			\$275,000	\$275,000	100%	\$0	0%
	Construction Manager			\$7,746	\$0	0%	\$7,746	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>Replace Roof on Bldg A and penthouse</b>	\$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			\$4,652	\$4,652	100%	\$0	0%
	<b>ECC Maintenance Projects Subtotal</b>	<b>\$636,554</b>	<b>\$341,294</b>	<b>\$340,558</b>	<b>\$332,812</b>	<b>98%</b>	<b>\$7,746</b>	<b>2%</b>

<b>ECC SARS Projects</b>								
	<b>Elevator Lobby Remodel (ECC226)</b>	\$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%
	<b>Welding Exhaust System</b>	\$300,000						
	Architect/Engineer			\$11,380	\$11,380	100%	\$0	0%
	Construction			\$175,400	\$175,400	100%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$238	\$238	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 %
<b>ECC SARS Projects (con't)</b>								
	<b>Central Plant Upgrades</b>							
	Architect/Engineer	\$39,204		\$39,204	\$39,204	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>ECC SARS Project Subtotal</b>	<b>\$634,204</b>		<b>\$246,445</b>	<b>\$246,445</b>	<b>100%</b>	<b>\$0</b>	<b>0%</b>
	<b>ECC Projects Total</b>	<b>\$1,270,758</b>		<b>\$587,003</b>	<b>\$579,257</b>	<b>99%</b>	<b>\$7,746</b>	<b>1%</b>

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>MVC Maintenance Projects</b>								
	<b>Replace 1000T centrifugal chiller - CH-2</b>	\$829,350						
	Architect			\$56,175	\$56,175	100%	\$0	0%
	Construction			\$564,477	\$564,477	100%	\$0	0%
	Construction Manager			\$23,175	\$23,175	100%	\$0	0%
	Misc. Consulting Services			\$262	\$262	100%	\$0	0%
	<b>Replace Hall Carpet, all levels, main campus, 158,000 square feet</b>	\$652,422	\$742,161					
	Architect			\$44,192	\$44,192	100%	\$0	0%
	Construction			\$561,390	\$561,390	100%	\$0	0%
	Construction Manager			\$18,231	\$0	0%	\$18,231	100%
	Misc. Consulting Services			\$230	\$230	100%	\$0	0%
	<b>MVC Maintenance Projects Subtotal</b>	<b>\$1,481,772</b>	<b>\$742,161</b>	<b>\$1,268,132</b>	<b>\$1,249,901</b>	<b>99%</b>	<b>\$18,231</b>	<b>1%</b>

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 %
<b>NLC Maintenance Projects</b>								
	<b>Repair Tunnel Soils @Bldg F &amp; A300</b>	\$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%
	<b>Replace Roofs Bldgs H&amp;K Waterproofing</b>	\$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%
	<b>Repair/Replace Concrete Stairs, Bldg. A, waterproofing</b>	\$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%
	<b>Repair Roofs, exterior stucco, water infiltration, Bldg. R</b>	\$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	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 %
<b>NLC Maintenance Projects (con't)</b>								
	<b>Repair high priority water infiltration points, campus-wide</b>	\$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	100%	\$0	0%
	<b>Replace piping insulation in section of tunnel</b>	\$199,044	\$96,689					
	Architect			\$13,482	\$13,482	100%	\$0	0%
	Construction			\$69,286	\$69,286	100%	\$0	0%
	Construction Manager			\$5,562	\$5,562	100%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>Replace buried utility pipe in section of tunnel</b>	\$99,522	\$184,818					
	Architect			\$6,741	\$6,741	100%	\$0	0%
	Construction			\$152,267	\$152,267	100%	\$0	0%
	Construction Manager			\$2,781	\$2,781	100%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>Repair/re-upholster performance hall seating</b>	\$217,422						
	Architect			\$14,726	\$14,726	100%	\$0	0%
	Construction			\$108,899	\$108,899	100%	\$0	0%
	Construction Manager			\$6,075	\$0	0%	\$6,075	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>NLC Maintenance Projects Subtotal</b>	<b>\$2,154,410</b>	<b>\$281,507</b>	<b>\$558,858</b>	<b>\$374,184</b>	<b>67%</b>	<b>\$184,674</b>	<b>33%</b>
<b>NLC SAR Projects</b>								
	<b>Student Life Center</b>	\$3,800,000						
	Architect			\$273,372	\$273,372	100%	\$0	0%
	Construction			\$1,470,780	\$1,470,780	100%	\$0	0%
	Construction Manager			\$56,460	\$0	0%	\$56,460	100%
	Misc. Consulting Services			\$660	\$660	100%	\$0	0%
	<b>Bldg. A Elevator</b>	\$1,146,428						
	Architect			\$91,550	\$91,550	100%	\$0	0%
	Construction			\$696,535	\$696,535	100%	\$0	0%
	Construction Manager			\$21,630	\$21,630	100%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>Performance Hall upgrades/Life Safety Analysis (NLC 339)</b>	\$6,923	\$26,290					
	Architect			\$6,923	\$0	0%	\$6,923	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$19,367	\$19,367	100%	\$0	0%
	<b>North Campus Improvements (NLC343)</b>	\$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%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>NLC SAR Projects (con't)</b>								
	<b>Structural Analysis all Parking Lot Lights</b>	\$20,725	\$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%
	<b>New and replace sidewalks</b>	\$164,295	\$164,295					
	Architect/Engineer			\$164,295	\$0	0%	\$164,295	100%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>NLC SAR Project Subtotal</b>	<b>\$5,162,771</b>	<b>\$211,310</b>	<b>\$2,830,278</b>	<b>\$2,581,875</b>	<b>91%</b>	<b>\$248,403</b>	<b>9%</b>
	<b>NLC Projects Total</b>	<b>\$7,317,181</b>	<b>\$492,817</b>	<b>\$3,389,136</b>	<b>\$2,956,059</b>	<b>87%</b>	<b>\$433,077</b>	<b>13%</b>
Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>RLC Maintenance Projects</b>								
	<b>Replace damper and actuators, AHU 1&amp; AHU-2 at LCET</b>	\$7,740	\$14,260					
	Architect			\$524	\$524	100%	\$0	0%
	Construction			\$12,670	\$12,670	100%	\$0	0%
	Construction Manager			\$216	\$0	0%	\$216	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>RLC Maintenance Projects Subtotal</b>	<b>\$7,740</b>	<b>\$14,260</b>	<b>\$13,410</b>	<b>\$13,194</b>	<b>98%</b>	<b>\$216</b>	<b>2%</b>
<b>RLC SAR Projects</b>								
	<b>84 Store Front doors</b>	\$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%
	<b>Sink Hole at South End of Lake</b>	\$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%
	<b>Magnetic Locks on Interior</b>	\$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%
	<b>Repair parking lot A</b>	\$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%

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>RLC SAR Projects (con't)</b>								
	<b>Relocation HVAC Piping Under Lake</b>	\$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%
	<b>RLC SAR Projects Subtotal</b>	<b>\$2,752,897</b>		<b>\$490,677</b>	<b>\$445,612</b>	<b>91%</b>	<b>\$45,065</b>	<b>9%</b>
	<b>RLC Project Total</b>	<b>\$2,760,637</b>		<b>\$504,087</b>	<b>\$458,806</b>	<b>91%</b>	<b>\$45,281</b>	<b>9%</b>

Location	Project	Total Estimated Dollars	Total Revised Dollars	Dollars Allocated	Non-M/WBE Dollars	Non-M/WBE %	M/WBE Dollars	M/WBE %
<b>DSC Maintenance Projects</b>								
	<b>Feasibility Study Administrative Cabling Infrastructure - D-W</b>	\$5,062,857						
	Architect			\$99,008	\$99,008	100%	\$0	0%
	Construction			\$187,636	\$0	0%	\$187,636	100%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>Refurbish cooling tower</b>	\$44,232	\$59,019					
	Architect			\$2,996	\$2,996	100%	\$0	0%
	Construction			\$48,703	\$48,703	100%	\$0	0%
	Construction Manager			\$1,236	\$0	0%	\$1,236	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>District-Wide ADA Assessment</b>	144,765						
	Architect			\$141,900	\$139,400	98%	\$2,500	2%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$0	\$0	0%	\$0	0%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>DSC Maintenance Total</b>	<b>\$5,251,854</b>	<b>\$59,019</b>	<b>\$481,479</b>	<b>\$290,107</b>	<b>60%</b>	<b>\$191,372</b>	<b>40%</b>

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 %
<b>DO Maintenance Projects</b>								
	<b>Dock Lift</b>	\$11,058						
	Architect			\$7,437	\$7,437	100%	\$0	0%
	Construction			\$0	\$0	0%	\$0	0%
	Construction Manager			\$309	\$0	0%	\$309	100%
	Misc. Consulting Services			\$0	\$0	0%	\$0	0%
	<b>DO Maintenance Total</b>	<b>\$11,058</b>		<b>\$7,746</b>	<b>\$7,437</b>	<b>96%</b>	<b>\$309</b>	<b>4%</b>

Note: DO has no SAR Projects

Prepared by EVCBA Ed DesPlas  
September 22, 2011

INFORMATIVE REPORT NO. 31

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 August 31, 2011.

Brookhaven College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc
<b>1) Update/Replace Exterior Signage (D208)</b>	9,363	0	3,863	0
Estimated Cost: \$138,225 Revised Cost: \$ Awarded Amount: \$13,226	Start Date: December 09 Projected Completion Date: January 12			
<b>2) Replace 700T Centrifugal Chiller, Building B (D207)</b>	33,705	357,434	13,905	234
Estimated Cost: \$497,610 Revised Cost: \$ Awarded Amount: \$405,278	Start Date: December 09 Projected Completion Date: September 11			
<b>BHC Maintenance Summary</b>	<b>Total Estimated Cost: \$635,835</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$418,504</b>	

Brookhaven College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Police Communication System (BHC310)</b>	109,710	0	0	19,200
Estimated Cost: \$1,214,286 Revised Cost: \$ Awarded Amount: \$128,910	Start Date: August 08 Projected Completion Date: August 12			
<b>2) Relocate and Remodel Police and Communication system (BHC316)</b>	29,960	511,808	0	612
Estimated Cost: \$529,960 Revised Cost: \$674,552 Awarded Amount: \$542,380	Start Date: September: September 10 Projected Completion Date: August 11			
<b>3) Re-route Waterline (BHC318)</b>	7,600	0	0	0
Estimated Cost: \$7,600 Revised Cost: \$ Awarded Amount: \$7,600	Start Date: September: June 10 Projected Completion Date: November 11			
<b>BHC SAR Summary</b>	<b>Total Estimated Cost: \$1,751,846</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$678,890</b>	

Cedar Valley College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Update Fire Sprinkler Systems, Buildings D,E,F and G (D207)</b> 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*				
<b>2) Replace Glass in Bldg C,E (D195)</b> Estimated Cost: \$525,256 Revised Cost: \$597,504 Awarded Amount: \$417,857	50,244	352,700	14,678	235
Start Date: April 09 Projected Completion Date: August 11				
<b>CVC Maintenance Summary</b>	<b>Total Estimated Cost: \$1,669,759</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$527,374</b>	

\*TBD- To Be Determined

Cedar Valley College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Cooling Tower Structural Repair (CVC212)</b>	4,800	0	0	0
Estimated Cost: \$4,800  Revised Cost: \$  Awarded Amount: \$4,800	<p style="text-align: right;">Start Date: June 11 Projected Completion Date: October 11</p>			
<b>CVC SAR Summary</b>	<b>Total Estimated Cost: \$4,800</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$4,800</b>	

Eastfield College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Repair Foam Roofs: Bldgs C, L, N, P (D198)</b> Estimated Cost: \$204,439 Revised Cost: \$559,940 Awarded Amount: \$491,111	13,662	469,883	5,636	1,930
Start Date: February 09 Projected Completion Date: November 11				
<b>2) Repair Upper Courtyard (D210)</b> Estimated Cost: \$629,890 Revised Cost: \$ Awarded Amount: \$567,435	85,524	464,145	17,366	400
Start Date: December 09 Projected Completion Date: August 11				
<b>3) Refurbish Restrooms, C3RW2, F2RM1, F2RW1, L3RM1, L3RW1 (D208)</b> Estimated Cost: \$154,812 Revised Cost: \$377,658 Awarded Amount: \$373,958	10,486	358,152	4,326	994
Start Date: December 09 Projected Completion Date: October 11				

<b>Eastfield College Maintenance</b>	<b>Awarded \$</b>			
	<b>Architect/ Engineer</b>	<b>Construction</b>	<b>Construction Manager</b>	<b>Misc.</b>
<b>4) Replace Asphalt Parking Lots (D210)</b>	147,038	1,047,612	50,058	44,765
Estimated Cost: \$1,815,696  Revised Cost: \$  Awarded Amount: \$1,289,473	Start Date: December 09 Projected Completion Date: August 11			
<b>EFC Maintenance Summary</b>	<b>Total Estimated Cost: \$2,804,837</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$2,721,977</b>	

Eastfield College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) CCTV (EFC301)</b>  Estimated Cost: \$3,370  Revised Cost: \$  Awarded Amount: \$3,370	3,370	0	0	0
Start Date: September 08 Projected Completion Date: Hold				
<b>2) Sidewalk Repair, Improvements &amp; Replacement (EFC299)</b>  Estimated Cost: \$318,160  Revised Cost: \$  Awarded Amount: \$211,924	34,980	176,572	0	372
Start Date: October 09 Projected Completion Date: August 11				
<b>3) Install Wind Turbine and Geothermal (EFC303)</b>  Estimated Cost: \$11,770  Revised Cost: \$13,170  Awarded Amount: \$13,170	13,170	0	0	0
Start Date: April 11 Projected Completion Date: December 11				
<b>EFC SAR Summary</b>	<b>Total Estimated Cost: \$333,300</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$228,464</b>	

El Centro College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Replace &amp; Seal All Exterior Windows, Paramount (D208)</b>	18,774	275,000	7,746	0
Estimated Cost: \$277,169  Revised Cost: \$341,294  Awarded Amount: \$301,520	Start Date: December 09 Projected Completion Date: September 11			
<b>2) Replace Roof, Bldg A and Penthouse (D205)</b>	24,343	0	10,043	4,652
Estimated Cost: \$359,385  Revised Cost: \$  Awarded Amount: \$39,038	Start Date: December 09 Projected Completion Date: January 12			
<b>ECC Maintenance Summary</b>	<b>Total Estimated Cost: \$636,554</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$340,558</b>	

El Centro College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Elevator Lobby Remodel (ECC226)</b> Estimated Cost: \$295,000 Revised Cost: \$ Awarded Amount: \$20,223	20,223	0	0	0
Start Date: December 10 Projected Completion Date: October 11				
<b>2) Welding Exhaust System (BJP60)</b> Estimated Cost: \$300,000 Revised Cost: \$ Awarded Amount: \$187,018	11,380	175,400	0	238
Start Date: August 10 Projected Completion Date: September 11				
<b>3) Central Plant Upgrades (ECC227)</b> Estimated Cost: \$39,204 Revised Cost: \$ Awarded Amount: \$39,204	39,204	0	0	0
Start Date: May 11 Projected Completion Date: February 12				
<b>ECC SAR Summary</b>	<b>Total Estimated Cost:</b> \$634,204	<b>Total Revised Cost:</b> \$0	<b>Total Awarded Amount:</b> \$246,445	

<b>Mountain View College Maintenance</b>	<b>Awarded \$</b>			
	<b>Architect/ Engineer</b>	<b>Construction</b>	<b>Construction Manager</b>	<b>Misc.</b>
<b>1) Replace 1000T Centrifugal Chiller, CH-2 (D206)</b> Estimated Cost: \$829,350 Revised Cost: \$ Awarded Amount: \$644,089	56,175	564,477	23,175	262
	Start Date: December 09 Projected Completion Date: September 11			
<b>2) Replace Hall Carpet, All Levels, Main Campus, 158,000 SF (D208)</b> Estimated Cost: \$652,422 Revised Cost: \$742,161 Awarded Amount: \$624,043	44,192	561,390	18,231	230
	Start Date: December 09 Projected Completion Date: September 11			
<b>MVC Maintenance Summary</b>	<b>Total Estimated Cost: \$1,481,772</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$1,268,132</b>	

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Repair Tunnel Soils @ Bldg F &amp; A300 (D203)</b> Estimated Cost: \$702,386 Revised Cost: \$ Awarded Amount: \$70,065	52,609	0	7,880	9,576
Start Date: December 09 Projected Completion Date: January 12				
<b>2) Replace Roofs, Bldgs. H &amp; K Waterproofing (D209)</b> Estimated Cost: \$333,438 Revised Cost: \$ Awarded Amount: \$31,585	22,283	0	9,192	110
Start Date: December 09 Projected Completion Date: January 12				
<b>3) Repair/Replace Concrete Stairs, Bldg. A, Waterproofing (D209)</b> Estimated Cost: \$119,169 Revised Cost: \$ Awarded Amount: \$24,779	21,383	0	3,286	110
Start Date: December 09 Projected Completion Date: January 12				

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>4) Repair Roofs, Exterior Stucco, Water Infiltration, Bldg. R (D209)</b> Estimated Cost: \$364,260 Revised Cost: \$ Awarded Amount: \$34,495	24,342	0	10,043	110
	Start Date: December 09 Projected Completion Date: January 12			
<b>5) Repair High Priority Water Infiltration Points, Campus Wide (D209)</b> Estimated Cost: \$119,169 Revised Cost: \$ Awarded Amount: \$18,115	14,719	0	3,286	110
	Start Date: December 09 Projected Completion Date: January 12			
<b>6) Replace Piping Insulation in Section of Tunnel (D206)</b> Estimated Cost: \$199,044 Revised Cost: \$96,689 Awarded Amount: \$88,330	13,482	69,286	5,562	0
	Start Date: December 09 Projected Completion Date: September 11			

North Lake College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>7) Replace Buried Utility Pipe in Section of Tunnel (D206)</b> Estimated Cost: \$99,522  Revised Cost: \$184,818  Awarded Amount: \$161,789	6,741	152,267	2,781	0
	Start Date: December 09 Projected Completion Date: September 11			
<b>8) Repair/ Re-Upholster Performance Hall Seating (D208)</b> Estimated Cost: \$217,422  Revised Cost: \$  Awarded Amount: \$129,700	14,726	108,899	6,075	0
	Start Date: December 09 Projected Completion Date: October 11			
<b>NLC Maintenance Summary</b>	<b>Total Estimated Cost: \$2,154,410</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$558,858</b>	

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Student Life Center (NLC278)</b>	273,372	1,470,780	56,460	660
Estimated Cost: \$3,800,000 Revised Cost: \$ Awarded Amount: \$1,801,272	Start Date: March 08 Projected Completion Date: September 11			
<b>2) Bldg A Elevator (NLC328)</b>	91,550	696,535	21,630	0
Estimated Cost: \$1,146,428 Revised Cost: \$ Awarded Amount: \$809,715	Start Date: April 09 Projected Completion Date: August 11			
<b>3) Performance Hall Upgrades/Life Safety Analysis (NLC339)</b>	6,923	0	0	19,367
Estimated Cost: \$6,923 Revised Cost: \$26,290 Awarded Amount: \$26,290	Start Date: May 10 Projected Completion Date: December 11			

North Lake College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>4) North Campus Improvements (NLC343)</b> Estimated Cost: \$24,400 Revised Cost: \$ Awarded Amount: \$7,981	7,981	0	0	0
Start Date: November 10 Projected Completion Date: TBD				
<b>5) Structural Analysis all Parking Lot Lights (NLC340)</b> 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				
<b>6) New and Replace Sidewalks (NLC341)</b> Estimated Cost: \$164,295 Revised Cost: \$164,295 Awarded Amount: \$164,295	164,295	0	0	0
Start Date: September: July 10 Projected Completion Date: Hold				
<b>NLC SAR Summary</b>	<b>Total Estimated Cost: \$5,162,771</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$2,830,278</b>	

Richland College Maintenance	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) Replace Damper and Actuators, AHU 1 &amp; AHU-2 @ LCET (D207)</b> Estimated Cost: \$7,740 Revised Cost: \$14,260 Awarded Amount: \$13,410	524	12,670	216	0
Start Date: December 09 Projected Completion Date: August 11				
<b>RLC Maintenance Summary</b>	<b>Total Estimated Cost: \$7,740</b>	<b>Total Revised Cost: \$0</b>	<b>Total Awarded Amount: \$13,410</b>	

Richland College SAR	Awarded \$			
	Architect/ Engineer	Construction	Construction Manager	Misc.
<b>1) 84 Store Front Doors (RLC290)</b>  Estimated Cost: \$231,911  Revised Cost: \$  Awarded Amount: \$235,054	45,065	189,500	0	489
	Start Date : February 08 Projected Completion Date: Hold			
<b>2) Sink Hole at South End of Lake (RLC296)</b>  Estimated Cost: \$2,004,286  Revised Cost: \$  Awarded Amount: \$207,671	207,671	0	0	0
	Start Date : October 08 Projected Completion Date: December 11			
<b>3) Magnetic Locks on Interior (RLC303)</b>  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.
<b>4) Repair Parking Lot A (Asphalt) (RLC308)</b> Estimated Cost: \$256,700 Revised Cost: \$ Awarded Amount: \$19,227	19,227	0	0	0
Start Date: December 09 Projected Completion Date: November 11				
<b>5) Relocate HVAC Piping Under Lake (RLC314)</b> Estimated Cost: \$10,000 Revised Cost: \$ Awarded Amount: \$10,000	10,000	0	0	0
Start Date: September 10 Projected Completion Date: September 12				
<b>RLC SAR Summary</b>	<b>Total Estimated Cost:</b> \$2,752,897	<b>Total Revised Cost:</b> \$0	<b>Total Awarded Amount:</b> \$490,677	

District Service Center Maintenance	Awarded \$			
	Architect/Engineer	Construction	Construction Manager	Misc.
<b>1) Refurbish Cooling Tower (D207)</b> Estimated Cost: \$44,232 Revised Cost: \$59,019 Awarded Amount: \$52,935	2,996	48,703	1,236	0
Start Date: December 09 Projected Completion Date: TBD				
<b>2) District Wide ADA Assessment (D 212)</b> Estimated Cost: \$144,765 Revised Cost: \$ Awarded Amount: \$141,900	141,900	0	0	0
Start Date: August 10 Projected Completion Date: September 11				
<b>3) Feasibility Study Administrative Cabling Infrastructure District Wide (D192)</b> Estimated Cost: \$5,062,857 Revised Cost: \$ Awarded Amount: \$286,644	99,008	187,636	0	0
Start Date: October 07 Projected Completion Date: Hold				
<b>DSC Maintenance Summary</b>	<b>Total Estimated Cost:</b> <b>\$5,251,854</b>	<b>Total Revised Cost:</b> <b>\$0</b>	<b>Total Awarded Amount:</b> <b>\$481,479</b>	

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

INFORMATIVE REPORT NO. 32

Notice of Grant Awards (September 2011)

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.

*Source:* Texas Higher Education Coordinating Board- Adult Basic Education Innovation Grant  
*Beneficiary:* El Centro College  
*Amount:* \$600,000  
*Term:* August 15, 2011 – August 31, 2013  
*Purpose:* To align the adult basic education program on its campus with developmental education. To also have concurrent enrollment certificate programs for adult basic education students who may or may not hold a GED. This project is in collaboration with the Urban League of North Central Texas.

*Source:* Texas Workforce Commission – Skills Development Fund Program  
*Beneficiary:* Mountain View College  
*Amount:* \$202,668  
*Term:* August 22, 2011 – August 31, 2012  
*Purpose:* To provide 16,880 hours of training to existing employees of six different companies. Job titles impacted include but are not limited to Account Leaders; Sales Representatives; Project Managers; General Foreman and Security Officers.

*Source:* Texas Workforce Commission – Skills Development Fund Program  
*Beneficiary:* Eastfield College  
*Amount:* \$97,698  
*Term:* August 5, 2011 – August 31, 2012  
*Purpose:* To provide training to employ, develop and increase the skills levels and wages of the employees of the Legacy Medical Village. This training is critical for this facility to maintain its niche in offering excellent care and superior service to their patients as well as a successful conversion of the medical billing and coding system.

Grant Awards Reported in Fiscal Year 2011-2012

September 2010	900,366
October 2010	
November 2010	
December 2010	
January 2011	
February 2011	
March 2011	
April 2011	
May 2011	
June 2011	
July 2011	
August 2011 <sup>1</sup>	
September 2011	
<b>Total To Date</b>	<b><u>\$900,366</u></b>

Grant Awards Reported in Fiscal Years 2004-05 through 2010-11

<u>Type</u>	<u>2004-05</u>	<u>2005-06</u>	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>
Competitive	\$22,137,173	\$17,679,698	\$17,168,910	\$21,334,592	\$24,212,850	\$25,600,315	\$20,085,517
Pell Grants <sup>1</sup>	31,449,815	31,467,783	29,413,886	30,189,339	\$24,986,762	\$68,755,845	\$69,080,553
<b>Total</b>	<b><u>\$53,586,988</u></b>	<b><u>\$49,147,481</u></b>	<b><u>\$46,582,796</u></b>	<b><u>\$51,523,931</u></b>	<b><u>\$49,199,612</u></b>	<b><u>\$94,356,160</u></b>	<b><u>\$89,166,070</u></b>

<sup>1</sup>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 aid.

INFORMATIVE REPORT NO. 33

Notice of Grant Awards (October 2011)

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.

*Source:* Texas Workforce Commission-Skills Development Fund- Construction Education for Texas  
*Beneficiary:* North Lake College  
*Amount:* \$1,050,637  
*Term:* August 24, 2011 – November 30, 2012  
*Purpose:* To provide construction related training for 261 incumbent workers and 130 new workers during Construction Education for Texas grant.

*Source:* U.S. Department of Education- Upward Bound Federal TRIO Program  
*Beneficiary:* North Lake College  
*Amount:* Increase \$242,250      New Award Total \$1,242,250  
*Term:* September 1, 2011 – August 31, 2012  
*Purpose:* Is to assist high school students with academic preparation through instruction in a college environment after school, on Saturdays and during the summer. It is given to help underrepresented students access higher education and to gain admission and financial aid at a college of their choice and guide them toward their chosen degree.

*Source:* Texas Higher Education Coordinating Board-STAAR  
*Beneficiary:* Eastfield College  
*Amount:* \$12,000  
*Term:* August 1, 2011 – April 30, 2012  
*Purpose:* To identify and recruit up to 120 entering college students who graduated from Texas public high schools in spring 2011 to participate in the College Students Taking STAAR Study. Eastfield College will arrange and administer the STAAR Algebra II, English II, Reading and English III writing assessments to 40 college students for each assessment for a total of 120 students.

*Source:* U.S. Department of Education- Student Support Services Federal TRIO Program  
*Beneficiary:* North Lake College  
*Amount:* \$302,189  
*Term:* September 1, 2011 – August 31, 2012  
*Purpose:* The goals of the Student Support Service project are to increase the retention, graduation and transfer of eligible students through a comprehensive model of assessment activities and services designed to overcome barriers to success. The project will provide all required and permitted services as described in the legislation including: case management, career exploration, financial literacy instruction, individualized education plans, tutoring, transfer assistance, study skills instruction, peer mentoring and cultural experiences. The project seeks to increase the engagement of students through a TRIO SSS club designed to promote leadership development and community service activities.

*Source:* U.S. Department of Education - Upward Bound Federal TRIO Program  
*Beneficiary:* Eastfield College  
*Amount:* Increase \$282,621      New Total \$1,449,273  
*Term:* September 1, 2011 – August 31, 2012  
*Purpose:* This is an award to provide fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Upward Bound serves: high school students from low income families and/or high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of post secondary education.

*Source:* Texas Workforce Commission- Skills Development Fund  
*Beneficiary:* Brookhaven College  
*Amount:* \$199,801  
*Term:* August 31, 2011 – August 31, 2012  
*Purpose:* The project provides training for a medical consortium of ten (10) independent family physicians and specialty healthcare practices that are experiencing a shortage of trained medical personnel. The training focuses on training 257 employees of the medical consortium on practice management and includes courses in medical coding; accounting; accounts payable/receivable; coding certification; customer service, scheduling, and computer system.

*Source:* Texas Workforce Commission- Skills Development Fund  
*Beneficiary:* Brookhaven College  
*Amount:* \$120,837  
*Term:* August 31, 2011 – August 31, 2012  
*Purpose:* In partnership with Air Systems Components Inc. (ASC) will train 122 staff in the latest technology and software. Air System Components Inc. is a market-leading supplier of heating, air conditioning and ventilation system components for commercial and residential applications. The courses selected represent the greatest training needs for ASC. The courses will be customized to the strengths and weaknesses assessed in their current staff and those anticipated new hires during the grant period.

*Source:* Texas Workforce Commission- Skills Development Fund  
*Beneficiary:* Richland College  
*Amount:* \$367,506  
*Term:* August 31, 2011 – August 31, 2012  
*Purpose:* Richland College – Garland Campus Corporate Services and eight (8) business partners of the Dallas County Manufacturers Association have coordinated to train 397 workers in technical manufacturing skills, process improvements skills and leadership for the future growth of the manufacturing segment in the Garland Metro area.

*Source:* Texas Higher Education Coordinating Board- Carl D. Perkins Annual Application Basic Grant Program  
*Beneficiary:* Dallas County Community College District  
*Amount:* \$1,389,944

<u>College</u>	<u>Amount</u>
Brookhaven	\$ 159,235
Cedar Valley	164,547
District Office	13,899
Eastfield	211,133
El Centro	266,027
LeCroy	13,899
Mountain View	177,896
North Lake	132,537
Richland	250,771
Total	\$1,389,944

*Term:* September 1, 2011 – August 31, 2012  
*Purpose:* The Annual Application Basic Grant is intended to assist in planning an implementation of improvements to career and technical education as prescribed in Title I of the Carl D. Perkins Vocational and Technical Education Act of 1998.

<u>Grant Awards Reported in Fiscal Year 2011-2012</u>	
September 2011	\$ 900,366
October 2011	3,967,785
November 2011	
December 2011	
January 2012	
February 2012	
March 2012	
April 2012	
May 2012	
June 2012	
July 2012	
August 2012	
<b>Total To Date</b>	<b><u>\$4,868,151</u></b>

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

<sup>1</sup>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 aid.

## INFORMATIVE REPORT NO. 34

### 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 - \$36,723**

Ford	Automotive
GM	Automotive
City of Farmers Branch	Communication Techniques
City of Farmers Branch	Etiquette
DART	Engine Diagnostic and Precision
GEICO	Accounting II
Mesquite ISD	Geology on the Bus
Motor Controls, Inc.	Communication in the Workplace-ESL
North Texas Tollway Authority	Time Management
North Texas Tollway Authority	Time Management

**CEDAR VALLEY COLLEGE - \$1,872**

Federal Correctional Institute	Automotive Technology
Federal Correctional Institute	Building Trades
Federal Correctional Institute	Computer Technology
Federal Correctional Institute	Horticulture Technology
Federal Correctional Institute	HVAC Technology

**EASTFIELD COLLEGE - \$2,300**

International Schools	Truck Driving Training
Baylor Medical Group	Work Place Spanish
Motorcycle Training	Basic Motorcycle Training

**EL CENTRO COLLEGE - \$3,539**

Parkland Health & Hospital System	Pharmacology
Corrections Corporation of America	GED Testing

**MOUNTAIN VIEW COLLEGE - \$40,550**

DFW Airport	Contract Management
DFW Airport	Contract Management
Bright Star Health Care	Alzheimer's and Dementia Care

**NORTH LAKE COLLEGE - \$12,611**

Lone Star College System	Meeting Management
Lone Star College System	Effective Communication
Lone Star College System	Stress Management
U.S. Food & Drug Administration	Business Writing
Construction Education Foundation	Career Training

**RICHLAND COLLEGE – \$7,942**

Chambrel at Club Hill	Emeritus
The Forum	Emeritus
Meadowstone	Emeritus
Monticello West	Emeritus
Presbyterian Village North	Emeritus (A)
Presbyterian Village North	Emeritus (B)
AT&T	AC Circuits
Fujitsu Network Services	Presentation Skills

**Contracts for Educational Services Reported in 2011-12**

	<u>BHC</u>	<u>CVC</u>	<u>EFC</u>	<u>ECC</u>	<u>MVC</u>	<u>NLC</u>	<u>RLC</u>	<u>Total</u>
September 2011	\$ 36,723	\$ 1,872	\$ 2,300	\$ 3,539	\$ 40,550	\$ 12,611	\$ 7,942	\$ 105,537
October 2011								
November 2011								
December 2011								
January 2012								
February 2012								
March 2012								
April 2012								
May 2012								
June 2012								
July 2012								
August 2012								
<b>Total To Date</b>	<b>\$ 36,723</b>	<b>\$ 1,872</b>	<b>\$ 2,300</b>	<b>\$ 3,539</b>	<b>\$ 40,550</b>	<b>\$ 12,611</b>	<b>\$ 7,942</b>	<b>\$ 105,537</b>

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

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

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

INFORMATIVE REPORT NO. 35

Voluntary Retirement Incentive Participants as of September 27, 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>Position Title/Type</u>	<u>Anticipated Retirement Date</u>	<u>Years of Service</u>
<u>Brookhaven</u>			
Patricia Harrison	Senior Academic Advisor	31-Jan-12	28
Mary Smith	Administrative Accountant	31-Jan-12	10
<u>Cedar Valley</u>			
Meredith Shipp	Senior Executive Assistant	31-Jan-12	21
<u>Mountain View</u>			
Randall Dunlap	Carpenter I	31-Jan-12	16
Juanita Jones	Associate Registrar	31-Jan-12	19
Guadalupe Solis	Program Services Coordinator	31-Jan-12	22
Izera Warrior	Student Life Office Coordinator	31-Jan-12	9
Sharon Loftis	Senior Research Analyst	31-Jan-12	21
<u>District Service Center</u>			
Charlotte Cherry	Team Leader, Information Access Services	31-Jan-12	26
<u>LeCroy</u>			
Susan Hackett	Telecommunications Marketing Coordinator	31-Jan-12	9

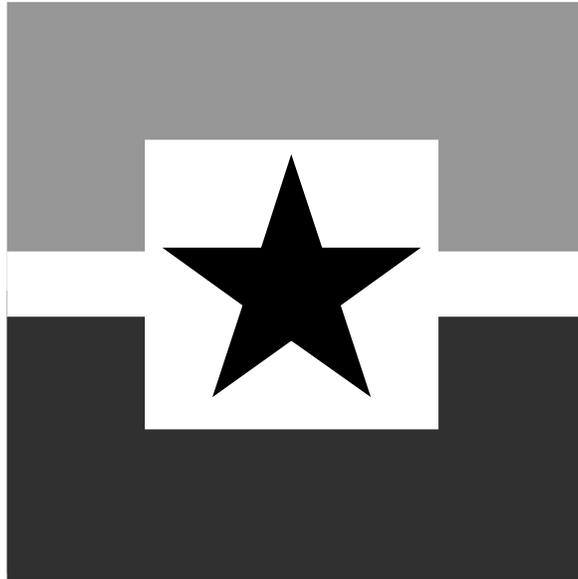
INFORMATIVE REPORT NO. 36

Presentation of 4th Quarter Investment Transactions

The 4th 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 4th Quarter investment transaction report is typical for this phase of the annual financial cycle.

# **DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**



## **Investment Portfolio**

*As of August 31, 2011*

**Dallas County Community College District  
4th 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 August 31, 2011. The configuration of the portfolio is shown for the quarters ended August 31, 2011 and May 31, 2011, see Figures 1 and 2. The portfolio is invested 55.52% in Agency Securities, 25.07% in Investment Pools, 16.76% in Treasury Securities and 2.65% in Municipal Securities.

No security has a term of more than six years from May 31, 2011. The portfolio's weighted average maturity is 2.77 years. An analysis of the portfolio maturity is shown in Figure 3.

In the fourth quarter, U.S. Agency and Treasury security market yields continued to fall, remaining far below market yields of the prior year. For example, U.S. Treasury yields for investments of one year or less, as of August 31, 2011, (0.010%), are less than half of what they were as of August 31, 2010 (0.025%).

The District portfolio currently has coupons that range in yield from 0.47% to 3.02%. For securities with maturities between three and four years, the District portfolio outperformed the Treasury yield curve as of August 31, 2011, excluding pools, by 1.75%. This was the maximum difference between the DCCCD portfolio yield and the Treasury yield curve. The District portfolio, excluding pools, outperformed the Treasury yield curve in every other category; by 1.50% for securities with maturities between one and two years, by 1.36% for securities with maturities between five and six years, by 1.21% for securities with maturities between two and three years, by 0.91 % for securities with maturities between four and five years and by 0.71% for securities with maturities of one year or less. The latter was the minimum difference between the DCCCD portfolio yield and the Treasury yield curve. An analysis of the District's portfolio yield compared with the Treasury yield at August 31, 2011 and August 31, 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 4th Quarter Ended August 31, 2011*

INVESTMENTS:		MARKET	ACCRUED INTEREST	WEIGHTED AVERAGE MATURITY	YIELD TO MATURITY
<b>Beginning of Period</b>	May 31, 2011	\$ 270,970,637	\$ 1,269,979	974	1.33%
Purchases		\$ 111,923,274			
Maturities / Sold		\$ (149,265,227)			
Market Value Change		\$ 236,580			
<b>End of Period</b>	August 31, 2011	\$ 233,865,264	\$ 796,703	1011	1.31%

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

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Edward M. DesPlas, Executive Vice Chancellor, Business Affairs

/s/ Marcus Charles Warr

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Marcus Charles Warr, Investment Analyst

*Dallas County Community College District  
Investment Portfolio Transaction Summary Report  
Activity for the 4th Quarter Ended August 31, 2011  
By Type of Investment*

	Face Amount 8/31/2011	Market Transactions				
		Market Value 5/31/2011	Securities Purchased	Securities Matured /Sold	Market Value Change	Market Value 8/31/2011
<b>SUMMARY:</b>						
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 58,626,475	\$ 47,927,428	\$ 98,023,274	\$ (87,324,227)	\$ -	\$ 58,626,475
MUNICIPAL SECURITIES	6,000,000	6,217,560	-	-	(26,740)	6,190,820
TREASURY SECURITIES	38,000,000	38,956,730	-	-	231,680	39,188,410
AGENCY SECURITIES	189,841,000	177,868,919	13,900,000	(61,941,000)	31,640	129,859,559
<b>PORTFOLIO TOTAL</b>	<b>\$ 292,467,475</b>	<b>\$ 270,970,637</b>	<b>\$ 111,923,274</b>	<b>\$ (149,265,227)</b>	<b>\$ 236,580</b>	<b>\$ 233,865,264</b>

	Face Amount 8/31/2011	Book Transaction Excludes Unrealized Gain and Loss				
		Book Value 5/31/2011	Securities Purchased	Securities Matured / Sold	Securities Disc./(Prem.)	Book Value 8/31/2011
<b>SUMMARY:</b>						
MONEY MARKET FUNDS / INVESTMENT POOLS	\$ 58,626,475	\$ 47,927,428	\$ 98,023,274	\$ (87,324,227)	\$ -	\$ 58,626,475
MUNICIPAL SECURITIES	6,000,000	6,201,883	-	-	(37,639)	6,164,244
TREASURY SECURITIES	38,000,000	38,148,880	-	-	(22,231)	38,126,649
AGENCY SECURITIES	189,841,000	176,241,316	13,900,000	(61,941,000)	(142,329)	128,057,987
<b>PORTFOLIO TOTAL</b>	<b>\$ 292,467,475</b>	<b>\$ 268,519,507</b>	<b>\$ 111,923,274</b>	<b>\$ (149,265,227)</b>	<b>\$ (202,199)</b>	<b>\$ 230,975,355</b>

*Dallas County Community College District  
Investment Portfolio Transaction Report  
Activity for the 4th Quarter Ended August 31, 2011*

Invest. ID	Cusip Number	Description	Purchase Date	Maturity Date	Face Amount	Yield
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>						
		JPMC ACCESS DDA	03-Aug-10	N/A	\$ 9,236,695	
73190		TEXPOOL	30-Jul-90	N/A	\$ 10,947,617	(1)
1111		TEXSTAR	23-Jun-03	N/A	\$ 26,734,047	(2)
2003		TEXSTAR (TAX NOTE)	06-Aug-03	N/A	\$ 1,343,448	(2)
2004		TEXSTAR (TAX NOTE)	06-Apr-04	N/A	\$ 250,395	(2)
40-0		TEXSTAR (GO)	14-Sep-04	N/A	\$ 10,099,163	(2)
40-2		TEXSTAR (GO 2009)	05-Jun-09	N/A	\$ 15,110	(2)
<b>TREASURY SECURITIES</b>						
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%
<b>AGENCY SECURITIES</b>						
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%
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%
16322-D	3134G15A8	FHLMC CALL	8-Mar-11	8-Sep-16	10,000,000	3.020%
16325	3136FRAF0	FNMA	23-Feb-11	23-Feb-17	10,000,000	3.000%
16326	3134G2CZ3	FHLMC CALL	15-Apr-11	15-Oct-13	10,000,000	1.250%
16327	313373RE4	FHLB Step-up	18-May-11	18-Nov-15	4,000,000	1.500%
16328	313373XE7	FHLB Step-up	16-Jun-11	16-Dec-16	3,900,000	2.000%
16329	313374A75	FHLB Step Up	30-Jun-11	30-Dec-16	10,000,000	2.000%
<b>MUNICIPAL SECURITIES</b>						
14001-P	414004ZX2	HARRIS CNTY TEXAS	15-Oct-10	15-Aug-12	2,000,000	0.780%
14002-P	546589QZ8	LVILL & JEFF CTY KY	4-Mar-11	1-Mar-12	2,000,000	0.800%
14003-P	8821355D4	TEXAS A&M UNIV REVS	10-Mar-11	15-May-13	2,000,000	0.850%

**PORTFOLIO VOLUME**

\$ 292,467,475

(1) TexPool yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0851%. The Average Monthly Rate as of May 31, 2011 was 0.0838%.  
(2) TexSTAR yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0940%. The Average Monthly Rate as of May 31, 2011 was 0.0863%.

## Market Transactions

Invest. ID	Market Value 5/31/2011	Securities Purchased	Securities Matured / Sold	Market Value Change	Market Value 8/31/2011
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>					
73190	9,029,167	207,528	-	-	9,236,695
73190	18,326,292	40,408,051	(47,786,726)	-	10,947,617
1111	20,280,304	45,974,369	(39,520,626)	-	26,734,047
2003	35,297	1,308,151	-	-	1,343,448
2004	212,847	54,423	(16,875)	-	250,395
40-0	28,415	10,070,748	-	-	10,099,163
40-2	15,106	4	-	-	15,110
<b>SUB-TOTAL</b>	<b>47,927,428</b>	<b>98,023,274</b>	<b>(87,324,227)</b>	<b>-</b>	<b>58,626,475</b>
<b>TREASURY SECURITIES</b>					
F46-4-P	7,325,920	-	-	106,680	7,432,600
13083-P	5,231,650	-	-	81,650	5,313,300
F92-36-D	2,006,320	-	-	(3,200)	2,003,120
F92-37-P	3,018,390	-	-	(7,140)	3,011,250
F92-38-D	3,050,160	-	-	2,340	3,052,500
13087-D	2,062,660	-	-	22,340	2,085,000
13088-P	3,012,540	-	-	600	3,013,140
13089-P	10,155,100	-	-	(5,100)	10,150,000
13090-P	3,093,990	-	-	33,510	3,127,500
<b>SUB-TOTAL</b>	<b>38,956,730</b>	<b>-</b>	<b>-</b>	<b>231,680</b>	<b>39,188,410</b>
<b>AGENCY SECURITIES</b>					
16304	15,014,250	-	(15,000,000)	(14,250)	-
16305	15,371,100	-	-	32,100	15,403,200
16308	15,644,850	-	-	186,300	15,831,150
16309-P	15,256,800	-	-	(44,400)	15,212,400
16311	15,011,250	-	(15,000,000)	(11,250)	-
16312-P	10,018,600	-	-	(11,500)	10,007,100
16313-P	10,238,800	-	-	(130,900)	10,107,900
F91-2	1,303,965	-	(1,300,000)	(3,965)	-
16315	9,966,000	-	(10,000,000)	34,000	-
16316	9,861,700	-	-	159,400	10,021,100
16317	10,126,400	-	-	(36,000)	10,090,400
16318	5,017,500	-	(5,000,000)	(17,500)	-
16319	1,374,795	-	(1,370,000)	(4,795)	-
16320	4,285,949	-	(4,271,000)	(14,949)	-
16321	5,026,100	-	-	(6,800)	5,019,300
16322-D	10,174,400	-	-	(47,000)	10,127,400
16325	10,143,200	-	-	(29,200)	10,114,000
16326	10,011,500	-	(10,000,000)	(11,500)	-
16327	4,021,760	-	-	(10,920)	4,010,840
16328	-	3,900,000	-	2,769	3,902,769
16329	-	10,000,000	-	12,000	10,012,000
<b>SUB-TOTAL</b>	<b>177,868,919</b>	<b>13,900,000</b>	<b>(61,941,000)</b>	<b>31,640</b>	<b>129,859,559</b>
<b>MUNICIPAL SECURITIES</b>					
14001-P	2,101,300	-	-	(12,800)	2,088,500
14002-P	2,021,480	-	-	(7,520)	2,013,960
14003-P	2,094,780	-	-	(6,420)	2,088,360
<b>SUB-TOTAL</b>	<b>6,217,560</b>	<b>-</b>	<b>-</b>	<b>(26,740)</b>	<b>6,190,820</b>
<b>PORTFOLIO TOTAL</b>	<b>270,970,637</b>	<b>111,923,274</b>	<b>(149,265,227)</b>	<b>236,580</b>	<b>233,865,264</b>

(1) TexPool yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0851%. The Average Monthly Rate as of May 31, 2011 was 0.0838%.  
(2) TexSTAR yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0940%. The Average Monthly Rate as of May 31, 2011 was 0.0863%.

## Book Transaction Excludes Unrealized Gain and Loss

Invest. ID	Book Value 5/31/2011	Securities Purchased	Securities Matured / Sold	Securities Disc./(Prem.)	Book Value 8/31/2011
<b>MONEY MARKET FUNDS / INVESTMENT POOLS</b>					
73190	9,029,167	207,528	-	-	9,236,695
73190	18,326,292	40,408,051	(47,786,726)	-	10,947,617
1111	20,280,304	45,974,369	(39,520,626)	-	26,734,047
2003	35,297	1,308,151	-	-	1,343,448
2004	212,847	54,423	(16,875)	-	250,395
40-0	28,415	10,070,748	-	-	10,099,163
40-1	-	-	-	-	-
40-2	15,106	4	-	-	15,110
<b>SUB-TOTAL</b>	<b>47,927,428</b>	<b>98,023,274</b>	<b>(87,324,227)</b>	<b>-</b>	<b>58,626,475</b>
<b>TREASURY SECURITIES</b>					
F46-4-P	7,011,731	-	-	(886)	7,010,845
13083-P	5,011,247	-	-	(829)	5,010,418
F92-36-D	1,999,504	-	-	249	1,999,753
F92-37-P	3,004,558	-	-	(1,831)	3,002,727
F92-38-D	2,997,586	-	-	355	2,997,941
13087-D	1,986,180	-	-	1,194	1,987,374
13088-P	3,002,487	-	-	(578)	3,001,909
13089-P	10,095,376	-	-	(16,432)	10,078,944
13090-P	3,040,211	-	-	(3,473)	3,036,738
<b>SUB-TOTAL</b>	<b>38,148,880</b>	<b>-</b>	<b>-</b>	<b>(22,231)</b>	<b>38,126,649</b>
<b>AGENCY SECURITIES</b>					
16304	15,000,000	-	(15,000,000)	-	0
16305	15,000,000	-	-	-	15,000,000
16308	15,000,000	-	-	-	15,000,000
16309-P	15,082,386	-	-	(17,345)	15,065,041
16311	15,000,000	-	(15,000,000)	-	0
16312-P	10,005,670	-	-	(3,478)	10,002,192
16313-P	10,222,801	-	-	(122,010)	10,100,791
F91-2	1,300,000	-	(1,300,000)	-	0
16315	10,000,000	-	(10,000,000)	-	0
16316	10,000,000	-	-	-	10,000,000
16317	10,000,000	-	-	-	10,000,000
16318	5,000,000	-	(5,000,000)	-	0
16319	1,370,000	-	(1,370,000)	-	0
16320	4,271,000	-	(4,271,000)	-	0
16321	5,000,000	-	-	-	5,000,000
16322-D	9,989,459	-	-	504	9,989,963
16325	10,000,000	-	-	-	10,000,000
16326	10,000,000	-	(10,000,000)	-	0
16327	4,000,000	-	-	-	4,000,000
16328	-	3,900,000	-	-	3,900,000
16329	-	10,000,000	-	-	10,000,000
<b>SUB-TOTAL</b>	<b>176,241,316</b>	<b>13,900,000</b>	<b>(61,941,000)</b>	<b>(142,329)</b>	<b>128,057,987</b>
<b>MUNICIPAL SECURITIES</b>					
14001-P	2,101,132	-	-	(21,050)	2,080,082
14002-P	2,017,606	-	-	(5,890)	2,011,716
14003-P	2,083,145	-	-	(10,699)	2,072,446
<b>SUB-TOTAL</b>	<b>6,201,883</b>	<b>-</b>	<b>-</b>	<b>(37,639)</b>	<b>6,164,244</b>
<b>PORTFOLIO TOTAL</b>	<b>268,519,507</b>	<b>111,923,274</b>	<b>(149,265,227)</b>	<b>(202,199)</b>	<b>230,975,355</b>

(1) TexPool yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0851%. The Average Monthly Rate as of May 31, 2011 was 0.0838%.

(2) TexSTAR yields vary daily. The Average Monthly Rate as of August 31, 2011 was 0.0940%. The Average Monthly Rate as of May 31, 2011 was 0.0863%.

*Dallas County Community College District  
Investment Portfolio Percentage Report  
Activity for the 4th Quarter Ended August 31, 2011*

Type of Security	Portfolio Pct 5/31/2011	Market Value 5/31/2011	Portfolio Pct 8/31/2011	Market Value 8/31/2011
MONEY MKT FUNDS & INVESTMENT POOLS	17.69%	\$ 47,927,428	25.07%	\$ 58,626,475
TREASURY SECURITIES	14.38%	38,956,730	16.76%	39,188,410
AGENCY SECURITIES	65.64%	177,868,919	55.52%	129,859,559
MUNICIPAL SECURITIES	2.29%	6,217,560	2.65%	6,190,820
<b>PORTFOLIO TOTAL</b>	<b>100.00%</b>	<b>\$270,970,637</b>	<b>100.00%</b>	<b>\$233,865,264</b>

Portfolio Percent by Investment Type

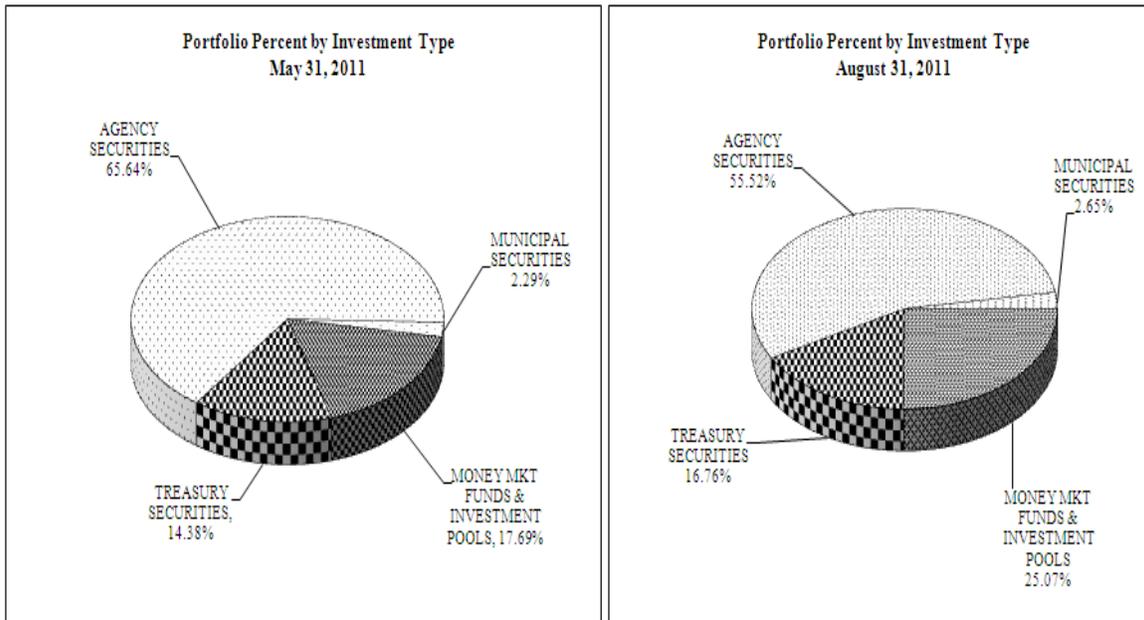


Figure 1 - Investment Portfolio Percentage Report

*Dallas County Community College District*  
*Investment Pool Report by Fund Type*  
*Activity for the 4th Quarter Ended August 31, 2011*

Fund Description	Portfolio Pct 5/31/2011	Market Value 5/31/2011	Portfolio Pct 8/31/2011	Market Value 8/31/2011
Unrestricted Fund	82.00%	\$ 222,180,085	78.71%	\$ 184,069,814
Auxiliary Fund	7.46%	\$ 20,228,725	6.96%	\$ 16,281,230
Plant Funds	8.22%	\$ 22,262,488	12.13%	\$ 28,360,208
Quasi - Endowment Fund	2.32%	\$ 6,299,339	2.20%	\$ 5,154,012
<b>PORTFOLIO TOTAL</b>	<b>100.00%</b>	<b>\$ 270,970,637</b>	<b>100.00%</b>	<b>\$ 233,865,264</b>

Portfolio Pool Allocation Percent by Fund Type

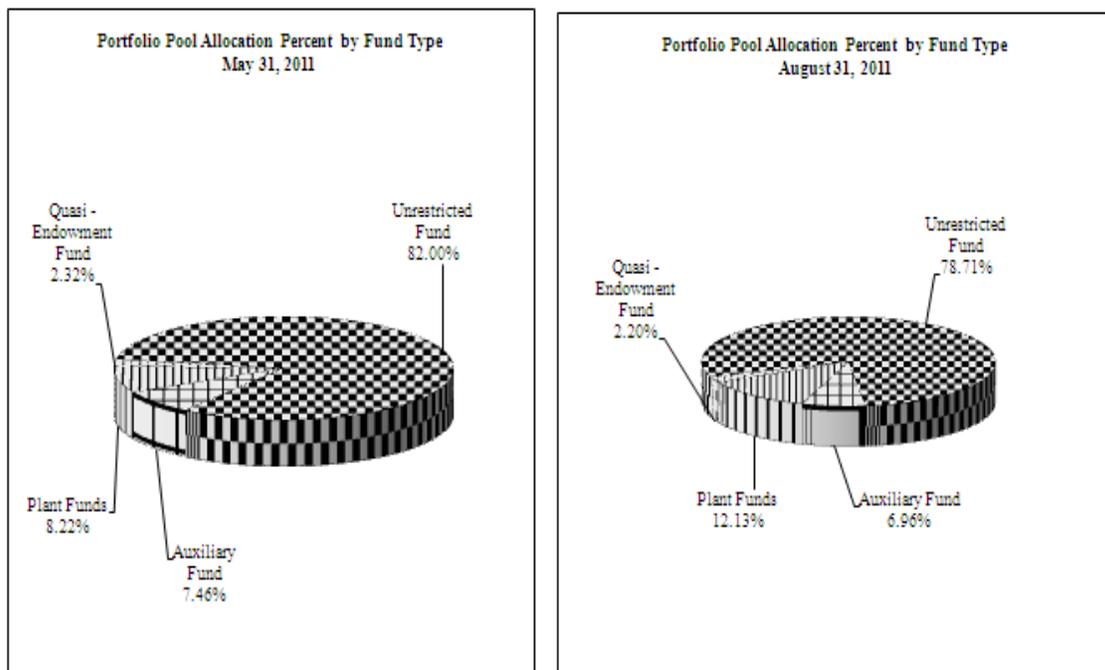


Figure 2 - Investment Portfolio Fund Report

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT**  
**Investment Portfolio Maturity Analysis**  
as of August 31, 2011 (Including Pools)

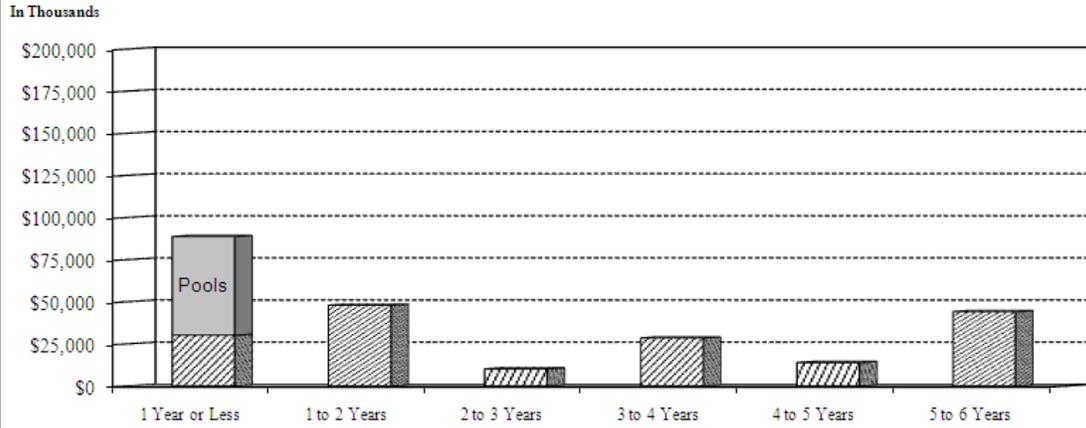


Figure 3 - Investment Portfolio Maturity Analysis

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

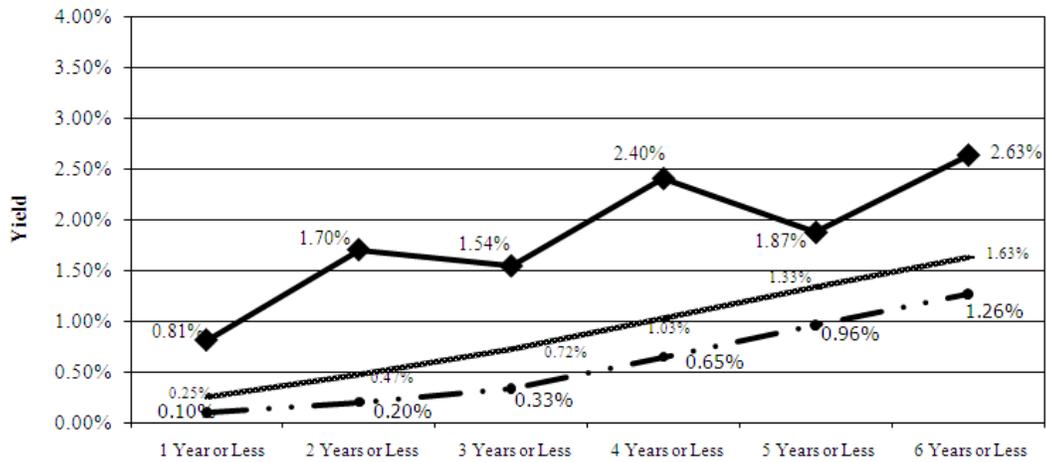


Figure 4 - Yield-to-Maturity Analysis by Year

DCCCD Yield at 08/31/11    
 Treasury Yield at 08/31/11    
 Treasury Yield at 08/31/10

## 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. 37

General Obligation Bond Program Concluding Report

At the June 2011 Board of Trustees meeting, it was noted in Informative Report No. 31 that submission of a comprehensive summary of the bond program was planned for the July or August Board meeting. As a follow-up to that note, the following report is being submitted for the information of the Board of Trustees.

The DCCCD 2004 General Obligation Bond Program has progressed to the point that it can be considered completed. The Executive Director's position has been eliminated from the budget and the books were for all practical purposes closed, as of September 30, 2011. The following facts provide a summary of the expenditures and accomplishments.

- Total bond expenditures to date----- \$444,798,739
- Total encumbrances to reconcile----- \$ 450,669
- Total available funds remaining----- \$ 4,750,592
  
- Total expenditures to MWBE firms----- \$ 96,905,148
- Total non-bond expenditures----- \$ 7,698,176
  
- Project highlights
  - ❖ Constructed over 1,200,000 square feet of new facilities
  - ❖ Five community campus facilities
  - ❖ Six science and allied health projects
  - ❖ Three industrial technology projects
  - ❖ Classroom buildings at two campuses
  - ❖ One student center and student services facility
  - ❖ Five workforce development facilities
  - ❖ One child development laboratory school
  - ❖ Major renovation of one performing arts center
  - ❖ One athletic complex
  - ❖ Renovated historic building for new district administrative offices
  - ❖ Adaptive remodeling projects at all campuses
  - ❖ Infrastructure improvements at all campuses
  - ❖ Structural modifications and numerous roof replacements at one campus