

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

**District Office  
1601 South Lamar Street  
Lower Level, Room 007  
Dallas, TX 75215  
Tuesday, September 6, 2011  
2:30 p.m.**

**AGENDA**

- I. Certification of notice posted for the meeting
- II. Proposed priorities, strategic objectives, measures, definitions and timelines
- III. Executive Session

The Board may conduct an executive session as authorized under §551.074 of the Texas Government Code to deliberate on personnel matters.

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.

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

- IV. Adjournment

**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> 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> 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

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
<p>1 Meet the educational needs of Dallas County.</p>	<p>1.1 Increase participation in higher education for Dallas County.</p>	<p>1.1.a % Dallas County adult population enrolled as students in the DCCCD for either credit or continuing education.</p> <p>1.1.b % Dallas County public high school graduates enrolled as credit students within one year of graduation.</p> <p>1.1.c Unduplicated headcount in academic transfer and, developmental courses.</p>	<p>1.1.a. (definition) Percentage of the population in Dallas County age 18 years or older enrolling in at least one class (credit or non-credit) each year.</p> <p>1.1.b. (definition) Percentage of graduates from public high schools in Dallas County who enroll in a credit class within one year of graduation; segmented by high school and ethnicity (summer following May graduation through spring term).</p> <p>1.1.c. (definition) Number of student enrollments (unduplicated headcount) segmented by academic transfer and developmental courses; from end-of-semester data; disaggregated for fall, spring and summer.</p>	<p>1.1 Annually – date to be determined</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
	<p>1.2 Increase workforce readiness to enhance the economy and competitive advantage of Dallas County and the North Texas region.</p> <p>1.3 Increase diversity of workforce to provide models and mentors for the diverse DCCCD student population.</p>	<p>1.2.a Unduplicated headcount in career technical credit and continuing education.</p> <p>1.2.b # career technical degrees and certificates awarded.</p> <p>1.3.a % ethnicity of faculty, administrators and PSS.</p>	<p>1.2. a (definition) Number of student enrollments (unduplicated headcount) segmented by career technical credit and continuing education courses; from end-of-semester data; disaggregated for fall, spring and summer. SOURCE: Colleague</p> <p>1.2.b (definition) As reported for Closing the Gaps - Success (key measure) to the Texas Higher Education Coordinating Board.</p> <p>1.3.a (definition) SOURCE: Monthly Affirmative Action &amp; Turnover Report produced by District Human Resources</p>	<p>Annually – date to be determined.</p>
<p>2 Empower students to meet success milestones.</p>	<p>2.1 Improve student learning success.</p>	<p>2.1.a % of A, B or C grades in transfer, career technical, and developmental courses.</p>	<p>2.1.a (definition) % of A, B, or C grades issued for a transfer, career technical, and developmental courses; from end of semester data; disaggregated for fall, spring, and summer.</p>	<p>Annually – by semester – date to be determined.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
		<p>2.1.b # students completing DCCCD core curriculum annually.</p> <p>2.1.c % students persisting from fall to fall; fall to spring.</p> <p>2.1.d # graduates by "Closing the Gaps" segments (associate degrees and certificates) per year.</p> <p>2.1.e # students transferring with 12 credit hours attained at DCCCD.</p>	<p>SOURCE: Colleague</p> <p>2.1.b (definition) # of students completing core; combining fall, spring and summer data. SOURCE: Colleague</p> <p>2.1.c (definition) Using first-time-in-college, degree-seeking students from fall semester: determine the percent returning in immediate spring semester to assess fall to spring retention; or fall to the following fall for first year persistence rate. SOURCE: Colleague.</p> <p>2.1.d (definition) SOURCE: IPEDS July 1-June 30</p> <p>2.1.e (definition) SOURCE: THECB</p>	<p>Annually, at close of fiscal year – date to be determined.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
		2.1.f % DCCCD Colleges in compliance with SACs Comprehensive Standard	2.1.f (definition) As determined by formal SACs review.	
3 Demonstrate leadership in the national student success agenda.	3.1 Participate in collaborations and develop practices that result in student success advancement for key areas of national emphasis (as identified in frameworks including Achieving the Dream, President’s Completion Agenda, Completion by Design, Voluntary Framework for Accountability, Carnegie Collaboratory, and Online Community Colleges.org).	3.1.a # graduates (associate degrees and certificates) per academic year.  3.1.b % successful completion of developmental math and subsequent success in movement to college-level courses.  3.1.c % successful completion of developmental reading and subsequent success in movement to college-level courses.	3.1.b (definition) Using first-time-in-college (or in-district cohorts). The percent of students referred, attempted and successfully completed developmental math, with subsequent successful completion of any college-level mathematics course within two years.  3.1.c (definition) Using first-time-in-college (or in-district cohorts). The percent of students referred, attempted and successfully completed developmental reading, with subsequent successful completion	Annually – date to be determined.

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
		<p>3.1.d % successful completion of developmental writing and subsequent success in movement to college-level courses.</p> <p>3.1.e % successful completion of common gatekeeper courses.</p>	<p>of any college-level reading-intensive courses (previous "B or better" definition) within two years.</p> <p>3.1.d (definition) Using first-time-in-college (or in-district cohorts). The percent of students referred, attempted and successfully completed developmental writing, with subsequent successful completion of ENGL-1301 within two years.</p> <p>3.1.e (definition) Gatekeeper courses are defined as the top 10 (based on demarcation line) courses with the largest enrollment and least satisfactory success rate in the DCCCD. SOURCE: COLLEAGUE</p>	
<p>4 Empower employees for success.</p>	<p>4.1 Improve employee engagement and effectiveness.</p>	<p>4.1.a % new full-time employees who meet or exceed the minimum DCCCD professional development requirements.</p>	<p>4.1.a (definition) A minimum of seven (7) clock hours within twelve (12) months of hire date in the following areas:</p> <ol style="list-style-type: none"> <li>1. Location safety/emergency training (1/2 hour)</li> <li>2. FERPA (1 hour)</li> <li>3. Local new employee</li> </ol>	<p>4.1.a Annually – representing employees hired during the period of 09/01 and 08/31.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
		<p>4.1.b # faculty and staff receiving educational stipends by employee group.</p> <p>4.1.c # faculty completing requirements for reclassification in the DCCCD.</p>	<p>orientation (2 hours) 4. District new employee orientation (3.5 hours) SOURCE: Colleague</p> <p>4.1.b (definition) Faculty and staff who receive a stipend for completion of a degree. SOURCE: COLLEAGUE</p> <p>4.1.c (definition) Faculty named for reclassification on the approved faculty salary schedule and confirmed by Board action. SOURCE: District Human Resources/Board Agenda</p>	<p>4.1.b Annually – date to be determined.</p> <p>4.1.c Annually – date to be determined</p>
<p>5 Achieve organizational effectiveness.</p>	<p>5.1 Demonstrate institutional commitment to serve the community through sound and transparent fiscal policies and practices.</p>	<p>5.1.a # of reimbursable contact hours</p>	<p>5.1.a (definition) Number of reimbursable contact hours segmented by academic, developmental, career-technical and continuing education classes; segmented by Course Type DL (Distance Learning) and all other course types combined; from end-</p>	<p>5.1.a At the end of each semester; based on official reporting.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
		<p>5.1.b Maintain 'AAA' ratings from Moody's, Standard &amp; Poor, and Fitch on general obligation debt.</p> <p>5.1.c Expendable fund balance equal to 4-6 months of DCCCD operating expenditures</p> <p>5.1.d Unqualified audit opinion from external auditors on DCCCD financial audit</p> <p>5.1.e Analyze annual audit results, including Control Self Assessment survey and other report findings; address deficiencies through corrective actions and/or</p>	<p>of-semester data; disaggregated for fall, spring, and summer. SOURCE: Colleague, TEA, Census.gov).</p> <p>5.1.b (definition) Reported annually, and/or as changed by the evaluating agencies. (SOURCE: Business Affairs)</p> <p>5.1.c Reported monthly, as a part of Board report. (SOURCE: Business Affairs)</p> <p>5.1.d Reported annually, as a part of the external audit report to the Board. (SOURCE: Business Affairs)</p> <p>5.1.e Reported quarterly, as a part of Board audit committee meetings. (SOURCE: Internal Audit and official agenda/minutes of the Board of Trustees).</p>	<p>5.1.b Annually, as needed</p> <p>5.1.c Monthly</p> <p>5.1.d Annually, usually in a December meeting of the Board of Trustees</p> <p>5.1.e Quarterly, as confirmed in Board Audit Committee agenda/minutes.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
	<p>5.2 Improve efficient and effective use of resources with emphasis on process improvements, technology and support of all location facilities.</p>	<p>training and development activities.</p> <p>5.1.f Maintain DCCCD investment policy consistently with Board policy requirements.</p> <p>5.2.a % of key identified processes mapped.</p>	<p>5.1.f Reported quarterly, as required by Board policy. (SOURCE: Business Affairs)</p> <p>5.2.a Key processes to be mapped (per Chancellor’s Staff agreement on 07/25/11):</p> <ol style="list-style-type: none"> <li>1. IT: Datatel Programming: College Access for new staff</li> <li>2. IT: Planning, Maintenance and Training in all frameworks (i.e. network, Groupwise, Colleague, eConnect, eCampus)</li> <li>3. Purchasing</li> <li>4. HR: Ad hoc job evaluation approval</li> <li>5. Instruction: Student Survey of Instruction (with intent to automate)</li> <li>6. Instruction: Curriculum revision including CORE</li> </ol>	<p>5.1.f Quarterly, as confirmed in Board agenda/minutes.</p>

Board Priorities	Strategic Objectives	Measures	Definitions	Timelines
	<p>5.3 Promote practices supporting sustainability including social, environmental and economic vitality.</p>	<p>5.3.a Consumption of electricity (KWh), natural gas (MCF), and water (gallons).</p> <p>5.3.b # hours of service learning performed by students.</p>	<p>5.3.a (definition) SOURCE: DCCCD Quarterly Sustainability Report – Consumption Statistics Section, as compiled by District Facilities</p> <p>5.3.b (definition) Service Learning according to the DCCCD definition, combining academic instruction with active community service. SOURCE: College Service Learning Offices</p>	