



This Open Meeting of the Board of Trustees is authorized in accordance with the Texas Government Code, §§551.001 through 551.146. Verification of Notice of Meeting and Agenda are on file in the Office of Board Relations. Per Texas Government Code §551.1282, this meeting is being broadcast over the Internet in the manner prescribed by Texas Government Code, §551.128. In accordance with Texas Government Code §551.127 one or more members of the Board of Trustees may participate in the meeting via videoconference in accordance with the provisions thereof.

**NOTICE OF A REGULAR MEETING OF THE BOARD OF TRUSTEES FOR
DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL
Tuesday, December 5, 2023 | 4:00 PM**

Administrative Office

1601 Botham Jean Blvd., Room #007, Dallas, Texas 75215

www.dallascollege.edu/boardmeetingslive

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. For any non-agenda topic introduced during this meeting, there are three (3) permissible responses: 1) to provide a factual answer to a question; 2) to cite specific Board Policy relevant to a topic; or 3) the topic may, at a later date, be placed on a Board Agenda for a subsequent meeting.

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

Regular Meeting Agenda

- 1. Roll Call - Announcement of Quorum**
- 2. Certification of Notice Posted for the Meeting**
- 3. Pledges of Allegiance to U.S. and Texas Flags**
- 4. Citizens Desiring to Address the Board**

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5. Special Presentations

- 5.1. Josephine Leeper Scholars
- 5.2. PepsiCo Uplift Scholars
- 5.3. Visual Arts Founders Foyer Awards
- 5.4. Dallas College National Junior College Athletic Association (NJCAA) Championship Teams
 - a. Brookhaven Campus Women's Soccer
 - b. Eastfield Campus Women's Volleyball
 - c. Richland Campus Men's Soccer

6. Chancellor and Board Announcements




(Comments on Accomplishments; Awards Received; Appointments at the Local, State, and National Level; Published Articles and Newspaper Reports; District/College Reports/Metrics, and Upcoming Events; Workshops, Seminars, and Conferences taking place at the District or any of its Colleges)






- 6.1. Announcements from the Chancellor
- 6.2. Announcements from the Board Chair and/or Trustees

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


8. Consent Agenda

(Consent Agenda items may be approved by a single motion and vote or, alternatively, upon request of a Trustee(s); any listed item can be removed and considered individually.)

- 8.1. Meeting Minutes
 - a. Approval of the Work Session Meeting Minutes for November 7, 2023 7 - 20
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 - b. Approval of Regular Meeting Minutes for November 7, 2023 21 - 27
[8.1.b. 2023NOV7 RegularMeeting Minutes](#) 
 - c. Approval of the Work Session Meeting Minutes for November 8, 2023 28 - 35
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	a. Approval of the Endowment Agreement Between Dallas College and the Dallas College Foundation, Inc.	36 - 40
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10.8. RCHS FIRSTRpt 2022-23 	

11. Executive Session

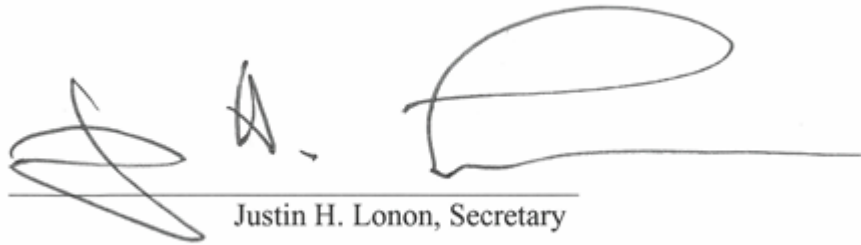
- 11.1. Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071
- 11.2. Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074

- 11.3. Deliberate Regarding Real Property Since Open Deliberation would have a Detrimental Effect Upon Negotiations with a Third Person - Section 551.072
- 11.4. Deliberate Regarding Security Devices or Security Audits Sections 551.076 and 551.089

12. Adjournment

*CERTIFICATION OF NOTICE POSTED FOR THE DECEMBER 5, 2023 REGULAR MEETING OF DALLAS
COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL BOARD OF TRUSTEES*

I, Justin H. Lonon, Secretary of the Board of Trustees of Dallas College, do certify that a copy of the notice for this meeting was posted on the 1st day of December 2023 in compliance with the applicable provisions of the Texas Open Meetings Act.



Justin H. Lonon, Secretary

CONSENT AGENDA NO. 8.1.a.

Approval of the Work Session Meeting Minutes for November 7, 2023

It is recommended that the Board approve the meeting minutes of the Work Session for November 7, 2023.

A work session of the Board of Trustees of Dallas College was held November 7, 2023, beginning at 9:01 a.m. and was broadcast via the streaming link: <http://www.dallascollege.edu/boardmeetingslive>. The meeting was convened by Chair Monica Lira Bravo.

Board Members and Officers Present

Mr. Cliff Boyd
Ms. Charletta Rogers Compton
Ms. Monica Lira Bravo (chair)
Ms. Diana Flores
Dr. Catalina E. Garcia
Dr. Justin Lonon (secretary and chancellor)
Mr. Paul Mayer
Mr. Phil Ritter (vice chair)

Members Absent

None.

1. Roll Call - Announcement of a Quorum

Confirmed by Chair Bravo.

2. Certification of Notice Posted

Confirmed by Chancellor Lonon.

3. Citizens Desiring to Address the Board

There were no citizens desiring to address the Board.

4. Board Retreat (Day 1)

- 4.1. Opening Activity: Ice Breaker
Facilitator: Helen Benjamin

Trustee Compton welcomed and introduced the retreat facilitator, Dr. Helen Benjamin. Compton stated that the facilitator had served

as the Chancellor of the Contra Costa Community College District. She had also served as a board member of the Kennedy-King Scholarship Memorial College Scholarship Fund as well as chair of the Community College League of California Board of Directors, chair of the CEO Board and served on numerous accreditation teams.

In the first exercise, which was related to innovation, Dr. Benjamin asked the group if they had a magic wand, what would they change at Dallas College and why.

Trustee Boyd said to have the ability to vision the future of where the college would be in 15, 20, or 25 years. The magic wand would also be able to help policy makers instantaneously realize how valuable Dallas College was to the future of workforce development.

Trustee Mayer said he would wish for balance, if there was a lack of a balanced view, then paying attention to what's in front of us would be lost.

Trustee Flores mentioned her magic wand would be for Dallas College to reach and connect to the underserved and generational poverty residents in Dallas County. Dallas College needed to be a transformative power to change their trajectory and that of their families.

Trustee Bravo said to have a job guaranteed for every student who left Dallas College in their last term to make a living wage. It would also provide accessible childcare for students and employees at each campus.

Trustee Ritter shared that he would like every student to leave Dallas College with a set of experiences and training that enabled them to participate in civil discourse in society and to be knowledgeable and steeped in the principles of democracy, the foundations of this country. He would also like to see the investment of navigators and case management systems, integrated with ISD and upper division college partners. He also added that the integration of student support and services would be with other institutions and organizations in the community, especially for high-risk populations like foster care and justice-involved youth.

Trustee Compton wished that every student, young and mature adults, would have the opportunity to take advantage of educational opportunities that Dallas College offers and to have the experience and knowledge of how education changes lives and all barriers that are encountered would be removed so they can feel comfortable.

Trustee Garcia said that her wish involved vertical communications at every level to become one entity.

Dr. Benjamin concluded the exercise with having the trustees think and talk about how to get these wishes to materialize.

Trustee Ritter expressed that the evaluation of the chancellor and the board's expectations of his performance could be designed around some of these priorities. Also, the reserve control of the budget can impact these wishes.

Trustee Flores mentioned that her magic wand was more operational and would like Dr. Benjamin's suggestion on how board members could impact that when it comes to community events, focus groups or outreach events.

Dr. Benjamin asked the group what actions they would take between themselves regarding policy recommendations.

Trustee Boyd suggested the board continue to prepare themselves to be the contributors to solutions by attending outside events that provide educational information.

Trustee Compton stated that it was critical to communicate and listen to one another to establish direction.

Trustee Garcia stated to provide better communication the board should not be so isolated from the rest of the institution. She suggested the board become involved with different employee and administrative groups to make a connection.

Trustee Mayer encouraged the board to remain at the 40,000-foot view and to trust the leader, Dr. Lonon. The board should avoid getting into the weeds of operations.

Trustee Garcia clarified that her request was that the board get to know the employees and the employee groups, not so much of the day to day, but to engage so they know people and purposes. Her emphasis was on building a culture of oneness.

Dr. Benjamin concluded this section by asking the group to come up with an area that they think needs improvement and to make notes of ideas.

Chancellor Lonon thanked Dr. Benjamin and discussed innovation at Dallas College. He pointed out that the purpose of reinvention of Dallas College was to become more student and community centric. He shared that he was proud of the progress that the college has made to-date. He discussed how Dallas College is creating an ecosystem of innovation and on some of the academic incubator initiatives.

Trustee Flores inquired about faculty's adjustment to the college's innovations.

Dr. Lonon stated that the faculty lead the way on innovation and were making strides toward national recognition.

Trustee Flores suggested giving a presentation on the academic incubator.

Provost Shawnda Floyd added that they would make a presentation in the future. She said the innovation work at Dallas College was permeating the institution. She also highlighted some of the areas of innovation that were associated with the schools. Dr. Floyd planned to have the vice-provosts of each School highlight the innovation in their areas during the presentation.

The board discussed the possibility of shortening the definition of innovation and the idea of putting it into the strategic plan.

Chancellor Lonon replied they would seek to simplify the definition of innovation.

4.2. Dallas College Innovation Vision & Activities

Facilitator: Helen Benjamin

Presenter: Justin Lonon

Guest Speaker: Don Kilburn

Chancellor Lonon spoke about Innovation as a service. He also broke down other types of innovation and innovation practices. He concluded that innovations are imbedded in the institution. We have a responsibility to lead in this effort. He pointed out that we are highly regulated, and the private sector is not so they are able to innovate more rapidly.

Trustee Boyd stated we are one of the leading colleges in innovative ideas, policies, and programs. As an example, he pointed to our four-year programs, our counseling programs, and the mental health issues that we are addressing. He also mentioned our childcare provisions for students and staff.

Vice Chair Ritter said there are some positive things happening in the policy world that was going to improve our ability to be innovative, citing the choice we now have as to who we are going to be accredited by leaving the possibility that we could go with an accreditor that would give us more flexibility. Another one is House Bill 8 that provides us with a new funding model.

Chancellor Lonon said that tomorrow they would talk about land use policy and asked, how do we think about how to use our assets differently than we have before? He also pointed out that we have had challenges and leaned into them, creating a framework and playing field for innovation.

Trustee Flores asked how we defined social capital.

Chancellor Lonon explained on how we are defining social capital mentioning Redbird as an example of where we are engaging in places we haven't been before to get a better understanding of where social capital is needed.

Vice Chancellor Pyeper Wilkins expanded on our ability to bring in dollars that don't come from our typical streams of funding. She said through our Foundation we can capture revenue and bring more money to help Dallas College and build social capital for students that we can't necessarily use our public funds to do.

Chancellor Lonon said as an institution he does want us to have a yes culture. He closed by saying we have always been an innovative institution since our founding. What he needs from the

board is support in building that culture of innovation and providing the funding and resources to make sure we are being innovative as an institution.

Trustee Compton said in reference to reading about opportunities across the college and specifically in downtown she would like clarification on which downtown we were referencing to.

Chancellor Lonon said some of this was in the broader page report from last year, referencing downtown Dallas as it related to our El Centro project.

Next, he introduced the guest speaker Donald Kilburn, CEO for the University of Massachusetts Online, member of the UMass Global Board of Regents and prior to that president of Pearson North America, which is the largest education company in the world. He said they have engaged in conversations about what their institutions have done and felt Kilburn could bring an outside perspective.

Donald Kilburn opened by complimenting Dallas College for our innovation.

Kilburn pointed out that innovation is hard. He talked about how rapidly change comes, especially in the digital world. He mentioned Dallas College being student focused and thought it sounded “consumer friendly.” He said there was much to learn from for-profit institutions and their successes.

He also spoke about innovation in general terms saying, innovation needs strong leadership to drive the change. True change and big disruptive change are not going to be supported by a majority of the stakeholders so you must prepare for challenges because the majority are not going to want to make big change. If you want to have true big change you must go outside the organization.

Kilburn pointed out that existing organizations have a bias towards continuing what is working. The problem with that is that in an increasingly disruptive world, disruption comes fast. He also stated that there is a digital transformation going on in every industry and every sector. However, it is slower in higher education than in most sectors. He pointed out some of the reasons for that including

regulations that public institutions must follow. He noted that A.I. and robotics will accelerate that change. Kilburn said that most major universities focus is on the faculty and autonomous faculty governance, and it is not really a way to build scale or have best practices as he would demonstrate in a case study later. He said you would see some of the best practices that are not built when you do not think in terms of scale.

In general, innovation or change management should be a cultural imperative for the organization and he feels Dallas College has the right framework to encourage that. In his opinion, dramatic innovative change must happen outside of the normal course of business, it cannot emanate from the organization internally due to slow progress.

Trustee Flores asked if this was like what we did contracting with BCG (Boston Consulting Group).

Chancellor Lonon affirmed saying we engaged the external consultant to help create the framework.

Kilburn said he was a big fan of partnerships; you can go out and find a partner to go in a different direction.

Trustee Flores asked for details about how to disrupt or change the current culture.

Chancellor Lonon used the example of the dental hygiene program we acquired from Sanford Brown rather than build one from scratch, which allowed us to rapidly have a program.

Kilburn said regarding the conversation about innovation and change, there are three things you need. You need a culture of change internally. Secondly, to do something big, you need to do it outside of the normal business. Finally, you need a group that thinks about innovation or change in support of the goals of the organization.

Trustee Garcia pointed out that when people start to innovate, they often don't talk about the failures or unintended consequences.

Kilburn responded that we should encourage some failure and accept some failure using some of his own past failures as

examples. He said that many organizations killed innovation by punishing the failure. That was a good way to make sure nobody tries something different.

One of the driving factors was the need in the state for skilled workers. There were a large number in the state who had some college but had not completed and were not prepared for the workforce. One of the challenges was that during COVID the demand for online education was accelerating. A pure online institution like Southern New Hampshire had student-centric programs for adults and they were becoming the provider of choice for the state of Massachusetts. UMass campuses could not compete with those programs since they were faculty-centric, had independent governance, and were not built for scale for working adults that they wanted to serve, so a consultant was hired.

Kilburn walked the board through his UMass project and some of the challenges that he faced. He also spoke on revenue streams in response to Trustee Ritter's question on expenses and revenue for the project.

Kilburn concluded by describing the competitive landscape around online learning and citing best practices for providing online classes.

Chancellor Lonon pointed to interim steps we are taking while moving forward to track some of the things we did not track before because of House Bill 8.

Facilitator Dr. Helen Benjamin was introduced.

Dr. Benjamin broke down the word innovation and showed a slide defining innovation according to Dr. Mario Martinez.

The Dallas College Innovation Alignment Survey results indicated how trustees felt the college had done at aligning with innovation.

Dr. Benjamin reviewed the trustees' responses to the questions on the survey and the scores given by each member.

Trustees discussed what changes have been made by Dallas College to align ourselves with innovation.

Dr. Benjamin showed a slide that depicted what areas the trustees agreed on and those areas were discussed further. She asked if those that did not agree with the assessment that our college culture values risk taking, collaboration, teamwork, initiative, and innovation, would like to speak to that.

Trustee Flores stated that she did not have a comfort level that we had a systemic ongoing process for continuous improvement in these areas.

Dr. Benjamin continued to review the 28 survey question results from the trustees. Regarding the survey statement, our organization is structured to allow innovation process ownership, agile opportunity response and reporting ratios that allow sufficient time for innovation related activities, Dr. Lonon responded that we may be about halfway there, but there were pieces around it related to process ownership that we must continue to improve on.

He had a process for capturing, evaluating, managing ideas and suggestions from employees, students, vendors, suppliers, and stakeholders saying, we had spent quite a bit of time on the employee engagement feedback part, but also as it related to innovative ideas. He noted that we had an innovation budget that would give employees a place to offer innovative ideas that can then float to the top.

Dr. Benjamin finished reviewing the survey and indicated this gave trustees all the criteria by which to measure how well Dallas College was doing with innovation and as indicated, the board scored would be low because of the lack of knowledge in addition to this part of the college's innovation program just getting started.

Vice Chair Ritter asked regarding question 18, what we were doing or imagining in terms of the training and evaluation of our people.

Dr. Lonon replied that they had been building out a plan on how to start thinking about skill sets versus just job descriptions; how we matched people in the future for career opportunities. Also, challenging the status quo, always looking at a benchmark outside of your area.

Dr. Benjamin reflected on what Texas Instruments (T.I.) did to encourage innovation.

Chancellor Lonon related a story about T.I. and our collaboration for workforce training with them and asked Vice Provost for the School of Manufacturing and Industrial Technology Dr. Veronique Tran to give more details.

Vice Provost Veronique Tran came forward and elaborated on the celebration event at the Garland campus for 24 T.I. employees. They were from operations in different roles and were now upscaled to a technician role after gaining a level one certificate in electronics technology and another industrial automation. Dr. Tran also pointed out that we were doing this training at the Lancaster location and were looking at Redbird as well.

Trustee Boyd spoke about Dallas College being an agent of change and the conduit that took students to the employer that needed them today and tomorrow.

Vice Chair Ritter mentioned his time with T.I. and said one of his takeaways from Jack Kilby's career that we could think about was what level does innovation takes place.

Trustee Mayer spoke about Dr. Tran's value to the college, stating that she joined the organization because she saw us as a magnet for innovation and change.

Vice Chair Ritter stated that partnerships and relationships with employers could be complicated and require collaboration.

Dr. Tran related an issue they had with the T.I. training where employees were spending time outside work hours to complete assignments, something the employer had not anticipated and would be considered overtime. By working with the faculty adjustments were made to assignments deadlines and time allocated during class to complete those assignments. In addition, T.I. lowered their entry level academic standard from an associate degree to a level one certificate for the technician role after realizing that by partnering with us we could design certificates that focused on hands-on learning of the skills.

Trustee Flores asked if this led to higher pay for the employees.

Vice Provost Tran answered that yes it did with an overall range of the compensation package of \$70,000 to \$90,000 for a technician.

A discussion was held among trustees and Dr. Tran about the institutional barriers to procuring services and producing workforce training in a timely manner.

Chancellor Lonon pointed to procurement and the things we must do because we are so highly regulated. We are looking at our processes and the procurement structure to ensure faster processing.

Trustee Garcia asked Dr. Tran how we get accreditation for these programs.

Dr. Tran explained that this was on the non-credit side, so we could be more responsive than if we were credit. She said we started with a level one credit curriculum and reverse engineered what the CE curriculum should be. This made it a seamless transition for these students now to become credit students. Dr. Tran said that we had brought this model to our community embedded workforce centers.

Chancellor Lonon acknowledged the work that was going throughout the college and the teams of people leading in the sector work like the vice provost, the presidents, the Ascend team and others.

Dr. Benjamin concluded by using T.I. and the college as examples of creating an environment where people can get their work done without barriers and they become change artists.

Chancellor Lonon said innovation didn't happen at any level, it should be free to happen across the entire system. He closed by saying, did not let current reality get in the way of a good idea.

4.3. Board Internal Reflection, Priority Review & KPIs

Facilitator: Helen Benjamin

Presenters: Bao Huynh, Beatriz Joseph, Danielle Valle

Dr. Joseph and Danielle Valle gave a review on Board Strategic Priorities and Key Performance Indicators (KPIs). The first

strategic goal was student success, which provided instructional excellence in a supportive, inclusive, and equitable environment for student learning. The KPI was to ensure student milestone success by completion and transfer through and beyond Dallas College.

Key measures were discussed, this included total number of credentials awarded, number of students who complete a credit credential, percentage of credit students who graduate within three years, percentage of credit students who transfer within three years, and total academic year credit and continuing education headcount.

Due to Senate Bill 17 the modification of the current language of Diversity, Equity and Inclusion was presented to the board for consideration, which states Culture and Belonging – Foster a college environment of opportunity and belonging for all students and employees. There was a consensus to modify the existing language of Diversity, Equity, and Inclusion.

A highlight of the Strategic Plan review for 2022-2023 was presented regarding student success.

The number of high school students completing 15 semester credit hours will be added to the Key Performance Indicators.

An agreement was made to add to the metric of full-time employees who are diverse based on race, ethnicity and gender. The KPIs and measures will be in alignment with that language. There will be consultation with legal to review strategic plan revisions.

KPI quarterly updates i.e., community engagement, institutional effectiveness, employee success, and student success were also discussed as well as the next steps having a connection of all work on the strategic document and restating it into action and accountability across the organization.

4.4. Wrap Up Activities

Facilitator: Helen Benjamin

Trustee Compton thanked the Board for their contributions for the day.

5. Executive Session

Began at 12:35 p.m. and ended at 1:24 p.m.

6. Adjournment

The meeting adjourned at 4:27 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

CONSENT AGENDA NO. 8.1.b.

Approval of Regular Meeting Minutes for November 7, 2023

It is recommended that the Board approve the minutes of the November 7, 2023, Regular Board meeting.

A Regular meeting of the Board of Trustees of Dallas College was held Tuesday, November 7, 2023, beginning at 4:36 p.m. and was broadcasted via the streaming link: www.dallascollege.edu/boardmeetingslive. The meeting was convened by Chair Bravo.

Board Members and Officers Present

Mr. Cliff Boyd
Ms. Monica Lira Bravo (Chair)
Ms. Charletta Rogers Compton
Dr. Catalina E. Garcia
Dr. Justin H. Lonon (Secretary and Chancellor)
Mr. Paul Mayer
Mr. Phil Ritter (Vice Chair)

Board Members Absent

Ms. Diana Flores

- 1. Roll Call - Announcement of Quorum** confirmed by Chair Bravo.
- 2. Certification of Notice Posted for the Meeting** confirmed by Chancellor Lonon in accordance with section 551.054 of the Texas Government code.
- 3. Pledges of Allegiance to U.S. and Texas Flags** led by Chair Bravo.
- 4. Citizens Desiring to Address the Board**
None.
- 5. Special Presentations**
 1. Associated Collegiate Press and College Media Association Student Recognition
Presenter: Ahava Silkey Jones

Chancellor Lonon said some of our student journalists were present

and invited Ms. Ahava Silkey-Jones, Vice Provost of the School of Creative Arts to come forward and introduce our student guests.

Vice Provost Silkey-Jones shared we had 23 students, and three student media advisors participate in the 2023 College Media Association Convention in Atlanta, GA. . Our students won 58 awards at the Associated Collegiate Press (ACP) convention. She also noted that the Eastfield EtCetera newspaper was inducted into the Hall of Fame, was the finalist for the ACP Pacemaker Award, and won second place for the CMA Pinnacle Award. In addition, the Brookhaven Windmill Literary magazine and the EtCetera newspaper won fifth place, the Richland Chronicle won sixth place, the Brookhaven Courier won eighth place, and the North Lake News Registrar won ninth place. Next, she introduced Erica Edwards, faculty Advisor for Journalism and Student Media at Richland campus. Ms. Silkey-Jones also noted Erica's many other credentials.

Professor Edwards recognized the great work done by our campus teams of student journalists. She thanked everyone present for taking the time to recognize the efforts of our student media outlets. She also spoke about the finalist for several awards including BestOf collegiate design, and best editorial illustration. She thanked her colleagues that attended the Atlanta Convention, naming them individually. She then introduced the students that would be addressing the Board- Rory Moore, Carmen Guzman, and Aislyn Smith.

Student Rory Moore worked for the EtCetera student newspaper for five years while attending the Eastfield campus. He spoke about the skills, confidence, and experience he gained working with the newspaper while pursuing a career in photojournalism. He pointed out the value of traveling with his colleagues to student media conferences around the country and his recent trip to Atlanta, GA. for the Fall National College Media Convention which enriched his journalistic capabilities.

Student Carmen Guzman thanked the Board of trustees for funding and approving their travel, these were exclusive journalism opportunities that were that allowed them to explore and see what else our country had to offer. Ms. Guzman said one of the best parts of their recent trip was making new friends, career opportunities, and recognition. She also said the staff had made her a better leader, better person, and she could not have been here without their support.

She closed by thanking her Advisor, Jubenal Aguilar for ensuring these trips happen.

Student Aislyn Smith, Editor in Chief for the Richland Student Media spoke about their mission to amplify voices, inform the community, and spark important conversation through truth driven reporting. This semester they were focused on program growth and expanding their team. Ms. Smith also noted the many challenges presented by the COVID shutdown of most in-person functions but said we were ready to take the next steps to build a solid foundation and prepare for even greater success. She pointed to recent examples including the previously mentioned awards, and second place for a cartoon strip, third place in the house advertisement category and editorial illustrations. She finished by saying their work was not limited to communications majors, noting that she was a computer science major at the beginning of the semester before finding her true calling in journalism.

Chancellor Lonon said we were proud of the work they did and we were here to support them. Chair Bravo offered her congratulations to the journalism team as well.

2. PepsiCo SMILE
Presenter: Josh Skolnick

Chancellor Lonon announced a major investment by PepsiCo and said we wanted to also recognize some of our PepsiCo SMILE scholars. SMILE stands for “success matters in life and education”. The PepsiCo Community College Scholarship program represents a \$570 million investment over five years to support students that are pursuing higher education. Dallas College was selected as one of the first four academic partners in a \$40 million program to assist students with tuition, expenses, and professional development. He invited Josh Skolnick, Executive Director of the Dallas College Foundation to come forward and share additional details.

Director Skolnick thanked the trustees for the opportunity to highlight two students who received this very prestigious scholarship from PepsiCo. He mentioned the great partnership Dallas College has with PepsiCo and the Dallas College Foundation’s PepsiCo Uplift Scholarship as well. Mr. Skolnick noted opportunities that were now accessible to these students that might not have been because of financial burden. He introduced student Emanuel Hernandez, shared a little about his background and said he was also a recipient of one

of our emergency aid fund grants, pointing out that all these different grant programs work together to support students.

Student scholar Emmanuel Hernandez talked about his mother, an immigrant who came to the United States with a dream for an education. Although she did not get to fulfill that dream, she instilled in him that education was everything. She was the reason he was there today, to honor her legacy. He spoke about the positive influences in his life and the hardships he endured that led him to apply for the emergency aid grant. Mr. Hernandez said those positive influences and support influenced him to help students like him, first generation students who did not see themselves going to a four-year university. He acknowledged PepsiCo and named individually those at Dallas College who supported him along the way and closed by saying to PepsiCo, “you’ve made the right decision picking me, I won’t let you down”.

Director Skolnick next introduced Justice Woods and shared a little about his background.

Scholar Woods thanked everyone for the opportunity to share his experience. He talked about coming from a single parent household and watching his mom work, day after day to provide a life for them. This instilled in him the value of hard work. He graduated from Dallas College the previous semester and was currently at SMU studying marketing. Mr. Woods spoke about serving as President of the philosophy club, treasurer of the Student Government Association while working full time jobs like his mom had done in the past. When he applied for the PepsiCo Scholarship, he had little hope noting that no one in his community had ever gotten a scholarship or been awarded anything of this importance. He closed with the message “persevere, there’s always a path, always a way to do it”.

Chancellor Lonon thanked each of them for being a part of the Dallas College family and look forward to how we could support them in the future.

6. Chancellor and Board Announcements

1. Announcements from the Chancellor

Chancellor Lonon commented that it was almost Veterans’ Day, and recognized those that served, including more than 2600 students as well as several employees. He thanked them and asked for those present who had served to stand for a round of applause.

Dr. Lonon said Dallas College was honored last week by the Asian American Contractors and Professional Association as the most outstanding public entity of the year.

The previous Friday, he attended a ribbon cutting for our new MRI machine that was located at Brookhaven campus, a new tool to give our students the competitive edge they need in the healthcare marketplace.

We also had a ribbon cutting Friday at the Bezos Academic at Mountain View campus to provide childcare services.. Dr. Lonon expressed his appreciation to the Bezos team for their partnership to expand childcare services noting that it was often a barrier that gets in the way for many of our student parents. He thanked those trustees that attended the ceremony.

He closed by thanking the board for their commitment to day one of the two-day college retreat and the staff that supports them.

2. Announcements from the Board Chair and/or Trustees
Trustee Boyd followed up on Chancellor Lonon's comments about Veterans' Day mentioning that there would be the annual fair where we go campus to campus to do something extra for the veterans on Tuesday, November 14th, from 11am until 1pm. They were expecting close to 30 vendors to help veterans understand the benefits they are entitled to.

Chair Bravo announced that today was election day, if you had not voted you still had time. She also wished our service members a happy Veterans' Day.

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

No conflicts were declared.

8. Consent Agenda

Chair Bravo announced that there are two items on the consent agenda and asked for a motion to approve.

Trustee Boyd motioned to approve.

Trustee Compton seconded the motion.

Motion passed at 5:11 p.m. with no abstentions.

1. Meeting Minutes
 - a. Approval of Regular Meeting Minutes for October 3, 2023
2. Items
 - a. Recommendation from Audit Committee

9. Individual Items

Chair Bravo stated we have one individual item related to an approval of warrant of appointment for a police officer and asked for a motion to approve.

Trustee Garcia motioned to approve.

Trustee Boyd seconded the motion.

Motion passed at 5:12 p.m. with no abstentions.

1. Talent Items
 - a. Approval of Warrants of Appointments for Police Officers

10. Policy Items – First Reading

1. Approval of Amendments to Policies Concerning Employee Standards of Conduct - DH (LOCAL)
Chair Bravo asked Tricia Horatio to come forward and give a brief overview of this policy item.

General Council Tricia Horatio stated that during the last legislative session, the legislature adopted SB17, which prohibited certain activities and programs relating to DEI (diversity, equity, inclusion). In addition to the prohibitions, SB17 required the institution to adopt a policy that provided for discipline of employees engaging in those activities. The amendment they had before them provided the policy item that we needed to comply with that requirement and it also

provided for the development of regulations for enforcement of that policy, which we would do separately.

Chair Bravo said if the Board had any comments or questions, Ms. Horatio would be available before the second reading next month.

11. Informative Reports

No comments were made.

1. Current Funds Operating Budget Report (September 2023)
2. Monthly Change Order Summary (September 2023)
3. Dallas College Foundation Report (September 2023)
4. Notice of Grant Awards (November 2023)
5. Workforce & Advancement Ascend Institute Report (September 2023)
6. Dallas College Human Capital New Hire/New Position Report (September 13, 2023 - October 12, 2023)

12. Executive Session

None.

13. Adjournment

The meeting adjourned at 5:13 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

CONSENT AGENDA NO. 8.1.b.

Approval of the Work Session Meeting Minutes for November 8, 2023

It is recommended that the Board approve the meeting minutes of the Work Session for November 8, 2023.

A work session of the Board of Trustees of Dallas College was held November 8, 2023, beginning at 9:02 a.m. and was broadcast via the streaming link: <http://www.dallascollege.edu/boardmeetingslive>. The meeting was convened by Chair Monica Lira Bravo.

Board Members and Officers Present

Mr. Cliff Boyd
Ms. Charletta Rogers Compton
Ms. Monica Lira Bravo (chair)
Ms. Diana Flores
Dr. Catalina E. Garcia
Dr. Justin Lonon (secretary and chancellor)
Mr. Paul Mayer
Mr. Phil Ritter (Vice chair)

Members Absent

None.

1. Roll Call - Announcement of a Quorum confirmed by Board Chair Bravo.

2. Certification of Notice Posted confirmed by Chancellor Lonon.

3. Citizens Desiring to Address the Board
None.

4. Board Retreat (Day 2)

4.1. Opening Activity: Ice Breaker
Facilitator: Helen Benjamin

Dr. Helen Benjamin led an ice breaker activity that focused on the presentations from day one of the Board Retreat. The Board was asked to share takeaways from the presentations.

Trustee Flores spoke about seeing threads of innovation throughout the college.

Trustee Compton gained a better understanding of the college approach and a clearer view of how the Board could support the college.

Trustee Boyd saw innovation as a journey and spoke about the college improving over time.

Trustee Mayer spoke highly of the exercise with top leadership and their perspective of the Board. He also recognized the Board understands their role in support of the college.

Vice Chair Ritter noted that innovation occurs through trusting people and allowing them to take risks.

Chair Bravo appreciated the authentic responses from leadership and could sense how deeply our employees care about the college.

Trustee Garcia enjoyed the self-assessment and was pleasantly surprised by how leadership viewed the Board.

Chancellor Lonon wrapped up the conversation by noting that the overall feeling of the day was authentic and genuine and that there was a lot to be proud of collegewide.

4.2. Dallas College 2030 Vision: Building for the Future

Presenters: Anita Bedford, Joseph Cahoon (HR&A), Ben Magill, Melissa Gutierrez Soto (Page Sutherland Page, Inc.), Tetsuya Umebayashi, Brad Williams

Ben Magill presented Economic Outlook 2024. The Labor Market Intelligence Page on the Dallas College website provided socioeconomic information by trustee district. There are also reports linked to the schools, showing jobs and skills most in demand.

In recent years, north Texas counties had seen population growth. Dallas is still leading the nation in job growth. Yet, the cost of living was becoming more expensive, and there is poverty in

Dallas County. During the pandemic poverty decreased due to federal initiatives that subsidized income loss.

Projections for 2024 show continued job growth. Enrollment for the college typically goes up during the recession. The Pandemic was an exception. The college was training for recession proof industries: healthcare, grocery, courier, freight, logistics, automotive, contractor repair, and real estate.

Dallas is becoming a biotech beacon and tech titan as a hub for semiconductor manufacturing. Dallas College is working on building a technician pipeline to train technicians and solve industry problems. The federal government acknowledged that industries cannot grow without workforce development. Four-year institutions seek help from Dallas College with workforce development.

To stay informed of industry needs and trends, Dallas College will be launching Next Gen Sector Partnerships, industry-led, community-supported partnerships aimed at strengthening regional economies and connecting people to jobs. Biotech Healthcare Industry Alliance North Texas (BHIANT) has recently launched a learning lab beginning with biotech.

Sector Strategy: Health Industry

Dr. Tetsuya Umebayashi (Dr. Ume) spoke about the medical emergency service program. In academic years 2021- 2022, the student count was 550 students and in academic year 2022-2023 the count was 801. Their focus had been on creating community partners and adapting education to meet partner needs. EMS programs will offer classes during spring break to aid in faster entrance to the job market and meet partner needs. The Dallas Fire Department was a major partner along with 18 more fire department partners from in and outside of Dallas County. These partnerships were a direct reflection on the enrollment increase.

Dallas College also had a partnership with Dallas Methodist and Parkland Hospital. Dallas College accepts a cohort of students from these hospitals and the hospitals provide clinical instructors for the college.

A sector Strategy Model was presented and described in detail.

The school organizations presented were nursing, emergency medical services, diagnostic medical imaging, allied health, veterinary technology, and dental/surgical technology. Dr. Williams and Dr. Lonon shared the role of campus presidents in the sector strategy and how they collaborate as presidents to empower each other.

Dr. Ume explained that highly skilled CT and MRI technicians completed the radiologic science programs. He also shared that an 18-hour mental health technician program is being proposed next year.

Trustee Ritter asked what percent of students were completing with healthcare certificates verses degrees and were degrees becoming less valued.

Dr. Ume will provide that data later. He also stated that degrees were still in high demand and that we were creating pathways to move students from certificates to degrees.

Trustee Flores wanted to know if there was a fast-track program available within the different fields.

Dr. Ume replied there was a fast-track program that includes emergency medical services to paramedics and LVN to RN.

Dr. Ume described the nursing summer camp. Next summer the opportunity would be expanded for all health care programs for younger generations.

Trustee Ritter wanted to know why there wasn't a pre-med program for Dallas College.

Dr. Ume replied they were exploring that option.

Vice Chair Ritter asked who the undergraduate articulation partners were in healthcare.

Dr. Ume replied there were different partners for various programs and mentioned Midwestern State for radiology, Texas Woman's University and UT Arlington for nursing, UT Tyler and UMD Health sciences for pharmacy.

Dr. Williams spoke about the foundation as it specifically related to the health sector, grants and sponsor programs. He shared examples of the types of funding that was received from the state and from the federal government. He gave an example of simulation labs and the advantages of this technology.

Bond Project Update

Brad Williams along with HR&A Representative Joseph Cahoon presented a Bond Project Update.

Dallas College 2019 Bond webpage on the Dallas College website serves as an archive of all information related to the bond program. Enrollment projections on that page originally showed enrollment by Fall 2030 at 92,000, yet current enrollment projections are now at 179,000 by Fall 2030. The college is always planning for growth and creating usable campus spaces, including study spaces for students.

The bond webpage also had information on bond management transparency and Phase 1 projects. Part of the project planning incorporates the construction of an education and innovation hub in Downtown Dallas that would include a Business Training Center and a redesigned El Centro campus. The Request for Information (RFI) envisioned the Downtown Dallas project as a comprehensive mixed-use development, administrative offices, commercial and residential spaces, innovation, and activated open spaces. The academic master plan for El Centro campus encompassed specialty spaces for medical, culinary, and technology and innovation. Specialty programs may need more space consideration when planning.

Responses for the RFI also included letters of support for the project and commitment to working collaboratively with the college to achieve the proposed development vision. The planning and construction would embrace industry partnerships that drive innovation centers and programming that cultivates innovation.

Faculty, staff, and students were invited to attend public listening sessions to discuss space needs of El Centro campus. Safety, transportation, student spaces, and internet access were identified

as important needs, in addition to childcare, housing, and food. From those sessions, they also learned that people were drawn to curated spaces that have been intentionally put there such as Deep Ellum, Uptown, Arts District, and Farmers Market.

The college will continue due diligence and planning leading up to issuing a Request for Quotation (RFQ) in Summer 2024.

Trustee Flores requested an update on the current number of ECHS at Dallas College and the planned ECHS growth.

Shawnda Floyd would share that information with the Board at a later date.

Vice Chair Ritter asked when P3s were taken into consideration.

Rob Wendland responded that planning decisions will be made prior to RFQ, then solicitation for P3 partners, which would be a part of the overall project. If we procure a P3, the Board would make a recommendation of a proposer, which would lead to negotiation of a comprehensive P3 agreement. P3s require a selection committee appointed by the chancellor and comprised of internal and external experts to aid in decision-making.

Trustee Flores asked for a copy of the P3 policy that the Board recommended in 2017. Rob Wendland will provide that information to the Board at a later date.

Trustee Compton spoke about the unfairness of the bond program to include funds from all of Dallas County and all of the Dallas College districts for investments in Downtown Dallas.

Land Use Policy

Brad Williams along with HR&A Representative Joseph Cahoon presented Land Use Policy, a comprehensive and strategic way to use the land. Dallas College consists of over 1,300 acres across Dallas County.

Guiding the Land Use Policy are four general principles grounded in the mission of Dallas College: increasing the accessibility and

functionality of services, reducing economic disparities, growing in workforce development, and supporting innovation. The land could be used to overcome barriers to education by making resources available, such as housing, transportation, language, and literacy. The land may reduce economic disparities through academic programming and affordable resources. It also could increase workforce development by partnering with companies and leveraging resources. The land may support innovation through collaboration with key employers to provide essential services to the community.

Appropriate uses of the land include buildings, economic development through ground leases, recreational space, and transit and retail opportunities. Dallas College would seek to maximize value from its land assets by leveraging resources in high value areas to fund high-impact community programming.

Vice Chair Ritter recommended that as stewards of the land for future generations, the college should include natural preservation as a part of the policy.

Trustees Compton and Flores suggested designating a percentage of land at each campus for open space. Trustee Flores also advocated for not selling the land. Chair Bravo recommended being open to consideration of opportunities to develop the land. Trustee Compton asked for preservation of the trees. Trustee Flores requested a provision to replace trees that were removed due to construction.

Trustee Compton asked about creating an alliance for public input on land use. Trustee Compton also asked about the historical information on land use.

Rob Wendland recommended researching deed restrictions.

4.3. Outcomes & Wrap Up Activities Facilitator: Helen Benjamin

Dr. Helen Benjamin led a wrap up activity reflecting on day 2 presentations of the Board Retreat.

Trustee Compton saw good group participation and suggested including breaks and more structured scheduling for future retreats.

Trustee Ritter spoke favorably about the transition to One College and the regular review of items, such as budgeting. He appreciated the scheduling layout for the year to ensure that key items are reviewed.

Trustee Mayer shared an appreciation for the college and the Board. He suggested starting a tradition of thanking the staff.

Trustee Garcia felt a sense of the team coming together.

Trustee Boyd was overcome with emotions, speaking of the value of the Board's contributions to the college.

Trustee Flores spoke about the One College transition, providing better opportunities for students, and innovation for the future.

Chair Bravo acknowledged the flow of presentations and clarity that they provided.

Chancellor Lonon appreciated the passion of the Board and the spirit of service. He also recognized Pyeper Wilkins for 18 years of dedicated service to Dallas College.

5. Executive Session began at 12:15 p.m. and ended at 1:24 p.m.

6. Adjournment.

The meeting was adjourned at 2:27 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

FINANCE ITEM NO. 8.2.a.

Approval of the Endowment Agreement Between Dallas College and the Dallas College Foundation, Inc.

The Chancellor recommends that authorization be given to approve Dallas College's establishment of a \$36 million endowment fund with the Dallas College Foundation.

Background

This Agreement will initiate the establishment of Dallas College's \$36 million endowment fund at the Dallas College Foundation.

Dallas College recently realized \$36 million from the sale of long-term assets. Dallas College now seeks to optimize the use of these funds to advance its mission by using the funds to establish a \$36 million endowment at the Dallas College Foundation.

The Dallas College Foundation intends to prudently and expertly invest these funds to maximize their long-term return, as well as to leverage the funds to garner additional private donations going forward and engage the philanthropic community regarding Dallas College's mission and impact in our region.

The Dallas College Foundation is a Texas non-profit corporation which has been in existence for 50 years. It has been approved by the Internal Revenue Service as a tax-exempt charitable organization under Section 501(c)(3) of the Internal Revenue Code. The Dallas College is an affiliated foundation and exists solely for the purpose of supporting the mission and priorities of Dallas. The relationship of Dallas College and the Dallas College Foundation is defined by an Operating Agreement between the parties which defines the affiliated nature of the relationship and provides that the primary purpose of the Dallas College Foundation is to generate, receive, hold, invest, manage and allocate funds for the benefit and advancement of Dallas College. This arrangement helps ensure the alignment of the Foundation's philanthropic programs to the priorities and needs of Dallas College as they evolve over time, from a strategic and a programmatic perspective.

By using the funds to establish an endowment at Dallas College Foundation, the College is seizing a once-in-a-generation opportunity to engage the community around Dallas College's critical mission and create sustainable resources for the benefit of future generations of Dallas College students.

Resource Contact

Josh Skolnick, Executive Director, Dallas College Foundation
Rob Wendland, General Counsel

Endowment Agreement
between
Dallas College
and
Dallas College Foundation, Inc.

This Endowment Agreement (“Agreement”) made to be effective as of the 5th day of December 2023, sets forth the entire understanding between Dallas College, a Texas political subdivision of higher education (the “College”), and Dallas College Foundation, Inc., a Texas nonprofit corporation (the “Foundation”), with respect to the contribution of funds by the College to the Foundation for the establishment of the Dallas College 2023 Endowment Fund (the “Fund”) at the Foundation. The Fund shall consist of one or more funds administered by the Foundation in the manner and for the purposes set forth in this Agreement.

WHEREAS the Foundation was incorporated in 1973 for the purpose of stimulating voluntary private support from alumni, parents, friends, corporations, foundations, and others for the benefit of the College; and

WHEREAS the Foundation exists to raise and manage private resources supporting the mission and priorities of the College and provide opportunities for students and a margin of institutional excellence unavailable with state and other local funds; and

WHEREAS the Foundation is dedicated to assisting the College in the building of an endowment and in addressing, through financial support, the long-term academic and other priorities of the College; and

WHEREAS the College and the Foundation have agreed that working jointly to raise and expend funds best serves the educational and service missions of their respective organizations and serves the mutual public service mission of each party; and

WHEREAS the College has the confidence and the expectation that the Foundation will utilize the establishment and existence of the Fund to generate additional resources for the Foundation, endowment and otherwise;

WHEREAS as stated in its Articles of Incorporation, the Foundation is a separately incorporated nonprofit corporation exempt from federal income tax pursuant to Internal Revenue Code Section 501(c)(3) and is responsible for identifying, cultivating, and maintaining relationships with potential donors and other friends of the College soliciting cash, securities, real and intellectual property, and other private resources for the support of the College; and acknowledging and stewarding such gifts in accordance with donor intent and its fiduciary responsibilities; and

WHEREAS Section 130.007 of the Texas Education Code authorizes the College to establish an endowment fund in a depository selected by its Board of Trustees; and

WHEREAS the College and its Board of Trustees has determined that the Foundation makes investments with funds entrusted to it in a manner which, in all respects, meets the obligations of the College with respect to funds invested under Section 130.007 of the Education Code; and

WHEREAS the College and the Foundation have entered into a mutually agreeable Operating Agreement which

sets forth the rights and obligations of each entity to the other in recognition of the fact that the Foundation is an affiliated foundation of the College; and

WHEREAS the College has identified funds with which it wishes to establish an endowment fund with the Foundation pursuant to Section 130.007 of the Texas Education Code; and

WHEREAS the College desires to restrict the Fund to specific uses as set forth therein, namely for student support, academic excellence, innovation, and to support the College's commitment to a robust emergency aid fund for its students.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **Establishment, Management and Purpose of the Fund:** Concurrently with the execution of this Agreement, the College hereby contributes funds in the amount of Thirty-Six Million and NO/100 Dollars (\$36,000,000.00) (the "Grant Funds") to the Foundation to establish the Fund as an endowment fund pursuant to Section 130.007 of the Texas Education Code to support the mission and strategic priorities of the College in meeting the needs of the students and community it serves on the terms set forth in this Agreement. The Foundation shall manage the Fund in accordance with the terms set forth herein. The College designates this contribution to be used for the specific purposes set forth in Section 2 of this Agreement.
2. **Apportionment of Monies in the Fund:** The Fund will be established with an initial contribution from the College to be apportioned among the following funds established, or to be established, by the Foundation:
 - Ten Million and No/100 Dollars (\$10,000,000.00) shall be invested in a fund established, or to be established, known generally as the Student Support and Progression Fund. Appropriations of income from the Student Support and Progression Fund may be expended annually by the Foundation in support of initiatives that address non-academic barriers to student success. Notwithstanding the endowed nature of the Fund, immediately upon execution and approval of this Agreement, the College authorizes the Foundation to expend up to Five Hundred Thousand and No/100 Dollars (\$500,000.00) to support Dallas College initiatives supporting students and their progress toward a degree or credential;
 - Ten Million and No/100 Dollars (\$10,000,000.00) shall be invested in a fund established, or to be established, known generally as the Academic & Credentialing Excellence Fund to provide support for new academic, instructional, and credentialing initiatives of Dallas College. Appropriations of income from the Academic & Credentialing Excellence Fund may be expended annually by the Foundation in support of projects undertaken by Dallas College that result in new or expanded new academic, instructional, and credentialing initiatives. Notwithstanding the endowed nature of the Fund, immediately upon execution and approval of this Agreement, the College authorizes the Foundation to expend up to Five Hundred Thousand and No/100 Dollars (\$500,000.00) to support new academic, instructional, and credentialing initiatives at Dallas College;
 - Ten Million and No/100 Dollars (\$10,000,000.00) shall be invested in a fund established, or to be established, known generally as the Innovation Fund to provide support as Dallas College designs and launches a system-wide innovation initiatives that engage collaboration with community and employer stakeholders. Appropriations of income from the Innovation Fund may be expended annually by the Foundation in support of projects undertaken by Dallas College to design and launch a system-wide innovation support structure. Notwithstanding the endowed nature of the Fund, immediately upon execution and approval of this Agreement, the College authorizes the Foundation

to expend up to Five Hundred Thousand and No/100 Dollars (\$500,000.00) to support Dallas College projects associated with the design and launching of system-wide innovation initiatives; and

- Six Million and No/100 Dollars (\$6,000,000.00) shall be invested into an Emergency Aid Endowment Fund to support Dallas College's commitment to providing emergency aid to students. Appropriations of income from the Emergency Aid Endowment Fund may be expended annually by the Foundation in support of emergency aid for students.

3. **Administration of the Fund:** The Fund will be held, managed, invested, administered and distributed by the Foundation, acting in accordance with the laws applicable to investment and management of funds invested for the benefit of a Texas institution of higher education endowment fund under Section 130.007 of the Texas Education Code, including, without limitation, in accordance with the Texas Uniform Prudent Management of Institutional Funds Act (Chapter 163 of the Texas Property Code) ("UPMIFA"). The Foundation may delegate to an external agent the management and investment functions. All distributions from the Fund, including any annual expenditures of income from the Fund as described in Paragraph 2, will be made by the Foundation consistent with UPMIFA and the spending and distribution policies adopted by the Foundation from time to time and shall not, without the prior written consent of the Chancellor of the College, exceed in any year five percent (5%) of the fair market value of the Fund. If unforeseen circumstances alter or remove the subject area or the purpose of this Fund from the College's mission or priorities, or if the purposes for which the Fund is established become unlawful, impracticable, impossible to achieve, or wasteful, then the Foundation will consult with the College to designate an alternative use for the Fund in accordance with applicable state law to further the objectives of the College in a manner that resembles the College's intent as closely as possible.
4. **Use of Funds:** Neither the Fund endowment nor income from the Fund endowment may be used to cover any administrative or operating expenses of the Foundation, including salaries of Foundation staff.
5. **Duration of the Fund:** The College intends for the Fund, including all realized and unrealized capital appreciation and depreciation generated by the Fund, to exist in perpetuity, except for distributions consistent with the purposes outlined in Paragraph 2.
6. **Investment Authority:** The Fund shall be invested in accordance with the investment policies of the Foundation as established from time to time by the Foundation's Board of Directors. For purposes of investment only, the monies of this Fund may be pooled/commingled with other endowment funds held by the Foundation. At all times, the Fund shall be separately accounted for in the Foundation's books and records.
7. **Announcement of the Fund:** Announcement of the Fund, including amount, descriptions of contributions and pertinent details, may be made in any College or Foundation publication with consultation from the College's Department of Marketing & Communications.
8. **Choice of Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and all obligations hereunder are performable in Dallas County, Texas. Venue of any dispute arising hereunder shall lie exclusively in the courts of Dallas County, Texas.
9. **Modification of Agreement:** The terms and conditions of this Agreement may not be orally amended, modified, except in writing signed by the College and the Foundation.
10. **Multiple Counterparts:** This Agreement may be signed in multiple counterparts, which may be signed by

the parties separately, but together shall constitute a single agreement.

Signed this ____ day of _____, 2023.

DALLAS COLLEGE

Ms. Monica Lira Bravo
Chair, Board of Trustees

ATTEST:

Dr. Justin H. Lonon
Chancellor, Dallas College

DALLAS COLLEGE FOUNDATION, INC.

Mr. Clint McDonnough
Chair, Board of Directors

ATTEST:

Josh Skolnick, Executive Director

POLICY ITEM NO. 8.3.a.

Approval of Amendment to Policies Concerning Employee Standards of Conduct –
DH (LOCAL)

In accordance with Texas law, including the requirements of Senate Bill 17 (88th), which prohibits certain programs and activities relating to diversity, equity and inclusion, the Chancellor recommends the following revisions to local policies addressing employee standards of conduct:

Effective Date

Upon Board Approval

LOCAL POLICY	EXPLANATORY NOTES
DH (LOCAL) – Violations	<p>Revisions to policy would add to the standards of conduct required of College District employees the following:</p> <ul style="list-style-type: none">• Compliance with federal and state law, including, but not limited to:<ul style="list-style-type: none">○ Texas Education Code 51.252, relating to reporting required for incidents of sexual misconduct.○ Texas Education Code 51.3525, relating to responsibility of governing boards regarding diversity, equity, and inclusion initiatives. <p>In addition, revisions would provide for the development of related regulations and/or procedures by the Chancellor.</p>

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Violations

Employees shall comply with the standards of conduct set out in this policy ~~and~~, with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to their status as College District employees, and with all applicable federal and state laws, including, but not limited to, those relating to:

1. False reporting or failure to promptly report an incident of sexual misconduct [See DIAA (LOCAL); and
2. Unless required by law, engagement in any action prohibited by Chapter 51 of the Texas Education Code and related to diversity, equity and inclusion (DEI) programs and activities, including:
 - a. establishing or maintaining a DEI office or hiring an employee or contractor to perform such duties;
 - b. compelling or otherwise soliciting a DEI statement from any person or giving preferential treatment or consideration based on a DEI statement;
 - c. Giving preference on the basis of race, sex, color, ethnicity or national origin to any employee, applicant or participant in any college function; and
 - d. Mandating DEI training as a condition of enrolling or performing any institutional function, unless the training is otherwise permitted by applicable law.

Violations of law or College District policies, regulations, procedures or guidelines may result in disciplinary action, up to and including termination of employment. The Chancellor shall promulgate the necessary regulations and/or procedures for implementation and enforcement of this policy. ~~Violation of any policies, regulations, or guidelines may result in disciplinary action, including termination of employment. [See DCC and DM series]~~

Electronic Media

Electronic media includes all forms of social media, such as text messaging, instant messaging, electronic mail (email), web logs (blogs), electronic forums (chat rooms), video-sharing websites, editorial comments posted on the internet, and social network sites. Electronic media also includes all forms of telecommunication, such as landlines, cell phones, and web-based applications.

RICHLAND COLLEGIATE HIGH SCHOOL ITEM NO. 8.4.a.

Approval of The Texas Education Agency Waiver for Richland Collegiate High School 2023-2024 Emergency Operation Plans

The Chancellor recommends that the Board of Trustees approve the Richland Collegiate High School (RCHS) waiver for the 2023-2024 Emergency Operation Plan (EOP) based on a majority of the members indicating approval of this request.

Background

Pursuant to Texas Education Code 37.2071(b), Local Education Agencies must submit Emergency Operation Plans. The Texas Education Agency provides waivers for specific circumstances, including institutions like RCHS, where all students attend a higher education campus, in this case, Dallas College Richland Campus.

Effective Date

Upon Board Approval for the 2023-2024 School Year

Resource Contact

Lea Ann Munkres, Executive Director, Richland Collegiate High School

RESOLUTION NO. 8.5.a.

Adoption of Resolution Ordering Election for May 4, 2024, in Trustee Districts 1 and 7

The Chancellor recommends that the Board of Trustees of Dallas College order an election and other matters related to the election by adopting the attached Election Order Resolution. The election will be held on May 4, 2024, in Trustee Districts 1 and 7.

Effective Date

Upon Board Approval

Policy Reminders

Board policies pertinent to evaluating a recommendation for ordering the Board of Trustees election include:

The Board has the legal power and duty to:

Order elections as required by law. BAA (LEGAL), POWERS, DUTIES, RESPONSIBILITIES: ELECTIONS, Education Code 130.082(f), 130.122(b)

For an election to be held on a uniform election date, the Board shall order the election not later than the 78th day before election day. Election Code 3.004(a)(3)-3.005(c)

Each election order must state the date of the election, the offices, or measures to be voted on, the location of the main early voting polling place, the dates and hours for early voting, the dates and hours of any Saturday and Sunday early voting, and the early voting clerk's official mailing address. The Board shall retain the election order for at least 6 months after election day. BBB (LEGAL), BOARD MEMBERS ELECTIONS, ELECTION ORDER, Election Code 3.006, 3.008, 66.058(a), 83, 010, 85.004, 85.007

ELECTION ORDER
RESOLUTION

WHEREAS, Section 3.004, Election Code, and Section 130.082, Education Code, require the Board of Trustees of Dallas College to order an election to elect certain members of the Board of Trustees in even-numbered years;

WHEREAS, various provisions of the Election Code require the election order to contain certain information; NOW THEREFORE,

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF DALLAS COLLEGE:

Section 1. That an election shall be held on the first Saturday in May 2024 which is the fourth day of May 2024, to elect two (2) members to the Board of Trustees of Dallas College, one each in Trustee Districts 1 and 7.

Section 2. That Heider Garcia is the early voting clerk for the May 4, 2024 election. Early voting by mail shall be conducted at the Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247; email: evapplications@dallascounty.org; fax: (214) 819-6301; website: <https://www.dallascountyvotes.org>. Applications for voting by mail may be submitted beginning the first business day of January 2024 through April 23, 2024.

The main early polling location for voting by personal appearance is the Dallas County Elections Training/Warehouse Facility, 1460 Round Table Drive, Dallas, Texas 75247, and other locations as designated by the Board of Trustees of Dallas College.

Early voting by personal appearance dates and times:

April 22 thru April 26	(Monday thru Friday)	8:00 a.m. to 5:00 p.m.
April 27	(Saturday)	7:00 a.m. to 7:00 p.m.
April 28	(Sunday)	12:00 p.m. to 6:00 p.m.
April 29 & April 30	(Monday & Tuesday)	7:00 a.m. to 7:00 p.m.

Section 3. That the date of the final canvass of returns for the May 4, 2024 election is Wednesday, May 15, 2024 or another date as designated by the Board of Trustees of Dallas College and permitted by law. The final canvass of returns will be held at 1601 Botham Jean Boulevard, Dallas, Texas 75215, and the presiding officer of the canvass is Monica Lira Bravo.

Section 4. That simultaneously with the adoption of this resolution, a Spanish and Vietnamese version of this resolution is adopted.

Section 5. That this resolution is effective upon adoption by the Board of Trustees of Dallas College and that this resolution shall be signed by the Chair of the Board of Trustees.

DALLAS COLLEGE

By: _____
Monica Lira Bravo,
Chair, Board of Trustees

ATTEST:

By: _____
Justin H. Lonon
Secretary, Board of Trustees

Adopted: December 5, 2023

RESOLUCIÓN DE LA ORDEN RESOLUCIÓN

CONSIDERANDO que, la Sección 3.004 del Código Electoral y la Sección 130.082 del Código de Educación exigen que el Consejo de Administración de Dallas College ordene una elección para elegir a ciertos miembros del Consejo de Administración en años pares; y

CONSIDERANDO que, varias disposiciones del Código Electoral exigen que la orden de elección contenga cierta información,

EL CONSEJO DE ADMINISTRACIÓN DE DALLAS COLLEGE RESUELVE:

Sección 1. Que se celebre una elección el primer sábado de mayo de 2024, es decir, el cuarto día de mayo de 2024, para elegir a dos (2) miembros del Consejo de Administración de Dallas College, uno en cada uno de los Distritos Administrativos 1 y 7.

Sección 2. Que Heider García es el secretario de votación anticipada para las elecciones del 4 de mayo de 2024. La votación anticipada por correo se hará en el Departamento de Elecciones del Condado de Dallas, 1520 Round Table Drive, Dallas, Texas 75247, correo electrónico: evapplications@dallascounty.org, fax: (214) 819-6301. La votación anticipada por correo comienza el 1 de enero de 2024 y finaliza el 23 de abril de 2024.

El lugar principal de votación anticipada por comparecencia en persona es Dallas County Elections Training/Warehouse Facility, 1460 Round Table Drive, Dallas, Texas 75247, y otros lugares designados por el Consejo de Administración de Dallas College.

Fechas y horarios de la votación anticipada por comparecencia en persona:

22 al 26 de abril	(Lunes a viernes)	8:00 a. m. a 5:00 p. m.
27 de abril	(Sábado)	7:00 a. m. a 7:00 p. m.
28 de abril	(Domingo)	12:00 p. m. a 6:00 p. m.
29 y 30 de abril	(Lunes y martes)	7:00 a. m. a 7:00 p. m.

Sección 3. Que la fecha del escrutinio final de los resultados de la elección del 4 de mayo de 2024 es el miércoles, 15 de mayo de 2024, en 1601 Botham Jean Boulevard, Dallas, Texas 75215, y la representante que preside el escrutinio es Mónica Lira Bravo.

Sección 4. Simultáneamente con la adopción de esta resolución, se adopta una versión en español y vietnamita de esta resolución.

Sección 5. Que esta resolución entra en vigor a partir de su adopción por el Consejo de Administración de Dallas College y que esta resolución llevará la firma del presidente del Consejo de Administración.

DALLAS COLLEGE

Por:

Mónica Lira Bravo,
Presidenta, Consejo de Administración

CERTIFICA:

Por:

Justin H. Lonon
Secretario, Consejo de Administración

Adoptada el: 5 de diciembre de 2023

NGHỊ QUYẾT
LỆNH TỔ CHỨC BẦU CỬ

XÉT RẰNG, Mục 3.004, Bộ Luật Bầu Cử và Mục 130.082, Bộ Luật Giáo Dục, yêu cầu Hội Đồng Quản Trị Dallas College phát lệnh tổ chức bầu cử để bầu chọn một số ủy viên trong Hội Đồng Quản Trị vào các năm chẵn;

XÉT RẰNG, các điều khoản khác nhau trong Bộ Luật Bầu Cử yêu cầu lệnh tổ chức bầu cử phải có một số thông tin nhất định; VÌ THẾ, NAY

HỘI ĐỒNG QUẢN TRỊ DALLAS COLLEGE QUYẾT ĐỊNH:

Mục 1. Rằng cuộc bầu cử sẽ được tổ chức vào Thứ Bảy đầu tiên trong tháng Năm năm 2024, tức là ngày 4 tháng Năm năm 2024, để bầu chọn hai (2) ủy viên vào Hội Đồng Quản Trị Dallas College, lần lượt vào vị trí Ủy Viên Quản Trị Địa Hạt 1 và 7.

Mục 2. Rằng Heider Garcia là lục sự phụ trách bỏ phiếu sớm cho cuộc bầu cử ngày 4 tháng Năm năm 2024. Bỏ phiếu sớm qua đường bưu điện sẽ được tiến hành qua địa chỉ Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247, email: evapplications@dallascounty.org, fax: (214) 819-6301. Bỏ phiếu sớm qua đường bưu điện bắt đầu từ ngày 1 tháng Một năm 2024 đến ngày 23 tháng Tư năm 2024.

Địa điểm chính để đích thân đến bỏ phiếu sớm là Dallas County Elections Training/Warehouse Facility, 1460 Round Table Drive, Dallas, Texas 75247, và các địa điểm khác theo chỉ định của Hội Đồng Quản Trị Dallas College.

Ngày giờ đích thân bỏ phiếu sớm:

Ngày 22 đến 26 tháng Tư	(Thứ Hai đến Thứ Sáu)	8:00 sáng đến 5:00 chiều
Ngày 27 tháng Tư	(Thứ Bảy)	7:00 sáng đến 7:00 tối
Ngày 28 tháng Tư	(Chủ Nhật)	12:00 trưa đến 6:00 tối
Ngày 29 và 30 tháng Tư	(Thứ Hai và Thứ Ba)	7:00 sáng đến 7:00 tối

Mục 3. Rằng ngày kiểm phiếu chung kết của cuộc bầu cử ngày 4 tháng Năm năm 2024 là Thứ Tư, ngày 15 tháng Năm năm 2024, tại 1601 Botham Jean Boulevard, Dallas, Texas 75215 và viên chức phụ trách kiểm phiếu là Monica Lira Bravo.

Mục 4. Rằng bên cạnh việc thông qua nghị quyết này, bản tiếng Việt và tiếng Tây Ban Nha của nghị quyết này cũng được thông qua.

Mục 5. Rằng nghị quyết này có hiệu lực sau khi được Hội Đồng Quản Trị Dallas College thông qua và nghị quyết này sẽ được Chủ Tịch Hội Đồng Quản Trị ký tên.

DALLAS COLLEGE

Bởi: _____
Monica Lira Bravo,
Chủ Tịch, Hội Đồng Quản Trị

CHỨNG NHẬN:

Bởi: _____
Justin H. Lonon
Thư Ký, Hội Đồng Quản Trị

Ngày Thông Qua: Ngày 5 tháng Mười Hai năm 2023

RECOMMENDATION FROM AUDIT COMMITTEE NO. 8.6.

Approval of Annual Comprehensive Financial Report for the College and Richland Collegiate High School and Single Audit Report of Federal and State Awards together with Reports of Independent Auditors, for the Fiscal Years Ended August 31, 2023 and 2022

The Audit Committee recommends that the Board of Trustees approve the annual comprehensive financial report for the College and the Richland Collegiate High School.

POLICY ITEM – FIRST READING NO. 9.1.

Approval of TASB Cumulative Updates

The Chancellor recommends that the Board of Trustees adopt the following revisions to College District local policies, as proposed by the Texas Association of School Boards (TASB).

Effective Date

Upon Board Approval

LOCAL POLICY	EXPLANATORY NOTES
BBB – Board Members, Elections	Revisions would add additional detail on the Board’s terms and election schedule.
BBE – Board Members, Authority	Revisions to provisions of BBE would clarify the Board’s right to access College District records and request reports and the responsibilities that accompany that right.
BE – Policy and Bylaw Development	Revisions would clarify that the College District’s legally referenced policies are not adopted by the Board and that the policy manual is the sole responsibility of the Chancellor.
CDB – Accounting, Inventories	Revisions would add new policy to include financial reporting requirements and guidance from the state Budget Requirements and Annual Financial Reporting Requirements for Texas Public Community Colleges and the Governmental Accounting Standards Board (GASB) Implementation Guide relating to the Capitalization Threshold for individual and group assets.
CHA – Site Management, Security	Revisions would add language regarding the use of force and the use of force by drone, in accordance with the Texas Penal Code.
CHF – Site Management, Weapons	In response to the removal of firearm silencers from the legal definition of prohibited weapons in the Texas Penal Code, revisions would add firearm silencers to the College District’s locally developed list of prohibited weapons.
CIA – Records Management	Revisions would address recently revised Administrative Code provisions related to the management of electronic records.

CKD – Health and Insurance	Revisions would clarify the College District’s contribution to employee health and life insurance programs and continuation of coverage while an employee is on paid leave.
CM – Facilities Construction	Revisions would add language that reflects the Board’s delegation of authority to the Chancellor to, under certain circumstances, contract for the replacement, construction or repair of College District equipment or facilities in the event of a catastrophe, emergency, or natural disaster.
DHA– Searches and Alcohol/Drug Testing	Revisions would relocate provisions relating to searches and alcohol/drug testing, currently included in DHB, and reorganize the content to distinguish between Department of Transportation Requirements and those imposed by the College District.
DHB – Child Abuse and Neglect Reporting	Revisions would delete content relating to searches and alcohol/drug testing, relocating to DHA, and add to DHB new content relating to child abuse and neglect reporting to comply with Texas Education Code requirements.

BOARD MEMBERS
ELECTIONS

BBB
(LOCAL)

Election Date^{Dates}	<u>Unless otherwise provided or permitted by law, The the general election of Board members shall be on <u>the May uniform election date in an even-numbered year.</u>the second Saturday in May.</u>
Membership	The e Board shall consist of <u>seven</u> seven members.
Method of Election	<u>Election of Board members shall be by single-member districts.</u>
<u>Terms and Election Schedule</u>	Board members shall be elected <u>by single-member districts for six-year terms, with elections conducted biennially, as follows:</u>
<u>Districts 1 and 7</u>	<u>The election for single-member district numbers 1 and 7 shall be held in 2024, 2030, 2036, and in six-year intervals thereafter.</u>
<u>Districts 5 and 6</u>	<u>The election for single-member district numbers 5 and 6 shall be held in 2026, 2032, 2038, and in six-year intervals thereafter.</u>
<u>Districts 2, 3, and 4</u>	<u>The election for single-member district numbers 2, 3, and 4 shall be held in 2028, 2034, 2040, and in six-year intervals thereafter.</u> by single-member districts.

BOARD MEMBERS
AUTHORITY

BBE
(LOCAL)

**Individual Access to
Information**

Limitations

If a Board member is not acting in the member's official capacity, the Board member has no greater right to College District records than a member of the public.

Requests for
Records

Individual members seeking access to or copies of records shall direct their request to the Chancellor or a designee who shall direct the request to the appropriate College employee. The employee providing access to or copies of the records shall maintain a record of the records provided to be shared with the Chancellor, upon request.

~~Individual members shall seek access to records or request copies of records from the Chancellor or other designated custodian of records. When a custodian of records other than the Chancellor provides access to records or copies of records to individual Board members, the provider shall inform the Chancellor of the records provided.~~

Requests for
Reports

No individual Board member shall direct or require College District employees to prepare reports derived from an analysis of information in existing College District records or to create a new record compiled from information in existing College District records.

Confidentiality

At the time Board members are provided access to confidential records or to reports compiled from such records, the Chancellor or other College District employee shall advise them of their responsibility to comply with confidentiality requirements and the College District's information security controls.

POLICY AND BYLAW DEVELOPMENT

BE
(LOCAL)

Adoption

The Board shall have the sole right to adopt local policies. Policies delineated as "Legal" are not adopted by the Board.

Official Policy Manual

The Board shall designate one copy of the local policy manual as the official policy manual of the College District. The official copy shall be kept in the central administration ~~General Counsel's~~ office, and the Chancellor ~~General Counsel or designee~~ shall be responsible for its accuracy and integrity and shall maintain a historical record of the College District's policy manual.

Capitalization
Threshold

The capitalization threshold for purposes of classifying individual capital assets shall be \$5,000.

The Chancellor or designee shall determine the capitalization threshold for a group of assets, the individual cost of which does not exceed the capitalization threshold above but for which the cost in the aggregate is significant.

Use of Force

The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.

By Drone

The College District shall not use force by means of a drone.

Peace Officer Leave

For provisions regarding mental health leave and quarantine leave for peace officers, see DEC.

SITE MANAGEMENT
WEAPONS

CHF
(LOCAL)

**Other Weapons and
Devices Prohibited**

The College District prohibits the use, possession, or display of any location-restricted knives, clubs~~knife, club~~, knuckles, firearm silencers, or prohibited weapons~~weapon~~, as defined by law, on College District property or at a College District-sponsored or -related activity, unless written authorization is granted in advance by the Chancellor or designee.

Additionally, the following weapons are prohibited on College District property or at any College District-sponsored or -related activity:

1. Fireworks of any kind;
2. Incendiary devices;
3. Instruments designed to expel a projectile with the use of pressurized air, like a BB gun;
4. Razors;
5. Chains; or
6. Martial arts throwing stars.

The possession or use of articles not generally considered to be weapons may be prohibited when the Chancellor or designee determines that a danger exists for any student, College District employee, or College District property by virtue of possession or use.

Violations

Individuals found to be in violation of this policy or applicable law may be subject to disciplinary action up to and including expulsion, termination of employment, severance of a business relationship, and/or criminal prosecution.

EQUIPMENT AND SUPPLIES MANAGEMENT
RECORDS MANAGEMENT

CIA
(LOCAL)

Electronic Records

The records management officer shall develop procedures for the management of electronic records that comply with the College District's records control schedules and meet the minimum components required by law.

The procedures shall:

1. Specify the objectives of the electronic records management program;
2. Identify the responsibilities of employees who create, receive, or maintain electronic records;
3. Ensure the maintenance of electronic records until the expiration of the applicable retention period and final disposition; and
4. Ensure that electronic records that must be protected from unauthorized use or disclosure are appropriately protected as required by law, regulation, or other applicable requirements.

Records Control
Schedules

The records management officer shall file with the TSLAC a written certification that the College District has adopted records control schedules that comply with records retention schedules issued by the TSLAC as provided by law.

INSURANCE AND ANNUITIES MANAGEMENT
HEALTH AND LIFE INSURANCE

CKD
(LOCAL)

College District
Contribution

The College District shall contribute the following amounts to the health insurance premiums for employees eligible to participate in the Texas Employees Uniform Group Insurance Program:

1. For an eligible full-time employee who works at least 30 hours per week, 100 percent to the premiums for the employee and 50 percent to the premiums for that employee's eligible dependents.

The Board may allocate funds as part of the annual budget development and adoption process for contributions to employee premiums for any additional health and life insurance programs available to employees.

Continuation
Coverage

The College District shall continue its contribution toward the cost of the employee's group health insurance coverage while the employee is on paid leave or, if applicable, while the employee is on family and medical leave. [See DEC]

The College District shall not otherwise expend public funds for group health insurance coverage of an employee who is not on paid leave status. However, an employee who is not on paid leave status or Family and Medical Leave Act (FMLA) leave shall be allowed to continue group health insurance coverage, at his or her own expense, for the period specified in the College District's group health insurance plan

~~The following group benefits and programs are provided for all full-time employees of the College District. Eligibility for all benefits and programs is based upon written information provided by an employee. Verbal information provided by an employee shall have no force and effect in eligibility determinations.~~

~~Wellness program. The College District provides the opportunity for employees to participate in a program during the work week to enhance physical well-being. The College District will allow an employee a maximum of one and one-half hours during the work week to participate in the program under procedures established by the Chancellor if the employee contributes an equal amount of personal time to the program. Participation in the program is optional.~~

~~Employee/Dependent Assistance Program. The College District provides a counseling program for employees and their dependents. The College District may charge an administrative fee for this program.~~

Disclaimer

INSURANCE AND ANNUITIES MANAGEMENT
HEALTH AND LIFE INSURANCE

CKD
(LOCAL)

~~The descriptions of benefits and programs contained in this manual or other information provided by the College District, are intended as summaries to identify various options available to employees. For specific details of coverage and benefits, employees should consult the booklet certificates which are available from the carriers. The benefits described are subject to the provisions, definitions, exceptions, and limitations which are contained in the master policies or agreements and/or various laws and regulations. If there are differences between the benefit descriptions herein or any representations by the College District or its employees and such master policies or other laws or regulations, the language of the master policies and/or laws and/or regulations shall prevail.~~

FACILITIES CONSTRUCTION

CM
(LOCAL)

**Compliance with
Law**

The Chancellor or designee shall establish procedures ensuring that all facilities within the College District comply with applicable laws and local building codes.

**Construction
Contracts**

Emergency
Exception

In the event of a catastrophe, emergency, or natural disaster affecting the College District, the Board delegates to the Chancellor the authority to contract for the replacement, construction, or repair of College District equipment or facilities in accordance with law if emergency replacement, construction, or repair is necessary for the health and safety of College District students and staff. The Chancellor shall report to the Board at the next regular meeting any contract made under this authority.

Change Orders

Change orders permitted by law shall be approved by the Board or its designee prior to executing any changes in the approved plans or in the actual construction of the facility.

EMPLOYEE STANDARDS OF CONDUCT
SEARCHES AND ALCOHOL/DRUG TESTING

DHA
(LOCAL)

Reasonable
Suspicion Searches

The College District reserves the right to conduct searches when the College District has reasonable cause to believe that a search will uncover evidence of work-related misconduct. The College District may search the employee, the employee's personal items, work areas, lockers, and private vehicles parked on College District premises or worksites or used in College District business. Searches that reveal a violation of the College District's standards of conduct may result in disciplinary action. [See DH]

Reasonable
Suspicion Alcohol
and Drug Testing

The College District may remove an employee from duty and require testing if there is reasonable suspicion that the employee is under the influence of alcohol or drugs used in violation of College District policy. The determination of reasonable suspicion may be based on specific observations of the appearance, behavior, speech, or body odors of the employee whose motor ability, emotional equilibrium, or mental acuity seems to be impaired while on duty or other relevant information. Any employee who is asked to submit to drug or alcohol screening shall be given the opportunity to provide relevant information about prescription or nonprescription medications that may affect the screening.

A College District employee who refuses to comply with a directive to submit to testing based upon reasonable suspicion shall be subject to disciplinary action, up to and including termination.

A College District employee confirmed to have violated the College District's policy pertaining to alcohol or drugs may be subject to disciplinary action. [See DM series and DH]

Note: The following provisions apply to employees who are covered by the federal Department of Transportation (DOT) rules.

Federally Required
DOT Testing
Program

In accordance with DOT rules, the College District shall establish an alcohol and controlled substances testing program to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by the drivers of commercial motor vehicles. The primary purpose of the testing program is to prevent impaired employees from performing safety-sensitive functions.

The Chancellor shall designate a College District official who shall be responsible for ensuring that information is disseminated to employees covered under this testing program regarding prohibited driver conduct, alcohol and controlled substances tests, and the consequences that follow positive test results.

Drug-related
Violations

The following constitute drug-related violations under the DOT rules:

EMPLOYEE STANDARDS OF CONDUCT
SEARCHES AND ALCOHOL/DRUG TESTING

DHA
(LOCAL)

	<ol style="list-style-type: none"><u>1. Refusing to submit to a required test for alcohol or controlled substances.</u><u>2. Providing an adulterated, diluted, or substituted specimen on an alcohol or controlled substances test.</u><u>3. Testing positive for alcohol, at a concentration of 0.04 or above, in a post-accident test.</u><u>4. Testing positive for controlled substances in a post-accident test.</u><u>5. Testing positive for alcohol, at a concentration of 0.04 or above, in a random test.</u><u>6. Testing positive for controlled substances in a random test.</u><u>7. Testing positive for alcohol, at a concentration of 0.04 or above, in a reasonable suspicion test.</u><u>8. Testing positive for controlled substances in a reasonable suspicion test.</u> <p><u>An employee who operates a commercial motor vehicle, including a bus, and commits a drug-related DOT violation as defined above may be reinstated as a driver if he or she successfully completes a return-to-duty test. The employee may also be subject to follow-up tests.</u></p>
<u>Alcohol Results Between 0.02 and 0.04</u>	<p><u>In accordance with DOT rules, a driver tested under this policy and found to have an alcohol concentration of 0.02 or greater, but less than 0.04, shall be suspended from driving duties for at least 24 hours.</u></p> <p><u>[In the event of a subsequent positive test result for alcohol of 0.02 or greater but less than 0.04, see the disciplinary consequences at College District-Imposed Consequences, below.]</u></p>
<u>Reasonable Suspicion DOT Testing</u>	<p><u>Only supervisors specifically trained in accordance with federal regulations may, based upon reasonable suspicion, remove a driver from a safety-sensitive position and require testing for alcohol and/or controlled substances. The determination of reasonable suspicion shall be based on specific observations of the appearance, behavior, speech, or body odors of the driver whose motor ability, emotional equilibrium, or mental acuity seems to be impaired. Such observations must take place just preceding, during, or just after the period of the workday that the driver is on duty.</u></p> <p><u>The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the ob-</u></p>

EMPLOYEE STANDARDS OF CONDUCT
SEARCHES AND ALCOHOL/DRUG TESTING

DHA
(LOCAL)

College District-
Imposed
Consequences

served behavior, the supervisor shall provide a signed, written record documenting the observations leading to a controlled substance reasonable suspicion test.

In addition to the consequences established by federal law, a College District employee confirmed to have violated the College District's policy pertaining to alcohol or controlled substances, including a second or subsequent positive test result for alcohol of 0.02 or greater but less than 0.04, shall be subject to College District-imposed discipline, as determined by his or her supervisor(s) and the Chancellor. Such discipline may include any appropriate action from suspension without pay during the period of removal from safety-sensitive functions, up to and including termination of employment.

In cases where a driver is also employed in a nondriving capacity by the College District, disciplinary action imposed for violation of alcohol and controlled substances policies shall apply to the employee's functions and duties that involve driving. Additionally, upon recommendation of the employee's supervisor, disciplinary measures up to and including termination of employment with the College District may be considered.

EMPLOYEE STANDARDS OF CONDUCT

CHILD ABUSE AND NEGLECT REPORTING ~~SEARCHES AND ALCOHOL/DRUG TESTING~~

DHB
(LOCAL)

~~REASONABLE
SUSPICION
SEARCHES~~ REPORTING

~~The College District reserves the right to conduct searches when the College District~~ Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a responsibility under state law to immediately report the suspected abuse or neglect to an appropriate authority. For purposes of this policy a child is a person under 18 years of age, who is not and has not been married or who has not had the disabilities of minority removed for general purposes.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child has an additional legal obligation to submit a written or oral report within 48 hours after the professional first has reasonable cause to believe the abuse or neglect has occurred or may be occurring. A "professional" is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

MAKING A REPORT

Reports may be made to any of the following:

1. A state or local law enforcement agency;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the Texas Abuse Hotline Website¹;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

EMPLOYEE STANDARDS OF CONDUCT

CHILD ABUSE AND NEGLECT REPORTING ~~SEARCHES AND ALCOHOL/DRUG TESTING~~

DHB
(LOCAL)

	<u>An individual does not fulfill the person's responsibilities under the law by only reporting suspicion of abuse or neglect to the Chancellor or another College District staff member. The College District shall not require an employee to first report the employee's suspicion to a College District or campus administrator.</u>
<u>CONFIDENTIALITY</u>	<u>In accordance with state law, the identity of a person making a report of suspected child abuse or neglect shall be kept confidential and shall be disclosed only in accordance with the rules of the investigating agency.</u>
<u>IMMUNITY</u>	<u>A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.</u>
<u>FAILURE TO REPORT</u>	<u>By failing to report suspicion of child abuse or neglect, an employee:</u> <ol style="list-style-type: none"><u>1. May be placing a child at risk of continued abuse or neglect;</u><u>2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report; and</u><u>3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment.</u> <u>It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.</u>
<u>RESPONSIBILITIES REGARDING INVESTIGATIONS</u>	<u>In accordance with law, College District officials shall be prohibited from:</u> <ol style="list-style-type: none"><u>1. Denying an investigator's request to interview a child on campus in connection with an investigation of child abuse or neglect;</u><u>2. Requiring a parent or College District employee be present during the interview; or</u><u>3. Coercing someone into suppressing or failing to report child abuse or neglect.</u> <u>College District personnel shall cooperate fully and without parental consent with an investigation of reported child abuse or neglect.</u>
<u>ADVERSE EMPLOYMENT ACTION PROHIBITED</u>	<u>The College District prohibits any adverse employment action, including termination or discrimination, against any employee who in good faith reports child abuse or neglect or participates in a related investigation.</u>
<u>TRAINING</u>	

EMPLOYEE STANDARDS OF CONDUCT

CHILD ABUSE AND NEGLECT REPORTING ~~SEARCHES AND ALCOHOL/DRUG TESTING~~

DHB
(LOCAL)

~~DEPARTMENT OF
TRANSPORTATION
TESTING PROGRAM~~

~~DRUG-RELATED
VIOLATIONS~~

The College District shall provide training to employees as required by law. Training shall address reporting requirements and techniques to help prevent and recognize sexual abuse, trafficking and all other maltreatment of children.

~~search will uncover evidence of work-related misconduct. The College District may search the employee, the employee's personal items, work areas, lockers, and private vehicles parked on College District premises or worksites or used in College District business.~~

~~**Note:** The following provisions apply to employees who are covered by the federal Department of Transportation (DOT) rules.~~

~~The College District shall establish an alcohol and controlled substances testing program to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by the drivers of commercial motor vehicles. The primary purpose of the testing program is to prevent impaired employees from performing safety sensitive functions.~~

~~The following constitute drug-related violations:~~

- ~~1. Refusing to submit to a required test for alcohol or controlled substances.~~
- ~~2. Providing an adulterated, diluted, or a substituted specimen on an alcohol or drug test.~~
- ~~3. Testing positive for alcohol, at a concentration of 0.04 or above, in a postaccident test.~~
- ~~4. Testing positive for controlled substances in a postaccident test.~~
- ~~5. Testing positive for alcohol, at a concentration of 0.04 or above, in a random test.~~
- ~~6. Testing positive for controlled substances in a random test.~~
- ~~7. Testing positive for alcohol, at a concentration of 0.04 or above, in a reasonable suspicion test.~~
- ~~8. Testing positive for controlled substances in a reasonable suspicion test.~~

~~The Chancellor shall designate a College District official who shall be responsible for ensuring that information is disseminated to employees regarding prohibited driver conduct, alcohol and controlled~~

EMPLOYEE STANDARDS OF CONDUCT

CHILD ABUSE AND NEGLECT REPORTING ~~SEARCHES AND ALCOHOL/DRUG TESTING~~

DHB
(LOCAL)

	<p>substances tests, and the consequences that follow positive test results.</p>
CONSORTIUM	<p>With specific Board approval, the Chancellor may contract on behalf of the College District with outside consultants and contractors and work with a consortium of other local governments to secure the testing services, educational materials, and other component elements needed for this program.</p> <p>Under such contract, the consortium shall be responsible for implementing, directing, administering, and managing the alcohol and controlled substances program within the U.S. Department of Transportation guidelines. The consortium shall serve as the principal contact with the laboratory and for collection activities in assuring the effective operation of the testing portion of the program.</p>
REASONABLE SUSPICION TESTING	<p>Only supervisors specifically trained in accordance with federal regulations may, based upon reasonable suspicion, remove a driver from a safety sensitive position and require testing for alcohol and/or controlled substances. The determination of reasonable suspicion shall be based on specific observations of the appearance, behavior, speech, or body odors of the driver whose motor ability, emotional equilibrium, or mental acuity seems to be impaired. Such observations must take place just preceding, during, or just after the period of the workday that the driver is on duty.</p> <p>The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the observed behavior, the supervisor shall provide a signed, written record documenting the observations leading to a controlled substance reasonable suspicion test.</p>
CONSEQUENCES OF POSITIVE TEST RESULTS	<p>In addition to the consequences established by federal law, a College District employee confirmed to have violated the College District's policy pertaining to alcohol or controlled substances shall be subject to College District imposed discipline, as determined by his or her supervisor(s) and the Chancellor. Such discipline may include any appropriate action from suspension without pay during the period of removal from safety sensitive functions, up to and including termination of employment.</p> <p>In cases where a driver is also employed in a nondriving capacity by the College District, disciplinary action imposed for violation of alcohol and controlled substances policies shall apply to the employee's functions and duties that involve driving. Additionally, upon recommendation of the employee's supervisor, disciplinary measures up to and including termination of employment with the College District may be considered.</p>

EMPLOYEE STANDARDS OF CONDUCT

CHILD ABUSE AND NEGLECT REPORTING ~~SEARCHES AND ALCOHOL/DRUG TESTING~~

DHB
(LOCAL)

~~ALCOHOL RESULTS
BETWEEN 0.02 AND
0.04~~

~~A driver tested under this policy and found to have an alcohol concentration of 0.02 or greater, but less than 0.04, shall be suspended without pay from driving duties for 24 hours. A subsequent violation may subject the driver to termination in accordance with Board policy.~~

ⁱ Texas Abuse Hotline Website: <https://www.txabusehotline.org>

COMMITTEE REPORT NO. 10.1.a.

Audit Committee Notes for September 12, 2023

The Audit Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, September 12, 2023, beginning at 9:34 a.m. at the administrative office in room 036 and was broadcasted via the streaming link www.dallascollege.edu/boardmeetingslive. This meeting was convened by Committee Chair Diana Flores.

Board Members and Officers Present

- Mr. Cliff Boyd
- * Ms. Charletta Compton
- * Ms. Diana Flores (Committee Chair)
- Dr. Catalina Garcia
- Dr. Justin H. Lonon (Secretary and Chancellor)
- * Mr. Paul Mayer
- Mr. Philip Ritter

Members Absent

Ms. Monica Lira Bravo

* *Denotes a committee member*

1. **Roll Call - Announcement of a Quorum** was confirmed by Committee Chair Flores.
2. **Certification of Notice Posted for the Meeting** was Confirmed by Chancellor Justin Lonon.
3. **Citizens Desiring to Address the Board**
None.
4. **Committee Presentations**
 1. Internal Audit Quarterly Report - 4th Quarter
 - a. Fiscal Year 2024 Internal Audit Engagement Plan

➤ IAD- FY24 ENGAGEMENT PLAN AND RISK ASSESSMENT

Ms. Cox provided a brief overview of the Internal Audit Department's (IAD) organizational structure, contribution to the College's strategic priorities, and the audit (engagement) process.

Next, Ms. Cox provided an overview of the Internal Audit Engagement Plan and Risk Assessment, which encompasses a 5-Step process as follows: 1) Identify objectives, 2) Identify Risks, 3) Measure Risks, 4) Prioritize Risks, and 5) Select Engagements & Develop Plan.

Ms. Cox shared the following top 10 risks that were identified: 1) Systems and Processes, 2) Employee Recruitment and Retention, 3) Professional Development, 4) Performance Management, 5) Procurement, 6) Data Security and Privacy, 7) Business Continuity Planning, 8) Cyber Security, 9) Records Management and Retention, and 10) Safety and Security.

Trustee Flores inquired of the records retention requirements, specifically for Grants and Ms. Cox shared that retention requirements and methods of retention will be included in the scope of the engagement.

Trustee Garcia inquired of including risks that students may face and shared an example of students registering for courses that do not "make". Ms. Cox shared that the IAD previously reviewed enrollment and will be performing a follow up of this area. Discussion ensued.

Trustee Ritter inquired of what procedures are in place regarding authenticity of electronic records for litigation reasons. Ms. Cox shared that this risk was identified and will be reviewed within the Data Security and Privacy risk area review that the IAD identified. Mr. Wendland also shared that there are regular interactions and collaborations with Information Technology (IT) regarding the systems used to ensure that they are robust and meet the needs of Dallas College and for litigation. Trustee Ritter inquired if Dallas College has been found to have deficiencies regarding authenticity and Mr. Wendland shared that the College has not been found deficient in litigation. Discussion ensued. Ms.

Cox also shared that the College's Risk Management department also review data security and cybersecurity on a biannual basis.

➤ IAD - FY24 AUDIT PLAN

Ms. Cox shared an overview of the FY24 annual audit plan which includes audits, continuous engagements, special reviews and advising engagements, follow-up audits, and other services duties, and special projects. Ms. Cox also shared that the plan is flexible to ensure the IAD can respond timely to emerging risks and issues.

Trustee Compton inquired of what would be reviewed in the Construction Special Request and Ms. Cox shared that the engagement would include reviewing the process, controls in place, and performance. Further, Ms. Cox noted that the engagement would not include looking at the construction itself, but the controls surrounding payment and how the process is handled. Trustee Compton inquired if the IAD also reviews compliance and Ms. Cox shared that compliance is a component of all IAD's engagements. Discussion ensued.

Trustee Flores inquired if IAD is performing an evaluation of the transformation of Dallas College to identify what is working and what needs to be reconsidered. Trustee Lonon shared that this is a continuous process to evaluate staffing levels, organizational structures, and processes. Ms. Cox shared that each of these areas are directly related to reviews in our audit plan.

IAD Horizons

In addition to the activities outlined on the Engagement Plan, IAD development projects planned for the 2023/2024 fiscal year include: Fraud Hotline (New) Implementation, Internal Audit Related Training for College Employees, and Audit Internship and Guest Auditor Program.

➤ IAD – FY23 4th QUARTER ENGAGEMENT UPDATES

Ms. Cox provided the following updates for engagements, other services, duties, and special projects:

Fixed Assets

Status: On-going

IAD reviewed internal controls and processes and noted no exceptions.

Information Technology & Security

Status: Completed

IAD reviewed third party risk management. No exceptions were noted based on the audit work performed.

Safety & Security

Status: Completed

IAD reviewed processes for hazards and incidents. Overall, the controls and related processes for the areas reviewed were effective and operating as intended.

Dual Credit

Status: Completed

The IAD surveyed 149 partners. Overall, Partners were pleased with the quality of instruction. Partners did note that additional communications, technology enhancements, more face-to-face instructional choices, and enhanced tools to monitor students would be helpful. All results were reviewed with Dual Credit leadership.

Hiring Process

Status: In Progress

Ms. Cox shared that this review replaced the Recruitment and Retention and Workforce Planning and Staffing engagements due to the operational changes in Human Resources.

Grants and Contracts

Status: In progress

Reviewing overall processes and procedures for post awards, grant monitoring, and compliance.

International Student Office (ISO)

Status: Completed, Reporting in Progress

Overall, internal controls were effectively implemented, and current programs processes and procedures were effective. We noted there were some missing documents for students who were admitted prior to the reorganization to Dallas College, and some Colleague data/records for F-1 students were not up to date. Issues noted have been reviewed with the International Student

Office leadership and they have developed an action plan to address all issues.

Trustee Compton asked where the ISO was located. Dr. Joseph shared that the ISO is housed at each campus.

Richland Collegiate High School Attendance

Status: Completed, Reporting in Progress

The objective of this review was to determine compliance with the Texas Education Agency attendance verification requirements. The RCHS attendance records for the Fall 2022 and Spring 2023 terms were accurately reported; however, exceptions were identified with the professor's certification of the Weekly Attendance Sheets. Exceptions will be discussed with appropriate staff and management.

Trustee Compton inquired about RCHS being moved to another entity. Chancellor Lonon noted that there were discussions, but thus far the move did not work out. The college will continue to evaluate and monitor options. Discussion ensued.

Clery Compliance Follow-up

Status: Completed

Overall, four (of the six) issues have been fully resolved and the resolution of two issues is in progress.

Police Property Room Follow-up

Status: Completed

All issues have been fully addressed.

Professional Development Follow-up

Status: In Progress

Status updates and progress made by management on implementing corrective actions are pending.

Succession Planning Follow-up

Status: In progress

No action has yet been taken as the Human Resources function is undergoing an operational redesign. The IAD will continue to follow up in FY24.

Fraud Hotline Administration and Monitoring

Status: Completed and On-going

IAD received 7 reports in the fourth quarter. No incidents of fraud, waste, or abuse were identified or substantiated.

Policy and Procedure Special Project

Status: In Progress

An overall “inventory” of policies and procedures is in progress to identify gaps and updates needed.

Special Investigations/Reviews

Status: Completed as needed/requested

The IAD performed two special investigations. Allegations for both investigations were not substantiated.

Workday Implementation Participation

Status: In Progress/On-Going

Ms. Cox shared that IAD staff are participating in meetings regarding the Workday student module implementation.

FY23 Audit Plan Update Summary

Ms. Cox shared that the IAD has substantially completed the FY23 Audit Plan with a few items “in progress.” Ms. Cox shared that some items have been moved to the current year.

➤ QUESTIONS

Trustee Ritter inquired of secret shopper service to evaluate enrollment and the student experience. Ms. Cox shared that the IAD performed some secret shopper type services which included conducting phone calls utilizing a script and hosting several student forums. Ms. Cox shared that the IAD will explore options to procure secret shopper services during the IAD’s follow up engagements. Discussion ensued.

Mr. Wendland requested that the annual audit plan be placed on the consent agenda for approval as required by government code. The audit committee agreed to put the audit plan on the October agenda for approval.

5. Items for Review

1. Committee Notes
 - a. Audit Committee Notes for August 8, 2023
No comments or edits were made.

6. Executive Session

None.

7. Adjournment

The meeting adjourned at 10:03 a.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

COMMITTEE REPORT NO. 10.1.b.

Education Workforce Committee Notes for October 3, 2023

The Education Workforce Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, October 3, 2023, beginning at 8:33 a.m. at the administrative office in room 036 and was broadcasted via the streaming link www.dallascollege.edu/boardmeetingslive. This meeting was convened by Committee Chair Paul Mayer.

Board Members and Officers Present

- Mr. Cliff Boyd
- Mrs. Monica Lira Bravo
- Ms. Charletta Rogers Compton
- Ms. Diana Flores
- * Dr. Catalina E. Garcia
- Dr. Justin H. Lonon (secretary and chancellor)
- * Mr. Paul Mayer (committee chair)
- * Mr. Philip J. Ritter

- * *Denotes a committee member*

Members Absent

None.

- 1. Roll Call - Announcement of a Quorum** confirmed by Committee Chair Mayer.

- 2. Certification of Notice Posted for the Meeting** confirmed by Chancellor Lonon.

- 3. Citizens Desiring to Address the Board**
There were no citizens desiring to address the Board.

- 4. Walking Presentation Tour at Dallas College Coppell Center (101 S. Royal Lane, Coppell, TX 75019) to start at the Dallas College administrative office**

Leads: Christa Slejko, Veronique Tran

Trustees toured the Coppell Construction campus and spoke with faculty, staff, and students on the programs offered, dual credit engagements, graduation outlook, and career opportunities.

5. Committee Presentation

5.1. Fall Enrollment: From Headcount to Outcomes

Presenter: Beatriz Joseph

Dr. Beatriz Joseph thanked Chancellor Lonon and Trustees for the opportunity to share information on Fall enrollment and outcomes.

Joseph remarked that traditionally their presentations were focused on Fall and Spring enrollments and registration counts for specific terms. This presentation would also include retention completion and transfer outcomes.

Joseph explained that Dallas College had already been involved with the HB-8 process and this had no influence on Dallas College as it pertained to recognizing the importance of student success outcomes.

Joseph displayed a snapshot of the Fall enrollment progression to target chart as of September 11, 2023. The snapshot showed a comparison of enrollment at the end of term for Fall 2022, Fall 2023, and the Fall 2023 target of both credit and non-credit students. She stated registration was still taking place and the second 8-week registration did not start until October 16, 2023. The office of Student Success had reached 100.3% in the credit side as of October 3, 2023.

Joseph reported as of October 3, 2023, their office had 9,366 students that reached 74% of their target on the non-credit side.

Joseph stated that the enrollment status of full-time students had increased in percentages for Fall 2023 versus Fall of 2022. She also showed a graph of Fall 2022 enrollment by credit which was 66,446 and Fall 2023 by credit which was 68,340 (in progress as of 9-11-23). There was an increase in every student type for Fall 2023, except for students who transferred in for Fall 2023.

A chart showed growth in different program enrollments with only a slight decrease in Associates of Arts in Teaching for Fall 2023. The

decrease had to do with some students who had selected the bachelor's degree rather than the associate degree in teaching. Joseph indicated that work was being done with current independent school districts to move some teaching assistance into the Teaching Pathway with the Associative of Arts and Teaching.

Joseph stated that the official retention rate for First Time in College (FTIC) students for Fall 2023 was not available until registration for additional weeks had occurred.

Joseph shared several intervention methods that had a positive impact on retention. Those were institutionalized grants serving student parents, success coaching support, Student Care Network and other student services.

Joseph reported that from 2022-2023 the total credentials awarded were 12,407 and the total graduates were 9,854 with 53% Hispanic, 19% African American, 15% White and 8% Asian. There were 4,107 high-demand credentials for 2021-2022 and 4,199 high demand credentials for 2022-2023, this was a 6.9% increase in high-demand credentials awarded year to year. There were 17,392 students who transferred from Dallas College in 2021-2022 to public universities in Texas.

Joseph showed examples of the Grad Alliance interventions that were utilized for credit and non-credit students. The examples were 62,909 interventions for credit students with enrollment data of 7,529 and non-credit and tech trained student enrollment data of 1,093. The count for those who intended to enroll was not included in 1,093 data.

The Texas Educational Opportunity grant was another intervention for students. The grant would pay for one course and Dallas College would pay for another course for qualifying students. This strategy was used to support student persistence, bolster the institutional graduation rate, and eliminate financial barriers for eligible students. The intention was to continue in the spring, targeting students who were close to graduation.

Joseph explained the different categories of the Student Success Impact Planning, which is now called Level Up! Student Success Impact Plan. Those categories were Connection/Entry, Progress, Completion, and Post-Completion. Joseph stated they would make sure that students could transfer and that the path and the requirements were clear to

everyone participating in that work.

Trustee Flores wanted more clarification that transient was referring to someone just coming to Dallas College to take one course.

Joseph confirmed a transient student would be taking one course and would not be seeking a degree.

Trustee Flores asked what would happen if students do not have success coaches.

Joseph stated that students were assigned a success coach but have the option not to see one.

Joseph acknowledged that was correct.

Trustee Flores wanted additional information on the credentials awarded and based on the rate of demographics.

Joseph replied that 53% of our students identify as Hispanic.

Chancellor Lonon said that Dallas College was first in Texas for awarding associate degrees to Hispanic students and second in the country.

Joseph replied that the numbers at the top of slide 26 were the interventions pursued with credit students and the numbers at the bottom were for non-credit students. There were 223 credit students enrolled from that intervention, which represented 22.1% of the students which was the case for each category on that slide.

Trustee Ritter suggested presenting the enrollment updates longitudinally by school so that outcomes and results were shown in future reporting. The data would help the board make decisions on where they want to invest resources.

Trustee Flores asked Joseph to check on the average number of credit hours students were graduating and completing with at Dallas College.

Joseph responded she would provide that information later.\

Trustee Mayer thanked Joseph and her team for the work that they

continue to do.

5.2. School of Creative Arts, Entertainment and Design (CAED) Overview Presenter: Ahava Silkey-Jones

Ahava Silkey-Jones shared with the board a broad overview of the School of Creative Arts, Entertainment and Design (CAED). The first part of the presentation gave an overview of the school's operations and structure, and the second part was an in-depth discussion about strategy.

Silkey-Jones relayed that the School of Creative Arts, Entertainment and Design had more than 250 faculty and staff and more than 900 part-time faculty and staff that support the array programs. CAED includes four divisions: English, Arts & Humanities, Communications, and Gallery, Theatre & Live Event Operations.

Silkey-Jones reported CAED is the largest school within Dallas College with the total number of course enrollments and number of classes offered. Over a third of the enrollments are within the school of CAED. She stated CAED had six Continuing Educational program areas, 15 certificates, and 18 degrees.

Silkey-Jones spoke about House Bill 8 and its funding structure within the School of CAED. Transfer pathways, dual credit classes, and core curriculum components made up most of the funding through House Bill 8. She noted 33 different credentials, two of which are considered credentials of high-demand fields. The number of contact hours was another large component of funding.

Dr. Silkey-Jones stated the total credentials awarded last year were 1,620 among 1,542 graduates. Within those credentials awarded, the largest graduation rate was the Associate of Arts general degree at 1,387 students.

Silkey-Jones shared several of CAED's strategies. One strategy was to invest and increase external partnerships with Business Council for the Arts, Hogue Global, Dallas Film & Creative Industries, Longhorn Ballroom, FGIII Fine Art Productions, SMU Meadows School of the Arts, and international partner Eucritiva out of Costa Rica. A partnership was also being launched with the Dallas Film

Commission. Another strategy was launching a new UX/UI credential in the 2022-2023 school year and a Technical Theater credential for the 2023-24 school year. She spoke about CAED's new division of Cave Gallery and live events. They have more than 11 galleries across nine locations and nine theaters.

Trustee Flores asked out of the 33 completion outcomes only two certificates were in high demand, can the remaining 31 certificates also be looked at as high-demand certificates.

Silkey-Jones replied they would like to create some new innovative credentials and certificates, with the programs and current credentials already in place, along with additional courses. They would rework how the credentials were being offered so that the certificates would fall under the high-demand criteria.

An additional strategy involved training faculty on the use of integrating artificial intelligence (AI) into teaching disciplines and partnering with Amazon to incorporate those features to help faculty build and input the content into the classroom.

Trustee Flores suggested giving a presentation in the future on AI and how it's being merged into different disciplines at Dallas College.

Floyd stated that it would be incorporated into future presentations.

Trustee Garcia asked how high school students would know about free upcoming productions.

Silkey-Jones answered all leads were sent, especially the arts programs, and schedules to various ISD school departments. She stated a more comprehensive approach is needed.

Silkey-Jones introduced students and alumni to talk about their experiences at Dallas Colleges' CAED program. Stephanie was a 2019 graduate of Brookhaven College with an Associate of Arts degree in Mass Communications. Stephanie spoke about her career in journalism after graduating from Dallas College. Tiffany Frame graduated this spring with an Associates of Arts degree, spoke about her experience in the Visual Arts program. Tiffany joined the staff of CAED as a gallery coordinator and is also a featured artist in one of

their downtown galleries. Stacey Perez Cruz and Catherine Burgos both music majors attend Richland College spoke about their experiences and their future goals to become orchestra directors.

The floor was opened for trustees to ask questions.

Trustee Garcia wanted to know if the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) had approved putting English courses under the Communicative Art program.

Danelle Valle replied that SACS did not dictate programs organized internally. When organized from the seven individual colleges all the credentialing requirements were maintained.

Trustee Ritter wanted to know what trends were being considered for the future and to report those trends to the board.

Trustee Ritter inquired about dual credit, P Tech ISD partnerships in CAED.

Kirksey replied, dual credit was focused on core credentials and what students require to ascertain the degree program. She stated CAED had strong arts partnerships at the ISD site, and a high percentage of dual credit classes were offered within CAED.

Trustee Ritter asked how many students in CAED were doing dual credit.

Floyd replied about 16,000 students were coming from the dual credit pipeline.

Trustee Boyd suggested reaching outside the normal circle for innovative partners for new technology.

Trustee Mayer and Dr. Lonon thanked the team for the work that they continue to do.

6. Items for Review

6.1. Committee Notes

- a. Education Workforce Committee Notes for September 12, 2023
No comments or edits were made.

7. Executive Session was not required.

8. Adjournment at 3:00 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

COMMITTEE REPORT NO. 10.1.c.

Finance Committee Notes for October 3, 2023

The Finance Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, October 3, 2023, beginning at 3:20 p.m. at the administrative office in room 036 and was broadcasted via the streaming link www.dallascollege.edu/boardmeetingslive. This meeting was convened by Committee Chair Cliff Boyd.

Board Members and Officers Present

- * Mr. Cliff Boyd (committee chair)
- * Mrs. Monica Lira Bravo
Ms. Charletta Rogers Compton
Ms. Diana Flores
- * Dr. Catalina E. Garcia
Dr. Justin H. Lonon (secretary and chancellor)
Mr. Paul Mayer
Mr. Philip J. Ritter

- * *Denotes a committee member*

Members Absent

None.

1. **Roll Call - Announcement of a Quorum** confirmed by Committee Chair Boyd.
2. **Certification of Notice Posted for the Meeting** confirmed by Chancellor Lonon.
3. **Citizens Desiring to Address the Board**
None.
4. **Committee Presentations**
 - 4.1. Financial Aid for Swift Transfer (FAST)
Presenter: Tiffany Kirksey

Tiffany Kirksey, Shawnda Floyd, and Tricia Horatio presented an overview of the Financial Aid for Swift Transfer (FAST) program. Educational Partnerships, under the direction of Vice-Provost Kirksey, will take the lead on this program for Dallas College.

Dallas College has been a leader and innovator in the state for dual credit education, removing financial barriers and providing students accessible education. Dallas ISD provides dual credit courses at no cost to students in-district and significant discounts tuition for students out of district. ISDs work directly with Follett to cover the cost of learning materials. Dallas College will align internal processes to meet the FAST standard for operationally efficient management of student records and submission to the Texas Higher Education Coordinating Board (THECB).

The FAST program, like our current dual credit program, provides funding to participating public institutions of higher education to offer dual credit courses to educationally disadvantaged students at no cost to the students. The FAST program allotment of funding is equal to the FAST tuition rate for each semester credit hour of dual credit coursework taken by an eligible student. The FAST tuition rate would be set annually by the THECB. The tuition rate adopted by THECB for FY 2024 is \$55 per semester credit hour. The FAST program allotment would provide Dallas College with a new revenue source, which would aid in offsetting the dual credit tuition waivers. FAST funding projections were not yet available. Additionally, the college would also receive HB8 course completion funding even for dual credit students.

Eligible students must be enrolled in dual credit courses through a public or charter school, had qualified for free or reduced-price lunch in any of the four school years prior to the academic year in which they enroll in dual credit, and be enrolled in courses offered through an institutional agreement from an institution that has opted to participate in FAST. The FAST program does not include home school or private school students.

Committee Chair Boyd asked if this would include ISDs in outlying areas.

Tiffany Kirksey responded that out-of-county rates would be waived for FAST eligible students so that the college would be able to serve more students. This would not apply to out-of-state students.

Trustee Ritter spoke about a possible tuition increase in the future.

Shawnda Floyd noted that the FAST program was modeled after the Dallas College dual credit program.

Trustee Flores asked about contact hours reimbursement. Tiska Thomas responded that THECB shifted funding from contact hours to success points and now transitioned to performance metrics.

Committee Chair Boyd acknowledged his gratitude for the college staff and the work done by the college.

5. Overview of a Regular Agenda Item

5.1. Finance Item

- a. Approval of Authorization to Use of Forfeited Funds

6. Items for Review

6.1. Committee Notes

- a. Finance Committee Notes for September 12, 2023
No comments or edits were made.

7. Executive Session was not required.

8. Adjournment was at 4:05 p.m.

Captioned video and transcripts for Dallas College Board Meetings are available at our website, www.dallascollege.edu/boardmeetingslive, under the Archived Videos section.

INFORMATIVE REPORT NO. 10.2.

Current Funds Operating Budget Report (October 2023)

The Chancellor presents the report of the current funds operating budget for review for the period ending October 31, 2023.

FOR REVENUES

- State Appropriations percent budget is higher compared to last year due to the changes in funding distribution. THECB replaced the Ten-Pay schedule with the Three-Pay schedule. Under the new schedule, half of formula funding was received mid-October. One-quarter of formula funding will be received mid-February, and the remaining quarter will be received mid-June.
- Use of Cash Reserves was approved to fund projects specified in the Budget Book. The project areas include Technology (Wi-Fi Refresh and Campus Refresh), Facilities (Deferred Maintenance/FIP, Campus Furniture Refresh at CVC/MVC, Safety & Security at NLC), New & Expanded Programming (B.S. in Nursing, B.A. in Technology, Cybersecurity, Air Frame Maintenance Tech), Innovation, and Strategic Funding.

FOR EXPENDITURES

The allocated budgets of *Purchased Services*, *Operating Expenses*, and *Supplies and Equipment* include the budget for Facilities Improvement Projects.

- Supplies and Equipment allocated budget is less than the approved budget since part of the estimates for Supplies and Equipment was allotted to Operating Expenses.
- Use of Cash Reserves budget was dispersed to Operating Expenses and Allowance: Operating Contingency. As the projects progress, the contingency amount will be allocated to the corresponding spend categories. The actuals of the projects will be reflected in the actuals of the spend categories.

DALLAS COLLEGE
2023-2024 CURRENT FUNDS OPERATING BUDGET
REVENUES & EXPENDITURES - UNRESTRICTED FUND
16.7% of Fiscal Year Elapsed

	October 31, 2023				October 31, 2022		
	Approved Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget	Allocated Budget	Year-To-Date Actuals	Percent Budget
REVENUES							
Tuition	\$133,200,000	\$133,200,000	\$ 72,830,244	54.7%	\$127,600,000	\$ 52,700,556	41.3%
Less: Waivers & Discounts	(26,245,000)	(26,245,000)	(786,869)	3.0%	(26,150,000)	(1,363,354)	5.2%
Less: TPEG Set Aside	(6,590,000)	(6,590,000)	(2,491,189)	37.8%	(6,450,000)	(2,413,907)	37.4%
Net Tuition	100,365,000	100,365,000	69,552,185	69.3%	95,000,000	48,923,295	51.5%
State Appropriations	96,999,738	96,999,738	48,499,869	50.0%	91,194,679	21,959,997	24.1%
Financial Aid for Swift Transfer (FAST)	3,700,000	3,700,000	-	0.0%	-	-	n/a
Taxes	352,100,000	352,100,000	9,154,202	2.6%	338,000,000	7,452,106	2.2%
Grants & Contracts (Work Study)	1,825,000	1,825,000	171,988	9.4%	1,100,000	260,367	23.7%
Investment Income	11,500,000	11,500,000	2,556,264	22.2%	1,025,000	478,203	46.7%
General Revenue	1,500,000	1,500,000	130,726	8.7%	2,500,000	195,186	7.8%
Subtotal	567,989,738	567,989,738	130,065,234	22.9%	528,819,679	79,269,153	15.0%
CARES Lost Revenue Recovery	-	-	-	n/a	3,300,000	3,300,000	100.0%
Transfers-in from Other Funds							
Encumbrances & Carry-Forwards	-	3,982,399	-	n/a	29,227,709	-	n/a
Use of Cash Reserves	89,600,000	89,600,000	-	n/a	-	-	n/a
Total Revenue	\$657,589,738	\$661,572,137	\$130,065,234	19.7%	\$561,347,388	\$ 82,569,153	14.7%
EXPENDITURES							
Salaries and Wages	\$339,992,246	\$333,956,761	\$ 57,785,074	17.3%	\$309,951,470	\$ 54,026,653	17.4%
Staff Benefits	39,000,000	41,232,569	7,534,894	18.3%	37,631,700	6,603,519	17.5%
Purchased Services	93,454,393	101,539,231	4,665,604	4.6%	86,675,989	14,005,957	16.2%
Operating Expenses	51,171,661	82,981,362	7,939,826	9.6%	67,566,930	8,524,430	12.6%
Supplies and Equipment	27,571,700	14,447,512	1,296,424	9.0%	46,521,299	3,970,924	8.5%
Subtotal	551,190,000	574,157,435	79,221,823	13.8%	548,347,388	87,131,483	15.9%
Allowance: Operating Contingency	4,299,738	74,914,702	-	0.0%	-	-	n/a
Allowance: Compensation Study Impact	9,000,000	9,000,000	-	0.0%	9,500,000	-	0.0%
Use of Cash Reserves	89,600,000	-	-	n/a	-	-	n/a
Transfers-out to Other Funds							
Grant Match	3,500,000	3,500,000	332,082	9.5%	3,500,000	885,237	25.3%
Total Expenditures	\$657,589,738	\$661,572,137	\$ 79,553,904	12.0%	\$561,347,388	\$ 88,016,720	15.7%

INFORMATIVE REPORT NO. 10.3.

Monthly Change Order Summary (October 2023)

Listed below are the awards and change orders approved by the Chief Financial Officer in October 2023.

CHANGE ORDERS

Casteel & Associates, Inc.	Rebranding Marquee Replacement – Pleasant Grove Center
Purchase Order: 000007962	Change Order #2
<u>Scope</u> Reface existing marquee monument sign at the Pleasant Grove Center with new Dallas College logo and colors.	
<u>Change</u> This change order includes electrical upgrades and installation of piers to support the new display added in change order #1.	
Contract Amount	\$21,934
Prior Change Order Amount	\$85,045
Net Change	\$7,571
Revised Contract Amount	\$114,550

Reed Fire Protection Engineering	Fire Alarm Upgrade - Bill J Priest Center
Purchase Order: B 38524	Change Order #1
<u>Scope</u> To provide fire protection engineering services for the design and construction administration to replace the fire alarm system at Bill J. Priest Center.	
<u>Change</u> This additional service provides professional design and construction administration services for the fire alarm and sprinkler system additions to meet the requirements of the authority having jurisdiction over the fire systems.	
Contract Amount	\$74,229
Net Change	\$7,000
Revised Contract Amount	\$81,229

INFORMATIVE REPORT NO. 10.4.

Dallas College Foundation Report (October 2023)

The Foundation presents the monthly activity report reflecting incoming donations for scholarships, programs, and services.

Dallas College Foundation Net Assets

09/01/18 \$56,485,722
09/01/19 \$57,812,606
09/01/20 \$64,519,027
09/01/21 \$78,742,047
09/01/22 \$67,927,834
09/01/23 \$73,436,181

Gifts Reported in Fiscal Year 2023-2024

<u>Month Reported</u>	<u>Scholarships</u>	<u>Programs & Services</u>	<u>Total</u>
September 2023	\$ 10,092	\$ 373,621	\$ 383,713
October 2023	\$ 20,851	\$ 372,308	\$ 393,159
November 2023			
December 2023			
January 2024			
February 2024			
March 2024			
April 2024			
May 2024			
June 2024			
July 2024			
August 2024			
Total	\$ 30,943	\$ 745,929	\$ 776,872

INFORMATIVE REPORT NO. 10.5.

Notice of Grant Awards (December 2023)

The Notice of Grants Awards report reflects alignment with the current Dallas College Strategic Priorities. The report references the following seven priorities:

1. Strengthen the Career Connected Learner Network and Implement the Student-Centric One College Organization.
2. Streamline and Support Navigation to and Through Our College and Beyond.
3. Impact Income Disparity throughout our community.
4. Foster an Equitable, Diverse and Inclusive Environment for Employees and Students.
5. Create a high-performance work and learning culture that develops leaders at all levels, increases skill proficiency, and supports collaboration and equity.
6. Serve as the Primary Provider in the Talent Supply Chain Throughout the Region.
7. Leverage college facilities, land, technology, programs, partnerships, and other capabilities to strengthen and build our communities and workforce, now and for the future.

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

<u>RECIPIENT</u> Dallas College Workforce Education				
<u>PURPOSE</u> Provide a high-demand occupation program training for out of school youth for 2023-2024 program year.				
<u>PRIORITY</u> 3, 6	<u>FUNDING SOURCE</u> DCLWDB	<u>STUDENTS SERVED</u> 3,874	<u>AMOUNT</u> \$4,106,622.00	<u>TERM</u> 7/1/2018 – 6/30/2024

<u>RECIPIENT</u> Dallas College Economic Opportunity				
<u>PURPOSE</u> Centralize and streamline the analysis of labor market data across all 14 Dallas County school districts. This initiative is aimed at enhancing the development of educational programs and pathways, thereby improving the alignment with labor market demands and supporting economic growth in Dallas County.				
<u>PRIORITY</u> 1, 2, 3, 4, 5, 7	<u>FUNDING SOURCE</u> JP Morgan Chase	<u>STUDENTS SERVED</u> Students enrolled in the 14 Dallas County school districts	<u>AMOUNT</u> \$100,000	<u>TERM</u> 10/30/2023 – 12/31/2024

<u>RECIPIENT</u> Dallas College Mountain View Campus - TRIO Student Support Services				
<u>PURPOSE</u> Increase post-secondary completion and transfer rates of first-generation, low-income, and students with disabilities.				
<u>PRIORITY</u> 4	<u>FUNDING SOURCE</u> USDE	<u>STUDENTS SERVED</u> 230	<u>AMOUNT</u> \$299,248	<u>TERM</u> 9/1/2020 – 8/31/2025

<u>RECIPIENT</u> Dallas College Business Innovation				
<u>PURPOSE</u> North Central Texas Council of Governments (NCTCOG) and Dallas College (as a subrecipient) will support the development of a sustainable agile curriculum program founded on communication and relationship-building of, by, and for the program stakeholders.				
<u>PRIORITY</u> 7	<u>FUNDING SOURCE</u> Department of Defense	<u>STUDENTS SERVED</u> Up to 120 participants	<u>AMOUNT</u> \$84,000	<u>TERM</u> 10/17/2023 – 11/30/2023

<u>RECIPIENT</u> Dallas College School of Engineering, Technology, Mathematics and Sciences (EMTS)				
<u>PURPOSE</u> The Texas/Oklahoma Regional Undergraduate Symposium (TORUS), in connection with NSF 21-541 Conferences and Workshops in Mathematical Sciences, will provide undergraduate research opportunities in mathematics to students, including a substantial proportion of first-generation, low-income families and minorities. Undergraduate research and TORUS play an essential role in the lives of Mathematical Sciences majors. To support the direct cost of three conferences/workshops in TORUS.				
<u>PRIORITY</u> 2, 3, 7	<u>FUNDING SOURCE</u> National Science Foundation (NSF)	<u>STUDENTS SERVED</u> 86+	<u>AMOUNT</u> \$10,000 (Total Award with increase is \$20,000)	<u>TERM</u> 09/01/2022 – 8/31/2025

GRANT AWARDS REPORTED IN FISCAL YEAR 2023-2024	
September 2023	\$1,067,460
October 2023	\$1,071,124
November 2023	\$6,113,449
December 2023	\$4,599,870
January 2024	\$0.00
Total to Date	\$12,851,903



FY24

Monthly Summary Breakdown FY24 Oct-23

Company	Samples and Types of Training	Participants	Industry Sector	Training Hours	Contact Hour Reimbursable	Certifications	Revenue	Funding Source
City of Cedar Hill (Fire Department)	Registry Skills Testing	2	Health and Safety	8	16	Technicians License	\$ 500.00	ST
City of Dallas - Police Department	Safety	866	Public Safety	8 - 48	13,704	N/A	\$ 4,330.00	CT
City of Richardson	Business	20	Human Resources	4	0	N/A	\$ 780.00	CT
Construction Education Fundation	Construction	397	Construction	3 - 40	3,396	N/A	\$ 296,625.00	Grant
Dallas County Human Resources	Business/First Aid	90	Human Resources	2 - 7	105	N/A	\$ 6,420.00	CT
Dallas County Judge	Safety	90	Public Safety	7 - 8	688	N/A	\$ 2,250.00	CT
Education To Go	Computer, Instruction, Music	5	Education	14 - 24	0	N/A	\$ 276.00	CT
Epiroc	Safety	27	Safety	8	216	OSHA	\$ 4,800.00	CT
Gainwell	Electrial	60	Technology	16 - 40	2,052	N/A	\$ 106,180.00	Grant / ST
Garland Chamber of Commerce	Business	17	Business	32	544	N/A	\$ 7,040.00	CT
Mesquite ISD	Medical	40	Healthcare	40 - 60	2,000	Nurse Aide	\$ 23,505.00	CT
On Target	Safety	44	Logistics	16	704	OSHA	\$ 28,160.00	Grant
Sanden Vendo America	First Aid	16	Manufacturing	7	112	CPR	\$ 4,000.00	CT
October 2023 FY24	TOTAL:	1,674			23,537		\$ 484,866.00	

CT Reimbursable Yes (Y) or No (N)

Certifications: If Certifications are not earned an "N/A" will be recorded. If Certifications are earned through the training, either Institution (I) or Industry Recognized (IR) will be noted.

FY24 Cumulative Totals	Participants	Reimbursable Contact Hours	Revenue
September 2023 FY24	6,470	175,112	\$ 1,165,994.35
October 2023 FY24	1,674	23,537	\$ 484,866.00
2023 -2024 YTD TOTALS:	8,144	198,649	\$ 1,650,860.35



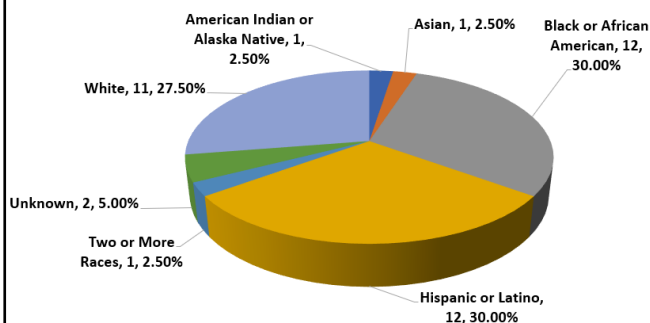
Dallas College Human Capital New Hire/Position Report

Oct 13, 2023 – Nov 12, 2023

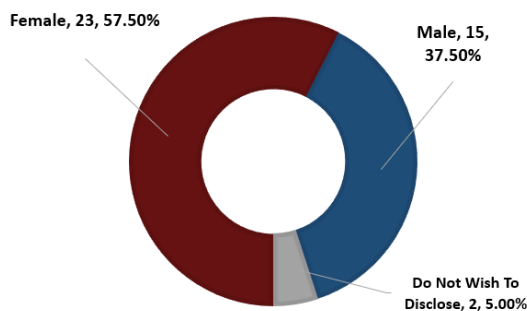
TALENT ACQUISITION PROFILE

The Talent Acquisition Profile represents all full-time employees that were hired, promoted, or placed during the reporting period.

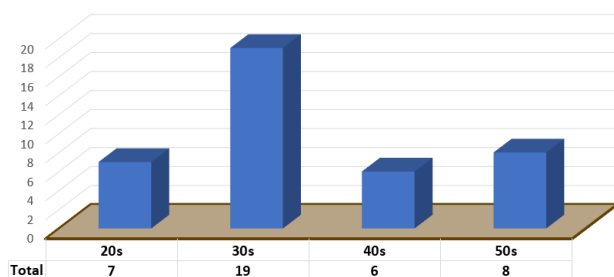
Ethnicity



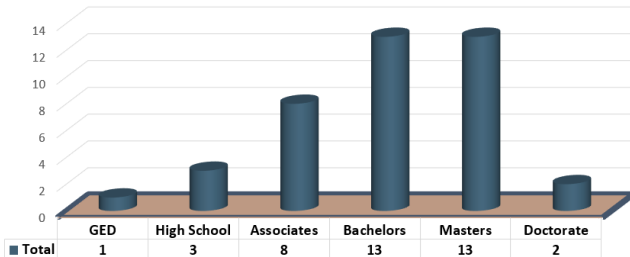
Gender



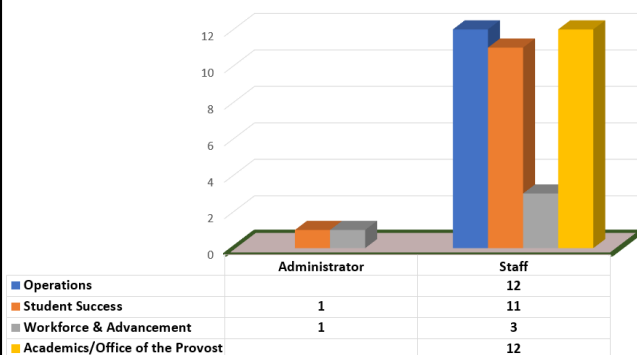
Age



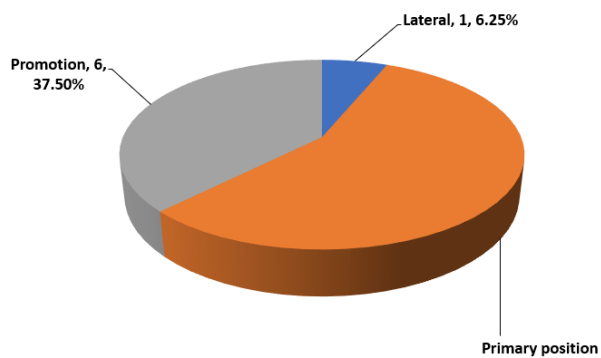
Education



Functional Areas by Position Type



Position Changes





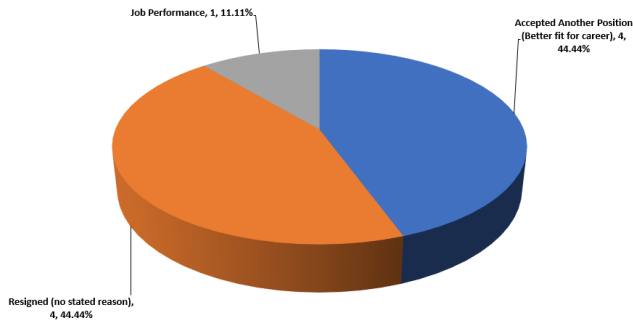
Dallas College Human Capital New Hire/Position Report

Oct 13, 2023 – Nov 12, 2023

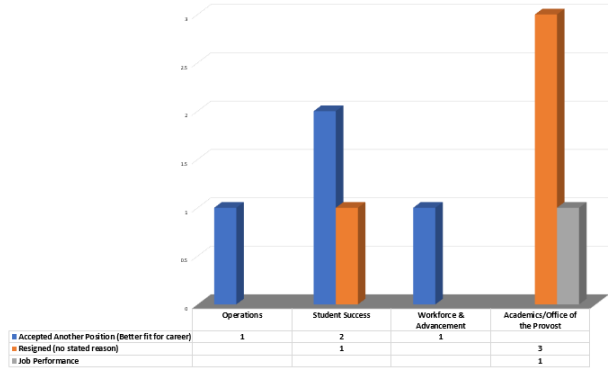
FULL-TIME TERMINATION PROFILE

This profile represents all full-time employees terminated for reasons such as resignation, retirement, misconduct, death, etc.

Terminations



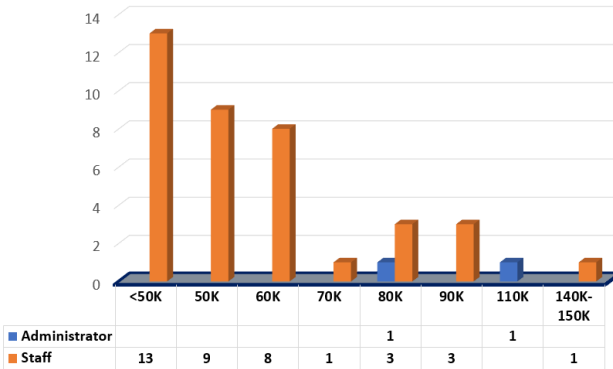
Terminations by Functional Area



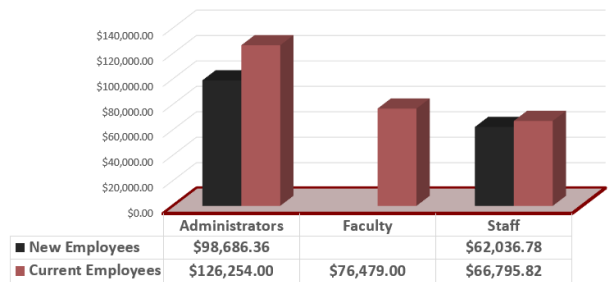
COMPENSATION PROFILE

The graphics represent the rates of new salaried full-time employees as well as a comparative analysis of their salaries and the salaries of current employees.

Salary Ranges by Position Type



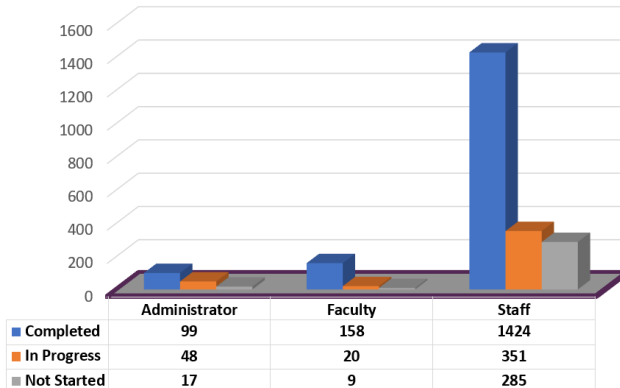
Salary Averages



EMPLOYEE TRAINING PROFILE

The charts below represent Professional Development training sessions tracked through Cornerstone.

Training Completion Hours by Position Type



Top 5 Training Topic Completions

Training Titles	Completions
Performance Management and Goal Setting	441
Workday Learning 101	91
Setting Team and Employee Goals Using SMART Methodology	41
Title IX Mandatory Reporter Training	34
Dallas College FlexWork Training	27

Note: "Completion" indicates employees who enrolled, attended and successfully completed.



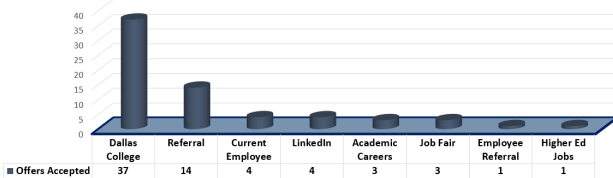
Dallas College Human Capital New Hire/Position Report

Oct 13, 2023 – Nov 12, 2023

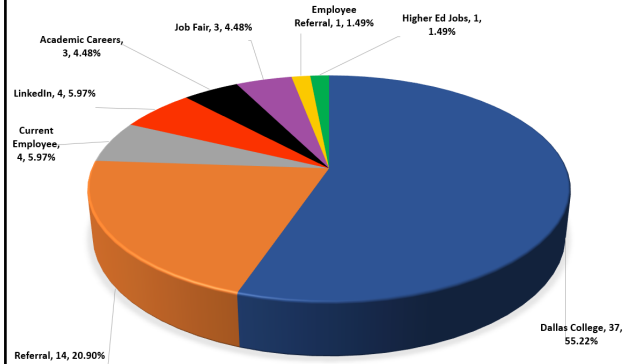
RECRUITING PROFILE

This profile is an overview of Dallas College's presence in multiple recruiting markets. These charts are representative of all job types.

All Recruiting Methods



All Recruiting Methods (Offers Accepted)



INFORMATIVE REPORT NO. 10.8.

Richland Collegiate High School Financial Integrity Rating System of Texas Financial Management Report for 2022-2023

Richland Collegiate High School (RCHS)'s 2022-2023 Financial Integrity Rating System of Texas (FIRST) Financial Management Report 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, 2022

RCHS received an overall "PASS" rating, the highest rating for which it is eligible under the FIRST guidelines.

Report requirements:

Indicator Description	Score
1. Was the complete annual financial report (AFR) and charter school financial data submitted to TEA within 30 days of the November 27 or January 28 deadline depending on the charter school's fiscal year end date of June 30 or August 31, respectively?	PASS
2. Was there an unmodified opinion in the AFR on the financial statements as a whole? The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.	PASS
3. Was the charter school's administrative cost ratio equal to or less than the threshold ratio?	PASS
4. Did the charter school not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? (If the student enrollment did not decrease, the charter school will automatically pass this indicator.)	PASS
5. Did the comparison of Public Education Information Management System (PEIMS) data to like information in the charter school's Annual Financial Report result in a total variance of less than 3% of all expenses by function?	PASS
6. Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)	PASS
7. Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.)	PASS

Summary of total salaries and benefits received by the Superintendent or Board Members

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Cliff Boyd	\$0
Philip Ritter	\$0
Catalina E. Garcia	\$0
Paul Mayer	\$0
Nerissa Bailey, Superintendent	\$54,165

Summary of total reimbursements and compensations received by the Superintendent or Board Members

- Reimbursements received by the superintendent and Board members for the twelve-month period ended August 31, 2022. Description of reimbursements: meals, lodging, transportation, fuel, other items excluding supplies and materials purchased for the school.

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Cliff Boyd	\$0
Philip Ritter	\$0
Catalina E. Garcia	\$0
Paul Mayer	\$0
Nerissa Bailey, Superintendent	\$0

Description of Reimbursements

- Meals \$0
- Lodging \$0
- Transportation \$0
- Other* \$0

**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 twelve-month period ended August 31, 2022.

Nerissa Bailey, Superintendent	\$0
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- 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 twelve-month period ended August 31, 2022.

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Cliff Boyd	\$0
Philip Ritter	\$0
Catalina E. Garcia	\$0
Paul Mayer	\$0
Nerissa Bailey, Superintendent	\$0

- Business transactions between school district and Board members for the twelve-month period ended August 31, 2022.

Diana Flores	\$0
Monica Lira Bravo	\$0
Charletta Rogers Compton	\$0
Cliff Boyd	\$0
Philip Ritter	\$0
Catalina E. Garcia	\$0
Paul Mayer	\$0
Nerissa Bailey, Superintendent	\$0

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 which includes a schedule of summary of total reimbursements and compensation received by the superintendent or Board members.

Beginning with fiscal year 2018-2019, Richland Collegiate High School is under a new rating system, which is limited to the seven charter schools governed by a state university or community college system. These charters can be awarded one of two ratings – “Pass” or “Substandard Achievement.” The following criteria is used to determine the charter school's rating.

1. Did the University Charter School fail either of the critical indicators of 1 or 2? If so, the University Charter School rating is Substandard Achievement, regardless of whether any other indicators failed.
2. Did the University Charter fail three or more of the non-critical indicators, 3, 4, 5, 6, and 7? If so, the University Charter School rating is Substandard Achievement.

The RCHS rating reflects the highest attainable rating under the RCHS organizational structure and relationship with the Richland Campus of Dallas College.