



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 FINANCE COMMITTEE MEETING OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL

Thursday, February 8, 2024 | 9:00 AM

Administrative Office

1601 Botham Jean Blvd., Room #036, 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..

Finance Committee Meeting Agenda

1. Roll Call - Announcement of a Quorum

Committee Members: Cliff Boyd (Committee Chair), Monica Lira Bravo (Member), Catalina E. Garcia (Member)

2. Certification of Notice Posted for the Meeting

3. Citizens Desiring to Address the Board

4. Committee Presentations

- 4.1 Mid-Year Review & Economic Outlook
Presenters: Tiska Thomas, Brad Williams, Operations Team
- 4.2 Leadership Academy
Presenters: Louis Burrell, Ernesto Sanchez, Brad Williams

5. Items for Review

- 5.1 Committee Notes
 - a. Finance Committee Notes for December 5, 2023

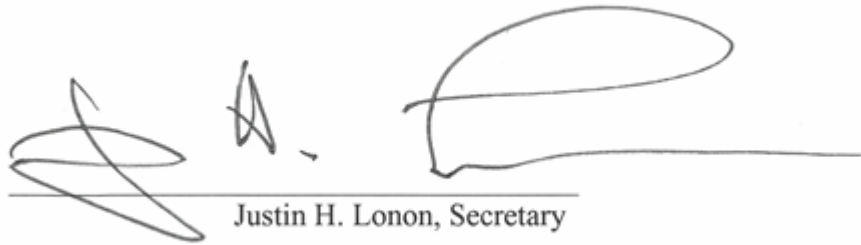
6. Executive Session

- 6.1 Consultation with Attorney Regarding Legal Matters or Pending and/or Contemplated Litigation or Settlement Offers - Section 551.071
- 6.2 Personnel Matters Relating to Appointment, Employment, Evaluation, Assignments, Duties, Discipline, or Dismissal of Officers or Employees - Section 551.074
- 6.3 Deliberate Regarding Real Property Since Open Deliberation would have a Detrimental Effect Upon Negotiations with a Third Person - Section 551.072
- 6.4 Deliberate Regarding Security Devices or Security Audits Sections 551.076 and 551.089

7. Adjournment

*CERTIFICATION OF NOTICE POSTED FOR THE FEBRUARY FINANCE COMMITTEE 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 2nd day of February 2024 in compliance with the applicable provisions of the Texas Open Meetings Act.

A handwritten signature in dark ink, consisting of a stylized 'J' followed by 'H. Lonon'.

Justin H. Lonon, Secretary

ITEMS FOR REVIEW NO. 5.1.a.

Finance Committee Notes for December 5, 2023

The Finance Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, December 5, 2023, beginning at 11:04 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 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**
There were no citizens desiring to address the Board.
- 4. Committee Presentations**
 1. Compensation Study Review
Presenter: Louis Burrell

Louis Burrell, Interim Chief Human Resources Officer (CHRO), introduced Andrea Averill and Ruth Ann Eledge, compensation consultants from Segal.

The consultants lead a compensation study to benchmark the College in comparison with the market. The compensation study began in January 2022 and analyzed current pay practices to determine whether salaries were competitive for the industry and in compliance with federal, state, and local labor laws.

Overall findings showed that administrator and staff positions were aligned with the market median, salaries were competitive with 80 percent of individuals at or above market, and 20 percent of individuals' salaries were below market. Differences in salary occurred based on individuals' time in position, skills, and experience.

Trustee Flores gave an example of deans with varied years of experience and different salaries.

Trustee Garcia asked about the trend in position or departments with below market findings.

Burrell responded that variances were based on roles and market position. Human Resources (HR) would continue working on this item.

Trustee Ritter asked for more information on compression.

The consultants responded that compression occurs when new market rates are higher than those of current employees and requires a review of range of pay and employees' experience.

Chancellor Lonon commented that the College will start conducting a market study every 3-5 years to address compression issues and pay inequities.

Trustee Flores advocated for setting the standard for faculty pay.

Burrell stressed the importance of attracting and retaining talent.

Trustee Compton asked what the industry standard was for market review. The consultants recommended every 3-5 years.

Trustee Mayer asked what employee levels were reviewed in the study.

Burrell stated that the study reviewed staff and administrators, including L2s and L3s.

Key findings from the study showed that salaries were above the median with a small percentage below the market.

Key deliverables from the study included total compensation philosophy, job documentation, staff job classification, initial pay equity, and staff salary market assessment. The compensation study would conclude with the staff salary program.

Compensation implementation for Phase 1 included:

- New safety/security salary schedule
- New minimums for full-time faculty salary schedule
- Across the board raises for administrators, faculty, and staff
- New livable wage increase (\$18.24 per hour)
- Increased market disparity stipend for Nursing faculty
- New relocation assistance up to \$10,000

In Phase 2, HR planned to address employees who are below market, identify Information Technology pay gaps, perform an equity analysis, and review faculty compression issues.

Phase 3 would include a review of police salary compression and introduce merit pay.

The consultants recommended using market data results as a guide for making compensation decisions. Market data results would provide a range of value for a position but would not indicate the specific rate for an individual.

Trustee Ritter asked whether the market data analysis assessed productivity of employees.

Burrell responded that merit pay may recognize and reward employees for productivity.

Trustee Ritter recommended setting standards for rewarding the best performers in their roles.

Burrell spoke about the Total Rewards program being developed to reward and recognize employee performance, provide competitive benefits, allow for career growth opportunities, and include well-being offerings.

Trustee Garcia spoke about ensuring that employees are trained to serve non-English speaking people.

Trustee Mayer spoke about the importance of skill level for supervisors.

Burrell stated that HR is developing programs focusing on leadership development.

Trustee Flores spoke about employee compensation for speaking other languages.

Dr. Beatriz Joseph, Vice Chancellor of Student Success, stated that the College does have a stipend for employees who demonstrate proficiency in other languages.

Trustee Boyd requested updates on the progress of compensation. He also asked to establish an organized and structured program

for new employees and future leadership, recognizing and developing employees' leadership qualities.

Trustee Compton identified a potential benefit for employees and asked for a discussion. Chancellor Lonon offered to further discuss the benefit at a later time.

Trustee Flores spoke about the importance of continuing the compensation study on a three-year cycle.

5. Overview of Regular Meeting Agenda Items

1. Finance Item

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

Josh Skolnick, executive director for Dallas College Foundation, introduced Foundation board members, Clint McDonnough, chair, and Brian Olson, Treasurer. Foundation was established 50 years ago to serve the College.

Through the sale of long-term assets, the College gained \$36 million. Pending Board approval, the College would establish an endowment fund at the Foundation for the benefit of future generations of Dallas College students.

Trustees Boyd, Flores, and Ritter, along with Chair Bravo and Chancellor Lonon, spoke in appreciation of the Foundation.

6. Items for Review

1. Committee Notes

- a. Finance Committee Notes for October 3, 2023
No comments or edits were made.

7. Executive Session began at 12:01 p.m. and returned at 1:35 p.m.

8. Adjournment was at 1:36 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.