

CONSENT AGENDA NO.

Approval of Minutes of the July 16, 2013 Planning & Budget Committee Meeting

It is recommended that the Board approve the minutes of the July 16, 2013 Board of Trustees Planning & Budget Committee Meeting.

**Board Members and Officers Present:**

Mr. Jerry Prater, Chair  
Ms. Charletta Rogers Compton (arrived at 9:43 a.m.)  
Mr. Bob Ferguson  
Ms. Diana Flores  
Dr. Wright Lassiter (secretary and chancellor)  
Mr. JL Sonny Williams

**Members Absent:**

Mr. Wesley Jameson  
Mr. Bill Metzger

Chair Prater convened the meeting at 9:17 a.m.

**CERTIFICATION OF NOTICE POSTED  
FOR THE JULY 16, 2013  
PLANNING & BUDGET COMMITTEE OF THE  
DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
AND RICHLAND COLLEGIATE HIGH SCHOOL  
BOARD OF TRUSTEES**

I, Wright L. Lassiter, Jr., Secretary of the Board of Trustees of the Dallas County Community College District, do certify that a copy of this notice was posted on the 12th day of July 2013, in a place convenient to the public in the District Office Administration Building, and a copy of this notice was provided on the 12th day of July 2013, to John F. Warren, County Clerk of Dallas County, Texas, and the notice was posted on the bulletin board at the George Allen Sr. Courts Building, all as required by the Texas Government Code, §551.054.



Wright L. Lassiter, Jr., Secretary

### **Certification of Notice Posted for the Meeting**

Dr. Lassiter certified the notice had been posted as required.

### **Opening Remarks by the Chancellor**

A copy of these opening comments are included as an addendum to the minutes.

### **Multi-Year Financial Plan**

Referencing pages 3-8 in the agenda, Executive Vice Chancellor DesPlas provided assumptions and provisions related to FY 2013-2015.

1. Related to 2014-2015 expenditures, it was noted that \$500,000 is being budgeted for each year to support diversity initiatives. Related policy is still being developed to include financial incentives for recruitment, length of service, and moving expenses.
2. Trustee Flores requested a written reference describing the “effective tax rate” and the calculation of the “roll-back rate” – to be included for regular reference in the Board agenda notebook.
3. Trustees Williams and Flores requested expansion of comparative information in future budget reports (i.e. prior year information and percent change).
4. Budgetary objectives, as described on page 8, were discussed at length and revisions will include:
  - a. The use of a prioritized listing, with avoidance of enrollment caps to appear as #1.
  - b. A continued effort to keep tuition low, with a target of remaining in the lowest 25% of the rates for community colleges throughout the state. The caveat to remain “fee free” was retained with a call for considering increases in out-of-district and/or out-of-state/country tuition. Models to identify financial and student population impacts will be provided.
  - c. Trustee Flores requested regular reporting of debt repayment and fund balance information.

(See July 16, 2013, Planning and Budget Committee Agenda, pages 3-8, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

### **2013-2014 Proposed Budgets**

Continuing with his presentation, Mr. DesPlas reviewed the proposed District-wide budget as it appears on pages 9-48.

1. For general reference, Trustee Ferguson asked for a summary of major fund definitions – which Vice Chancellor DesPlas recapped – and Trustee Flores

- requested that a written summary be included in each Board notebook on a recurring basis.
2. Referencing page 13, and basing the budget on a 7.99% tax of adjusted property valuation, a Dallas County taxpayer would pay approximately \$4.35 more annually in an example of a \$150,000 home.
  3. Referencing page 29,
    - a. the increase in state appropriations is related to benefit funding level of 50% as approved by the legislature.
    - b. Trustee Flores requested a detailed summary of the decrease in Federal grants, including the identification of the grant, the amount of impact, number of students impacted, and the effective/ending dates for decreased dollars.
  4. Referencing page 31,
    - a. Vice Chancellor DesPlas noted that tax/tuition increases approved in September 2012 had helped complete approximately \$16 million in maintenance projects with another \$16 million planned for FY2014.
    - b. Trustee Flores requested a future review and discussion of the current maintenance project listing.
  5. Referencing page 32,
    - a. Trustees Ferguson and Flores requested the amount of debt held by the District.
    - b. Vice Chancellor DesPlas noted the ready availability of that number via the financial transparency webpage and will provide as requested.

Trustee Ferguson congratulated the Chancellor and staff on the thorough reporting and positive results. Executive Vice Chancellor DesPlas noted that it was good to return to a position of stability and advancement after the serious reductions necessary since 2010.

Each college president addressed the Board, referencing goals, accomplishments and diversity initiatives, and engaged in a question/answer period with trustees. Some points included:

### **Richland College**

- Occupancy and usage of the Garland campus – estimated at 60% - with plans to expand programming and evening/weekend hours.
- Appreciation for commitment to training across all employee groups.
- Offer of the Payne book on poverty to trustees, as context for the continuing work in building a stronger model of student success, as layered with the “caring behaviors” initiative and continued QEP focus on expanding learning power.

- To continue efforts toward improving diversity, an emphasis on locating diverse candidates will be emphasized in the limited hiring expected.
  - Trustee Flores requested a work session review and discussion of the recent changes related to Adult Basic Education impacting all District colleges.

### **Brookhaven College**

- Noting enrollment decrease in fall 2012, future focus will be in retaining current students.
- Strategic plan was acknowledged for close alignment with the District-wide plan, with a request for longitudinal outcomes emphasized in the future.
- Consideration in using evening/weekends to partner with a baccalaureate degree-granting institution was recognized as cost-effective and supportive of student success.
- To continue efforts toward improving diversity, the success of the increased outreach to students completing their master-level credentials at other educational institutions in the area was noted. Earlier advertising with a broader outreach will be emphasized.
  - Trustee Flores requested a complete set of the best practices developed in the “From Day One” project as referenced on page 61.

### **Cedar Valley College**

- Scholarships were noted as a priority if enrollment numbers are to increase significantly.
- “Stackable” certificates were described as multiple blocks of courses, which would allow a student to complete, move forward on a career path, and return for additional credentialing with another block of similar courses, earning an additional certificate in the related area.
- Positive results in the early college high school were noted, as well as recognition of the SBDC and partnerships with the VA Hospital.
- To continue efforts toward improving diversity, the hiring of nine faculty during 2013-2014 will provide a significant opportunity for the smallest college in the District. Diversity improvement efforts are planned in the adjunct faculty area as well. Some success has already been achieved through the use of shared candidate pools with Mountain View.

### **Eastfield College**

- While significant increases in enrollment were noted, continued emphasis must be placed on improving graduation rates for the future.

- Combination of instruction and student services is seen as a positive move in providing a more integrated approach toward student success.
- Positive results in diversifying the faculty were recognized, and attributed to intentional recruiting, active involvement of the deans, and the use of visiting scholars.
- To continue efforts toward improving diversity, intercultural competency training is planned to strengthen understanding and processes.

### **El Centro College**

- Positive enrollment growth was noted for main campus. Concerns regarding West Campus were reviewed including the more deliberate and expanding continuing education scheduling planned for the coming year.
- Work continues in the development of a clean and student-appealing pathway to education beyond the associate degree with Texas A&M/Commerce.
- Advancing work in developing the early college high school model with Pinkston High School was acknowledged.
- Positive success in the use of Supplemental Instruction, funded via Title V, was noted.
- To continue efforts toward improving diversity, significant emphasis is being placed on the recruitment of the adjunct pool, to provide a stronger pipeline for future full-time vacancies.
  - A future overview on the El Centro campaign for the culinary arts program expansion was requested.

### **Mountain View College**

- Strength of the nursing program enrollments and advancement to include a physical therapy program were noted.
  - Trustee Flores requested a future work session to receive an overview regarding the Health Careers Resource Center.
- President Zamora offered the Board a future demonstration of the 3-D simulations used as a part of the STEM program.
- Success rate in the resource management area resulting in job placement for students was recognized
- Noting continued success in recruiting diverse staff, future efforts will build on the cultural competency model used for the last two years, with additional outreach to graduate school students.

## **North Lake College**

- The complications of managing four campuses and close competition were noted with focused enrollment growth a priority. South Campus course mix will be reviewed to promote growth.
- Overall success rates in developmental math and reading were developed through increased tutoring.
- GED completions were recognized and continuing efforts in expanding dual credit participation in the Irving area continue.
- Overall participation in formal staff development activities was commended, with mention of the importance of local North Texas Consortium events.
- To continue efforts toward improving diversity, a more deliberate approach is planned, including the use of a diversity advisory council, and expanded training in cultural competency.

Written materials were also provided for the LeCroy Center for Educational Telecommunications, Public and Governmental Affairs, Educational Affairs, the District Foundation and Resource Development, and Business Affairs/Human Resources. 2013-2014 diversity plan information will be supplied for these areas as requested by Trustee Flores.

(See July 16, 2013, Planning and Budget Committee Agenda, pages 9-144, which are made a part of and incorporated into the approved minutes as though fully set out in the minutes.)

## **Questions/Comments from the Board and Chancellor**

- Trustees noted their thanks for the detailed, positive, consistent and collaborative approach to the day-long discussion.
- Trustee Flores asked about follow-up on a DCCCD alumni association and Chancellor Lassiter confirmed that President Chesney will be pursuing during fall 2013.

There were no citizens desiring to address the Board.

## **Executive Session**

At mid-day, Chair Prater adjourned the group to an Executive Session at 12:15 at the request of Legal Counsel Robert Young. The planning & budget committee meeting was gaveled back to order at 1:42 p.m.

## **Adjournment**

Chair Prater adjourned the work session at 4:33 p.m.

Approved:

A handwritten signature in blue ink, appearing to read "Wright L. Lassiter, Jr.". The signature is fluid and cursive, with a large, stylized initial 'W'.

Wright L. Lassiter, Jr., Secretary