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 AN EDUCATION WORKFORCE COMMITTEE MEETING OF THE BOARD OF TRUSTEES FOR DALLAS COLLEGE AND RICHLAND COLLEGIATE HIGH SCHOOL
Tuesday, August 8, 2023 | 9:30 AM

Administration Office
1601 Botham Jean Blvd., Room #036
Dallas, TX 75215
[Live Streaming of Board Meeting](#)

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.

Education Workforce Committee Meeting Agenda

Page

1. **Roll Call - Announcement of a Quorum**
   Committee Members: Paul Mayer (Committee Chair), Catalina E. Garcia (Member), Phil Ritter (Member)

2.   **Certification of Notice Posted for the Meeting**

3.   **Citizens Desiring to Address the Board**

4.   **Committee Presentations**

      4.1.   Academic Incubator: A Dialogue with Industry Leaders   4 - 16

       Presenters: Shawnda Floyd, Greg Morris, Industry Leaders

5.   **Items for Review**

      5.1.   Committee Notes
               a. Education Workforce Committee Notes for June 6, 2023   17 - 25
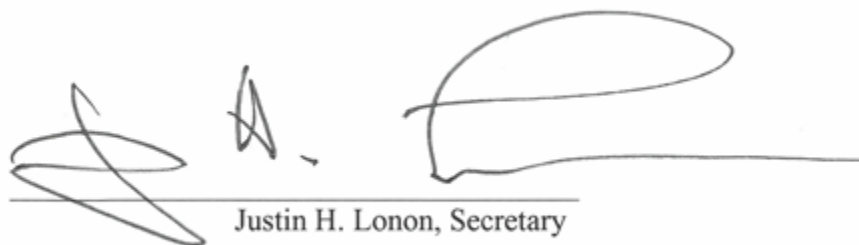
6.   **Executive Session (if required)**

      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 AUGUST 8, 2023 EDUCATION WORKFORCE 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 4th day of August 2023 in compliance with the applicable provisions of the Texas Open Meetings Act.

Justin H. Lonon, Secretary

DALLAS COLLEGE

Academic Incubator
A Dialogue with Industry Leaders

**Dallas College Board Meeting
Education Workforce Committee**

August 8, 2023

Facilitators: Greg Morris, Shawnda Floyd

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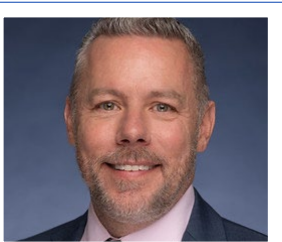# Agenda

Education and Workforce Committee

9:00am-10:00am

Why Did We Launch the Academic Incubator?

Project Portfolio

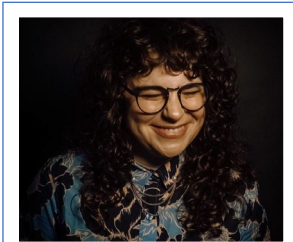**Testimonials**

Questions

The Academic Incubator

Dr. Greg Morris

Senior Vice Provost
Academic Services

Projects Portfolio
Summer 2022- Present

	Airframe and Powerplant Program	Google Career Certificate Expansion	Financial Services Pathway Launch (SIE)	State Farm Partnership	Adult Learner Initiatives
Industry Partner	Southwest Airlines American Airlines Executive & Addison Airports	Grow with Google Jobs for the Future Year Up Coordinating Board	Bank of America Financial Industry Regulatory Authority	State Farm Insurance	
College Partner	School of MIT	School of BHGT School of CAED School of ETMS	School of BHGT	TAACP* Office School of BHGT	TAACP* Office School of BHGT

*Transfer, Articulation and Alternative Credit Programs

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Airframe and Powerplant Program

Scott Colling

Southwest Airlines
Director
Tech Ops Training Programs

Google Career Certificate Expansion

Grow with Google

IT Support

Data Analytics

Digital Marketing & E-commerce

Project Management

UX Design

THEN ➡ **NOW**

THEN

1 Certificate
ETMS

49 Enrollments

48 Completers

NOW

6 Certificates
ETMS, BHGT, CAED

599 Enrollments

316 Completers

Applicable to 20 Credentials

Regional/National Prominence

Grow with Google

Dallas College- National Leader

Rural College Technical Assistance Initiative

Appointed Lead College for Jobs for the Future Texas Consortium

THECB Micro-credential Learning Network and Summit

Rob Magliaro
Education Lead
Grow with Google

Financial Services Professional Pathway

Overview:

- Partnership with School of BHGT
- Prepares for Security Industry Essentials (SIE) Exam
  - Entry to Securities Industry
    - Products, risks, structures of securities industry markets, regulatory agencies, practices
  - Financial Industry Regulatory Authority (FINRA) voucher

Next Steps:

- Bloomberg Market Concepts (BMC) Certificate
  Expansion of Bloomberg Financial Lab offerings

BANK OF AMERICA

FINRA

Work Opportunity
PRIVATE CLIENT BANKER
Median Wage > $44,265

LEVEL 1 CERTIFICATE

Financial Services Professional Level 1 Certificate

BNKG 1303	Principles of Bank Operation*
MRKG 1301	Customer Relationship Management**
BNKG 1340	Money and Financial Markets
BUSG 1304	Financial Literacy
BUSI 1307	Personal Finance
BUSG 1193	Special Topics in Finance, General

FINRA Security Industry Essentials (SIE) Certification

BNKG 1280	Co-Op Banking and Financial Support Services

Corporate/Adult Learner Strategy

Employment by Educational Attainment #13

Percentage of population that is employed by highest level of educational attainment among the population aged 25 to 64 years old.

Scope: population of Texas and Dallas

☐ Dallas ▬ Texas

	0%	20%	40%	60%	80%	Count
Bachelor's Degree[1]					85.0%	183k
Some College[2]				74.6%		119k
H.S. Diploma[3]				65.9%		98.9k
No H.S. Diploma[3]				64.1%		110k

Count employed people with given educational attainment aged 25 to 64 years old

98.9k

CREDIT FOR PRIOR LEARNING

State Farm

Insurance Customer Service Representative

Level 1 Certificate in Insurance Customer Service Representative

	College Courses	MRKG 1311	Principles of Marketing
		MRKG 2333	Principles of Selling
	Retention Specialist 2	INSR 1109	Principles of Insurance
		INSR 1217	Insurance Customer Service Representative
		MRKG 1301	Customer Relationship Management
	Retention Specialist 1	INSR 2340	Multiline Insurance Sales
		MRKG 1381	COOP (Cooperative Education)

Adult Learner Initiative

Recognizing Work Experience:

- **Collaboration with Transfer, Articulation, Alternative Credit Programs (TAACP)**
  - Dean Catherine Olivarez
  - Director Shelly Mencacci
- **PLA Portfolio Workshops**
  - Knowledge gained while working
  - Supports working adults
- **Business Administration PLA Portfolio Workshop Fall 2022**

Student Spotlight

Tiffany
Dallas College Graduate

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Partner Testimonials

The Academic Incubator IN ACTION

Thank You!

Questions?
Please contact:

Dr. Greg Morris

Cmorris@DallasCollege.Edu

Devon Kodzis

Devon.Kodzis@DallasCollege.Edu

Education Workforce Committee Notes for June 6, 2023

The Education Workforce Committee Meeting of the Board of Trustees of Dallas College was held Tuesday, June 6, 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 Paul Mayer.

Board Members and Officers Present
      Mr. Cliff Boyd (Arrived at 10:40 a.m.)
      Mrs. Monica Lira Bravo
      Ms. Charletta Rogers Compton (Arrived at 9:47 a.m.)
      Ms. Diana Flores
  * Dr. Catalina E. Garcia (attended virtually)
      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 in accordance with section 551.054 of the Texas Government code.

3. **Citizens Desiring to Address the Board**
   No citizens addressed the Board.

4. **Committee Presentation**
   4.1. Reimagining the Emeritus Program

Presenters: Roy Bond, Gloria Smith

Trustee Mayer acknowledged and thanked Robert Baretto and Joe Yakamavich for their participation in the Emeritus Program.

Gloria Smith thanked Trustee Mayer, Chair Bravo, Chancellor Lonon, and Trustees for the opportunity to share their work on the Emeritus Program.

Smith began the presentation with a short introduction to the Emeritus Program, its purpose, role, impact, and its transition from academics to the workforce.

Roy Bond elaborated on the program's purpose, role, and impact of the Emeritus Program. He explained that the purpose was to offer courses tailored to retired individuals or those in retirement age as an opportunity to stay intellectually engaged and active and acquire new knowledge and skills. The impact would be personal growth, enhanced mental and physical wellness, basic technology training, financial planning, inter-generational awareness, increased workforce participation, and enhanced community connections.

He then presented an outline of the program's restructuring and gave a preview of the program's implementation and ongoing monitoring. He stated that some of the program's challenges were limited courses and instructors across all campuses, and absence of a marketing and communications strategy. He explained that the application process and the enrollment process was difficult because it involved applying for a credit waiver, which is the 65-plus waiver and if it's a credit class, it must meet faculty credentialing requirements. Another challenge was the Emeritus Program's value to the college and to the community, which involved developing a plan to visit each campus and partner with the presidents to deliver a program, talk about the vision of the Emeritus Program, and connecting with community members to have a conversation about the program.

Bond stated that there were currently four full-time positions and two part-time positions with an operating budget of $347,000 that was spent on emeritus programing. He explained that much of that was paid out in salaries to faculty.

Trustee Flores inquired that out of the four positions were any instructor's bilingual.

Bond stated an instructor at Richland College was bilingual and they were in the process of leveraging success coaches at each campus who also have bilingual skills.

Bond indicated that recruitment of retirees and college alumni as instructors is a consideration for the program.

Smith added that once the budget and staffing model is approved, they would post all the positions.

Trustee Flores asked if any effort is being made to reach out to other immigrant populations and possibly employing some of them as instructors.

Gloria Smith replied they have a program design team that has an instructional designer focused strictly on English second language populations and are advertising to hire additional adjuncts to expand the outreach to English and second language populations.

She added the goal was to use adult education and literacy dollars received from the state to offer support and instruction to immigrant populations in conjunction with co-enrollment in technical training offerings and emeritus individuals who would like to enroll in technical training instruction, would be co-enrolled in support instruction to help with English language proficiency.

Trustee Flores asked if there would be a robust program at each campus, including the community centers and if they have collaborated with the City of Dallas Parks and Recreation Senior Citizen Program division.

Bond answered that the City of Dallas Parks and Recreation was interested in the Emeritus Program.

Smith added that the plan was to begin in the communities where English second language populations are living and working. They would collaborate with community centers to offer courses and to build a pipeline to the campuses. She stated that the goal was to create an Emeritus Program at those community campuses that will serve almost all Dallas County.

Trustee Garcia questioned if the Emeritus Program would begin at one

campus and move on to the next campus or wait and introduce the program at all the campuses concurrently.

Bond responded that the plan was to introduce the program across all the campuses and work with each location to develop a customized Emeritus Program that meets the requirements of the communities surrounding each campus.

Trustee Ritter asked about enrollment growth at the campuses.

Smith explained that one of the strategies for enrollment growth on the Continuing Education side was to leverage the community centers to offer emeritus populations courses in lifelong learning and workforce options.

Bond spoke in detail on an implementation plan for the Emeritus program that would include posting positions with the anticipated fill date of September 1. They would be working over the summer to develop a marketing and communication strategy and Fall of 2023, and position new staff across the campuses. The program will continue to be developed beyond 2024.

Trustee Ritter asked if there was a marketing plan for Emeritus Programs.

Smith replied that Dr. Wilkins had worked with the Chief Marketing Officer, Dorothy Jones, to develop a marketing plan specifically for Workforce. Members of the marketing team will be working in partnership with Roy Bond to focus on emeritus populations and to make sure the community is aware of the program. The pursuit of grants and other underwriting for these programs was to deliver those opportunities at no cost to the community.

Trustee Ritter questioned if there was a line item for emeritus in the upcoming budget.

Bond responded that they have a line item in the budget that pays for faculty salaries.
Smith added that the strategy was to leverage the Career Connected Learning (CCL) budget for any adjunct faculty to teach course offerings. She indicated that a big bulk of the $347,000 was leveraged on the academic side of the house and about $187,000 of that was instructional costs. The remainder was salaries of employees and that a

proposal is under review to expand members to do work across the campuses. The plan was to leverage adjunct instructional dollars from the CCL to leverage concurrent enrollment offerings to integrate emeritus students and co enroll them in credit offerings to reduce instructional costs.

Trustee Ritter requested an estimate of what the cost would be to waive noncredit course tuition for Emeritus Program at the next budget discussions.

Trustee Bravo inquired as to how many students were administered to with a budget of $347,000.

Bond remarked about 850 students. He indicated that the number was low because the programming had been designated to a couple of campus locations.

Trustee Bravo asked if courses were solely for emeritus students or are they intermingling with regular students.

Bond answered the program was for emeritus students. He stated the plan was to have a mixture of both regular students and emeritus students.

Trustee Bravo inquired as to what was the average education level for emeritus students.

Bond responded that most students taking advantage of the Emeritus Program would have a higher educational level, and would need not only a credential, but some wrap-around instructional support.

Trustee Bravo questioned if an emeritus student has an existing degree, would a workforce training credential be an option.

Bond stated that the credentialing would be done out of the Workforce area, which already has an infrastructure in place to build those services.

Roy Bond survey results from community members regarding course recommendations, preferred learning methods, and desired class session durations for the Emeritus Program. Over 200 community members completed the survey and provided feedback. Other surveys mentioned were, a participation survey at the close of every event, an

emeritus survey of the annual survey of the emeritus population, and a partnership survey. Based on the information from these surveys, action plans for Emeritus would be developed going forward. Topics of interest seniors would like offered included: health and wellness, basic technology training, personal development, financial planning, navigating Medicare and Social Security, home repairs, and estate planning.

Two compression planning sessions were held to identify key challenges and opportunities facing the current Emeritus Program and to develop a plan for addressing them in a redesign. The goal was to create a structure so that the senior community members would become part of the college experience, which would help to create an intergenerational dynamic on the campuses. Enrichment and workforce program gaps were identified.

Bond detailed collaborations with community organizations and across campuses to leverage resources from the college's functional areas including Human Resources, the president's staff, and the campus leadership council.

He explained that continuing education instructional coordinators will be used on the academic side along with deans and chairs on the credit side. The libraries and the college care team will be utilized to provide resources for seniors who may need accessibility services.

Bond recognized Emeritus Program staff: Vikki Nweke, program services coordinator; Dr. Grant Sisk, who is helping with the development and logistics of getting faculty onboarded; Megan Harris, manager of technology platforms for workforce and who is developing some of the systems and workflows; and Minnie Cornelius, who is a part-time member.

Bond shared a list of current partners they are collaborating with to deliver resources noting that the partnership would bring programs and resources to the communities where the campuses are located.

Roy Bond conveyed creating an intergenerational campus culture with the workforce preparation which will focus on reskilling and upskilling those who want to reenter the workforce, along with mentorship programs, tutoring programs that seniors can assist on campuses. Roy mentioned that recruiting retirees and college alumni as instructors would be an important factor in the program.

4.2. Policy Work, Accreditation and Reaffirmation
Presenters: Terry Di Paolo, Shawnda Floyd

Dr. Shawnda Floyd presented an overview of the college's process beginning in June 2022 with policy revision and development, aligning policy for accreditation through 2024 with the demonstration to SACSCOS of the alignment of implemented policy and Dallas College practices are in alignment with that policy.

Dr. Floyd covered three areas, shared governance overview, faculty and shared governance at Dallas College, and joint efforts in practice. Dr. Floyd gave a historical background analogy about shared governance and overview.

Dr. Floyd relayed that the three governing organizations American Association of University Professors (AAUP), American Council on Education (ACE) and Association of Governing Boards of Universities and Colleges (AGB) came together to develop a statement designed to foster collaboration and inclusion in decision making.

Dr. Floyd explained in detail governance roles to make sure there is a policy alignment of institutions with community needs. They were to include faculty, CEO and administration, and the governing board.

Dr. Floyd defined Governance through joint effort as faculty having primary responsibility in areas of expert knowledge, collaboration and partnership between faculty and administrators. The board would have the final decision-making authority.

Dr. Floyd presented a detailed graph of the chancellor and operations leads and faculty groups. The graph demonstrated how groups engage in communicating with multiple constituencies within the faculty group. Dr. Floyd presented the new Shared Governance Policy which emphasized a section that states "faculty can input into any matter of college-wide concern including, but not limited to, instruction."

Dr. Di Paolo defined the provost, and the vice provost parties as a gathering where the vice provost, the provost, other administrators, the faculty council, come together to review and discuss aspects related to governance and policy.

Dr. Di Paolo emphasized that the provost had established a working group to review all the Instructional Policy in Section E of the Board Manual. It was determined that the Texas Education Code Accreditation requirements, a section of the policy related to curriculum design and implementation needed to be reviewed by the curriculum and program committees to draft changes. It was determined that out of the 30 policies reviewed, 12 needed substantive changes.

Dr. Garcia asked if any faculty were present as part of the Dallas College Accreditation Reaffirmation Leadership team.

Dr. Floyd replied, faculty were not present at the meeting, only the Internal Leadership team met to discuss and review the policy work and those leaders would be responsible for convening the stakeholders within their organizational units to collaborate.

Dr. Garcia was concerned that the faculty were not being treated as a collaborative partner and were not involved in the meeting to share their input.

Trustee Flores was concerned that as board members they were treading in micromanagement, she stated board sets and approves policy. The board does not tell the administration how to enact policy, practices, and procedures.

Chancellor Lonon commented he appreciated the faculty leadership's input and having a new, robust policy is important to the institution and accreditation purposes.

Chancellor Lonon has requested that suggestions on language changes around this policy be tabled for a vote and deferred to the planning session at the end of June for further consideration.

5. Items for Review
    5.1. Committee Notes
        a. Education Workforce Committee Notes for May 2, 2023
           Were reviewed and no edits were made.

6. Executive Session
None.

7. Adjournment at 11:08 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.