WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
DISTRICT SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381
September 4, 2008
5:00 p.m.

I. Call to Order

II. Pledge of Allegiance

III. Certification of the Posting of the Notice of the Meeting

IV. Workshop

V. Closed Session

The Board of Trustees, in accordance with Sections 551.001, et seq., of the Texas Government Code will move into Closed Session under one or more of the following provision(s) of the ACT:

Section 551.071 - Consultation With Attorney
Section 551.072 - Deliberation Regarding Real Property
Section 551.073 - Deliberation Regarding Prospective Gift
Section 551.074 - Personnel Matters
Section 551.076 - Deliberation Regarding Security Devices
Section 551.086 - Economic Development Negotiations

VI. Reconvene Regular Meeting

VII. Introductions, Special Guests, Recognitions

VIII. Approval of the August 7, 2008 Public Hearing and Workshop Meeting and Regular Meeting

IX. Citizens Desiring to Address the Board

X. Special Reports and Announcements

1. Chancellor
2. College Presidents

3. Vice Chancellors

4. Faculty Senate Presidents

XI. Consideration of Consent Agenda

(The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous approval. Trustees receive agenda materials one week in advance of the meeting to prepare for the business to be conducted.)

XII. Policy Report and Consideration

1. Consideration of Approval for Board of Trustees Travel (ACTION ITEM 1)

2. Consideration of Waiver of the First Reading and the Adoption of the Recommended Revision to Board Policy Section IV B.2.04: Multi-Year Contracts – Faculty (ACTION ITEM 2)

XIII. Curriculum Report and Consideration

1. Consideration of Approval of the Continuing Education Tuition Recommendations for Implementation Spring 2009 (ACTION ITEM 3)

2. Consideration for Approval of the Core Curriculum for the Associate of Arts and the Associate of Science Degree for 2008-2009 (ACTION ITEM 4)

XIV. Financial Reports and Considerations

1. Monthly Financial Statements

2. Consideration of Adoption of 2008 Operating and Debt Tax Rates (ACTION ITEM 5)

3. Consideration of Approval to Purchase Custodial Supplies (ACTION ITEM 6)

4. Consideration of Approval to Purchase Science Supplies (ACTION ITEM 7)

5. Consideration of Approval to Purchase Emergency Medical Training (EMT) and Nursing Supplies (ACTION ITEM 8)

6. Consideration of Approval to Replace Original Building Access Control and Monitoring System at LSC-Montgomery (ACTION ITEM 9)
7. Consideration of Approval of Texas Procurement and Support Services’ (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Lecture Hall Seating at LSC-North Harris and LSC-University Center (ACTION ITEM 10)

8. Consideration of Approval to Purchase Assessment Tests (ACTION ITEM 11)

9. Consideration of Approval of Proposed Guaranteed Maximum Price (GMP) for Electrical Infrastructure Improvements at LSC-North Harris (ACTION ITEM 12)

10. Consideration of Approval of Department of Information Resource (DIR) Cooperative Purchase of Technology Hardware, Software and Services (ACTION ITEM 13)

11. Consideration of Approval of Texas Procurement and Support Services (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Mechanical Construction Services for LSC-North Harris (ACTION ITEM 14)

12. Consideration of Approval of Department of Information Resources (DIR) Purchase of Information Technology (IT) Research and Advisory Services (ACTION ITEM 15)

13. Consideration of Approval to Purchase FY 2008-09 Library Books, Publications and Materials (ACTION ITEM 16)

14. Consideration of Approval to Purchase Web Based Applications for Curriculum Development and Program Review (ACTION ITEM 17)

15. Consideration of Approval of the Proposed Municipal Utilities District (MUD) Agreement for Domestic Water and Wastewater Treatment for LSC-North Harris (ACTION ITEM 18)

16. Consideration of Approval of Memorandum of Understanding (MOU) between Lone Star College System - Montgomery and The Woodlands Fire Department, Inc. (ACTION ITEM 19)

XV. Building and Grounds Report

Construction Projects Update

XVI. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 20)
2. Consideration of Acceptance of Resignations (ACTION ITEM 21)

3. Consideration of Approval of Commissioning of Peace Officer (ACTION ITEM 22)

XVII. Suggested Future Agenda Items

XVIII. Adjournment

The Board of Trustees, may at any time prior to adjournment, in accordance with Sections 551.001, et seq. of the Texas Government Code, move into Closed Session under the following provision(s) of the ACT:

Section 551.071 - Consultation With Attorney
Section 551.072 - Deliberation Regarding Real Property
Section 551.073 - Deliberation Regarding Prospective Gift
Section 551.074 - Personnel Matters
Section 551.076 - Deliberation Regarding Security Devices
Section 551.086 - Economic Development Negotiations
Certification of Posting of Notice to the September 4 2008 Workshop and Regular Meeting of the Lone Star College System’s Board of Trustees

I, Richard Carpenter, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Friday the 29th day of August, 2008 in a place convenient to the public in the Administration Office of the District Services and Training Center, on all college campuses and on the district website as required by Section 551.002 et seq., Texas Government Code. Special notice of the meeting was provided to the news media as required by Section 551.001 et seq., Texas Government Code.

Given under my hand this the 29th day of August, 2008.

Richard Carpenter
Chancellor
PUBLIC HEARING
2008-2009 PROPOSED BUDGET
AND
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
DISTRICT SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
August 7, 2008
5:00 p.m.

PRESENT: Mr. Randy Bates, Chair
Dr. David Holsey, Vice Chair
Ms. Priscilla Kelly, Secretary
Mr. Chris Daniel, Assistant Secretary
Mr. Robert Adam
Dr. Richard Campbell
Ms. Stephanie Marquard
Mr. David Vogt
Mr. Robert Wolfe

Public Hearing – 2008-2009 Proposed Budget

I. CALL TO ORDER: Chairman Bates called the Public Hearing of the 2008-2009 recommended budget to order at 5:03 p.m. after determining a quorum was present.

II. PLEDGE OF ALLEGIANCE: Mr. Wolfe led the Board and guests in reciting the Pledge of Allegiance.

III. CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING: Chancellor Carpenter confirmed that the Notice for the meeting had been properly posted. No action was required. A copy is attached as Exhibit “A.”

IV. PRESENTATION OF THE 2008-2009 RECOMMENDED BUDGET: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented an overview of the recommended budget with total operating revenues of $205.5M and auxiliary activity operational revenues of $5.3M. The recommended operational expenditures would be $214.3M and auxiliary operational expenditures would be $5.3M. The recommended budget includes funds for strategic initiatives that include campus safety and security, workforce programs and corporate training, technology services, LSC online, international students, student success programs and institutional research and effectiveness. A 4% cost of living adjustment, with a minimum of $1,200 was recommended for eligible full-time employees. A one-time fuel supplement for full-time employees paid $30,000 or less was recommended.
V. **CITIZENS COMMENTS:** There were no citizen comments

VI. **ADJOURNMENT OF PUBLIC HEARING:** Mr. Bates adjourned the Public Hearing at 5:10 p.m.

Workshop and Regular Meeting

I. **CALL TO ORDER:** Mr. Bates called the workshop and regular meeting of the Board of Trustees to order at 5:11 p.m. after determining a quorum was present.

II. **CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING:** Chancellor Carpenter confirmed that the Notice for the meeting had been properly posted. No action was required. A copy is attached as Exhibit “B.”

III. **WORKSHOP:** None

IV. **CLOSED SESSION:** At 5:12 p.m. Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. Seq. of the Texas Government Code under the following provision(s) of the Act:

   - Section 551.071 – Consultation With Attorney
   - Section 551.072 – Deliberation Regarding Real Property
   - Section 551.074 – Personnel Matters

V. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:25 p.m.

VI. **INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS:** Chancellor Carpenter welcomed Kimberly Stauffer of the Houston Chronicle.

VII. **ACCEPTANCE OF THE MINUTES OF THE MAY 16, 2008 SPECIAL MEETING AND APPROVAL OF THE MINUTES OF THE JUNE 5, 2008 WORKSHOP AND REGULAR MEETING AND JULY 29, 2008 BUDGET WORKSHOP:** upon a motion by Dr. Holsey and a second to the motion by Ms. Marquard, the Board unanimously accepted the minutes of the May 16, 2008 Special Meeting. Upon a motion by Ms. Kelly and a second to the motion by Ms. Marquard, the Board unanimously approved the minutes of the June 5, 2008 Workshop and Regular Meeting. Upon a motion by Dr. Campbell and a second to the motion by Mr. Vogt, the Board unanimously approved the minutes of the July 29, 2008 Budget Workshop.

VIII. **CITIZENS DESIRING TO ADDRESS THE BOARD:** Ms. TaJuana Antwine addressed the Board regarding her concerns regarding the closing of the lab school at LSC-NH and LSC–NH no longer offering the child development major. Ms. Antwine asked the Board to consider options for child care at LSC-NH.
IX. SPECIAL REPORTS AND ANNOUNCEMENTS:

1. Chancellor: Chancellor Carpenter extended an invitation to the Board to attend the Lone Star College System Convocation being held Wednesday, May 20, 2008 at 9:30 a.m. at The Marriott Woodlands Waterway Hotel. Chancellor Carpenter recognized Kathryn Persson as our new president of LSC–Kingwood and Penny Westerfeld as interim president of LSC–Montgomery.

2. College Presidents: Dr. Steve Head, President of LSC - NH, presented a report on the disability services program available to students. Students with disabilities are referred to LSCS disability services by high school counselors, division of rehabilitation services, community agencies, family or friends well in advance of enrollment. The disability services counselor assist the students with testing, review of the test results and in selecting classes. Students with disabilities are more likely to persist in their educational endeavors than students without disabilities.

3. Vice Chancellors: None

4. Other:

   Summary Report of Awards of Funding Proposals: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented an overview of the grants that have been awarded during the third quarter. Ms. Gilliam reported LSC–Montgomery received two (2) awards and LSC–NH received two (2) awards this quarter. LSC-Montgomery was a recipient of a National Science Foundation grant in the amount of $431,902 over three years.

X. CONSIDERATION OF CONSENT AGENDA: Mr. Bates proceeded with the Consent Agenda. Action Items 2, 4, 6, 13 and 18 were recommended to be considered separately. Ms. Kelly made a motion to approve Action Items 1, 3, 5, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28 and 29. Mr. Daniel seconded the motion, and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “C.”

XI. POLICY REPORTS AND CONSIDERATIONS:

   Consideration of Adoption of Lone Star College System Proposed Policy Manual (SECOND READING) (ACTION ITEM 1): the Board unanimously adopted the Lone Star College System proposed policy manual. This item was passed in the Consent Agenda. A copy is attached as Exhibit “D.”

XII. FINANCIAL REPORTS AND CONSIDERATIONS

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements. A copy is attached as Exhibit “E.”
2. **Quarterly Financial Report:** Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the quarterly financial report. A copy is attached as Exhibit “F.”

3. **Consideration of Adoption of Recommended 2008-09 Budget (ACTION ITEM 2):** Ms. Cindy Gilliam, vice chancellor for administration and finance, reported that the System will be able to accomplish its goals with no increase in the tax rate or tuition rate. Upon a motion by Mr. Vogt and a second to the motion by Ms. Adam, the Board unanimously adopted the recommended 2008-09 budgets. A copy is attached as Exhibit “G.”

4. **Consideration of Approval to Renew the System’s Annual Insurance Policies for FY 2008-09 and to Renew an Agreement for Administration of International Student Health Insurance for the System (ACTION ITEM 3):** the Board unanimously approved the renewal of the System’s annual insurance policies for FY 2008-09 for estimated premium amounts of $1,283,915, a decrease of $161,128 (11.15%) from the expiring term, and the renewal of an agreement for administration of international student health insurance for the System. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H.”

5. **Consideration of Approval to Purchase Datatel License and Maintenance Renewal and Training and Consulting Services for Colleague Student and Financial Systems (ACTION ITEM 4):** upon a motion by Dr. Holsey and a second to the motion by Ms. Marquard, the Board approved the purchase of license and maintenance renewal and training and consulting services for Colleague Student and Financial Systems from Datatel, Inc., 4375 Fair Lakes Court, Fairfax, VA 22033, for an estimated amount of $540,000 in FY 2008-09. A copy is attached as Exhibit “I.”

6. **Consideration of Approval of Department of Information Resources (DIR) Cooperative Purchase of Microsoft Software Licenses (ACTION ITEM 5):** the Board unanimously approved the DIR cooperative purchase of Microsoft software licenses from Dell Marketing, L.P., One Dell Way, Round Rock, Texas 78682, in the amount of $167,010 annually for a total of $501,030 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J.”

7. **Consideration of Approval of an Order Authorizing the Issuance of Lone Star College System Limited Tax General Obligation Bonds, Series 2008; Authorizing the Vice Chancellor for Administration and Finance and Chief Financial Officer to Approve the Amount, the Interest Rate, Price, and Terms Thereof and Certain Other Procedures and Provisions Related Thereto; and Authorizing the Redemption Prior to Maturity of Certain Outstanding Bonds (ACTION ITEM 6):** upon a motion by Mr. Daniel and a second to the motion by Ms. Marquard, the Board unanimously approved the order authorizing the issuance of $150,000,000 Limited Tax General Obligation Building Bonds, Series 2008. A copy is attached as Exhibit “K.”
8. Consideration of Approval to Extend Agreement with Premier/U.S. Foodservice for Purchase of Grocery Supplies (ACTION ITEM 7): the Board unanimously approved the extension of a multi-year agreement with Premier/U.S. Foodservice, 111 Alliant Drive, Houston, TX 77032, for the purchase of grocery supplies for an estimated annual amount of $400,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L.”

9. Consideration of Approval to Purchase Starbucks Products to Support “We Proudly Brew” Programs at LSC-CyFair, LSC-Tomball, and LSC-Montgomery (ACTION ITEM 8): the Board unanimously approved the purchase of Starbucks products to support the “We Proudly Brew” programs at LSC-CyFair, LSC-Tomball, and LSC-Montgomery from Sysco Food Service, 1390 Enclave Parkway, Houston, TX 77077-2099 for an estimated amount of $425,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M.”

10. Consideration of Approval of Purchase of Additional Lighting Equipment for LSC-Montgomery (ACTION ITEM 9): the Board unanimously approved the purchase of additional lighting equipment for LSC-Montgomery from the lowest bidder, Production Resource Group (PRG), 8607 Ambassador Row, Suite 170A, Dallas, TX in the amount of $43,687 for a total cost of $120,509. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”

11. Consideration of Approval to Purchase Lawn Maintenance Services for the System Office, LSC-Tomball and LSC-Fairbanks Center (ACTION ITEM 10): the Board approved the purchase of lawn maintenance services for the System Office, LSC-Tomball and LSC-Fairbanks Center from Bio Landscape & Maintenance, Inc. 7930 Pinemont, Houston, Texas 77040 in the amount of $127,236 annually for a total cost of $381,708 over three years. Mr. Adam abstained. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O.”

12. Consideration of Approval to Purchase Janitorial Services for LSC-North Harris, LSC-Greenspoint Center, and LSC-Cy-Fair (ACTION ITEM 11): the Board unanimously approved the purchase of janitorial services for LSC-North Harris, LSC-Greenspoint Center and LSC-CyFair from the lowest bidder, C&S Janitorial Services, 13940 Bammel N. Houston, Suite, 308, Houston, TX 77066 in the amount of $768,052 for two years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”

13. Consideration of Approval to Authorize the Chancellor or Designee to Execute Contracts for Purchase of Architectural Services (ACTION ITEM 12): the Board unanimously authorized the Chancellor or designee to execute contracts for the purchase of architectural services for an estimated amount of $15M from the following firms: Joiner Partnership, Inc. at LSC-North Harris main campus; Perkins – Will for LSC-Kingwood main campus; WHR Architects, Inc. for LSC-Tomball main campus; PBK for LSC - Montgomery main campus (excludes parking garage); Gensler at LSC-CyFair main campus; Kirksey at LSC–System Office; Perspectiva at
Consideration of Approval to Authorize the Chancellor or Designee to Execute Contracts for Purchase of Project Management Services (ACTION ITEM 13): upon a motion by Mr. Daniel and a second to the motion by Ms. Marquard the Board authorized the Chancellor or designee to execute contracts for the purchase of project management services for an estimated amount of $9M from the following firms: Jacobs Carter Burgess at LSC–North Harris (all sites), LSC–Kingwood main campus; Caldwell Companies at LSC Tomball (all sites), LSC–CyFair main campus and LSC–University Center #2; Jones Lang LaSalle (formerly known as Staubach at LSC–Montgomery main campus; Broaddus & Associates at supplement LSCS construction staff needed. Mr. Wolfe and Mr. Adam abstained. A copy is attached as Exhibit “R.”

Consideration of Approval to Purchase Catering Services (ACTION ITEM 14): the Board unanimously approved the purchase of catering services for an estimated amount of $570,000 over five (5) years from the following caterers: ABBY’s Catering, 2700 Greens Rd., Houston, TX 77032; All Star Catering, 1201 Danville St., Willis, TX 77378; Caterind Delights, 25314 Oakhurst Dr., Spring, TX 77386. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S.”

Consideration of Approval to Purchase Building Automation Systems for LSC-North Harris and LSC-Tomball (ACTION ITEM 15): the Board unanimously approved the purchase of building automation systems for LSC-North Harris and LSC-Tomball from the lowest bidder, Automated Logic/United Environmental Services, 4107 New West Drive, Pasadena, TX 77507, in the amount of $2,704,339. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T.”

Consideration of Approval of One Year Extension of The Cooperative Purchasing Network (TCPN) Lease of Temporary Modular Buildings at LSC-Montgomery and LSC-CyFair (ACTION ITEM 16): the Board unanimously approved the one year extension of the lease agreements for temporary modular buildings for LSC-Montgomery and LSC-CyFair from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070 in the amount of $165,132. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U.”

Consideration of Approval of The Cooperative Purchasing Network (TCPN) Lease of Temporary Modular Buildings for LSC-CyFair and the System Office (ACTION ITEM 17): the Board unanimously approved the lease of temporary modular buildings for LSC-CyFair and the System Office from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070 in the amount of $964,522. This item was passed in the Consent Agenda. A copy is attached as Exhibit “V.”
19. Consideration of Approval of Annual Area Job Order Contractor (AJOC) Purchases for Construction Related Projects (ACTION ITEM 18): upon a motion by Ms. Kelly and a second to the motion by Mr. Vogt, the Board approved the purchase of AJOC construction services for construction related projects in an amount not to exceed $1,000,000 in FY 2008-09 from the following cooperative contractors: Kellogg Brown & Root Services, The Cooperative Purchasing Network; Jamail & Smith Construction, BuyBoard (Texas Association of School Boards); Dura Pier Facilities Services, Ltd., Harris County Department of Education; Basic IDIQ, Inc., and Harris County Department of Education. Mr. Wolfe and Mr. Daniel abstained. A copy is attached as Exhibit “W.”

20. Consideration of Approval to Purchase Software Technical Support and Hardware Maintenance for Food Service Point-of-Sale (POS) Restaurant Management Information System (ACTION ITEM 19): the Board unanimously approved the purchase of software technical support and hardware maintenance for the food service POS restaurant management information system from Custom Business Solutions, 450 N. Sam Houston Parkway East, Suite 149, Houston, Texas 77060 in an amount of $14,975 annually for a total amount of $74,875 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X.”

21. Consideration of Approval of the Texas Procurement and Support Services (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Material and Labor for Roofing and Exterior Building Projects (ACTION ITEM 20): the Board unanimously approved the TXMAS cooperative purchase of material and labor for roofing and exterior building projects for an amount not to exceed $550,000 in FY 2008-09 from the following contractors: The Garland Company/DBS Design-Build Solution, Inc.; Tremco/Weatherproofing Technologies, Inc. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Y.”

22. Consideration of Approval of Texas Procurement Support Services Multiple Award Schedule (TXMAS) and U.S. Communities Government Purchasing Alliance (USC) Cooperative Purchase of Dining Hall and Office Furniture for LSC-North Harris (ACTION ITEM 21): the Board unanimously approved the TXMAS and USC cooperative purchase of dining hall and office furniture for LSC-North Harris from The OFIS, 7110 Old Katy Road, Houston, TX 77024 for an estimated amount of $140,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Z.”

23. Consideration of Approval to Purchase Online Course Peer Review for the LSC Online Program (ACTION ITEM 22): the Board unanimously approved the purchase of a peer review of courses for the LSC Online Program from MarylandOnline, Inc., d/b/a Quality Matters(QM), 4157 Mountain Road PMB 246, Pasadena, MD 2122 for an estimated amount of $158,100 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “aa.”
24. Consideration of Approval to Purchase Online Core Reference Database Licenses (ACTION ITEM 23): the Board unanimously approved the purchase of online core reference database licenses from the attached list of vendors for the five college libraries for an estimated amount of $286,000 for FY 2008-09. This item was passed in the Consent Agenda. A copy is attached as Exhibit “bb.”

25. Consideration of Approval of Memorandum of Understanding (MOU) Contract between Lone Star College System (Montgomery) and Montgomery County Hospital District (ACTION ITEM 24): the Board unanimously approved the contract between Lone Star College-Montgomery and the Montgomery County Hospital District, 299 George Strake Blvd., Conroe, Texas 77305, for the use of the Montgomery County Hospital District’s fleet repair facilities and equipment for the purpose of providing Lone Star College-Montgomery students a facility for instructional and hands-on maintenance for automotive and diesel classes, at no cost to Lone Star College-Montgomery whereas State law provides for cooperation between governmental entities. This item was passed in the Consent Agenda. A copy is attached as Exhibit “cc.”

26. Consideration of Acceptance of Gifts (ACTION ITEM 25): the Board unanimously accepted and acknowledged gifts donated to the Lone Star College System in accordance with the donor’s wishes. This item was passed in the Consent Agenda. A copy is attached as Exhibit “dd.”

27. Consideration of Approval of Department of Information Resources (DIR) Cooperative Purchase of Additional Technology Hardware Through the End of FY 2007-08 (ACTION ITEM 26): the Board unanimously approved the DIR cooperative purchase of additional technology hardware through the end of FY 2007-08 for an estimated amount of $800,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ee.”

XIII. BUILDING AND GROUNDS REPORT:

Construction Projects Update: the Board reviewed the report as presented. A copy is attached as Exhibit “ff.”

XIV. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 27): the Board ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “gg.”
2. **Consideration of Acceptance of Resignations (ACTION ITEM 28):** the Board accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “hh.”

3. **Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 29):** the Board unanimously approved the commissioning of the following peace officer for the Lone Star College System: LSC–North Harris - Carlos Arrendondo, Sabra J. Brown, Paul D. Pennington; LSC–Tomball–Jon W. Eakman, Christina L. Lovelace, Mark R. Rubin. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ii.”

   XV. **SUGGESTED FUTURE AGENDA ITEMS:** None

   XX. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:24 p.m.

   ATTEST:

   ______________________________  ______________________________
   Board of Trustees, Chair      Board of Trustees, Secretary
Consent Agenda

A roll call of individual action items will determine the consent agenda. If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair by show of hand during the roll call: this action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will be placed on the consent agenda during roll call of individual action items. Upon the creation of the consent agenda, a motion, a second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

Rationale: The consent agenda format is an organization process for meetings that allows the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

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<tr>
<td>#20</td>
<td>Ratify Appointments</td>
<td>_____</td>
<td>_____</td>
</tr>
<tr>
<td>#21</td>
<td>Accept Resignations</td>
<td>_____</td>
<td>_____</td>
</tr>
<tr>
<td>#22</td>
<td>Approve Commissioning of Peace Officer</td>
<td>_____</td>
<td>_____</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval for Board of Trustees Travel


Rationale: The annual conference programs and activities provide an opportunity for trustee development.

Fiscal Impact: Funds have been approved for professional development in the 2008-2009 Budget.

Resource: Richard Carpenter 832-813-6515
Request: Consideration of Waiver of the First Reading and the Adoption of the Recommended Revision to Board Policy Section IV B.2.04: Multi-Year Contracts - Faculty

Chancellor’s Recommendation: That the Board waive the first reading and adopt the proposed revision to Board Policy Section IV B.2.04: Multi-Year Contracts - Faculty

Rationale: Upon requests from faculty leadership the language in Board Policy Section IV B.2.04 Multi-Year Contracts – Faculty was reviewed and determined to be unclear. Recommendation is we return to language in previous policy manual covering Multi-Year Contracts for faculty.

As the revised policy manual was recently approved it is recommended that the Board waive the first reading of the policy and act to implement the revisions.

Fiscal Impact: None.

Resource: Rand Key 832-813-6522
**B.2.04 Multi-Year Contracts:**

“Tenure” is defined as a multi-year contract that is reviewed and acted upon each year.

A faculty member who has rendered satisfactory service, as rated by the appropriate supervisor, for a period of not less than three years may be eligible to receive a two-year contract.

The Chancellor may recommend not offering a two-year contract to a faculty member who is on a one-year contract and whose length of employment with the System and performance would otherwise merit its continuation, if:

All faculty with multi-year contracts shall annually be approved by the Chancellor and ratified by the Board for a one-year extension of their contract.

Awarding the continuation of a multi-year status to faculty whose time and employment with the System and performance would merit continuation may be withheld if:

a. the faculty member’s department or program is unable to make a full load for the faculty member because of declining enrollment; or

b. the specific program to which he or she has been assigned is scheduled to be eliminated; or

c. any other Reduction in Force condition would indicate a potential reduction in staff.
Request: Consideration of Approval of the Continuing Education Tuition Recommendations for Implementation Spring 2009

Chancellor’s Recommendation: That the Board of Trustees approve the CE tuition recommendations.

Rationale: Current tuition recommendations were reviewed to insure consistent charges across the system in preparation for a combined system-wide catalog of continuing education course offerings.

In addition, the fees were reviewed to determine appropriate tuition charges. The Continuing Education Council researched colleges (San Jacinto, HCC, El Paso, and Alamo CC) across the state with programs approximately our size to benchmark pricing recommendations as well as fees at private training firms. Increased costs for salaries, supplies, and equipment were calculated as part of the review. Student demographics were also considered to insure continued affordability, open access, and quality in continuing education offerings.

In order to meet the printing deadlines for the combined schedule of spring 2009 offerings, approval of tuition recommendations needs to occur at the Board of Trustees September meeting.

Fiscal Impact: The recommended tuition increase is projected to generate approximately $271,280 in new revenue.

Vice Chancellor: Rand W. Key 832-813-6522
Continuing Education Recommendations for Pricing Changes
Effective January 2009

Workforce Courses/Programs

<table>
<thead>
<tr>
<th>Contact Hours</th>
<th>Tuition per Contact Hour Current</th>
<th>Tuition per Contact Hour Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-7</td>
<td>$12</td>
<td>$12</td>
</tr>
<tr>
<td>8- or more</td>
<td>$1.50 – 5.00 range</td>
<td>$ 6</td>
</tr>
</tbody>
</table>

Workforce Course Exceptions:

<table>
<thead>
<tr>
<th>Course/Programs</th>
<th>Current Tuition</th>
<th>Proposed Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>CELTA</td>
<td>$11 per contact hour</td>
<td>$15 per contact hour</td>
</tr>
<tr>
<td>CNA Certified Nurse Assistant</td>
<td>$3 per contact hour</td>
<td>$5 per contact hour</td>
</tr>
<tr>
<td>Massage Therapy</td>
<td></td>
<td>$3.50 per contact hour</td>
</tr>
<tr>
<td>Phlebotomy</td>
<td>$4 per contact hour</td>
<td>$5 per contact hour</td>
</tr>
<tr>
<td>Police Academy (LEA)</td>
<td>Varied per course</td>
<td>$2.80 per contact hour (packaged as a program)</td>
</tr>
<tr>
<td>Truck Driving</td>
<td>$10 per contact hour</td>
<td>$11 per contact hour</td>
</tr>
</tbody>
</table>

Personal Enrichment Courses/Programs

<table>
<thead>
<tr>
<th>Program Area/Contact Hours</th>
<th>Current Tuition</th>
<th>Proposed Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum charge 1-7 contact hours</td>
<td>$8 per contact hour</td>
<td>$8 per contact hour</td>
</tr>
<tr>
<td>8 and over contact hours</td>
<td>$3 - 5 per contact hour</td>
<td>$4 per contact hour</td>
</tr>
</tbody>
</table>
Request: Consideration for Approval of the Core Curriculum for the Associate of Arts and the Associate of Science Degree for 2008-2009

Chancellor’s Recommendation: That the Board of Trustees approve the revised Associate of Arts and Associate of Science Core Curriculum for the 2008-2009 academic year. The revised core curriculum must be submitted to the Texas Higher Education Coordinating Board.

Rationale: The Texas Higher Education Coordinating Board (THECB) requires the Board to approve all changes to the core curriculum and to submit these changes on a yearly basis.

Since 1987, all students who received a baccalaureate degree from a Texas public institution of higher education has been required to complete the state’s general education core curriculum comprised of 42 credit hours in identified disciplines as part of their degree requirements. Regardless of the students academic discipline or “major,” all students earning an academic undergraduate degree from a Texas public institution of higher education holds in common their completion of the Texas Core Curriculum. The core curriculum transfers in its entirety to all public institutions of higher education.

Texas law provides this definition for “core curriculum” (TEC §61.821): “… the curriculum in liberal arts, humanities, and sciences and political, social, and cultural history that all undergraduate students of an institution of higher education are required to complete before receiving an academic undergraduate degree.” Each institution has some flexibility in determining which specific courses meet THECB core curriculum requirements within the identified disciplines.

The LSCS core curriculum is reviewed annually to insure compliance with requirements. Changes are recommended by faculty curriculum teams, reviewed by a core curriculum committee, and approved by the Vice Presidents of Instruction. The revised core and a summary of changes are attached.

Fiscal Impact: There is no financial impact.

Staff Resource: Donetta Goodall 832-813-6597
Communication:  
ENGL 1301 and 1302 and 3 hrs. of Speech; SPCH 1144, 1145, 1311, 1315, 1318, 1321, 2144, 2145  

Mathematics:  
MATH 1314, 1316, 1324, 1325, 1332, 1342, *1350, *1351, 2318, 2320, **2412, **2413, **2414, **2415  

Natural Sciences:  
BIOL 1406 or 1408, 1407 or 1409, 2401, 2402, 2404, 2406, 2416, 2420, 2421, CHEM 1405, 1411, 1412, 1419, 2423, 2425, ENVR 1401, 1402, GEOL 1403, 1404, 1405, 2307, PHYS 1401, 1402, 1403, 1404, 1410, 2425, 2426  

Visual & Performing Art:  
ARTS 1301, 1303, 1304, 1316, 2346, 2356, DANC 2303, DRAM 1120, 1121, 1310, 1330, 1351, 1352, 2120, 2331, 2351, 2361, 2362, 2366, MUSI 1301, 1306, 1308, 1309, 1310  

Humanities:  
ENGL 2307, 2322, 2323, 2327, 2328, 2332, 2333, 2341, 2342, 2343, 2351, HUMA 1301, HUMA 1302; PHIL 1301, 1304, 2306, 2321, SPCH 2341, FREN 2311, 2312, GERM 2311, 2312, ITAL 2311, 2312, SPAN 2311, 2312, 2313, 2315  

Social/Behavioral Sciences:  
HIST 1301, 1302, or 2301 (Select 6 hours with 3 hours in U.S. History)  
GOVT 2301 and 2302 (6 hours)  
ANTH 2301, 2346, 2351, CRIJ 1301, 1307; ECON 2301, 2302, GEOG 1300, 1303, GOVT 2304, HIST 2311, 2312, 2321, 2322, PSYC 2301, 2302, 2306, 2308, 2314, 2315, 2316, 2317, 2319, SOCI 1301, 1306, 2301, 2319, 2326  

KINE:  
Select any activity course 1111-2184 (excluding 3 credit-hour KINE classes)  

LSCS requires students to meet an internal multicultural requirement. This requirement can be met by successfully completing one of the underlined courses above or with one of the courses listed below.  

Multicultural:  
FREN 1300, 1310, 1411, 1412, GERM 1411, 1412, ITAL 1411, 1412, JAPN 1411, 1412, SGNL 1401, 1402, 2301, 2302, SPAN 1300, 1310, 1411, 1412, 2306
*Specifically designed for elementary and middle school teachers.
**This course satisfies the mathematics core requirement of three semester hours; however, the fourth hour is not a part of the transfer core curriculum and may be transferred as an elective hour.

LSCS also requires students to meet the computer literacy competency (ITSC 1401, COSC 1401 or equivalent (if course or competency challenge exams are not chosen and successfully completed).

Summary of Changes

Courses added to the core curriculum:
- SPAN 2313 – Added as a Humanities option.
- SPAN 2315 – Added as a Humanities option.
- DRAM 2331 – Added as a Visual & Performing Arts option.
- DRAM 2366 - Added as a Visual & Performing Arts option.

Courses added to core multicultural requirement list:
- SPAN 2315
- DRAM 2331
- DRAM 2366

Core deletions:
- CHEM 1105
- CHEM 1305

Course number changes:
- PHYS 1411 changed to PHYS 1404
- PHYS 1412 changed to PHYS 1403
Report: Monthly Financial Statements

The financial statements for the month ended July 31, 2008 are presented for Board review.
## LONE STAR COLLEGE SYSTEM

### STATEMENT OF CURRENT OPERATING FUNDS, EXCLUDING THE TECHNOLOGY FUND

#### REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL

#### FOR THE ELEVEN MONTHS ENDED JULY 31, 2008

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>ACTUAL</th>
<th>% ACTUAL</th>
<th>% TO BUDGET</th>
<th>PRIOR YEAR</th>
<th>% OF 08/31/07</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STATE APPROPRIATIONS</td>
<td>$54,850,000</td>
<td>$49,911,390</td>
<td>91.00%</td>
<td>$44,447,589</td>
<td>90.50%</td>
<td></td>
</tr>
<tr>
<td>TUITION AND FEES</td>
<td>44,940,000</td>
<td>45,736,301</td>
<td>101.77%</td>
<td>41,645,663</td>
<td>100.75%</td>
<td></td>
</tr>
<tr>
<td>TAXES</td>
<td>81,000,000</td>
<td>83,829,339</td>
<td>103.49%</td>
<td>74,267,529</td>
<td>99.41%</td>
<td></td>
</tr>
<tr>
<td>INVESTMENTS</td>
<td>1,666,446</td>
<td>1,670,266</td>
<td>100.23%</td>
<td>2,092,062</td>
<td>90.81%</td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td>2,307,664</td>
<td>1,539,980</td>
<td>66.73%</td>
<td>1,617,744</td>
<td>65.95%</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL EDUCATIONAL AND GENERAL REVENUES</strong></td>
<td>184,764,110</td>
<td>182,687,276</td>
<td>98.88%</td>
<td>164,070,587</td>
<td>96.56%</td>
<td></td>
</tr>
<tr>
<td>REPAIR, REPLACEMENT AND OTHER</td>
<td>660,000</td>
<td>640,334</td>
<td>97.02%</td>
<td>625,570</td>
<td>88.83%</td>
<td></td>
</tr>
<tr>
<td>INTERNALLY DESIGNATED</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>185,424,110</td>
<td>183,327,610</td>
<td>98.87%</td>
<td>164,696,157</td>
<td>96.53%</td>
<td></td>
</tr>
</tbody>
</table>

|                       |        |        |          |             |            |              |
| **EXPENDITURES:**     |        |        |          |             |            |              |
| INSTRUCTION - ACADEMIC | 47,904,886 | 46,500,293 | 97.07%  | 41,994,047 | 96.72%     |
| INSTRUCTION - WORKFORCE | 26,212,198 | 22,961,622 | 87.60%  | 22,384,198 | 92.94%     |
| PUBLIC SERVICE        | 805,671  | 613,056  | 76.09%  | 650,992   | 91.95%     |
| ACADEMIC SUPPORT      | 32,118,794 | 26,247,062 | 81.72%  | 23,519,335 | 86.87%     |
| STUDENT SERVICES      | 14,955,094 | 12,721,170 | 85.06%  | 11,219,494 | 90.03%     |
| INSTITUTIONAL SUPPORT | 28,033,268 | 22,035,713 | 78.61%  | 20,474,923 | 85.88%     |
| PLANT OPERATION AND MAINTENANCE | 24,166,118 | 20,188,397 | 83.54%  | 19,769,682 | 82.87%     |
| STAFF BENEFITS        | 8,496,086  | 8,548,147  | 100.61% | 8,533,016 | 81.57%     |
| **TOTAL EDUCATIONAL AND GENERAL EXPENDITURES** | 182,692,115 | 159,815,460 | 87.48%  | 148,545,687 | 90.16%     |
| REPAIR, REPLACEMENT AND OTHER | 1,750,000 | 970,828 | 55.48% | 837,472 | 67.66%     |
| INTERNALLY DESIGNATED |        |        |          |             |            |              |
| **TOTAL EXPENDITURES** | 184,442,115 | 160,786,288 | 87.17%  | 149,383,159 | 89.99%     |
| OTHER CHANGES - DEBT SERVICE & FUND TRANSFERS | 4,630,000 | 3,024,505 | 65.32% | 1,944,980 | 77.05%     |
| **NET INCREASE (DECREASE) IN FUND BALANCES** | $(3,648,005) | $19,516,817 |          | $13,368,018 |            |
## LONE STAR COLLEGE SYSTEM

### STATEMENT OF OPERATIONS - TECHNOLOGY FUND

#### REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL

**FOR THE ELEVEN MONTHS ENDED JULY 31, 2008**

<table>
<thead>
<tr>
<th></th>
<th>PRIOR YEAR % OF</th>
<th>% OF ACTUAL</th>
<th>% ACTUAL</th>
<th>PRIOR YEAR % OF</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BUDGET</td>
<td>ACTUAL</td>
<td>ACTUAL</td>
<td>7/31/2007</td>
</tr>
<tr>
<td><strong>REVENUES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technology fee</td>
<td>$5,260,000</td>
<td>$5,261,562</td>
<td>100.03%</td>
<td>$4,966,417</td>
</tr>
<tr>
<td>Investments</td>
<td>100,000</td>
<td>102,083</td>
<td>102.08%</td>
<td>106,741</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>20,000</td>
<td>19,622</td>
<td>98.11%</td>
<td>17,964</td>
</tr>
<tr>
<td>Total revenues &amp; additions</td>
<td>5,380,000</td>
<td>5,383,267</td>
<td>100.06%</td>
<td>5,091,122</td>
</tr>
<tr>
<td><strong>EXPENDITURES:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Automated Library System</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>1,657</td>
</tr>
<tr>
<td>Services</td>
<td>270,310</td>
<td>260,009</td>
<td>96.19%</td>
<td>220,614</td>
</tr>
<tr>
<td>Travel and Professional Development</td>
<td>4,180</td>
<td>-</td>
<td>0.00%</td>
<td>3,796</td>
</tr>
<tr>
<td>Supplies</td>
<td>14,475</td>
<td>4,691</td>
<td>32.41%</td>
<td>7,342</td>
</tr>
<tr>
<td>Communications</td>
<td>24,000</td>
<td>22,000</td>
<td>91.67%</td>
<td>22,000</td>
</tr>
<tr>
<td>Total Dynix Library System</td>
<td>312,965</td>
<td>286,700</td>
<td>91.61%</td>
<td>255,409</td>
</tr>
<tr>
<td>Datatel Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Services</td>
<td>782,038</td>
<td>704,261</td>
<td>90.05%</td>
<td>713,997</td>
</tr>
<tr>
<td>Travel and Professional Development</td>
<td>12,500</td>
<td>-</td>
<td>0.00%</td>
<td>15,320</td>
</tr>
<tr>
<td>Supplies</td>
<td>1,000</td>
<td>99</td>
<td>9.90%</td>
<td>963</td>
</tr>
<tr>
<td>Communications</td>
<td>19,500</td>
<td>12,807</td>
<td>65.68%</td>
<td>10,647</td>
</tr>
<tr>
<td>Equipment</td>
<td>41,100</td>
<td>-</td>
<td>-</td>
<td>212,000</td>
</tr>
<tr>
<td>Total Datatel Services</td>
<td>856,138</td>
<td>717,979</td>
<td>83.86%</td>
<td>952,927</td>
</tr>
<tr>
<td>E-Mail Services &amp; Telecommunications</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrative Salaries and related benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Services</td>
<td>875,098</td>
<td>762,037</td>
<td>87.08%</td>
<td>719,465</td>
</tr>
<tr>
<td>Travel and Professional Development</td>
<td>35,500</td>
<td>15,528</td>
<td>43.74%</td>
<td>29,889</td>
</tr>
<tr>
<td>Supplies</td>
<td>90,450</td>
<td>30,421</td>
<td>33.63%</td>
<td>45,091</td>
</tr>
<tr>
<td>Communications</td>
<td>312,807</td>
<td>254,468</td>
<td>81.35%</td>
<td>123,468</td>
</tr>
<tr>
<td>Equipment</td>
<td>302,608</td>
<td>64,036</td>
<td>21.16%</td>
<td>352,429</td>
</tr>
<tr>
<td>Total E-Mail Services &amp; Telecommunications</td>
<td>1,616,463</td>
<td>1,126,490</td>
<td>69.69%</td>
<td>1,270,342</td>
</tr>
<tr>
<td>Campus Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and Benefits</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Services</td>
<td>384,241</td>
<td>259,641</td>
<td>67.57%</td>
<td>91,796</td>
</tr>
<tr>
<td>Supplies</td>
<td>949,753</td>
<td>777,401</td>
<td>81.85%</td>
<td>804,219</td>
</tr>
<tr>
<td>Travel</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Equipment</td>
<td>1,260,440</td>
<td>828,969</td>
<td>65.77%</td>
<td>1,133,354</td>
</tr>
<tr>
<td>Total Campus Support</td>
<td>2,594,434</td>
<td>1,866,011</td>
<td>71.92%</td>
<td>2,029,369</td>
</tr>
<tr>
<td>Total expenditures</td>
<td>5,380,000</td>
<td>3,997,180</td>
<td>74.30%</td>
<td>4,508,047</td>
</tr>
<tr>
<td><strong>NET INCREASE (DECREASE) IN FUND BALANCE</strong></td>
<td>$</td>
<td>$1,386,087</td>
<td>$</td>
<td>$583,075</td>
</tr>
</tbody>
</table>
## BALANCE SHEET JULY 31, 2008

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>Unrestricted</th>
<th>Auxiliary</th>
<th>Restricted</th>
<th>Operating Funds</th>
<th>Plant Funds</th>
<th>Debt Service</th>
<th>Memorandum</th>
<th>Totals</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>(14,163,768)</td>
<td>4,780,303</td>
<td>2,549,043</td>
<td>485,631</td>
<td>680,502</td>
<td>-</td>
<td>-</td>
<td>1,472,361</td>
<td>(3,115,562)</td>
</tr>
<tr>
<td>Accounts receivable (net of allowance for doubtful accounts)</td>
<td>14,705,167</td>
<td>17,484</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>14,722,651</td>
<td></td>
</tr>
<tr>
<td>Due from grantor agency</td>
<td>4,380,383</td>
<td>-</td>
<td>2,091,541</td>
<td>-</td>
<td>-</td>
<td>1,939,655</td>
<td>-</td>
<td>6,320,038</td>
<td></td>
</tr>
<tr>
<td>Due from other funds</td>
<td>12,368,928</td>
<td>-</td>
<td>-</td>
<td>866</td>
<td>-</td>
<td>2,005,573</td>
<td>14,375,367</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>67,043,020</td>
<td>-</td>
<td>-</td>
<td>22,256,519</td>
<td>-</td>
<td>8,004,831</td>
<td>-</td>
<td>97,304,370</td>
<td></td>
</tr>
<tr>
<td>Accrued interest receivable</td>
<td>-</td>
<td>35,808</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>494,687</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>494,687</td>
<td></td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>82,333</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>82,333</td>
<td></td>
</tr>
<tr>
<td>Land</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>36,533</td>
<td></td>
</tr>
<tr>
<td>Buildings</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Library books</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Furniture, Fixtures &amp; Equipment</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Capitalized Interest Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Construction In Progress</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,790</td>
<td>-</td>
<td>5,790</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$84,946,558</td>
<td>$4,834,320</td>
<td>$4,640,584</td>
<td>$486,497</td>
<td>$22,937,021</td>
<td>$402,880,661</td>
<td>$11,416,847</td>
<td>$3,085,939</td>
<td>$535,228,427</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND BALANCES</th>
</tr>
</thead>
<tbody>
<tr>
<td>LIABILITIES:</td>
</tr>
<tr>
<td>Accounts payable</td>
</tr>
<tr>
<td>Accrued salaries</td>
</tr>
<tr>
<td>Due to other funds</td>
</tr>
<tr>
<td>Deferred revenues</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
</tr>
<tr>
<td>Accrued Interest Payable</td>
</tr>
<tr>
<td>Bonds payable</td>
</tr>
<tr>
<td>Assets held in custody for others</td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
</tr>
</tbody>
</table>

| FUND BALANCES:                 |
| Unrestricted                  | 55,994,678 | - | - | - | - | - | - | - | - | 55,994,678 |
| Auxiliary                     | - | 1,591,037 | - | - | - | - | - | - | - | 1,591,037 |
| Restricted                    | - | - | - | - | - | - | - | - | - | - |
| Loans                         | - | - | - | 485,631 | - | - | - | - | - | 485,631 |
| Restricted for construction   | - | - | - | - | - | 17,279,941 | - | - | 17,279,941 |
| Investment in fixed assets    | - | - | - | - | - | 402,880,661 | - | - | 402,880,661 |
| Debt service                  | - | - | - | - | - | 2,541,887 | - | - | 2,541,887 |
| To be provided for debt service | - | - | - | - | - | - | - | - | (212,455,101) | - |
| TOTAL FUND BALANCES           | 55,994,678 | 1,591,037 | 485,631 | 17,279,941 | 402,880,661 | 2,541,887 | (212,455,101) | - | 263,318,734 |

| TOTAL LIABILITIES AND FUND BALANCES | $84,946,558 | $4,834,320 | $4,640,584 | $486,497 | $22,937,021 | $402,880,661 | $11,416,847 | $3,085,939 | $535,228,427 |
LONE STAR COLLEGE SYSTEM  
STATEMENT OF CHANGES IN FUND BALANCES  
FOR THE ELEVEN MONTHS ENDED JULY 31, 2008

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>Unrestricted</th>
<th>Auxiliary</th>
<th>Restricted</th>
<th>Total</th>
<th>Operating Funds</th>
<th>Plant Funds</th>
<th>Debt Service</th>
<th>Memorandum</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Un</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FUND BALANCES, September 1, 2007</td>
<td>$35,091,774</td>
<td>$1,706,458</td>
<td>$ -</td>
<td>$36,798,232</td>
<td>$485,631</td>
<td>$31,280,532</td>
<td>$402,886,607</td>
<td>$4,674,860</td>
</tr>
<tr>
<td>REVENUES AND OTHER ADDITIONS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Funds revenue</td>
<td>102,552,147</td>
<td>4,995,744</td>
<td>$ -</td>
<td>107,547,891</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Taxes</td>
<td>83,829,339</td>
<td>-</td>
<td>-</td>
<td>83,829,339</td>
<td>-</td>
<td>-</td>
<td>34,943,561</td>
<td>-</td>
</tr>
<tr>
<td>Federal grants and contracts</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>24,421,133</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>State grants and contracts</td>
<td>-</td>
<td>-</td>
<td>1,469,353</td>
<td>1,469,353</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Local gifts, grants and contracts</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,056,457</td>
<td>2,056,457</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest income</td>
<td>2,329,390</td>
<td>-</td>
<td>-</td>
<td>2,329,390</td>
<td>-</td>
<td>848,070</td>
<td>430,047</td>
<td>-</td>
</tr>
<tr>
<td>Revenue Bond debt service transfer from Operating</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>10,200</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Proceeds from Sale of Assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond proceeds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bonds issued</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total revenues and other additions</td>
<td>188,710,876</td>
<td>4,995,744</td>
<td>27,946,943</td>
<td>221,653,563</td>
<td>-</td>
<td>858,270</td>
<td>-</td>
<td>35,373,608</td>
</tr>
<tr>
<td>EXPENDITURES AND OTHER DEDUCTIONS:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Funds expenditures</td>
<td>164,783,467</td>
<td>5,111,165</td>
<td>27,946,943</td>
<td>197,841,575</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Expended for plant facilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>14,858,861</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Disposal of plant assets</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Administrative and collection costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Revenue Bond debt service transfer to Interest &amp; Sinking</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>408,270</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond Issuance cost</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond principal payments/amortization</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>28,230,677</td>
<td>27,259,684</td>
<td>-</td>
<td>55,490,361</td>
</tr>
<tr>
<td>Cost of Assets Sold</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>5,946</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond interest expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>11,868,138</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Bond agency fees</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>24,001</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total expenditures and other deductions</td>
<td>164,783,467</td>
<td>5,111,165</td>
<td>27,946,943</td>
<td>197,841,575</td>
<td>-</td>
<td>14,858,861</td>
<td>5,946</td>
<td>40,331,085</td>
</tr>
<tr>
<td>NON-MANDATORY TRANSFERS</td>
<td>(3,024,505)</td>
<td>-</td>
<td>-</td>
<td>(3,024,505)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,024,505</td>
</tr>
<tr>
<td>CHANGES IN FUND BALANCE</td>
<td>20,902,904</td>
<td>(115,421)</td>
<td>20,787,483</td>
<td>-</td>
<td>(14,000,591)</td>
<td>(5,946)</td>
<td>(2,132,973)</td>
<td>27,259,684</td>
</tr>
<tr>
<td>FUND BALANCE, JULY 31, 2008</td>
<td>$55,994,678</td>
<td>$1,591,037</td>
<td>$57,585,715</td>
<td>$485,631</td>
<td>$17,279,941</td>
<td>$402,880,661</td>
<td>$2,541,887</td>
<td>$212,455,101</td>
</tr>
</tbody>
</table>
## LONE STAR COLLEGE SYSTEM
### SUMMARY OF INVESTMENTS
#### AS OF JULY 31, 2008

<table>
<thead>
<tr>
<th></th>
<th>Book Value</th>
<th>Market Value</th>
<th>Weighted Avg. Days To Maturity</th>
<th>Weighted Avg. Purchase Yield</th>
</tr>
</thead>
</table>

### OPERATING UNRESTRICTED
(Includes Renewal and Replacement Funds)

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>U. S. Government Agencies</td>
<td>$4,968,506</td>
<td>$4,961,463</td>
<td></td>
<td>2.63%</td>
</tr>
<tr>
<td>Commercial Paper</td>
<td>5,067,812</td>
<td>5,071,463</td>
<td></td>
<td>2.98%</td>
</tr>
<tr>
<td>US Treasury Bills</td>
<td>-</td>
<td>-</td>
<td></td>
<td>0.00%</td>
</tr>
<tr>
<td>Logic</td>
<td>2,350</td>
<td>2,350</td>
<td></td>
<td>2.55%</td>
</tr>
<tr>
<td>Lone Star</td>
<td>21,053,252</td>
<td>21,053,252</td>
<td></td>
<td>2.38%</td>
</tr>
<tr>
<td>TexPool</td>
<td>34,017,746</td>
<td>34,017,746</td>
<td></td>
<td>2.25%</td>
</tr>
<tr>
<td>Overnight Sweep</td>
<td>1,933,354</td>
<td>1,933,353</td>
<td></td>
<td>1.97%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>67,043,020</td>
<td>67,039,627</td>
<td>10</td>
<td>2.36%</td>
</tr>
</tbody>
</table>

### OPERATING RESTRICTED

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lone Star</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TexPool</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### CONSTRUCTION IN PROGRESS

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>U. S. Government Agencies</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial Paper</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lone Star</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TexPool</td>
<td>22,256,519</td>
<td>22,256,519</td>
<td></td>
<td>2.25%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>22,256,519</td>
<td>22,256,519</td>
<td>1</td>
<td>2.25%</td>
</tr>
</tbody>
</table>

### INTEREST & SINKING

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>US Treasury Bills</td>
<td>-</td>
<td>-</td>
<td></td>
<td>0.00%</td>
</tr>
<tr>
<td>U. S. Government Agencies</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial Paper</td>
<td>-</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Logic</td>
<td>1,175</td>
<td>1,175</td>
<td></td>
<td>2.55%</td>
</tr>
<tr>
<td>Lone Star</td>
<td>7,798,272</td>
<td>7,798,272</td>
<td></td>
<td>2.38%</td>
</tr>
<tr>
<td>TexPool</td>
<td>205,384</td>
<td>205,384</td>
<td></td>
<td>2.25%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>8,004,831</td>
<td>8,004,831</td>
<td>1</td>
<td>2.38%</td>
</tr>
</tbody>
</table>

### TOTAL INVESTMENTS

|                          | $97,304,370 | $97,300,977  | 7                             | 2.34%                       |

Benchmark: 90 day U.S. Treasury Bill for Current Unrestricted and Restricted Funds 1.68%
Benchmark: 90 day U.S. Treasury Bill for Construction & Interest & Sinking 1.68%
### LONE STAR COLLEGE SYSTEM
### INVESTMENT ACTIVITY REPORT
### FOR THE MONTH ENDED JULY 31, 2008

<table>
<thead>
<tr>
<th>Operating Unrestricted*</th>
<th>Avg Buy Yield</th>
<th>Operating Restricted</th>
<th>Avg Buy Yield</th>
<th>Construction In Progress</th>
<th>Avg Buy Yield</th>
<th>Interest &amp; Sinking Buy Yield</th>
<th>Avg Buy Total Yield</th>
<th>Avg Buy Yield</th>
</tr>
</thead>
</table>

**BEGINNING BOOK VALUE**

- Operating Buy Yield: $73,653,210 2.49%
- Restricted Buy Yield: $22,210,860 2.49%
- In Progress Buy Yield: $7,626,016 2.44%
- Sinking Buy Yield: $103,490,086 2.49%

**PURCHASES:**

- U.S. Government Agencies: -
- Commercial Paper: -
- Logic: 5 2.55%
- Lone Star: 3,060,292 2.38%
- TexPool: 46,050 2.25%
- Overnight Sweep: 64,410,052 1.97%

**TOTAL PURCHASES**

- 64,410,052 1.97%
- 45,659 2.25%
- 3,060,686 2.38%
- 67,516,402 1.99%

**MATURITIES**

- U.S. Government Agencies: 1,500,000 2.85%
- Commercial Paper: -
- Logic: -
- Lone Star: 4,900,941 2.38%
- TexPool: 308,208 2.25%
- Overnight Sweep: 64,319,097 1.97%

**TOTAL MATURITIES**

- 71,028,246 2.02%
- 4,180,000 2.69%
- 4,900,941 2.38%
- 308,208 2.25%
- 64,319,097 1.97%

**Ending Book Value**

- 67,043,020 2.36%
- 22,256,519 2.25%
- 8,004,831 2.38%
- 97,304,370 2.34%

**Ending Market Value**

- $67,039,627
- $22,256,519
- $8,004,831
- $97,300,977

*Includes Renewal & Replacement Fund
Request: Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Year 2008 and Directing the Assessment and Collection Thereof

Chancellor’s Recommendation: That the Board of Trustees set the tax rate for the 2008 Maintenance and Operations (M&O) component of the ad valorem tax rate at $0.0766/$100 valuation and the Interest and Sinking (I&S) component for the 2008 tax rate at $0.0335/$100 valuation, for a total tax rate of $0.1101/$100 valuation.

Rationale: The chief tax appraisers from Harris, Montgomery, and San Jacinto Counties have submitted certified tax rolls. An effective tax rate of $0.1101 and a rollback tax rate of $0.1175 have been calculated and have been submitted for publication. The proposed tax rate of $0.1101 represents a 5.3% decrease in the M&O rate, no change in the I&S rate, and an overall 3.8% decrease from the adopted 2007 rate. This rate is estimated to generate tax revenues sufficient to support the operations of the System as well as to pay bonded debt obligations for the 2008-09 fiscal year.

Fiscal Impact: A tax rate of $0.1101 per $100 of taxable valuation will support approximately 43% of the System’s Operating Budget and approximately 87% of the System’s Debt Service Requirements for fiscal year 2008-09. The remainder of the debt service requirements are funded from investment earnings and pledged operating revenues.

Staff Resource: Richard Carpenter 832-813-6515
Cindy Gilliam 832-813-6512
RESOLUTION AND ORDINANCE

A RESOLUTION AND ORDINANCE FIXING AND LEVying COLLEGE SYSTEM AD VALOREM TAXES FOR THE LONE STAR COLLEGE SYSTEM FOR THE YEAR 2008 AND DIRECTING THE ASSESSMENT AND COLLECTION THEREOF:

WHEREAS, the Board of Trustees of the Lone Star College System find that it is necessary to levy a tax for the tax year 2008 for all lawful expenses of the System. In carrying out the duties and responsibilities placed upon said System by law, a tax must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the Board of Trustees of said System further find that all things prerequisite to the passing of this resolution and ordinance including all notices of hearings, consideration of budget, and all other things have been done and performed; and

WHEREAS, the Board of Trustees of said System further find the taxes for the year 2008 hereinafter levied therefore are necessary to pay all lawful expenses of the System and carry out the duties and obligations placed upon said System by law and to provide the required sinking fund on outstanding bonds proposed to be issued for such purposes during the ensuing years;

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED BY THE BOARD OF TRUSTEES OF THE LONE STAR COLLEGE SYSTEM THAT:

The tax rate for 2008 tax year be established at a rate of $0.1101 per hundred dollars valuation at 100% market value: That out of the above-established tax rate $0.0766 cents be used for maintenance and operation; and $0.0335 cents be used for debt service.

ADOPTED, PASSED AND APPROVED this 4th day of September 2008.

Randy Bates, Chair
LSCS Board of Trustees

Priscilla Kelly, Secretary
LSCS Board of Trustees
Request: Consideration of Approval to Purchase Custodial Supplies

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of custodial supplies for an estimated amount of $890,000 over two years from the following vendors:

- American Solutions for Business
- Brawner Paper Co.
- Buckeye Cleaning Center
- Corporate Express of Texas, Inc.
- Crown Paper & Chemical
- Ecolab, Inc.
- Express Image Paper Co.
- Great Southwest Paper Co.
- Gulf Coast Paper Co., Inc

- High Point Sanitary Solutions
- Hillyard, Inc.
- Interboro Packaging, Inc
- JanPak of Texas, Inc.
- Matera Paper Company
- MedWaste Solutions, Inc.
- Ridley’s Vacuum & Janitorial
- Texan Floor Service
- ZEP Manufacturing Co.

Rationale: Custodial supplies are required to support the maintenance of the facilities. Supplies include, but are not limited to, paper towels, toilet tissue, can liners, air fresheners, restroom personal hygiene products, dust cloths, terry cloth towels, rubber gloves, general purpose and restroom cleaners, carpet and hard surface floor care products, mops, brooms, glass cleaner, and furniture care products.

The award for the purchase of these supplies will be for a period of two years beginning September 2008 through August 2010. Percentage discounts were provided for miscellaneous items that were not included on the core list. Prices for core items will remain firm for a period of one year. The college system may accept reasonable price increases annually to accommodate for changes in market conditions and fuel surcharges.

Proposals were sent to fifty-seven custodial supply dealers and twenty-four responses were received. It is recommended to award the bid to the lowest bidder by line item based on meeting the required product specifications. See attached Bid Tabulation.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
## Custodial Supplies

### BID TABULATION

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Total No. of Core Items Awarded</th>
<th>Total Estimated Annual Amount for Core Items</th>
<th>Discount for Non-core Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Solutions for Business</td>
<td>11</td>
<td>$1,836</td>
<td>None</td>
</tr>
<tr>
<td>Brawner Paper Co., Inc.</td>
<td>1</td>
<td>$21</td>
<td>15%</td>
</tr>
<tr>
<td>Buckeye Cleaning Center</td>
<td>14</td>
<td>$34,915</td>
<td>25% off catalog price</td>
</tr>
<tr>
<td>Corporate Express</td>
<td>1</td>
<td>$578</td>
<td>15% off current list price</td>
</tr>
<tr>
<td>Crown Paper &amp; Chemical</td>
<td>38</td>
<td>$90,270</td>
<td>40% off list price</td>
</tr>
<tr>
<td>EcoLab, Inc.</td>
<td>7</td>
<td>$6,088</td>
<td>None</td>
</tr>
<tr>
<td>Express Image Paper Co.</td>
<td>1</td>
<td>$1,672</td>
<td>33% off catalog price</td>
</tr>
<tr>
<td>Great Southwest Paper Co., Inc</td>
<td>7</td>
<td>$65,867</td>
<td>20% off catalog price</td>
</tr>
<tr>
<td>Gulf Coast Paper Co.</td>
<td>4</td>
<td>$4,571</td>
<td>30% off retail price</td>
</tr>
<tr>
<td>High Point Sanitary Solutions</td>
<td>12</td>
<td>$205,951</td>
<td>8%-35% off catalog price</td>
</tr>
<tr>
<td>Hillyard, Inc.</td>
<td>6</td>
<td>$2,844</td>
<td>23% off catalog price</td>
</tr>
<tr>
<td>Interboro Packaging Corp.</td>
<td>2</td>
<td>$2,379</td>
<td>None</td>
</tr>
<tr>
<td>Jan Pak of Texas, Inc.</td>
<td>8</td>
<td>$1,540</td>
<td>None</td>
</tr>
<tr>
<td>Matera Paper Company</td>
<td>5</td>
<td>$1,213</td>
<td>None</td>
</tr>
<tr>
<td>MedWaste Solutions, Inc</td>
<td>7</td>
<td>$2,384</td>
<td>20% off list price</td>
</tr>
<tr>
<td>Ridley’s Vacuum &amp; Janitorial</td>
<td>3</td>
<td>$2,351</td>
<td>20% off catalog price</td>
</tr>
<tr>
<td>Texan Floor Service</td>
<td>3</td>
<td>$2,284</td>
<td>None</td>
</tr>
<tr>
<td>ZEP Manufacturing Co.</td>
<td>10</td>
<td>$15,018</td>
<td>25% off list price excluding equipment</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Purchase Science Supplies

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of science supplies for an estimated amount of $113,550 for one year from the following vendors:

- Atlas Medical Supply
- Bio Corp
- Bio-Rad Laboratories
- Benz Microsystems Optic Center
- Carolina Biological Supply
- Connecticut Valley Biological Supply
- Fisher Scientific
- Frey Scientific
- Nasco
- Sargent Welch
- Spectrum
- Troy Biological
- VWR International, LLC

Rationale: Science supplies are used to support the curriculum of the biology, chemistry, physics and geology programs at each college. Supplies include preserved specimens, living materials, prepared slides, glassware, petri-dishes, and general miscellaneous supplies.

The award for these supplies will be for a period of one year beginning September 2008 with the option to renew for four additional one year terms. Percentage discounts were provided for miscellaneous items that were not included on the core list. The college system may accept reasonable price increases to accommodate for changes in market conditions and fuel surcharges.

Proposals were sent to thirty-seven science supply vendors and seventeen responses were received. It is recommended to award the bid to the lowest bidder by line item based on meeting the required product specifications. See attached Bid Tabulation.

Fiscal Impact: Funds for these purchases are available from the approved FY 2008-09 operating budgets.

Staff Resource: Cindy Gilliam 832-813-6512
### Science Supplies

#### BID TABULATION

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Total Items Awarded</th>
<th>Total Estimated Amount for Core Items</th>
<th>Discount for Non-core Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atlas Medical Supply</td>
<td>10</td>
<td>$6,800</td>
<td>None</td>
</tr>
<tr>
<td>Bio Corp</td>
<td>30</td>
<td>$25,450</td>
<td>1-10% off list price</td>
</tr>
<tr>
<td>Bio-Rad Laboratories</td>
<td>2</td>
<td>$900</td>
<td>20% off current list price</td>
</tr>
<tr>
<td>Benz Microscopes Optic Center</td>
<td>9</td>
<td>$3,200</td>
<td>10-39% off list price</td>
</tr>
<tr>
<td>Carolina Biological Supply</td>
<td>18</td>
<td>$15,250</td>
<td>5% off website price</td>
</tr>
<tr>
<td>Connecticut Valley Biological Supply</td>
<td>2</td>
<td>$850</td>
<td>5% off current catalog price</td>
</tr>
<tr>
<td>Fisher Scientific</td>
<td>11</td>
<td>$8,250</td>
<td>Minimum 10% off current catalog price</td>
</tr>
<tr>
<td>Frey Scientific</td>
<td>8</td>
<td>$2,500</td>
<td>20% catalog price</td>
</tr>
<tr>
<td>Nasco</td>
<td>8</td>
<td>$2,200</td>
<td>5-15% catalog price</td>
</tr>
<tr>
<td>Sargent Welch</td>
<td>70</td>
<td>$18,850</td>
<td>20% catalog price</td>
</tr>
<tr>
<td>Spectrum</td>
<td>7</td>
<td>$2,000</td>
<td>Prices negotiable</td>
</tr>
<tr>
<td>Troy Biological</td>
<td>4</td>
<td>$1,800</td>
<td>None</td>
</tr>
<tr>
<td>VWR International, LLC</td>
<td>19</td>
<td>$25,500</td>
<td>None</td>
</tr>
</tbody>
</table>
Financial Report and Consideration No. 5  (ACTION ITEM 8)  Board Meeting 9-4-08

Request: Consideration of Approval to Purchase Emergency Medical Training (EMT) and Nursing Supplies

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of EMT and nursing supplies for an estimated amount of $150,000 over two years from the following vendors:

Bound Tree Medical
Edwards Medical Supply, Inc.
Moore Medical LLC
Pocket Nurse
School Health Corporation
Tri-anim Health Services, Inc.

Rationale: Medical supplies are used to support the curriculum of the EMT and nursing programs at each college. Supplies include syringes, needles, catheters, IVs, bandages, splints, surgical gloves and other supplies.

The award for purchase of these supplies will be for a period of two years beginning September 2008 through August 2010. Percentage discounts were provided for miscellaneous items that were not included on the core list. Prices for core items will remain firm for a period of one year. The college system may accept reasonable price increases annually to accommodate for fuel surcharges and market conditions.

Proposals were sent to twenty-seven medical supply companies and six responses were received. It is recommended to award the bid to the lowest bidder by line item based on meeting the required product specifications. See attached Bid Tabulation.

Fiscal Impact: Funds for these purchases are included in the approved FY 2008-09 operating budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
**EMT and Nursing Supplies**

**BID TABULATION**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Total No. of Core Items Awarded</th>
<th>Total Estimated Annual Amount for Core Items</th>
<th>Discount for Non-core Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bound Tree Medical</td>
<td>53</td>
<td>$7,900</td>
<td>13% off current catalog list price</td>
</tr>
<tr>
<td>5200 Rings Road, Suite A Dublin, OH 43017</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edwards Medical</td>
<td>6</td>
<td>$3,870</td>
<td>None</td>
</tr>
<tr>
<td>106 South Lake Ct.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lexington, SC 29073</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Moore Medical</td>
<td>157</td>
<td>$32,300</td>
<td>16% off current catalog list price excluding vaccines, biological or brand name pharmaceuticals</td>
</tr>
<tr>
<td>1690 New Britain Ave</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Farmington, CT 06032</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pocket Nurse</td>
<td>40</td>
<td>$7,625</td>
<td>20% website list price</td>
</tr>
<tr>
<td>2001 1st Street Ambridge, PA 15003</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School Health Corporation</td>
<td>7</td>
<td>$4,425</td>
<td>11% off list price</td>
</tr>
<tr>
<td>865 Muirfield Drive</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hanover Park, IL 60133</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tri-anim Health Services</td>
<td>68</td>
<td>$9,900</td>
<td>10% off website list price</td>
</tr>
<tr>
<td>13170 Telfair Avenue</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sylmar, CA 91342</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>No Bids Received</td>
<td>56</td>
<td>$8,980</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**No Bids Received**
Request: Consideration of Approval to Replace Original Building Access Control and Monitoring System at LSC-Montgomery

Chancellor’s Recommendation: That the Board of Trustees approve the replacement of the original building access control and monitoring system at LSC-Montgomery from the lowest bidder, Commercial Access, 2833 Westside Drive Pasadena, TX 77502 in the amount of $324,103.

Rationale: Currently, LSC-Montgomery utilizes two different access control systems. The original system was installed during the start up of the campus in 1996 and the second system was installed during phase II construction of the Library and Classroom building in January 2003. Due to equipment failures of the original system and difficulty locating replacement parts, this project will replace the original system with the same system installed in 2003. This system will provide key access control and allow for remote control locking and unlocking. In addition, this equipment will improve the safety of students and staff on campus and fulfill the recommendations of the LSCS safety/security consultant.

Bid proposals were sent to sixty-five electrical and security surveillance equipment providers, eight construction brokerage firms and twenty-nine general contractors. Eight contractors attended the pre-bid meeting and two responses were received. See attached Bid Tabulation.

Fiscal Impact: Funds for this purchase are available from the 2007 revenue bonds and 2008 general obligation bonds.

Staff Resource: Penny Westerfeld 936-273-7222
Cindy Gilliam 832-813-6512
Replace Access Control and Monitoring System  
at LSC-Montgomery

BID TABULATION

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial Assess Controls</td>
<td>$324,103</td>
</tr>
<tr>
<td>Stanley Security Solutions</td>
<td>$441,007</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval of Texas Procurement and Support Services’ (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Lecture Hall Seating at LSC-North Harris and LSC-University Center

Chancellor’s Recommendation: That the Board of Trustees approve the TXMAS cooperative purchase of lecture hall seating at LSC-North Harris and LSC-University Center from KI, 7026 Old Katy Road, Suite 262, Houston, TX 77024 for an estimated amount of $56,200.

Rationale: The fixed lecture hall seating in the Continuing Education building at LSC-North Harris is worn and stained and many of the cantilevered seat supports are beyond repair. The upholstered classroom chairs at LSC-University Center are also worn and stained and the matching fabric and cushions are no longer available. This project will replace the eighty-six lecture hall seats and supports at LSC-North Harris and one hundred classroom seats at LSC-University Center.

Board Policy D.4.04 and Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, states that a local government may agree with another local government or with the state or a state agency, including TPASS, to purchase goods and services. The local government that purchases the goods and services under such an agreement satisfies the requirement of the local government to seek competitive bids. The Board of Trustees approved the System’s membership in TPASS (formerly the Texas Building and Procurement Commission) at its October 15, 1992 board meeting.

The seating will be purchased from the original manufacturer of the existing furniture to maintain a consistent appearance in the lecture halls.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 repair and replacement budgets for LSC-North Harris and LSC-University Center.

Staff Resource: Steve Head 281-618-5440
Penny Westerfeld 936-273-7505
Request: Consideration of Approval to Purchase Assessment Tests

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of paper and computerized assessment tests for an estimated amount of $300,000 from the following vendors:

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Assessment Instrument</th>
</tr>
</thead>
<tbody>
<tr>
<td>American College Testing (ACT)</td>
<td>ASSET and COMPASS</td>
</tr>
<tr>
<td>The College Board</td>
<td>ACCUPLACER</td>
</tr>
</tbody>
</table>

Rationale: Assessment instruments are utilized within the Assessment Centers throughout the college system to place students in appropriate classes. Texas Higher Education Assessment (THEA), ASSET (paper) and COMPASS (computer-based) placement tests are used to place students in the areas of mathematics, reading, and writing. The ACCUPLACER test is used to place students in mathematics.

According to the Texas Higher Education Coordinating Board (THECB), Chapter 4, Rules Applying to All Public Institutions of Higher Education in Texas, Subchapter C, Texas Success Initiative (TSI), §4.56 Assessment Instruments, the following assessment instruments are approved by THECB: (1) ASSET and COMPASS offered by ACT; (2) ACCUPLACER offered by The College Board; and (3) THEA offered by National Evaluation Systems, Inc.

The college system accepts all four of the TSI approved tests. Students are able to purchase the THEA test directly from National Evaluation Systems. The assessment instruments for ACT and The College Board are purchased by the college system. Fees are collected from students to offset the cost of the exam.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budgets. Costs will be offset by testing fees, $30 per exam, collected from students.

Staff Resource: Donetta Goodall 832-813-6597
Request: Consideration of Approval of Proposed Guaranteed Maximum Price (GMP) for Electrical Infrastructure Improvements at LSC-North Harris

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or his designee to negotiate and execute a GMP agreement for electrical infrastructure improvements at LSC-North Harris with Teal Construction Company, 1335 Brittmoore, Houston, TX 77043, in an amount not to exceed $1,366,500.

Rationale: On December 6, 2007, the Board of Trustees approved the purchase of Construction Manager-at-Risk (CMR) services for LSC-North Harris from Teal Construction Company. The CMR services will be primarily used for construction projects at LSC-North Harris including campus-wide electrical improvements. The CMR will work directly with designated engineers and/or architects to prepare the construction documents. During construction, the CMR will act as the general contractor, assuming the risk of subcontracting the work and guaranteeing completion of the projects.

This GMP represents all the required construction services to complete the infrastructure improvements at LSC-North Harris. These services will include the testing insulation resistance of all underground cables. In addition, new fuses at the overhead distribution pole, a new transformer at the central plant, and generator powered receptacles in each maintenance room will be installed. The CMR will also replace the transformers in the maintenance facility and library, and the main switchboard and motor control center for the Fine Arts Center, Health and Physical Education, Academic and Winship buildings.

The initial purchase of the CMR services was in accordance with the college system’s Board policies and Texas Education Code 44.031 through a formal bid process. Teal was selected based upon the best value to the college system.

Fiscal Impact: Funds for this purchase are available from the 2007 Revenue Bonds and 2008 Referendum General Obligation Bonds.

Staff Resource: Steve Head 281-618-5440
Cindy Gilliam 832-813-6512
Request: Consideration of Approval of Department of Information Resource (DIR) Cooperative Purchase of Technology Hardware, Software and Services

Chancellor’s Recommendation: That the Board of Trustees approve the DIR cooperative purchase of technology hardware, software and services for an estimated amount of $6,000,000 for FY 2008-09.

Rationale: To enhance student success, LSCS has an aggressive plan to meet the technology needs of faculty, staff and students. This pre-approval will enable the Office of Technology Services to acquire resources, upgrade enterprise systems, and replace equipment that has reached end-of-life under the standard hardware refresh cycle.

A procurement process has been developed and implemented to maximize LSCS buying power for technology purchases. DIR has negotiated contracts with major IT providers. The college system will utilize the DIR contracts as the base for technology purchases. Purchasing through the DIR fulfills the state requirements for obtaining bids, making individual Request for Proposals (RFP) unnecessary. Using the DIR contract simplifies the purchasing process, frees staff resources, shortens turn-around, and results in steeply discounted pricing.

Summary Process for Technology Purchases:
1. System-wide Leadership Technology Advisory Council (L-TAC) develops technology standards
2. L-TAC reviews standards and, if needed, advises CIO to upgrade or adopt new LSCS standards
3. Invite major vendors to make technology presentations to L-TAC
4. Use DIR contracts and negotiate further discounts off DIR pricing considering bulk, volume orders, vendor’s financial calendar, technology maturity, and/or overall best value to LSCS

In the last four weeks, LSCS has saved over $2,000,000 as compared to Internet market prices by implementing the above process including the adoption of system-wide hardware standards and placing bulk orders for the right technology at the right time. When possible, a P-Card will be used to expedite the purchasing process and achieve additional savings. Approximately a 1% rebate will be received from the credit card provider for P-card transactions.

This request is only valid for the attached list of initiatives and technology
refresh based on the defined LSCS technology lifecycles using DIR contracted vendors. To ensure the Board continues to have visibility of the technology purchases made under this request, a brief summary of purchases will be submitted quarterly.

To complete the list of initiatives, purchases of other technology resources will follow the standard purchasing policies and procedures including a Request for Proposal and Board approval, as needed.

Local Government Code Section 2250.001 provides legal authority for local governments to participate in the State of Texas purchasing programs. The Districts ability to participate in the DIR cooperative was approved by the Board on October 15, 1992.

**Fiscal Impact:** Funds for this purchase are included in the approved FY 2008-09 technology fund and operating budgets.

**Staff Resource:** Shah Ardalan 832-813-6847
Lone Star College System
Technology Initiatives List

Online Self Services -- Expand and promote online self service applications to reset passwords and create an online knowledge base to assist customers with frequently asked technical questions.

Space Management -- Consolidate multiple databases into a centralized database and system. Expansion of the current system (R25) and provide for an enterprise site license with unlimited users. Consolidation and upgrading will also result in more efficient class and event scheduling, reporting, and space utilization.

Enterprise Resource Planning (ERP) System -- Perform a full-scale readiness and business case analysis to explore implementation of an advanced ERP system to support the current and future needs of LSCS.

Digital Signage -- The Digital Signage System will be deployed System-wide to improve targeted communication with potential students, current students, faculty, staff, and community members. The system will also be used for crisis and emergency notification.

Voice over IP (Unified Messaging) -- Nortel phone users at LSCS-Montgomery, LSCS-North Harris, LSCS-Carver Center, LSCS-Conroe Center and LSCS-Greenspoint Center are being converted to the Cisco IP phone system. This conversion will reduce costs and provide greater functionality to the users.

Network Infrastructure (Phase II) -- In Phase I the Wide Area Network (WAN) was totally redesigned and hardware that had reached end-of-life was replaced. The focus of Phase II is to provide network redundancy at each campus location and automatic failover of our internet connection, thereby increasing stability and reliability of a network that meets the needs of LSCS faculty, staff and students.

Active Directory and Exchange 2007 -- Phase I of Active Directory (AD) is on target. Phase II will involve the System-wide deployment of a new AD architecture to meet current security and industry standards while addressing LSCS functional needs. This project will review all aspects of Active Directory and Exchange 2007 regarding substantially improving services to employees and students.

Video and Web Conferencing -- A high definition, robust online video conferencing system will be implemented system-wide in order to support LSCS instructional and administrative needs. This could also significantly reduce the travel costs among and between LSCS locations.

Enterprise Backup and Archiving -- This project addresses a needed system-wide data backup and storage system. It also establishes technical capabilities to support LSCS standards for data retention and archival policies.

Electronic Document Management -- This project will review the current use and future needs of electronic document management at LSCS and implement a comprehensive solution system-wide. This will increase service, access, and security while reducing costly paper-based processes.

Personal Computer Protection -- This initiative involves an evaluation of personal computer protection including a review of anti-virus, anti-spam, hardware protection and data security issues. This evaluation will review all options and direct a comprehensive desktop security solution.
One Card System -- Identify a single student ID card solution for implementation system-wide. Phase I will focus on the integration of services provided on campus (printing and library). Phase II will focus on single access control for all LSCS locations.

Desktop Management -- The redesign of the Altiris management suite will be an enterprise-wide design that streamlines services and maximizes automation of routine tasks, thereby freeing technicians to meet customers' important needs.

Centralized Service Desk -- During the summer our service desk practices were reviewed. Based on the findings, a comprehensive RFP was developed to provide a single point of contact for 24/7 technical services, general inquiries and student callback.

Tactical Plan -- LSCS will develop a Strategic Plan directly tied to and in support of Lone Star College System goals and direction. The Office of Technology (OTS) Tactical Plan will be developed to document the actual projects supporting the implementation of the Strategic Plan.

Communications Plan -- LSCS OTS will establish a comprehensive plan for all internal and external communications of projects, services and activities.

Organizational Realignment -- Pursuant to a System-wide review of the organization and structure of LSCS technology services, campus and system office IT departments were recently realigned with centralized strategic oversight and localized tactical responsibilities. These changes are substantially improving communication and services to customers.

OTS Staff Development -- As a part of their charter of accountability and annual review, develop and implement a systematic and personalized growth plan for each OTS employee.

Process Development -- Develop and maintain Standard Operations Procedures (SOP) and Key Performance Indicators (KPI) for Office of Technology Services based on Information Technology Infrastructure Library (ITIL) framework.

System Disaster Recovery -- In order to strengthen business continuity and system recovery strategies, the current OTS Disaster Recovery Plan is being reviewed and updated.

Security Improvement -- In addition to increasing data security, improve physical security by providing secure doors, locks, and fire suppression systems on server rooms System-wide.

Infrastructure Monitoring -- This initiative will establish a monitoring system of all critical services in order to improve customer service, enhance communication and measure against Key Performance Indicators.

IT Asset Management -- This project implements a single IT asset management database to be used System-wide. Once complete, this will allow OTS to track IT assets, delivery services and the network resources supporting these assets.

IT Project and Portfolio Management -- To increase resource allocation and document progress, a comprehensive project management tool is necessary to manage all the major OTS projects using multiple teams from several locations. Portfolio management focuses on all costs, utilization and personnel associated with a service over time.
Green Computing -- An organization that focuses on “Green Computing” has a focus on social responsibility and fiscal management. OTS will focus on three core components 1) Data centers, 2) advanced power management of electronic devices, 3) reduction/elimination of e-waste. The benefits to LSCS are: risk reduction through proper disposal of e-waste with a zero landfill policy and reduced operations cost by reducing data center power and cooling costs.
Request: Consideration of Approval of Texas Procurement and Support Services (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Mechanical Construction Services for LSC-North Harris

Chancellor’s Recommendation: That the Board of Trustees approves the TXMAS cooperative purchase of mechanical construction services for LSC-North Harris from Fort Bend Mechanical, 13625 Stafford Road, Stafford, TX 77477, in the amount of $375,750.

Rationale: This project will consist of the replacement of five air handler units, one fan coil unit, two water pumps, and ten variable frequency drives in multiple buildings at LSC-North Harris. This equipment has exceeded its operating life expectancy. Failure to replace the equipment may lead to unscheduled equipment outages.

Board Policy D.4.04 and Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, states that a local government may agree with another local government or with the state or a state agency to purchase goods and services. The local government that purchases the goods and services under such an agreement satisfies the requirement of the local government to seek competitive bids. The Board of Trustees approved the System’s membership in TPASS (formerly the Texas Building and Procurement Commission) at its October 15, 1992 board meeting.

A market analysis has confirmed that the TXMAS contract with Fort Bend Mechanical offers the best value.

Fiscal Impact: Funds for this purchase are available from the 2008 general obligation bonds.

Staff Resource: Steve Head 281-618-5440
               Cindy Gilliam 832-813-6512
Request:  Consideration of Approval of Department of Information Resources (DIR) Purchase of Information Technology (IT) Research and Advisory Services

Chancellor’s Recommendation: That the Board of Trustees approve the DIR purchase of IT research and advisory services from Gartner, Inc., 56 Top Gallant Road, Stamford, CT 06904 in the amount of $62,100 annually for a total amount of up to $124,200 over two years.

Rationale: The Office of Technology Services (OTS) is currently addressing significant issues that are mission critical to LSCS including strategic planning, disaster recovery/business continuity, security and identity management, budget optimization, and IT risk management. Many decisions about technology direction and future spending will require impartial, unbiased recommendations to assure proper decisions resulting in the highest level of services for the total cost of ownership. This purchase will provide independent research and advisory services to meet these objectives. The term of this agreement will be for a period of one year beginning September 2008 with the option to renew for an additional one year at the college system’s discretion.

The research and advisory services are available through the DIR cooperative purchasing program. Local Government Code Section 2251.001 provides the legal authority for local governments to participate in the State of Texas purchasing programs. The college system’s ability to participate in the DIR cooperative was approved by the Board on October 15, 1992.

Gartner, Inc. is the industry leader in providing IT research and advisory services to both private and public organizations. This contract will allow LSCS to reduce costs of procurement and the ongoing total cost of ownership, reduce the amount of hours contracted to consultants and manage the risk of IT decisions.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budget for the System Office. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Shah Ardalan 832-813-6842
Request: Consideration of Approval to Purchase FY 2008-09 Library Books, Publications and Materials

Chancellor’s Recommendation: That the Board of Trustees approve the FY 2008-09 purchase of books, publications and materials for the five system libraries and associated centers for an estimated amount of $795,000.

Rationale: The college system purchases books, publications and audio-visual materials to support the faculty and library needs. Books are typically available only from the publisher.

To obtain the best discount available, the college system will purchase books and non-print materials for college library collections through the Texas Procurement and Support Services (TPASS) cooperative purchasing contracts. The TPASS discounts substantially exceed any discount, including academic discounts, offered directly from a publisher, supplier or jobber. When materials are not available from an approved TPASS contract vendor, the library directors will obtain the materials from the vendor that offers the best value to the System. The library directors have estimated expenditures based on historical data.

Board Policy and Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, states that a local government may agree with another local government or with the state or a state agency to purchase goods and services. The local government that purchases the goods and services under such an agreement satisfies the requirement of the local government to seek competitive bids. The Board of Trustees approved the System’s membership in TPASS (formerly the Texas Building and Procurement Commission) at its October 15, 1992 board meeting.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budgets.

Staff Resource: Donetta Goodall 832-813-6597
Request: Consideration of Approval to Purchase Web Based Applications for Curriculum Development and Program Review

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of web based software applications from the lowest bidder, Governet, 1520 Bolero Drive, Santa Barbara, CA 93108 in the amount of $105,000 plus annual maintenance fees of $31,000 as long as the software is utilized.

Rationale: LSCS has approximately 40 academic programs with 1300 courses. With enrollments growing rapidly and an increasing demand for accountability, the System needs an effective on-going dynamic curriculum development process that ensures speed and quality outcome in course development and program review. The current system is paper based, cumbersome to use, and requires manual tracking of all transactions.

A professional, online database software application will greatly improve productivity, quality, accountability and communication in the curriculum development and program review processes. This software solution will automate notifications to curriculum team members and administrators for approvals. The system tracks processes and provides an analysis of quality indicators for assessing program quality with an automated workflow module.

Proposals were requested from four vendors and two responses were received. See attached Bid Tabulation.

The purchase price, $105,000, includes startup and implementation of the online curriculum application and online program review application, external hosting, product customization, training, and on-going help support. An annual maintenance fee of $31,000 will cover both products for maintenance, support, updates to software, and external hosting costs.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budget. Funds for the annual maintenance will be included in future proposed budgets.

Staff Resource: Donetta Goodall 832-813-6597
## Curriculum Development and Program Review

### Web Based Software Applications

**BID TABULATION**

<table>
<thead>
<tr>
<th>Vendor</th>
<th>License and Implementation</th>
<th>Annual Hosting</th>
<th>Annual Software Maintenance</th>
<th>Curriculum Development Application</th>
<th>Program Review Application</th>
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<tr>
<td>Governet (CurricUNET)</td>
<td>$105,000</td>
<td>Included</td>
<td>$31,000</td>
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<tr>
<td>Decision Academic</td>
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<td>$22,140</td>
<td>$16,000</td>
<td>Yes</td>
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</table>
Request: Consideration of Approval of the Proposed Municipal Utilities District (MUD) Agreement for Domestic Water and Wastewater Treatment for LSC-North Harris

Chancellor’s Recommendation: That the Board of Trustees approve the agreement for domestic water and wastewater treatment for LSC-North Harris with the Richey Road Municipal Utility District (RRMUD).

Rationale: In June 2006, LSCS received a memo from Memorial Hills Utility District (MHUD), the current provider of domestic water and sewage treatment services for LSC-North Harris, indicating that MHUD would be constructing a new sewage treatment plant to replace the existing, aging plant. MHUD’s engineers were reviewing capacity requirements for the new plant and MHUD needed to know if LSCS would like to continue to receive sewage treatment services from MHUD.

To determine the best course of action for LSCS, staff evaluated the available service options and technical issues, then entered into discussions with multiple parties and evaluated the related costs. Based on this evaluation, staff concluded that it is more economical over the long-term and there will be improved functional efficiencies after connecting to the RRMUD versus replacing the existing systems and continuing to receive the services from MHUD. The RRMUD water plant is located adjacent to the LSC-North Harris campus, allowing water service connections at both WW Thorne and Richey Roads, effectively creating a “loop” for RRMUD and LSCS. The RRMUD treatment plant is located nearby the campus, allowing a service connection within approximately one quarter mile from the campus.

The proposed agreement with RRMUD contains the following major terms:

1. RRMUD will sell to LSCS water capacity in the amount of 80,000 gallons per day (current usage is 60,000 gallons per day) and wastewater treatment capacity of 64,000 gallons per day at a total cost of $640,000.
2. LSCS will fund and manage the construction of all required piping systems to connect to the RRMUD system and to develop any internal campus water system improvements.
3. The new campus services, including piping connections and meters will be a public water system for which the RRMUD will maintain. Easements for the pipe systems will be established once the systems are designed.
4. LSCS will pay for water consumption and treatment services at a
rate of 1.5 times the current RRMUD “in-district” service rates. The multiplier is required to provide RRMUD repair and maintenance funds that would typically be collected through MUD maintenance tax revenues.

Upon approval of the contract, the college system will be able to immediately initiate the design and construction process to connect to the RRMUD domestic water and wastewater treatment systems.

**Fiscal Impact:** Funds for this purchase are available from the approved revenue bonds, series 2007.

**Staff Resource:**
- Steve Head
- Cindy Gilliam

281-618-5440
832-813-6512
Request: Consideration of Approval of Memorandum of Understanding (MOU) between Lone Star College System - Montgomery and The Woodlands Fire Department, Inc.

Chancellor’s Recommendation: That the Board of Trustees approve the contract between Lone Star College-Montgomery and The Woodlands Fire Department, Inc., 9951 Grogan’s Mill Road, The Woodlands, Texas 77380 for use of the Fire Department’s new 20,000 square foot training facility at a cost of $42,000 per year ($3,500 monthly) for a term of two years.

Rationale: The Woodlands Fire Department and Lone Star College-Montgomery have established a partnership to accomplish the following goals: provide academic and technical training for new firefighters; offer professional development opportunities to public safety and emergency personnel; facilitate training and life-long learning by assisting agencies through grants and other means; and coordinating program development and management.

The proposed agreement stipulates that Lone Star College-Montgomery will have full access to the Woodlands Fire Department’s training facility and burn building for both credit and non-credit educational programs. The college system will provide instructional and computer equipment, and a full-time faculty member to teach the credit Fire Science program. The lease agreement would begin on September 1, 2008 and expire on August 31, 2010. Either party may terminate the agreement by giving at least 120 days notice prior to the end of the two-year lease term. Both parties agree that, upon renewal of the contract, the rent will not increase by more than 20 percent.

The agreement will enable Lone Star College-Montgomery to offer programs that are greatly needed in Montgomery County in a cost-effective manner. Without such a partnership, the cost of building and maintaining a fire science and emergency personnel training facility would be prohibitive.

Fiscal Impact: Funds for the first year of this project are included in the approved 2008-2009 operating budget for the System. Funds for future years will be included in future recommended budgets.

Staff Resource: Penny Westerfeld 936-273-7222
Rand Key 832-813-6522
Report: Construction Projects Update

The District’s plant operations and facilities department has provided a summary report of the District’s construction projects. See attached report.
General Obligation Bond Project Summaries – 2000 Election:
  ❖ LSC- Tomball
    ◆ Entry Column Renovation – The design documents have been completed and a pre-bid meeting is scheduled for August 27th. Panel fabrication will take five months so actual installation will begin next spring.
    ◆ Air & Water Balance – The completion of this project will be coordinated with the installation of the new building automation control system in late spring of 2009.

General Obligation Bond Project Summary – 2008 Election:
  ❖ LSC-North Harris
    ◆ Mechanical Replacements – This project consists of replacing chilled water pumps, air handling units and variable frequency drives. The equipment has exceeded operating life expectancies. This project is being presented to the Board of Trustees for consideration at the September regular board meeting. If approved, construction is scheduled to occur over the winter break.

2007 Revenue Bond Project Summaries:
  ❖ LSC-North Harris
    ◆ Dining and Food Preparation Area Renovation – This project is on schedule for a September 25th completion date. The storefront framing and glass, electrical conduits and wiring, and taping and floating of the dry wall are all 90% complete. The ceiling grid in the main dining area is 50% complete. The balance of the storefront glass and doors will arrive on site mid-August. The contractor has temporarily directed the air conditioning from the second floor of the building to the first floor so the dehumidification process of the first floor can begin in preparation for the interior wall painting. The interior subcontractors have been put on notice for a fast paced interior completion if required. The contractor is prepared to work a second shift if it becomes necessary to meet the project schedule.
    ◆ Water and Sanitary Services Replacement – The Richey Road Municipal Utility District (RR MUD) agreement is being presented to the Board of Trustees at their regularly scheduled September meeting. Aldine ISD continues to indicate that efforts to obtain services from the Woodcreek MUD are moving forward. The sanitary service transition for both LSCS and Aldine ISD need to occur simultaneously since Aldine utilizes LSCS’s sanitary lift station.
    ◆ Electrical Infrastructure Upgrades – Bids were received at the beginning of July. A recommendation is being presented to the Board of Trustees at their regularly scheduled September meeting.
    ◆ Building Automation System Upgrades for LSC-North Harris and LSC-Tomball – A purchase order has been issued to the contractor, and shop drawings are under development. Installation is planned to start in October, and the project is scheduled for completion by May 2009. Work associated with the food preparation area renovation was initiated immediately upon award of contract.
Fire Alarm Upgrades – Minor upgrades have been identified and will be installed by Fall 2008.

**LSC-Montgomery**
- Electrical System Upgrades – This project has been completed, and the reports generated during the project are being reviewed. When the review is complete, the Engineer will visit the project to verify substantial completion.

**LSC-Kingwood**
- Fire Alarm Upgrades – The contractor submitted shop drawings in August, and the review has been completed. The installation will be scheduled when the permits are received and the materials are available. Construction will start within 30 days and will require six months for completion.
- Security System Upgrades for LSC-Kingwood and LSC-Tomball – The contractor is ordering materials and coordinating the installation. Construction is planned to start in mid-August and will require approximately six months to complete.
- Roof Repairs and/or Replacement for LSC-Kingwood and LSC-Tomball – Construction at Kingwood began in late July. Tomball’s installation was delayed until mid-August due to weather related issues on a separate project. Both roofing projects are planned to be completed in November 2008.

**LSC-Tomball**
- All Tomball projects were bid in combination with other campuses to reduce the cost. The status of these projects can be found in other campus reports as follows:
  - Building Automation System Upgrades – LSC-North Harris
  - Security System Upgrades – LSC-Kingwood
  - Roof Repairs and/or Replacement – LSC-Kingwood

**Status Report on the Area Job Order Contract (AJOC) Purchases for Construction Related Projects**

At the August 2007 regular board meeting, the Board of Trustees approved the purchase of construction services for the System from Texas Cooperative Purchasing Network (TCPN) AJOC Contractor, Kellogg Brown and Root Inc. (KBR), 1854 E. Beltway South, Pasadena TX 77503. At the March 2008 regular meeting, the Board of Trustees approved additional AJOC services from Jamail & Smith Construction, 16875 Diana Lane, Houston TX 77058. These approvals authorized the System to use the AJOC method for individual projects up to $100,000 and to make collective purchases not to exceed $1,000,000 for FY 2007-2008. Projects that exceed $100,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under $100,000, a brief summary of projects is included in the Facilities Planning and Construction Report each Quarter.

The projects listed below were completed by **KBR**:
- Projects under $25,000 completed:
  - LSC-North Harris – Repair mechanical equipment. $6,210
  - LSC-System Office – Test backflow prevention assembly. $1,222
  - LSC-System Office – Improve hot water system. $14,697
  - LSC-System Office – Replace monument sign lighting. $19,532
  - LSC-System Office – Pressure wash building exterior and clean windows. $24,960
LSC-System Office – Install handrails at exterior steps. $4,406
LSC-Greenspoint Center – Enclose second floor lobby. $15,681
LSC-Greenspoint Center – Install two light fixtures in LRC. $869
LSC-Greenspoint Center – Install window in wall and door 200M. $5,525
LSC-North Harris – Renovate CE200 offices. $22,195
LSC-Kingwood – Renovate room 105. $18,726
LSC-University Center – Paint parking lot light poles. $8,300
LSC-Cy-Fair – Install door between 147 & 107. $12,319
LSC-Cy-Fair – Install electric and data in room 142. $23,618
LSC-Cy-Fair – Install electric and data in room 107. $20,878
LSC-Cy-Fair – Repair irrigation control system. $9,361
LSC-Cy-Fair – Repair exterior graphics on HSC building. $3,545

Projects over $25,000 completed:
LSC-Kingwood – Replace sidewalks and curb ramps. $27,925
LSC-Greenspoint Center – Renovate administration area. $96,858
LSC-North Harris – Relocate print shop. $42,354
LSC-Fairbanks Center – Convert classroom to offices. $26,394
LSC-Cy-Fair – Repair underground chilled water line. $42,622

The projects listed below were completed by Jamail & Smith:
Projects under $25,000 completed:
LSC-Tomball – Increase ventilation in chemical prep room. $23,260
LSC-System Office – Renovate first floor office in Building 1. $12,865
LSC-CyFair – Enclose coffee kiosk. $13,845
LSC-System Office – Repair parking lot lights. $7,496

Projects over $25,000 completed:
LSC-System Office – Renovate second floor of Building 1. $83,094
**Personnel Report and Consideration No. 1  (ACTION ITEM 20)  Board Meeting 9-4-08**

**Request:** Consideration of Ratification of Appointments

**Chancellor’s Recommendation:** That the contractual appointments listed on the following pages be ratified for the positions indicated.

**Rationale:** These contractual appointments include ratification of Administrators from the CyFair, Kingwood, Montgomery, North Harris, and System Office.

**Fiscal Impact:** Positions and salaries have been budgeted for 2008-2009.

**Staff Resource:** Rand Key 832-813-6522
a. CyFair

Paige Davis, Speech, Associate Professor

Effective: Ten and one-half month contracted employee at an annual salary of $46,160 beginning August 18, 2008.

Education: M.A., University of Texas, Major: Curriculum & Instruction-Speech Communication; B.A., Concordia University, Major: Communication.

Experience: Assistant Professor of Speech, Herzing College Online; Instructor of Communication & Education, Baton Rouge Community College; Adjunct Faculty, Lone Star College-CyFair; Adjunct DL Instructor, Herzing College; Adjunct, Southeastern Louisiana University, Lake Erie College, Lorain County Community College; Teacher, Texas Christian School.

Stacia Hoskin, ADN, Assistant Professor

Effective: Ten and one-half month contracted employee at an annual salary of $49,092 beginning August 18, 2008.

Education: M.S.N., Walden University, Major: Nursing Education; B.S., Alcorn State University, Major: Nursing.

Experience: Quality/Risk Management-Data Coordinator, Perioperative/Recovery Nurse, Float Pool Registered Nurse, Interim Occupational Health Nurse, and Nurse Liaison/Assistant Nurse Manager, Cypress Fairbank Medical Center; Registered Nurse, and Float Nurse, Natchez Community Hospital; Registered Nurse, Austin Diagnostic Pediatric Clinic.

Rebekah Valdez, ADN, Assistant Professor

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning August 18, 2008.

Education: M.S.N., University of Texas Medical Branch, Major: Nurse-Midwifery; B.S.N., Southeastern Louisiana University, School of Nursing, Major: Nursing.

Experience: Staff RN-Labor and Delivery, Methodist Hospital; Staff RN-Labor and Delivery, Methodist Hospital-Medical Branch; Certified Nurse-Midwife, Kelsey-Seybold Clinic; Staff Nurse-Labor and Delivery, Columbia Clear Lake Region Medical Center; Staff RN/Charge Nurse, Woman’s Hospital.

b. Kingwood

Sarah S. Ghaoui, Chemistry, Assistant Professor
Effective: Temporary 4.5-month contracted employee at a pro-rated per semester salary of $22,737 beginning August 18, 2008.

Education: Ph.D., University of Houston, Major: Chemistry; B.S., American University of Beirut.

Experience: Adjunct Faculty, Lone Star College – North Harris; Lab Coordinator/Lecturer/Research Associate, University of Houston; Lecturer, St. Thomas University; Instructor, Community College of Southern Nevada; Postdoctoral Fellow, University of Nevada-Las Vegas.

c. Montgomery

Keith Campbell, Fire Science, Assistant Professor

Effective: Twelve month contracted employee at an annual salary of $50,025 beginning September 1, 2008.

Education: B.S., Lake Superior State University, Major: Fire Science/Paramedic Technology; A.S., Lancing Community College, Major: Fire Technology; A.A., South Western Michigan, Major: General Studies.

Experience: Fire/HazMat Coordinator, SIGNA International Holdings Inc.; Instructor Louisiana State University; Assistant Chief – Training Division, Clinton Area Fire & Rescue; Adjunct Faculty, Lone Star College-CyFair; Associate Training Specialist, Texas A&M; Director of Training/Security Manager, Pinkerton; Chemical Operations Supervisor, U.S. Army.

James Crawford, Director, Office of Technology Services

Effective: Twelve month contracted employee at an annual salary of $80,000 beginning August 18, 2008.

Education: B.S., Sam Houston State University, Major: Electronics Technology/Computer Hardware; A.A.S., Lone Star College-North Harris.

Experience: Assistant Director for Technology Services, Humble ISD; Adjunct Faculty, Lone Star College-Kingwood; Computer Network Technician, Computertronics; Lead Technician and Installation Department Manager, Skylink Technologies.

d. North Harris

Leslie Renee LePres, Director, Recruitment and Retention
Effective: Twelve month contracted employee at an annual salary of $58,653 beginning July 16, 2008.

Education: M.A., Our Lady of the Lake University, Major: Human Science; B.S., Texas A&M University, Major: Journalism-Public Relations.

Experience: Program Manager, SOAR, Lone Star College-North Harris; Account Executive, Clear Channel Radio; Event Coordinator, Development Coordinator, University of Texas M.D. Anderson Center.

Lisa Cordova, Director, Business Operations

Effective: Twelve month contracted employee at an annual salary of $60,300 beginning August 1, 2008.

Education: B.A., Texas State University, Major: Psychology.

Experience: 5th Grade ESL, Reading/Language Arts Teacher, Hill Intermediate-Aldine ISD; Intake Coordinator, Shiloh Treatment Center; Academic Advisor, Lone Star College-CyFair; Adjunct Faculty, Lone Star College-North Harris, Kingwood, and CyFair; Administrative Assistant, Lone Star College-North Harris.

e. System Office

Glen N. Wood, Jr., Director, Student Information Services

Effective: Twelve-month contracted employee at an annual salary of $65,000 beginning August 1, 2008.

Education: M.A. & B.A., Texas A&M University, Major: History; A.A., University of Houston, Major: General.

Experience: Manager, Student Information Services, Director, Student Records, Maintenance & Retention, Coordinator Records, Lone Star College-System Office; Adjunct Faculty, Lone Star College-North Harris; Faculty/Staff, University of Houston; Adjunct, Houston Community College.
Request: Consideration of Resignations

Chancellor’s Recommendation: That the resignations listed below be accepted and acknowledged.

Cy-Fair

Laura Rooney, Associate Professor, Associate Degree Nursing
   Effective August 31, 2008

Kingwood

Mandy Kallus, Professor, English
   Effective August 31, 2008

Montgomery

Kari Chaffee, Associate Professor, Counselor
   Effective August 8, 2008

Tomball

Paul Christopher Saxton, Director, Resource Development & Grants Administration
   Effective August 31, 2008

System Office

Ronna Ryan, Director, Server Administration
   Effective August 15, 2008

Ricardo Solis, Associate Vice Chancellor, Workforce Development
   Effective August 31, 2008

Staff Resource: Rand Key

832-813-6522
Request: Consideration of Approval of Commissioning of Peace Officer

Chancellor’s Recommendation: That the Board of Trustees approves the commissioning of the following peace officer for the Lone Star College System.

Lone Star College – Kingwood
David E. Harrell

Rationale: This officer is eligible to be commissioned by this Board because he:
1. Has a current license from the Texas Commission on Law Enforcement Officer Standards and Education;
2. Has taken and filed the oath required of peace officers; and
3. Possesses a sufficient number of college credit hours to meet the minimum standard for a Lone Star College System peace officer.

Fiscal Impact: None

Staff Resource: Rand Key 832-813-6522