I. Call to Order

II. Pledge of Allegiance

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

IV. Introductions, Special Guests, Recognitions

V. Workshop

   Student Success

VI. 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 551.087 - Economic Development Negotiations

VII. Reconvene Regular Meeting

VIII. Approval of the minutes of the October 6, 2011 Workshop and Regular Meeting, November 3, 2011 Workshop and Regular Meeting, November 4-5, 2011 Board of Trustees Retreat and the December 1, 2011 Public Hearing Proposed Taxation of Goods In Transit and Workshop 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 Considerations

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

2. Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section IV F.4 (SECOND READING) (ACTION ITEM 2)

XIII. Financial Reports and Considerations

1. Monthly Financial Statements

2. Quarterly Investment Report

3. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Financial Aid Services for the System (ACTION ITEM 3)

4. Consideration of Approval to Purchase Additional Landscaping Services for LSC-UP, North Central Plant (ACTION ITEM 4)

5. Consideration of Authorization for the Chancellor or his Designee to Negotiate and Execute a Contract for a Comprehensive Facilities Condition Assessment, Detailed Demographics Trends, Space Utilization Analysis and Master Planning Services (ACTION ITEM 5)

6. Consideration of Approval to Authorize the Chancellor or Designee to Approve the Use of Construction Bid Methods which Provide the Best Value to the System (ACTION ITEM 6)

7. Consideration of Approval to Authorize the Chancellor or Designee to Enroll LSCS as a Member of the Education Advisory Board’s University Spend Collaborative Program (ACTION ITEM 7)
8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Additional Master Service Contracts for the Purchase of Maintenance, Repairs, and Inspection Services for System Facilities (ACTION ITEM 8)

9. Consideration of Authorization for the Chancellor or his Designee to Negotiate and Execute a Contract for the Purchase of Land for the LSC-Kingwood Campus (ACTION ITEM 9)

XIV. Building and Grounds Reports and Considerations

Construction Projects Update

XV. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 10)

2. Consideration of Acceptance of Resignations (ACTION ITEM 11)

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 551.087 - Economic Development Negotiations
Certification of Posting of Notice to the February 2, 2012 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 Monday the 30th day of January, 2012 in a place convenient to the public in the Administration Office of the Central Services and Training Center, on all college campuses and on the system 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 30th day of January, 2012.

Richard Carpenter
Chancellor
MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381
October 6, 2011
5:00 p.m.

PRESENT: Mr. Randy Bates, Chair
Dr. David Holsey, Vice Chair
Ms. Priscilla Kelly, Secretary
Mr. David Vogt, Assistant Secretary
Mr. Tom Forestier
Ms. Linda Good
Mr. Robert Wolfe

ABSENT: Mr. Robert Adam
Ms. Stephanie Marquard

I. CALL TO ORDER: Mr. Bates called the workshop and regular meeting of the Board of
Trustees to order at 5:07 p.m. after determining a quorum was present.

II. PLEDGE OF ALLEGIANCE: Dr. Holsey 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. INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS: Chancellor Carpenter
welcomed Kassia Micek of the Conroe Courier. Dr. Goodall, vice chancellor academic
affairs & student affairs, introduced Juanita Chrysanthou, associate vice chancellor
student success.

V. WORKSHOP: None

VI. CLOSED SESSION: At 5:11 p.m. Mr. Bates convened the Board in closed session, in
accordance with Section 551.001 et. Seq. of the Texas Government Code 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 551.087 – Economic Development Negotiations
Mr. Vogt arrived at 5:20 p.m. and Mr. Wolfe arrived at 5:44 p.m.

VII. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:23 p.m.

VIII. **APPROVAL OF THE MINUTES OF THE SEPTEMBER 1, 2011 WORKSHOP AND REGULAR MEETING:** Upon a motion by Dr. Holsey and a second to the motion by Ms. Kelly, the Board unanimously approved the minutes of the September 1, 2011 Workshop and Regular Meeting.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:** John Burghduff, professor of math at LSC-CyFair and LSC-CyFair vice president for the LSCS chapter of the American Federation of Teachers and on behalf of the AFT, highlighted the work of LSCS counselors.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** The Chancellor reported as of this Fall, for the first time in history, Lone Star College System has become the largest community college in the state of Texas with enrollment of 75,680 students. The Chancellor stated our important goal is to be not the biggest, but the best.

2. This week’s SACS 10-year reaccreditation visit was the culmination of two years of hard work by a large contingent of the Lone Star College System faculty, staff, students and administrators. Dr. Carpenter thanked everyone, especially Dr. Donetta Goodall, as the point person and leader of this massive undertaking. Dr. Carpenter gave a special thanks to Board Secretary, Priscilla Kelly, Board Vice-Chair, David Holsey and Board Chair, Randy Bates for taking time to meet with the SACS delegation.

Dr. Carpenter reported the preliminary findings of the Review Team. Only four recommendations were presented by the team at the exit conference:

   a. That outcomes assessment, particularly student learning outcomes, need to be better documented and done more consistently across the system.
   b. That we better document that all faculty have the required credentials to teach their assigned courses. Dr. Carpenter noted of our more than 3,000 faculty, 99.7% are considered in compliance. The System will work on better documentation for the remaining 3 tenths of 1% and make reassignments if necessary.
   c. That we revise our consortial agreement with the University of Houston regarding the two ROTC courses they teach for us to provide more direct academic oversight by Lone Star.
   d. That we remind our system that our mission statement does not stand alone, but is taken in context with our vision and values statements.

3. Lone Star College System has been nationally recognized as one of the top degree producers in the country, ranking 8th overall and 8th for degrees awarded to Hispanics
Dr. Carpenter asked Ray Laughter, vice chancellor external affairs, to report on the recognition from the National Conference for Marketing and Public Relations for our marketing and PR efforts.

Mr. Laughter reported Lone Star College System was awarded Gold Medallion Best in Class for our academic catalog, electronic class catalog, website, radio, print and post card; Silver Medallion for print series, online newsletter and website and the Bronze Medallion for computer generated illustration.

Dr. Carpenter acknowledged John Robertson, treasurer, will be leaving LSCS and thanked him for a job well done.

2. College Presidents: Dr. Susan Karr, president of LSC-Tomball, presented an overview of the progress of LSCS strategic goal ten, plan and achieve quality growth management. Dr. Karr reported that building innovative and high tech learning facilities while considering environmental sustainability has been completed; establishing performance and reporting metrics for anticipated programmatic growth, enrollment growth, personnel needs and capital development has been completed and is ongoing and strengthening security measures across system has been completed and is ongoing.

3. Vice Chancellors: No report.

4. Faculty Senate Presidents: Dr. James Seymour, LSC-CyFair faculty senate president, spoke about the new construction at the colleges. The purpose of the construction was not about the buildings, new equipment, furniture and all of the technology in the classrooms, but that large enrollment growth and the needs of the students were addressed.

XI. CONSIDERATION OF CONSENT AGENDA: Item number 2 was amended by removing “for the purpose of earning an academic degree or certificate” from Board Policy VI D.3.14 and Item number 11 was corrected by removing the position of Vice President, Instruction & Student Services at LSC-University from the contractual appointment list as it is an interim position. Mr. Bates proceeded with the Consent Agenda. Ms. Kelly made a motion to approve Action Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13. Mr. Wolfe seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B.”

XII. POLICY CONSIDERATIONS

1. Consideration of the Order Changing the General Election Date of the Board of Trustees and Adjusting Terms of Office (FIRST READING): the Board unanimously considered the Order (i) changing the General Election date of the Board of Trustees from the second Saturday in May in even numbered years to the second Saturday in May in odd numbered years, and (ii) adjusting the Term of Office of each Board of Trustee member to conform to the new Election date. This constitutes a first consideration with a request for approval during the November Board meeting. A copy is attached as Exhibit “C.”
2. Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section IV.B.2 (SECOND READING) (ACTION ITEM 1): the Board unanimously approved the recommended revisions of the Lone Star College System Board Policy Section IV.B.2. This item was passed in the Consent Agenda. A copy is attached as Exhibit “D.”

3. Consideration for Approval of the Recommended Lone Star College System Board Policy Sections VI D.3.14 (SECOND READING) (ACTION ITEM 2): the Board unanimously approved the recommended Lone Star College System Board Policy Section VI D.3.14. This item was passed in the Consent Agenda. A copy is attached as Exhibit “E.”

XIII. FINANCIAL REPORTS AND CONSIDERATIONS

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended August 31, 2011. A copy is attached as Exhibit “F.”

2. Quarterly and Annual Investment Reports: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the quarterly and the annual investment reports. A copy is attached as Exhibit “G.”

3. Contract Status Report: the Board reviewed the report as presented. A copy is attached as Exhibit “H.”

4. Consideration of Approval to Purchase Additional Services for the Commerce Management System (CMS) (ACTION ITEM 3): The Board unanimously approved the purchase of additional services for the CMS from TouchNet Information Systems, Inc., 15520 College Blvd., Lenexa, KS 66219, for an additional amount of $60,000, bringing the total contract amount to $1,225,243. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I.”

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Elevator Maintenance, Safety Inspections, and Repair Services (ACTION ITEM 4): the Board unanimously authorized the Chancellor or designee to negotiate and execute an agreement for the purchase of elevator maintenance, safety inspections, and repair services for the System in the amount of $500,000 annually, for a total estimated amount of $2,500,000 over five years from the following vendors: Thyssen Krupp Elevator, 14820 Tomball Parkway, Suite 190, Houston, TX 77086 and Oracle Elevator Company, 620 Crestside Drive, Duncanville, TX 75137. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J.”

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Agreements to Purchase Campus Parking Management and Enforcement Software for the System (ACTION ITEM 5): the Board unanimously authorized the Chancellor or Designee to negotiate and execute an agreement to purchase campus
parking management and enforcement software from the lowest bidder T2 Systems, Inc., 7835 Woodland Drive, Suite 250, Indianapolis, IN 46278. The term of this agreement will be for five years at a cost of $196,000 for the software, and $35,000 for offsite hosting, for a total annual amount of $231,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K.”

7. Consideration of Approval to Purchase Solar and Wind Generators for the Advanced Technology Department at LSC-CyFair (ACTION ITEM 6): the Board unanimously approved the purchase of solar and wind generators for the Advanced Technology Department at LSC-CyFair from the following vendors for an estimated amount of $290,668: Advanced Technologies Consultants, Inc., P.O. Box 905, 110 W. Main St., Northville, MI 46167 and Ignite Solar, 811 Dallas St., Suite 1422, Houston, TX 77002. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L.”

8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Student Motivation Assessment and Retention Management System (ACTION ITEM 7): the Board unanimously authorized the Chancellor or designee to negotiate and execute a five year agreement (FY 2012 – 2016) for services and reports provided by the Noel-Levitz Retention Management Center Plus™, 2350 Oakdale Blvd., Coralville, Iowa 52241, for an estimated amount of $120,000 annually and not to exceed $600,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M.”

9. Consideration of Approval to Purchase Catering Services for Lone Star Corporate College (LSCC) Clients at LSC-University Park Conference Center (ACTION ITEM 8): the Board unanimously approved the purchase of catering services for LSCC clients from the approved LSC-University Park food service provider, Luby’s Culinary Services, 13111 Northwest Freeway Suite 600, Houston, TX 77040, for an estimated amount of $260,000 per year for the remaining term of the contract with Luby’s. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”

10. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Change Orders to the Construction Manager at Risk (CM-at-Risk) Agreement for Renovations at LSC-University Park (ACTION ITEM 9): the Board unanimously authorized the Chancellor or designee to negotiate and execute change orders to the CM-at-Risk agreement with Morganti Texas, Inc., 350 N. Sam Houston Parkway E., Suite 121, Houston, TX 77060, for renovations at LSC-University Park, for an estimated amount of $4,000,000. This increases the total contract value to an estimated amount of $10,000,000 over a period of two years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O.”

11. Consideration of Approval to Purchase Machining Equipment and Supplies for the Welding Program at LSC-North Harris (ACTION ITEM 10): the Board unanimously approved the purchase of Welding Equipment and Supplies for the Welding Program at LSC-North Harris from the following awarded vendors for an estimated amount of $190,209: Grainger, 16741 North Freeway, Houston, TX 77090
and MSC Industrial Supply, 601 North Shepard, Suite 360, Houston, TX 77007. This item as passed in the Consent Agenda. A copy is attached as Exhibit “P.”

XIV. **BUILDING AND GROUNDS REPORT:**

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

XV. **PERSONNEL REPORTS AND CONSIDERATIONS:**

1. **Consideration of Ratification of Appointments (ACTION ITEM 11):** the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “R.”

2. **Consideration of Acceptance of Resignations (ACTION ITEM 12):** the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S.”

3. **Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 13):** the Board unanimously approved the commissioning of the following peace officers for the Lone Star College System: LSC-North Harris – James L. Ramey (Part-Time); LSC-CyFair – Semi Aslam, Tanyanika A. Tidwell and Juvencio Ramos III (Part Time); LSC-Kingwood – Tawni N. Robinette; LSC-Montgomery – Edwin Gomez and Albert Lynch; LSC-Tomball – Jerod T. Tunstall; LSC-University Park – Fernando Gonzales and Hector E. Figueroa. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T.”

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

XVII. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:00 p.m.

ATTEST:

______________________________  ______________________________
Board of Trustees, Chair     Board of Trustees, Asst. Secretary
MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381
November 3, 2011
5:00 p.m.

PRESENT: Mr. Randy Bates, Chair
Dr. David Holsey, Vice Chair
Mr. David Vogt, Assistant Secretary
Mr. Robert Adam
Ms. Linda Good
Ms. Stephanie Marquard

ABSENT: Ms. Priscilla Kelly, Secretary
Mr. Tom Forestier
Mr. Robert Wolfe

I. CALL TO ORDER: Mr. Bates called the workshop and regular meeting of the Board of Trustees to order at 5:04 p.m. after determining a quorum was present.

II. PLEDGE OF ALLEGIANCE: Ms. Marquard 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. INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS: Chancellor Carpenter welcomed Kassia Micek of the Conroe Courier.

V. WORKSHOP: None

VI. CLOSED SESSION: At 5:05 p.m. Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. Seq. of the Texas Government Code 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
Mr. Vogt arrived at 5:10 p.m.

VII. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 5:50 p.m.

VIII. **APPROVAL OF THE MINUTES OF THE OCTOBER 6, 2011 WORKSHOP AND REGULAR MEETING:** A quorum was not established for acknowledgement of the minutes of the October 6, 2011 Workshop and Regular Meeting. The minutes will be carried forward to the December 1, 2011 Workshop and Regular Meeting for approval.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:** Mr. Joe C. Ramirez is president and founder of the Hispanic Executive Society International. HESI’s primary focus is education, career development, leadership and entrepreneurship for Hispanics and Latinos. Mr. Ramirez distributed information about HESI.

John Burghduff, professor of math at LSC-CyFair and LSC-CyFair vice president for the LSCS chapter of the American Federation of Teachers and on behalf of the AFT, presented the employee complaint and grievance policy from Austin Community College and distributed to the Board.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** The Chancellor reported the Texas Higher Education Coordinating Board unanimously approved our request to designate LSC-University Park as LSCS sixth campus at their October meeting, effective January 2012.

The Texas Higher Education Coordinating Board also approved the bacterial meningitis vaccination procedures and requirements. Entering students at public and private or independent institution of higher education are required to show evidence of being immunized against bacterial meningitis. Entering student is a new student, entering higher education for the first time, including a student who transfers from another institution and a returning student who previously attended an institution of higher education before January 1, 2012, and who is enrolling in the same or another institution following a break in enrollment of at least one fall or spring semester. THECB approved the following exceptions: the student is 30 years of age or older; or is enrolled only in online or other distance education courses; or is enrolled in continuing education courses or program that is less than 360 contact hours; or continuing education corporate training; or student is enrolled in a dual credit course not located on a higher education institution campus; or is incarcerated in a Texas prison; or if the vaccination would be injurious to the health and well-being of the student; or that the student declines for reason of conscience or religious belief.
Dr. Carpenter reported the cost of the vaccination ranges from $68-$180, depending on the clinic or office offering the immunization. LSCS has signed an agreement with a company who will process the needed documentation at the cost to students of $10 and we have an agreement with a federally subsidized community care clinic to provide the vaccination to students who are required to take the vaccination at a cost of $10 at any of our campuses. Website information is available to students with specifics about the vaccination and resources. Students will not be prevented from enrolling for classes if they do not receive the vaccination.

The lead paragraph in this week’s US News and World Report article entitled “Survey Highlights How Technology is Used in Higher Education” is about a survey that Lone Star’s Office of Technology Services gave to students that showed that 78% of degree seekers felt that when technology is used properly on campus, they can improve their grades and become more engaged in their learning experience.

Each year, the Center for Digital Education invites all US community colleges to participate in its annual Digital Community College survey. The survey recognizes community colleges that provide a high level of service to their faculty, students and communities through information technology. In September e.Republics Center for Digital Education and Converge Online awarded Lone Star second place winner in the large college category.

2. College Presidents: Dr. Steve Head, president of LSC-North Harris, presented an overview of LSCS strategic goal one for 2012-2015, increase completion and achievement of all students. The specific actions to be taken to reach Goal 1 are: 1.1) strengthen all academic and student support services; 1.2) focus on discipline-specific advising opportunities; 1.3) develop a method to track student goals and completion and 1.4) strengthen clarity of degree program course requirements.

3. Vice Chancellors: No report.

4. Faculty Senate Presidents: Mr. Jason LaPres, LSC-University Park faculty senate president, discussed ways to retain our adjunct faculty. With approximately 60% of instructional course load being taught by adjunct faculty, with a majority teaching high risk areas such as developmental math and developmental English, Mr. LaPres suggested that using strategic goal five for 2012-2015, recruit and retain talented full and part-time faculty, administrators and staff, as a guide would assist in making improvements to help retain LSCS talented adjunct staff.

XI. CONSIDERATION OF CONSENT AGENDA: Mr. Bates proceeded with the Consent Agenda. Ms. Marquard made a motion to approve Action Items 1, 2 and 3. Ms. Good seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B.”
XII. POLICY CONSIDERATIONS

1. Consideration of Approval of the Order Changing the General Election Date of the Board of Trustees and Adjusting Terms of Office (SECOND READING) (ACTION ITEM 1): the Board unanimously approved the Order (i) changing the General Election date of the Board of Trustees from the second Saturday in May in even numbered years to the second Saturday in May in odd numbered years, and (ii) adjusting the Term of Office of each Board of Trustee member to conform to the new Election date. This item was passed in the Consent Agenda. A copy is attached as Exhibit “C.”

2. Consideration for the Recommended Revision of the Lone Star College System Board Policy Section VI (FIRST READING): the Board unanimously considered the recommended revisions of the Lone Star College System Board Policy Section VI. This constitutes a first consideration with a request for approval during the December Board meeting. A copy is attached as Exhibit “D.”

3. Consideration of the Recommended Revision of the Lone Star College System Board Policy Section 1 D.2.03 (FIRST READING): the Board unanimously considered the recommended revisions of the Lone Star College System Board Policy Section 1 D.2.03. This constitutes a first consideration with a request for approval during the December Board meeting. A copy is attached as Exhibit “E.”

XIII. FINANCIAL REPORTS AND CONSIDERATIONS

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended September 30, 2011. A copy is attached as Exhibit “F.”

XIV. BUILDING AND GROUNDS REPORT:

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

XV. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 2): the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H.”

2. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 3): the Board unanimously approved the commissioning of the following peace officers for the Lone Star College System: LSC-North Harris – Pierre G. Barthe (Part-Time); and LSC-Tomball – Randal L. Bass (Part-Time). This item was passed in the Consent Agenda. A copy is attached as Exhibit “I.”
XVI. **SUGGESTED FUTURE AGENDA ITEMS:** None

XVII. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 6:34 p.m.

ATTEST:

________________________________________________________________________
Board of Trustees, Chair                                                Board of Trustees, Asst. Secretary
MINUTES OF THE 
BOARD OF TRUSTEES RETREAT 
LONE STAR COLLEGE SYSTEM 
WOODLANDS RESORT & CONFERENCE CENTER 
CYPRESS ROOM 
2301 N. MILLBEND DRIVE 
THE WOODLANDS, TX  77380. 
NOVEMBER 4-5, 2011 
3:30 P.M.

PRESENT:  Mr. Randy Bates, Chair 
Dr. David Holsey, Vice Chair 
Mr. David Vogt, Assistant Secretary 
Mr. Robert Adam 
Ms. Linda S. Good 
Ms. Stephanie Marquard 
Mr. Robert Wolfe 

ABSENT:  Ms. Priscilla Kelly, Secretary 
Mr. Tom Forestier 

I. CALL TO ORDER:  Chairman Bates called the November 4-5, 2011 Board Retreat Meeting to order at 3:45 p.m. after determining a quorum was present.

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

III. REACT EMERGENCY MANAGEMENT SYSTEM: Denise Walker, chief emergency management officer, presented and overview and demonstration of the new REACT emergency management system that will be deployed system wide.

Mr. Wolfe entered the meeting at 4:03 p.m.

IV. CHANCELLOR’S REMARKS: Dr. Carpenter explained that a decrease in TRS funding from the state will have a $12 million impact on the system over the next biennium. We had anticipated that this might happen, so had budgeted accordingly. He discussed the impact of several riders to HB 1 that impact higher education and community colleges including riders # 53, 8 and 33. He distributed the fall 2011 enrollment report for Texas community colleges. He discussed the recommendations in the SACS Report of the Reaffirmation Committee.

Mr. Vogt entered the meeting at 4:59 p.m.
V. **RESEARCH AND INSTITUTIONAL EFFECTIVENESS:** Siobhan Fleming, associate vice chancellor office of research and institutional effectiveness, provided an overview of student success issues including work being done for Completion by Design.

VI. **RECESS:** Mr. Bates recessed the meeting at 5:33 p.m. Mr. Wolfe left the meeting.

VII. **RECONVENE OPEN MEETING:** Chairman Bates reconvened the Retreat Meeting at 7:35 p.m.

VIII. **BOARD WORKSHOP:** Suzanne Walsh, senior program officer post-secondary success, Bill and Melinda Gates Foundation, presented an overview of the selection process to be included in Completion by Design (CBD) and the CBD framework.

IX. **RECESS:** Mr. Bates recessed the meeting at 9:05 p.m.

X. **RECONVENE OPEN MEETING:** Chairman Bates reconvened the Retreat Meeting at 8:13 a.m.

XI. **SACS ACCREDITATION SUMMARY:** Donetta Goodall, vice chancellor academic affairs and student success, presented a summary of recommendations by the SACS reaffirmation committee and how we intend to address them. The chancellor noted that the report was set up with SACS standards followed first by the narrative from the off-site review committee and then by the narrative from the on-site review committee. The Board discussed how we measure and impact student success.

XII. **UNIVERSITY PARK UPDATE:** Shah Ardalan, chief information officer and CEO, LSC-UP, presented an overview of the history of LSC-UP and future plans.

XIII. **RECESS:** Mr. Bates recessed the meeting at 10:45 a.m.

XIV. **RECONVENE OPEN MEETING:** Chairman Bates reconvened the Retreat Meeting at 11:00 a.m.

XV. **TECHNOLOGY:** Link Alander, associate vice chancellor technology services, presented an overview of the past, present and future state of information technology at LSCS and the impacts of growth and the difficulty of recruiting and retaining staff in the high demand technology field.

XVI. **FINANCIAL AID UPDATE:** Steve Head, president LSC-North Harris, presented an overview of the continuing growth in financial aid numbers and the challenges presented by that growth.

XVII. **BUDGET ALLOCATION MODEL:** Cindy Gilliam, vice chancellor administration and finance, updated the board on the budget allocation model.
XVIII. POLICE REPORT/RECRUITS: Rand Key, senior vice chancellor/COO presented an update on police and security since the department had been centralized. He noted that salaries had been increased to the state average and that we pay close attention to recruiting women and minority officers.

XIX. DISCUSSION: The Board discussed the timing of receiving draft polices in advance of the first reading. The board agreed to continue with current practice in which they receive the draft policies two weeks in advance of the board meeting.

XX. ADJOURNMENT: Chairman Bates adjourned the meeting at 1:29 p.m.

ATTEST:

____________________________   __________________________
Board of Trustees, Chair    Board of Trustees, Asst. Secretary
Public Hearing - Proposal to Continue Current Taxation of Goods In Transit

I. CALL TO ORDER: Chairman Bates called the Public Hearing to order at 5:10 p.m. after determining a quorum was present.

II. PLEDGE OF ALLEGIANCE: Ms. Marquard 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 PROPOSAL TO CONTINUE THE CURRENT TAXATION OF GOODS IN TRANSIT: Ms. Cindy Gilliam, vice chancellor for administration and finance and chief financial officer, reported that the proposed resolution will allow the Board to continue taxing of inventory stored in a location not owned by the owner of the goods. Section 11.253 of the Texas Property Tax code with consideration of Senate Bill 1, newly defining “goods-in-transit”, authorizes governing bodies to adopt a resolution prior to January 1, 2012 to continue the current taxation of goods-in-transit.
V. **CITIZEN COMMENTS:** No citizen comments

VI. **ADJOURNMENT OF PUBLIC HEARING:** Mr. Bates adjourned the Public meeting at 5:13 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 5:13 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. **INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS:** Chancellor Carpenter welcomed Kassia Micek of the Conroe Courier.

Rand Key, Senior Vice Chancellor/COO, introduced the 2012 Fellows of the Leadership Academy class: from LSC-North Harris Huong Haddad, Julie Kendall, Sheldon Moss, Randall Paulk, Kenneth Smith, and Jennifer Welsh; from LSC-Tomball Vivian Rodgers and Alanna Tynes; from LSC-Kingwood Jim Derakhsandeh, Doris Jackson and Sandra Velazquez; from LSC-Montgomery Jeffrey Groah, Denise Meyers, Magarita Reyes and Joan Sloan; from LSC-CyFair Smruti Desai, Paula Khalaf, Sergio Sarmiento and Cynthia Shade; from LSC-University Park Valerie Iltis, Stephanie March and Jennifer Thompson, from LSC-System Office Mary Anderson, Tonya Gray, Pat McDougall, Laurie Passmore and Deseree Probasco.

IV. **WORKSHOP:** Dr. Donetta Goodall, vice chancellor of academic affairs and student success, presented an overview of student success at LSCS. Dr. Goodall discussed the System’s approach to student success, how it supports student success, who our students are, our focus of student success and how LSCS will support student success. Future presentations on student success will showcase various initiatives and departments and how all work together on behalf of students.

V. **CLOSED SESSION:** At 5:28 p.m. Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. Seq. of the Texas Government Code 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 551.087 – Economic Development Negotiations
VI. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:40 p.m.

VII. **APPROVAL OF THE MINUTES OF THE OCTOBER 6, 2011 WORKSHOP AND REGULAR MEETING, NOVEMBER 3, 2011 WORKSHOP AND REGULAR MEETING AND THE NOVEMBER 4-5, 2011 BOARD OF TRUSTEES RETREAT:** A quorum was not established for acknowledgement of the minutes of the October 6, 2011 Workshop and Regular Meeting, November 3, 2011 Workshop and Regular Meeting and the November 4-5, 2011 Board of Trustees Retreat. The minutes will be carried forward to the February 2, 2012 Workshop and Regular Meeting for approval.

VIII. **CITIZENS DESIRING TO ADDRESS THE BOARD:** Mr. Joe C. Ramirez is president and founder of the Hispanic Executive Society International. Mr. Ramirez expressed his interests in the System’s diversity plan.

Mr. Jeffrey Jackson of Central Landscape and Maintenance presented his concerns about his contract with Lone Star College System.

John Burghduff, professor of math at LSC-CyFair and LSC-CyFair vice president for the LSCS chapter of the American Federation of Teachers and on behalf of the AFT, highlighted the System’s adjunct faculty. AFT asked that the Board consider setting a goal over the next three to four years to increase adjunct pay. Dr. Burghduff handed out results of a survey that AFT had provided adjunct faculty from two of the System’s colleges.

Dr. Elizabeth Jensen expressed her concerns of Lone Star College System training workforce students in Brazil.

IX. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** The Chancellor reported Ms. Kelly spoke at the Ribbon Cutting ceremony of the LSC-CyFair Center for Academic and Student Affairs and Health Science Center on November 29, 2011. Dr. Carpenter thanked Dr. Levy, president of LSC-CyFair, and her team for a job well done.

Dr. Carpenter addressed the financial aid issues that occurred at the beginning of the fall semester. A crisis management team, headed by Dr. Head, was created to develop a system that would insure that whatever the increase in demand for financial aid, the System would be prepared to handle with immediacy. We are processing approximately 38,000 student financial aid requests, almost doubling in the last year. The contact center will be set up in early February, 2012 and we are not anticipating delays in processing financial aid requests.

2. **College Presidents:** None
3. **Vice Chancellors:** Mr. Ray Laughter, vice chancellor of external affairs, introduced Mr. Sal Mira, Director of the Small Business Development Center (SBDC) who presented the state of the SBDC. The SBDC celebrated its silver anniversary on November 17, 2011 at the Woodlands Waterway Marriott with record attendance of 475. During FY2011, SBDC served 800 clients, 140 new business starts, introduced capital of $22,857,215 and created 797 jobs.

4. **Faculty Senate Presidents:** Mr. Gordon Carruth, LSC-Montgomery faculty senate president, gave a presentation using the LSCS theme of Open Doors and related that theme to students. Mr. Carruth recorded interviews of several students from each colleges who answered the following questions: 1) What challenges did you encounter, 2) How did LSCS help you overcome these challenges and 3) What is LSCS doing right?

X. **CONSIDERATION OF CONSENT AGENDA:** Mr. Bates proceeded with the Consent Agenda. Item number 10 was corrected to reflect Susan Goodwin as Reference Librarian/Assistant Professor, not Instructor English. Action Items 1 and 4 were recommended to be considered separately. Ms. Good made a motion to approve Action Items 2, 3 5, 6, 7, 8, 9, 10, 11 and 12. Ms. Marquard seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “C.”

XI. **POLICY CONSIDERATIONS**

1. **Consideration of Approval for the Recommended Revision of the Lone Star College System Board Policy Section VI (SECOND READING) (ACTION ITEM 1):** upon a motion by Mr. Forestier and a second to the motion by Mr. Vogt, the Board approved the recommended revisions of the Lone Star College System Board Policy Section VI. Ms. Good opposed. A copy is attached as Exhibit “D.”

2. **Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section I D.2.03 (SECOND READING) (ACTION ITEM 2):** the Board unanimously approved the recommended revisions of the Lone Star College System Board Policy Section I D.2.03. This item was passed in the Consent Agenda. A copy is attached as Exhibit “E.”

3. **Consideration of the Recommended Revision of the Lone Star College System Board Policy Section IV F.4 (FIRST READING):** the Board unanimously considered the recommended revisions of the Lone Star College System Board Policy Section IV F.4. This constitutes a first consideration with a request for approval during the February Board Meeting. A copy is attached as Exhibit “F.”

XII. **FINANCIAL REPORTS AND CONSIDERATIONS**

1. **Monthly Financial Statements:** Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended October 31, 2011. A copy is attached as Exhibit “G.”
2. Consideration of Approval and Acceptance of the Comprehensive Annual Financial Report (CAFR) and the Independent Auditors’ Reports (ACTION ITEM 3): the Board unanimously approved the recommendation of the Board Audit Committee regarding acceptance of the Comprehensive Annual Financial Report and the independent auditors’ reports. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H.”

3. Consideration of Adoption of a Resolution Continuing the Current Taxation of Goods-in-Transit that are Otherwise Exempt from Taxation Under Section 11.253, Texas Tax Code (ACTION ITEM 4): upon a motion by Mr. Vogt and a second to the motion by Ms. Marquard, the Board unanimously adopted a resolution continuing the current taxation of goods-in-transit as authorized by section 11.253 of the Texas Property Tax code with consideration of Senate Bill 1, newly defining “goods-in-transit”. A copy is attached as Exhibit “I.”

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Lawn Maintenance Services (ACTION ITEM 5): the Board unanimously approved authorizing the Chancellor or designee to negotiate and execute contracts to purchase lawn maintenance services for the System in the total estimated contract amount of $2,600,000 over five years from the following vendors: Proficient Green Landscape Solutions, Inc., dba Progreen Landscape Solutions, 14635 FM 1485, Conroe, TX 77306 in the amount of $2,300,000 and Seward Management LLC, dba Texas Lawn & Landscape Services, 4771 Sweetwater Blvd. PMB 147, Sugar Land, TX 77479 in the amount of $300,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J.”

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Master Service Contracts for the Purchase of Maintenance, Repairs, and Inspection Services for System Facilities (ACTION ITEM 6): the Board unanimously approved to authorize the Chancellor or designee to negotiate and execute master service agreements with the recommended vendors to obtain services for general contracting, mechanical/plumbing, electrical, roofing, fire protection, restoration/remediation, and finishes throughout the System for individual projects that cost less than $100,000. The scope of the award is for an estimated $2,000,000 per year, with a not-to-exceed amount of $10,000,000 over the five year term. See attached listing for recommended vendors. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K.”

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Replace Four Elevators at LSC-North Harris (ACTION ITEM 7): the Board unanimously approved to authorize the Chancellor or designee to negotiate and execute a contract to replace four elevators at LSC-North Harris from EMR Elevator, 705 Secretary, Arlington, Texas 76015, in the amount of $247,574. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L.”
7. Consideration of Approval to Purchase Computerized Assessment Tests for the System (ACTION ITEM 8): the Board unanimously approved the purchase of computerized assessment tests for the System over the next three years for an estimated annual cost of $300,000 and a not-to-exceed amount of $900,000 from the following vendors: American College Testing, 500 AST Drive, Iowa City, IA 52243 and The College Board, P.O. Box 869010, Plano, TX 75074. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M.”

8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Nursing Curricula Testing and Supplemental Educational Materials for the System (ACTION ITEM 9): the Board unanimously approved to authorize the Chancellor or designee to negotiate and execute a contract for the purchase of nursing curricula testing and supplemental educational materials for the System from Elsevier, Inc., 3251 Riverport Lane, Maryland Heights, MO 63043, in the amount of $340,000 annually. The contract will include a three year term with an optional two year renewal for a total estimated amount of $1,700,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”

XIII. BUILDING AND GROUNDS REPORT:

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

XIV. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 10): the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”

2. Consideration of Acceptance of Resignations (ACTION ITEM 11): the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q.”

3. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 12): the Board unanimously approved the commissioning of the following peace officers for the Lone Star College System: LSC-North Harris: Jessica M. Gray and Wayland C. Edwards. This item was passed in the Consent Agenda. A copy is attached as Exhibit “R.”

XV. SUGGESTED FUTURE AGENDA ITEMS: None

XVI. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:20 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.

Tally of Action Items:

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
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<tr>
<td>#1</td>
<td>Approve Board of Trustees Travel</td>
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<tr>
<td>#2</td>
<td>Approve Revisions Board Policy Section IV F.4</td>
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<td>#3</td>
<td>Authorize Chan/Neg/Exec/Purchase Fin Aid Review</td>
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<td>#4</td>
<td>Approve Purchase Add’l Landscaping Services/UP</td>
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<td>#5</td>
<td>Authorize Chan/Neg/Exec/Cont/Master Plan,Demog/Asses</td>
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<td>#6</td>
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<td>Authorize/Chan/Join/Ed Advisory Bd Spend Collab Prog</td>
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<td>Authorize/Chan/Neg/Exec/Cont/Mtce Repairs,Inspection</td>
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<td>Authorize/Chan/Neg/Exec/Purchase Land/K</td>
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<td>Ratify Appointments</td>
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<td>#11</td>
<td>Accept Resignations</td>
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Policy Consideration No. 1 (ACTION ITEM 1) Board Meeting 2-2-12

Request: Consideration of Approval for Board of Trustees Travel

Chancellor’s Recommendation: That the Board of Trustees authorize Linda Good and Bob Wolfe to attend the Community College National Legislative Summit in Washington, D.C., February 12-15, 2012.

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

Fiscal Impact: Funds have been approved for professional development in the 2011-2012 Budget.

Resource: Richard Carpenter 832-813-6515
Request: Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section IV F.4 (SECOND READING) (ACTION ITEM )

Chancellor’s Recommendation: That the Board of Trustees approve the recommended revisions of the Lone Star College System Board Policy Section IV F.4.

Rationale: The recommended policy considerations will clarify the issues of unlawful discrimination, sexual harassment and sexual violence and the means of the investigation under recent Department of Education guidelines.

Fiscal Impact: None

Staff Resource: Richard Carpenter
Brian Nelson

832-813-6515
832-813-6655
4. Unlawful Discrimination and Prohibited Harassment Policy

F.4.01 – Policy

It is the policy of the Lone Star College System ("System") to maintain a work and academic environment that is in compliance with F.4.14 referenced below and is free of sexual discrimination, which shall include sexual harassment, sexual violence and discriminatory actions based on race, color, gender, age, sexual orientation, religion, ethnic or national origin, disability, veterans’ status, or any other protected status. Unlawful employment discrimination and sexual discrimination by officers, managers, faculty, supervisors, employees, students, advisors, vendors, clientele, and contractors will not be tolerated.

Further, any retaliation against an individual who has complained about sexual discrimination, sexual harassment, sexual violence or other unlawful discrimination, or the retaliation against individuals for cooperating with an investigation of a complaint regarding any of the above is similarly unlawful and will not be tolerated.

Additionally, unlawful sexual harassment and sexual violence that occurs off LSCS property but is deemed to have an influence on the safety of any campus or individual on campus is a violation of this policy.

Persons who violate this policy will be subject to disciplinary action up to and including termination of employment, expulsions and/or termination of the contractual relationship.

F.4.02 - Definition of Unlawful Discrimination, Sexual Discrimination and Sexual Violence

Unlawful discrimination is strictly prohibited by the System and will not be tolerated. Treating an employee or student differently in the terms or conditions of his or her employment or education on the basis of the employee’s or student’s race, color, gender, age, sexual orientation, religion, ethnic or national origin, disability, veterans’ status, or any other protected status constitutes unlawful discrimination.

Sexual discrimination, including sexual harassment, is illegal under both federal and Texas state law and is strictly prohibited by the System. Unwelcome sexual advances, requests for sexual favors and other physical or verbal conduct of a sexual nature, including sexual violence, constitute sexual discrimination when:

1. Submission to such advances, requests or conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic advancement or participation in System programs or activities, or is used as a basis for employment or academic decisions affecting the individual; or

2. Rejection of such advances, requests or conduct affects a term or condition of an
3. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work, academic performance, education, or participation in System programs or activities, or of creating an intimidating, hostile, work or academic environment.

Sexual Violence is illegal under both federal and Texas state law and is strictly prohibited by the System. Sexual Violence means any physical sexual act perpetrated against a person’s will or where a person is incapable of giving consent.

**F.4.03 - Conduct which May Constitute Unlawful Sexual Harassment**

Sexual harassment does not refer to words or actions of a welcome nature. It refers to behavior that is not welcome and occurs in a variety of situations that share a common element: the inappropriate introduction of sexual activities or comments into the work or academic environment. Harassing conduct need not be motivated by sexual desire in order to constitute unlawful sexual harassment.

Sexual harassment often involves relationships of unequal power. Such situations may contain elements of coercion, such as when compliance with requests for sexual favors becomes a condition for granting privileges or favorable treatment on the job or in the classroom. However, sexual harassment may also involve relationships among persons of equal authority or power, such as when repeated unwelcome advances or demeaning verbal comments by a co-worker towards another co-worker unreasonably interferes with a person’s ability to perform his or her work. Sexual harassment can also involve behavior directed to and/or by students of the System, as well as employees and non-employees of the System, in short all members of the community may become harassers or victims of harassment.

Depending upon the circumstances and how they impact the workplace or academic environment, examples of sexual harassment include but are not limited to such conduct as the following:

1. verbal abuse, insults, jokes, comments or innuendo of a sexual nature that include lewd, obscene or sexually suggestive displays or remarks;

2. physical contact, such as touching, hugging, kissing, patting, or pinching, that is uninvited and unwanted by the other person;

3. the requests or demands for sexual favors accompanied by implicit or explicit promised rewards or threats concerning an individual’s employment status or educational status;

4. repeated unwelcome social invitations, sexual flirtations, advances, propositions or
unwanted requests for sexual favors;

5. threatened, attempted, or completed physical sexual assault;

6. indecent exposure;

7. romantic involvement (even if consensual) between supervisors and subordinates that impacts the workplace and/or other individuals in areas such as assignments, advancements and benefits; or

8. romantic involvement (even if consensual) between supervisors and students they supervise that impacts the academic environment and/or other students in areas such as assignments, grades and academic benefits.

**F.4.04 Conduct which may Constitute Unlawful Sexual Violence**

Sexual Violence shall include but not be limited to rape, sexual assault, sexual bribery, and sexual coercion.

**F.4.05 Conduct which may Constitute Unlawful Discrimination**

Depending upon the circumstances and how they impact the workplace or academic environment, examples of unlawful discrimination could include the above-referenced examples concerning sexual harassment, as well as the following types of conduct:

1. Making decisions about a person’s employment, compensation or education based upon his or her race, color, gender, age, sexual orientation, religion, ethnic or national origin, disability, veterans’ status, or any other protected status;

2. Verbal abuse, offensive innuendo or derogatory words, concerning a person’s race, color, gender, age, sexual orientation, religion, ethnic or national origin, disability, veterans’ status, or any other protected status;

3. An open display of objects or pictures designed to create a hostile working/learning environment based on a person’s race, color, gender, age, sexual orientation, religion, ethnic or national origin, disability, veterans’ status, or any other protected status.

**F.4.06 - Employee, Faculty and Student Responsibilities**

Each employee, faculty member, administrator and student of the System is personally responsible for ensuring that his or her conduct does not sexually harass or unlawfully discriminate against anyone in the workplace. Each employee, faculty member, administrator and student is responsible for cooperating in any investigation of alleged sexual harassment or unlawful discrimination if requested to do so by the person conducting the investigation.
Any person who observes an incident that may constitute sexual harassment or unlawful discrimination or who otherwise becomes aware of such an incident should immediately notify the System Equal Employment Officer (“EEO”). See Section F.04.11 below. The System EEO shall notify the System General Counsel and Chief Legal Officer, or his/her designee, of the incident and substance of the complaint.

Any person who observes or is victim to an incident that may constitute sexual harassment, sexual violence or other unlawful discrimination based on sex should immediately notify the System Title IX Coordinator.

F.4.07 - Educational Setting

In the educational setting within the System, there exists latitude for a faculty member’s professional judgment in determining the appropriate content and presentation of academic material. Academic curriculum and pedagogical goals that serve legitimate and reasonable educational purposes do not, in and of themselves, constitute sexual harassment or other unlawful discrimination. Those participating in the educational setting bear a responsibility to balance their professional academic responsibilities and academic freedoms with a consideration of the reasonable sensitivities of other participants.

Nothing contained in this policy shall be construed to limit the legitimate and reasonable academic responsibilities and academic freedoms of the System’s professional educators.

F.4.08 - Addressing Complaints of Sexual Harassment, Sexual Violence and Unlawful Discrimination

When the System receives any formal complaint of sexual harassment or sexual violence it will promptly and equitably investigate the allegation in a fair and expeditious manner. The System will make every effort to proceed in such a way as to maintain confidentiality to the extent practicable under the circumstances. If it is determined that inappropriate conduct has occurred the System will act promptly to eliminate the offending conduct, and where appropriate impose disciplinary action. A prompt and impartial investigation of the complaint is conducted by the System EEO or by his/her designee. The System EEO shall also be the Title IX Coordinator for purposes of complaints of sexual discrimination, sexual harassment and sexual violence. This investigation will consist of (but will not necessarily be limited to) interviews of the individual who made the complaint, of the person or persons against whom the complaint was made and of other individuals who may have witnessed the reported incident or incidents in order to determine by the preponderance of the evidence (more likely than not) whether sexual harassment or sexual violence occurred.

During and upon completion of the investigation, the System EEO shall consult with the System General Counsel and Chief Legal Officer or his or her designee; and upon completion of the investigation will meet individually with the individual who made
the complaint and the individual or individuals against whom the complaint was made, to report the results of the investigation and, where a remedy is determined to be appropriate, to inform the parties of the steps that will be taken to remedy the situation.

F.4.09 Disciplinary Action

In the event the investigation reveals that unlawful discrimination, sexual harassment or sexual violence has occurred by a student, further action will be taken, including, but not limited to any and all disciplinary actions set forth in Board Policy VI.F.4.01 – Students Disciplinary Sanctions.

In the event that the investigation reveals that unlawful discrimination, sexual harassment or sexual violence has occurred by an employee, further action will be taken, including disciplinary action, such as but not limited to reprimand, change in work assignment, loss of privileges, mandatory training or suspension and/or immediate termination as set forth by Board Policy F.13 – Discharge of Employee. Should the employee challenge the disciplinary action, he or she may grieve the decision under Section F.10 – Review and Grievance Process.

F.4.10 - Confidentiality

All actions taken to investigate and resolve complaints through this procedure shall be conducted with as much privacy, discretion and confidentiality as possible without compromising the thoroughness and fairness of the investigation. All persons involved are to treat the situation with respect. To conduct a thorough investigation, the System EEO shall discuss the complaint with the System General Counsel and Chief Legal Officer, the witnesses and those persons involved in or affected by the complaint, and those persons necessary to assist in the investigation or to implement appropriate disciplinary actions.

F.4.11 - No Retaliation for Filing a Complaint of Sexual Harassment or Unlawful Discrimination

Retaliation against any individual for making a complaint of sexual harassment, sexual violence or of any unlawful discrimination or for assisting in the investigation of such a complaint is illegal and will not be tolerated. Any acts of retaliation will be subject to appropriate disciplinary action, such as but not limited to reprimand, change in work assignment, loss of privileges, mandatory training or suspension and/or immediate termination as set forth by Board Policy F.13- Discharge of Employee.

Incidents of unlawful retaliation should be referred to the System EEO for investigation.

F.4.12 - System Equal Employment Officer (“EEO”) and Complaints of Sexual Harassment and Unlawful Employment Discrimination

The System EEO shall also function as the Title IX Coordinator and is designated as
the person who is charged with investigating complaints of sexual harassment, sexual violence and unlawful discrimination for the System. The System General Counsel and Chief Legal Officer reserves the right to retain an outside investigator at the beginning or at any stage of the investigation to investigate complaints of sexual harassment, sexual violence and/or unlawful discrimination.

F.4.13 - State and Federal Agencies

In addition to the above, students and employees who believe that they may have been subjected to sexual harassment, sexual violence or unlawful discrimination may file a formal complaint with either or both of the government agencies set forth below.

Students who believe they may have been subjected to sexual discrimination including sexual harassment or sexual violence may wish to file a formal complaint with local law enforcement. Filing a criminal complaint will not preclude any student from participating in an informal or formal grievance process as required under Title IX.

Using the System’s complaint process does not prohibit an employee from filing a complaint with these agencies.


2. The Texas Workforce Commission (“TWFC”), 1117 Trinity St., Room 144T, Austin, TX 78778

F.4.14 - Compliance and Training

The System designates the General Counsel and the System EEO and Title IX Coordinator to coordinate efforts to comply with this policy, any investigation and with the specific requirements contained in but not limited to:

a. Title IX of the Education Amendments of 1972, as amended, and it’s implementing regulations;

b. Section 504 of the Rehabilitation Act, as amended, and its implementing regulations;

c. The Americans with Disabilities Act, as amended, and its implementing regulations; and

d. Title VII of the Civil Rights Act, as amended, and its implementing regulations.

The System shall provide training consistent with Texas and/or Federal law to:
a. New and existing employees regarding the protections accorded to them under federal and state discrimination laws and LSCS's related policies and complaint procedures; and

b. Supervisory personnel and all employees regarding the System’s non-discrimination obligations, this Policy was established for handling discrimination and harassment complaints and the supervisor’s obligation to respond promptly and appropriately to alleged discriminatory or harassing conduct in the workplace under their supervisory authority.

Training programs shall be jointly administered and under the direction of the System Associate Vice Chancellor for Human Resources and the System General Counsel and Chief Legal Officer.
Report: Monthly Financial Statements

The financial statements for the months ended December 31, 2011 and November 30, 2011 are presented for Board review.
% OF BUDGETED REVENUES COLLECTED

- DECEMBER
- NOVEMBER
- OCTOBER
- SEPTEMBER

06-07 | 07-08 | 08-09 | 09-10 | 10-11 | 11-12

DECEMBER: 0.3, 0.25, 0.2, 0.15, 0.1, 0.05
NOVEMBER: 0.1, 0.15, 0.2, 0.25, 0.3, 0.35
OCTOBER: 0.05, 0.1, 0.15, 0.2, 0.25, 0.3
SEPTEMBER: 0.0, 0.05, 0.1, 0.15, 0.2, 0.25

Durations:
- 06-07: December, November, October, September
- 07-08: November, October, September
- 08-09: October, September
- 09-10: September
- 10-11: None
- 11-12: None
HOW MUCH DO WE NEED IN RESERVES?

December: Revenues still cover expenditures
LONE STAR COLLEGE SYSTEM

Statement of Revenues and Expenditures
General and Auxiliary Funds
For the Four Months Ended December 31, 2011
Unaudited

<table>
<thead>
<tr>
<th>REVENUES:</th>
<th>33% OF PRIOR YEAR</th>
<th>PRIOR YEAR</th>
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<tr>
<td>State Appropriations</td>
<td>$ 63,210,000</td>
<td>27,912,112</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>94,170,000</td>
<td>38,987,311</td>
</tr>
<tr>
<td>Taxes</td>
<td>97,850,000</td>
<td>23,838,009</td>
</tr>
<tr>
<td>Investments</td>
<td>500,000</td>
<td>51,098</td>
</tr>
<tr>
<td>Other</td>
<td>5,220,000</td>
<td>1,143,232</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>3,100,000</td>
<td>121,605</td>
</tr>
<tr>
<td>Reserves</td>
<td>2,700,000</td>
<td>-</td>
</tr>
<tr>
<td>Total Current Operations Revenues</td>
<td>266,750,000</td>
<td>92,053,367</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>10,000,000</td>
<td>2,064,273</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>276,750,000</td>
<td>94,117,640</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th>33% OF PRIOR YEAR</th>
<th>PRIOR YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BUDGET</td>
<td>ACTUAL</td>
</tr>
<tr>
<td>Instruction-Academic</td>
<td>69,785,203</td>
<td>23,702,847</td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>26,914,112</td>
<td>9,789,004</td>
</tr>
<tr>
<td>Public Service</td>
<td>1,077,887</td>
<td>242,427</td>
</tr>
<tr>
<td>Academic Support</td>
<td>44,614,759</td>
<td>12,379,004</td>
</tr>
<tr>
<td>Student Services</td>
<td>32,065,877</td>
<td>8,758,088</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>27,502,586</td>
<td>7,221,608</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>28,471,695</td>
<td>9,792,145</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>23,388,920</td>
<td>6,656,242</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>2,328,961</td>
<td>-</td>
</tr>
<tr>
<td>Total Educational and General Expenditures</td>
<td>256,150,000</td>
<td>78,541,365</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internally Designated</td>
<td>3,800,000</td>
<td>83,156</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>10,000,000</td>
<td>2,087,506</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>269,950,000</td>
<td>80,712,027</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>6,800,000</td>
<td>1,767,925</td>
</tr>
</tbody>
</table>

| NET INCREASE (DECREASE) IN FUND BALANCES |
|---|---|
| General Funds | 0 | 11,660,921 | 7,899,410 |
| Auxiliary Funds | 0 | (23,233) | 181,058 |

TOTAL NET INCREASE (DECREASE) IN FUND BALANCES | 0 | $11,637,688 | $8,080,468 |
## LONE STAR COLLEGE SYSTEM

### Balance Sheet
December 31, 2011
Unaudited

### ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$20,781,595</td>
<td>$-18,487,543</td>
<td>$5,246,601</td>
<td>$2,294,052</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>84,068,770</td>
<td>121,292,920</td>
<td>1,002</td>
<td>140,618,251</td>
</tr>
<tr>
<td>Investments</td>
<td>53,895,018</td>
<td>86,722,231</td>
<td>-</td>
<td>2,810,285</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,810,285</td>
<td>638,215,802</td>
<td></td>
<td>638,215,802</td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>30,374</td>
<td>472,685</td>
<td></td>
<td>472,685</td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital assets, net</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$161,586,042</strong></td>
<td><strong>827,743,410</strong></td>
<td><strong>$742,283,399</strong></td>
<td><strong>$1,731,612,851</strong></td>
</tr>
</tbody>
</table>

### LIABILITIES AND FUND BALANCES

**LIABILITIES:**

<table>
<thead>
<tr>
<th>Description</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>$18,574,861</td>
<td>$1,750,811</td>
<td></td>
<td>$20,325,672</td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>81,624,228</td>
<td>112,070,428</td>
<td>-</td>
<td>193,694,656</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>6,271,983</td>
<td>348,006</td>
<td></td>
<td>6,619,989</td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td></td>
<td>1,021,574</td>
<td></td>
<td>1,021,574</td>
</tr>
<tr>
<td>Bonds payable</td>
<td></td>
<td>638,333,584</td>
<td></td>
<td>638,333,584</td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td></td>
<td>4,726,685</td>
<td></td>
<td>4,726,685</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>106,471,072</strong></td>
<td><strong>758,251,088</strong></td>
<td><strong>-</strong></td>
<td><strong>864,722,160</strong></td>
</tr>
</tbody>
</table>

**FUND BALANCES:**

<table>
<thead>
<tr>
<th>Description</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>55,114,970</td>
<td>-</td>
<td>472,186,448</td>
<td>527,301,418</td>
</tr>
<tr>
<td>Restricted</td>
<td>-</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Non grant agreements</td>
<td></td>
<td>1,414,739</td>
<td></td>
<td>1,414,739</td>
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<tr>
<td>Loans</td>
<td></td>
<td>485,631</td>
<td></td>
<td>485,631</td>
</tr>
<tr>
<td>Restricted for construction</td>
<td></td>
<td>52,599,847</td>
<td>268,490,395</td>
<td>321,090,242</td>
</tr>
<tr>
<td>Debt service</td>
<td></td>
<td>14,992,105</td>
<td>1,606,556</td>
<td>16,598,661</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCES</strong></td>
<td><strong>55,114,970</strong></td>
<td><strong>69,492,322</strong></td>
<td><strong>742,283,399</strong></td>
<td><strong>866,890,691</strong></td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES AND FUND BALANCES**

<table>
<thead>
<tr>
<th></th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>$161,586,042</strong></td>
<td><strong>827,743,410</strong></td>
<td><strong>$742,283,399</strong></td>
<td><strong>$1,731,612,851</strong></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>$161,586,042</strong></td>
<td><strong>827,743,410</strong></td>
<td><strong>$742,283,399</strong></td>
<td><strong>$1,731,612,851</strong></td>
</tr>
<tr>
<td>Description</td>
<td>Ending BV 11/30/11</td>
<td>Total Buys</td>
<td>Total Sells</td>
<td>Interest/Dividends</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>--------------------</td>
<td>------------</td>
<td>-------------</td>
<td>-------------------</td>
</tr>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td>105,987</td>
<td>12,670</td>
<td>0</td>
<td>2,661</td>
</tr>
<tr>
<td>POOLS</td>
<td>5,504,187</td>
<td>10,844,113</td>
<td>600,277</td>
<td>15,748,025</td>
</tr>
<tr>
<td>AGENCIES</td>
<td>10,000,000</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>20,018,417</td>
<td>11,818</td>
<td>0</td>
<td>20,030,234</td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>2,991,300</td>
<td>0</td>
<td>0</td>
<td>2,992,750</td>
</tr>
<tr>
<td>SOUTHSIDE MONEY MARKET</td>
<td>5,004,088</td>
<td>1,264</td>
<td>0</td>
<td>5,005,352</td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>43,623,979</td>
<td>10,869,865</td>
<td>600,277</td>
<td>15,732.83</td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>5,022,428</td>
<td>9,494</td>
<td>0</td>
<td>9,494</td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>5,565,502</td>
<td>7,664,485</td>
<td>0</td>
<td>1,424</td>
</tr>
<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>4,994,125</td>
<td>0</td>
<td>0</td>
<td>4,996,083</td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>69,541,036</td>
<td>12,405</td>
<td>6,089,243</td>
<td>12,405</td>
</tr>
<tr>
<td>JPMC MM</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>85,123,092</td>
<td>7,686,385</td>
<td>6,089,243</td>
<td>23,324</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>128,747,071</td>
<td>18,556,250</td>
<td>6,689,520</td>
<td>39,057</td>
</tr>
</tbody>
</table>
## LONE STAR COLLEGE SYSTEM

Statement of Revenues and Expenditures  
General and Auxiliary Funds  
For the Three Months Ended November 30, 2011  
Unaudited

<table>
<thead>
<tr>
<th>REVENUES:</th>
<th>25% OF PRIOR YEAR TO BUDGET</th>
<th>PRIOR YEAR TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>% ACTUAL</td>
<td>% ACTUAL</td>
</tr>
<tr>
<td>BUDGET</td>
<td>ACTUAL</td>
<td>11/30/2010</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$63,210,000</td>
<td>$19,717,067</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>$94,170,000</td>
<td>$29,907,179</td>
</tr>
<tr>
<td>Taxes</td>
<td>$97,850,000</td>
<td>$3,114,546</td>
</tr>
<tr>
<td>Investments</td>
<td>$500,000</td>
<td>$55,818</td>
</tr>
<tr>
<td>Other</td>
<td>$5,220,000</td>
<td>$905,333</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>$3,100,000</td>
<td>$2,786,546</td>
</tr>
<tr>
<td>Reserves</td>
<td>$2,700,000</td>
<td></td>
</tr>
<tr>
<td>Total Current Operations Revenues</td>
<td>$266,750,000</td>
<td>$56,486,489</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>$10,000,000</td>
<td>$1,546,173</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>$276,750,000</td>
<td>$58,032,662</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th>% ACTUAL</th>
<th>% ACTUAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction-Academic</td>
<td>$70,051,374</td>
<td>$17,732,150</td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>$26,764,269</td>
<td>$6,899,433</td>
</tr>
<tr>
<td>Public Service</td>
<td>$1,077,887</td>
<td>$190,992</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$44,774,687</td>
<td>$8,375,960</td>
</tr>
<tr>
<td>Student Services</td>
<td>$31,909,656</td>
<td>$5,601,722</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$27,440,390</td>
<td>$5,803,626</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>$28,413,856</td>
<td>$6,144,400</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>$23,388,920</td>
<td>$3,859,844</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>$2,328,961</td>
<td></td>
</tr>
<tr>
<td>Total Educational and General Expenditures</td>
<td>$256,150,000</td>
<td>$54,608,127</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internally Designated</td>
<td>$3,800,000</td>
<td>$144,648</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>$10,000,000</td>
<td>$1,253,749</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$269,950,000</td>
<td>$56,006,524</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>$6,800,000</td>
<td>$952,416</td>
</tr>
<tr>
<td>NET INCREASE (DECREASE) IN FUND BALANCES</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Funds</td>
<td>$5,228,496</td>
<td>$781,298</td>
</tr>
<tr>
<td>Auxiliary Funds</td>
<td>$79,179</td>
<td>$292,424</td>
</tr>
<tr>
<td>TOTAL NET INCREASE (DECREASE) IN FUND BALANCES</td>
<td>$5,307,675</td>
<td>$1,073,722</td>
</tr>
</tbody>
</table>
LONE STAR COLLEGE SYSTEM

Balance Sheet
November 30, 2011
Unaudited

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$19,720,693</td>
<td>(19,067,025)</td>
<td>$5,524,599</td>
<td>$241,404,452</td>
<td></td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>109,443,960</td>
<td>126,435,893</td>
<td>1,002</td>
<td>128,748,073</td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>43,623,979</td>
<td>85,123,092</td>
<td>-</td>
<td>2,590,840</td>
<td></td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,590,840</td>
<td>-</td>
<td>2,590,840</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>36,460</td>
<td>-</td>
<td>36,460</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>655,694,240</td>
<td>-</td>
<td>655,694,240</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>-</td>
<td>-</td>
<td>735,111,651</td>
<td>735,111,651</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>$175,415,932</td>
<td>$848,186,200</td>
<td>$740,637,252</td>
<td>$1,764,239,384</td>
<td></td>
</tr>
</tbody>
</table>

LIABILITIES AND FUND BALANCES

<table>
<thead>
<tr>
<th>LIABILITIES:</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>$17,894,960</td>
<td>3,230,740</td>
<td>-</td>
<td>21,125,700</td>
<td></td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>102,497,419</td>
<td>118,580,140</td>
<td>-</td>
<td>221,077,559</td>
<td></td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>6,238,596</td>
<td>346,292</td>
<td>-</td>
<td>6,584,888</td>
<td></td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td>-</td>
<td>1,021,574</td>
<td>-</td>
<td>1,021,574</td>
<td></td>
</tr>
<tr>
<td>Bonds payable</td>
<td>-</td>
<td>638,333,584</td>
<td>-</td>
<td>638,333,584</td>
<td></td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>4,751,267</td>
<td>-</td>
<td>4,751,267</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>126,630,975</td>
<td>766,263,597</td>
<td>-</td>
<td>892,894,572</td>
<td></td>
</tr>
</tbody>
</table>

FUND BALANCES:

<table>
<thead>
<tr>
<th>Unrestricted</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>48,784,957</td>
<td>-</td>
<td>472,125,463</td>
<td>520,910,420</td>
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<tr>
<td>Restricted</td>
<td>-</td>
<td>-</td>
<td>923,588</td>
<td></td>
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<tr>
<td>Non grant agreements</td>
<td>-</td>
<td>923,588</td>
<td>-</td>
<td></td>
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<tr>
<td>Loans</td>
<td>-</td>
<td>485,631</td>
<td>485,631</td>
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<tr>
<td>Restricted for construction</td>
<td>-</td>
<td>55,656,647</td>
<td>322,561,880</td>
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<tr>
<td>Debt service</td>
<td>-</td>
<td>24,856,737</td>
<td>26,463,293</td>
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<tr>
<td><strong>TOTAL FUND BALANCES</strong></td>
<td>48,784,957</td>
<td>81,922,603</td>
<td>740,637,252</td>
<td>871,344,812</td>
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</table>

**TOTAL LIABILITIES AND FUND BALANCES**

<table>
<thead>
<tr>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals</th>
<th>Current Year</th>
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<tr>
<td>$175,415,932</td>
<td>$848,186,200</td>
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<td>Description</td>
<td>Ending BV 10/31/11</td>
<td>Total Buys</td>
<td>Total Sells</td>
<td>Interest/Dividends</td>
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<td>-------------------------------</td>
<td>--------------------</td>
<td>------------</td>
<td>-------------</td>
<td>--------------------</td>
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<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>CASH</td>
<td>106,825</td>
<td>0</td>
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<td>POOLS</td>
<td>22,839,899</td>
<td>2,159</td>
<td>17,337,870</td>
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<tr>
<td>AGENCIES</td>
<td>12,000,000</td>
<td>0</td>
<td>2,000,000</td>
<td>3,750</td>
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<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>15,009,200</td>
<td>5,009,217</td>
<td>9,217</td>
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<tr>
<td>COMMERCIAL PAPER</td>
<td>2,989,850</td>
<td>0</td>
<td>0</td>
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<tr>
<td>SOUTHSIDE MONEY MARKET</td>
<td>10,002,579</td>
<td>1,519</td>
<td>5,000,010</td>
<td>1,519</td>
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<td><strong>Total / Average</strong></td>
<td>62,948,352</td>
<td>5,012,895</td>
<td>24,338,718</td>
<td>16,645.33</td>
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<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>5,022,428</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>DEBT SERVICE POOLS</td>
<td>4,556,706</td>
<td>1,008,796</td>
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<td>917</td>
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<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
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<td>69,529,489</td>
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<td>11,549</td>
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<tr>
<td>JPMC MM</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>84,100,789</td>
<td>1,020,344</td>
<td>0</td>
<td>12,466</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td>147,049,150</td>
<td>6,033,240</td>
<td>24,338,718</td>
<td>29,111</td>
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</tbody>
</table>
Report: Quarterly Investment Report

The quarterly investment report for the period ended November 30, 2011 is presented for Board Review.
INVESTMENT PORTFOLIO SUMMARY

For the Quarter Ended

November 30, 2011

Prepared by

Valley View Consulting, L.L.C.

The investment portfolio of the Lone Star College System is in compliance with the Public Funds Investment Act and the System's Investment Policy and strategies.

/s/ Cynthia F. Gilliam
Cynthia F. Gilliam, Vice Chancellor for Administration & Finance/CFO
Strategy Summary:

The Federal Open Market Committee (FOMC) maintained the Fed Funds target range between 0.00% and 0.25% (actual Fed Funds traded +/-10bps). The European Union crisis has been the main market focus. Continuing deterioration and uncertainty of individual country credit ratings, and the political and financial costs of stabilization, dampened any positive domestic news. The FOMC initiated Operation Twist in a attempt to reduce longer-term interest rates. There is also discussion of a potential QE3. Short-term yields provided limited earnings. Projecting cash flows and laddering, where appropriate, still provides the best earnings opportunity.

Quarter End Results by Investment Category:

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pools/Banks</td>
<td>$151,579,632</td>
<td>$151,579,632</td>
<td>$85,720,802</td>
<td>$85,720,802</td>
<td>0.21%</td>
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<tr>
<td>Securities/CDs</td>
<td>$14,027,822</td>
<td>$14,028,824</td>
<td>$43,024,575</td>
<td>$43,024,436</td>
<td>0.60%</td>
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<tr>
<td>Totals</td>
<td>$165,607,454</td>
<td>$165,608,456</td>
<td>$128,745,377</td>
<td>$128,745,238</td>
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</table>

Average Quarterly Yield (1)

<table>
<thead>
<tr>
<th></th>
<th>Total Portfolio</th>
<th>0.34%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rolling Three Mo. Treas. Yield</td>
<td>0.02%</td>
<td></td>
</tr>
<tr>
<td>Rolling Six Mo. Treas. Yield</td>
<td>0.06%</td>
<td></td>
</tr>
<tr>
<td>Quarterly Interest Earnings</td>
<td>$109,679</td>
<td></td>
</tr>
<tr>
<td>YTD Interest Earnings</td>
<td>$109,679</td>
<td></td>
</tr>
</tbody>
</table>

Average Quarter End Yields - Fiscal Year

<table>
<thead>
<tr>
<th></th>
<th>Total Portfolio</th>
<th>0.34%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rolling Three Mo. Treas. Yield</td>
<td>0.02%</td>
<td></td>
</tr>
<tr>
<td>Rolling Six Mo. Treas. Yield</td>
<td>0.06%</td>
<td></td>
</tr>
<tr>
<td>Average Quarter End TexPool</td>
<td>0.11%</td>
<td></td>
</tr>
</tbody>
</table>

(1) Average Quarterly Yield calculated using quarter end report average yield and adjusted book value.
US Treasury Historical Yields

Valley View Consulting, L.L.C.
# Detail of Investment Holdings

**November 30, 2011**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rating</th>
<th>Coupon/Discount</th>
<th>Maturity Date</th>
<th>Settlement Date</th>
<th>Call Date</th>
<th>Original Face/Par Value</th>
<th>Purchase Price</th>
<th>Book Value</th>
<th>Market Price</th>
<th>Market Value</th>
<th>Life (days)</th>
<th>Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td>JPMC DBA Checking</td>
<td></td>
<td>0.00%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>$109,987</td>
<td>1.00</td>
<td>$109,987</td>
<td>$109,987</td>
<td>1.00</td>
<td>109,987</td>
<td>0.00%</td>
</tr>
<tr>
<td>SSB NOW MMA</td>
<td></td>
<td>0.29%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>5,004,088</td>
<td>1.00</td>
<td>5,004,088</td>
<td>5,004,088</td>
<td>1.00</td>
<td>5,004,088</td>
<td>0.29%</td>
</tr>
<tr>
<td>LOGIC LGIP AAAm</td>
<td>0.18%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td></td>
<td>37,482,716</td>
<td>1.00</td>
<td>37,482,716</td>
<td>37,482,716</td>
<td>1.00</td>
<td>37,482,716</td>
<td>0.18%</td>
</tr>
<tr>
<td>LSIP - Corporate</td>
<td>LGIP AAAm</td>
<td>0.23%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>29,246,959</td>
<td>1.00</td>
<td>29,246,959</td>
<td>29,246,959</td>
<td>1.00</td>
<td>29,246,959</td>
<td>0.23%</td>
</tr>
<tr>
<td>LSIP - Corporate Plus (3)</td>
<td>LGIP AAAm</td>
<td>0.25%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>7,142,564</td>
<td>1.00</td>
<td>7,142,564</td>
<td>7,142,564</td>
<td>1.00</td>
<td>7,142,564</td>
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</tr>
<tr>
<td>LSIP - Government</td>
<td>LGIP AAAm</td>
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<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>1,112</td>
<td>1.00</td>
<td>1,112</td>
<td>1,112</td>
<td>1.00</td>
<td>1,112</td>
<td>0.11%</td>
</tr>
<tr>
<td>TexPool LGIP AAAm</td>
<td></td>
<td>0.11%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>222,550</td>
<td>1.00</td>
<td>222,550</td>
<td>222,550</td>
<td>1.00</td>
<td>222,550</td>
<td>0.11%</td>
</tr>
<tr>
<td>TexPool - Prime LGIP AAAm</td>
<td></td>
<td>0.13%</td>
<td>12/1/2011</td>
<td>11/30/2011</td>
<td></td>
<td>6,514,828</td>
<td>1.00</td>
<td>6,514,828</td>
<td>6,514,828</td>
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<td>0.13%</td>
</tr>
<tr>
<td>ENCORE BANK-CD CD022512</td>
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<td>0.75%</td>
<td>2/25/2012</td>
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<td>5,022,428</td>
<td>5,022,428</td>
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<td>0.75%</td>
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<td>Toyota Motor Credit-CP 89233GCE4 A1+/P1</td>
<td>0.47%</td>
<td>3/14/2012</td>
<td>9/16/2011</td>
<td>5,000,000</td>
<td>99.86</td>
<td>4,993,146</td>
<td>99.91</td>
<td>4,995,390</td>
<td>105.00</td>
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<tr>
<td>Southside Bank-CD CD031912</td>
<td></td>
<td>0.30%</td>
<td>3/19/2012</td>
<td>9/19/2011</td>
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<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>0.30%</td>
</tr>
<tr>
<td>Toyota Motor Credit-CP 89233GFC5 A1+/P1</td>
<td>0.56%</td>
<td>6/12/2012</td>
<td>9/16/2011</td>
<td>3,000,000</td>
<td>99.69</td>
<td>2,990,575</td>
<td>99.71</td>
<td>2,991,300</td>
<td>100.00</td>
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<tr>
<td>Southside Bank-CD CD091912</td>
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<td>9/19/2011</td>
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<td>2,000,000</td>
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<td>2,000,000</td>
<td>2,000,000</td>
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<td>2,000,000</td>
<td>0.40%</td>
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<tr>
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<td>11/9/2012</td>
<td>5/10/2011</td>
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<td>12/19/2012</td>
<td>9/19/2011</td>
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<td>100.00</td>
<td>2,000,000</td>
<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>0.47%</td>
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<td>Southside Bank-CD CD031913</td>
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<td>2,000,000</td>
<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>0.55%</td>
</tr>
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<td>Southside Bank-CD CD061913</td>
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<td>0.65%</td>
<td>6/19/2013</td>
<td>9/19/2011</td>
<td></td>
<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>2,000,000</td>
<td>100.00</td>
<td>2,000,000</td>
<td>0.65%</td>
</tr>
<tr>
<td>Southside Bank-CD CD100113</td>
<td></td>
<td>0.65%</td>
<td>10/1/2013</td>
<td>11/2/2011</td>
<td></td>
<td>5,000,000</td>
<td>100.00</td>
<td>5,000,000</td>
<td>5,000,000</td>
<td>100.00</td>
<td>5,000,000</td>
<td>0.65%</td>
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<tr>
<td>FNMA Callable 3136FTGL7 AA+/Aaa</td>
<td>0.70%</td>
<td>4/25/2014</td>
<td>10/25/2011</td>
<td>10/25/2012</td>
<td>2,000,000</td>
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<td>2,000,000</td>
<td>100.00</td>
<td>2,001,100</td>
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<tr>
<td>FNMA Step Callable (4) 3136FRW25 AA+/Aaa</td>
<td>0.50%</td>
<td>9/8/2014</td>
<td>9/8/2011</td>
<td>3/8/2012</td>
<td>5,000,000</td>
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<td>5,000,000</td>
<td>100.06</td>
<td>5,002,815</td>
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<td>FNMA Callable 3136G0CZ4 AA+/Aaa</td>
<td>0.85%</td>
<td>9/12/2014</td>
<td>9/12/2011</td>
<td>3/12/2012</td>
<td>3,000,000</td>
<td>100.00</td>
<td>3,000,000</td>
<td>99.77</td>
<td>2,992,977</td>
<td>1,017.00</td>
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</tbody>
</table>

| Total              |            |                |               |                |           | $128,761,656           | $128,745,377   | $128,745,238 | $157 | 0.34%   |

(1) **Weighted average life** - For purposes of calculating weighted average life, Bank Deposit, Local Government Investment Pool, and Money Market Mutual Fund investments are assumed to have a one day maturity.

(2) **Weighted average yield to maturity** - For purposes of calculating weighted average yield to maturity, realized and unrealized gains/losses, and Investment Advisor fees are not considered.

(3) **Original Face/Par Value** - For reporting purposes, Purchase Price and Market Price are reported as $1.00 and Original Face/Par Value is adjusted accordingly. Actual Purchase Price and Market Price is $0.50, consequentially Original Face/Par Value would double.

(4) **Step Callable Coupon and Yield** - For reporting purposes, Coupon and Yield with step securities are adjusted to reflect the current coupon and holding period yield.
Portfolio Composition

- LSIP: 28%
- TexPool: 5%
- Agency Securities: 8%
- Commercial Paper: 6%
- Certificates of Deposit: 20%
- LOGIC: 29%
- Cash: 4%
Total Portfolio

Quarter End Book Value

<table>
<thead>
<tr>
<th>Date</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/31/2010</td>
<td>$350,000,000</td>
</tr>
<tr>
<td>11/30/2010</td>
<td>$280,000,000</td>
</tr>
<tr>
<td>2/28/2011</td>
<td>$250,000,000</td>
</tr>
<tr>
<td>5/31/2011</td>
<td>$200,000,000</td>
</tr>
<tr>
<td>8/31/2011</td>
<td>$170,000,000</td>
</tr>
<tr>
<td>11/30/2011</td>
<td>$120,000,000</td>
</tr>
<tr>
<td>Category</td>
<td>Maturity Date</td>
</tr>
<tr>
<td>---------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>1 to 7 Days</td>
<td>$80,000,000</td>
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<tr>
<td>8 to 90 Days</td>
<td>$0</td>
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<tr>
<td>91 to 180 Days</td>
<td>$0</td>
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<tr>
<td>181 to 365 Days</td>
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<tr>
<td>1 to 2 Years</td>
<td>$0</td>
</tr>
<tr>
<td>&gt; 2 Years</td>
<td>$0</td>
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### Book Value Comparison

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<tr>
<th></th>
<th>August 31, 2011</th>
<th>November 30, 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Par Value</td>
<td>Book Value</td>
</tr>
<tr>
<td>JPMC DDA</td>
<td>$124,436</td>
<td>$124,436</td>
</tr>
<tr>
<td>SSB NOW</td>
<td>-</td>
<td>5,004,088</td>
</tr>
<tr>
<td>LOGIC</td>
<td>58,435,978</td>
<td>58,435,978</td>
</tr>
<tr>
<td>LSIP - Corporate</td>
<td>34,220,150</td>
<td>34,220,150</td>
</tr>
<tr>
<td>LSIP - Corporate Plus</td>
<td>50,827,885</td>
<td>50,827,885</td>
</tr>
<tr>
<td>LSIP - Government</td>
<td>5,018</td>
<td>5,018</td>
</tr>
<tr>
<td>TexPool</td>
<td>222,497</td>
<td>222,497</td>
</tr>
<tr>
<td>TexPool - Prime</td>
<td>7,743,669</td>
<td>7,743,669</td>
</tr>
</tbody>
</table>

|                  | Par Value       | Book Value        | Purchases | Maturities/Calls | Par Value | Book Value |
| Encore Bank-CD   | 5,018,613       | 5,018,613         | 3,815     | -                | 5,022,428 |
| Toyota Motor Credit-CP | - | - | - | - | 5,002,428 |
| Southside Bank-CD| -               | -                 | -         | -                | -         | -          |
| Toyota Motor Credit-CP | - | - | - | - | 5,000,000 |
| Southside Bank-CD| -               | -                 | -         | -                | -         | -          |
| Southside Bank-CD| 5,009,208       | 5,009,208         | 9,217     | -                | 5,018,425 |
| Southside Bank-CD| 2,000,000       | 2,000,000         | 2,000,000 | -                | 2,000,000 |
| Southside Bank-CD| 2,000,000       | 2,000,000         | 2,000,000 | -                | 2,000,000 |
| FHLMC Step Callable| 2,000,000 | 2,000,000         | -         | (2,000,000)      | -         | -          |
| FHLMC Step Callable| 2,000,000 | 2,000,000         | (2,000,000) | (2,000,000)    | -         | -          |
| FNMA Callable    | 3,000,000       | 3,000,000         | -         | -                | 3,000,000 |

$165,607,454 $165,607,454 $30,996,987 $(74,859,064) $162,442,889 $123,745,377
## Market Value Comparison

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<th>November 30, 2011</th>
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|                      |          |        | 165,607,454 | 165,608,456 |
|                      |          |        | (41,863,218) | 123,761,656 |

Valley View Consulting, L.L.C.

Page 10.
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<th>Description</th>
<th>Maturity</th>
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<th>CIP Fund</th>
<th>CIP MTN Bond</th>
<th>I &amp; S Fund</th>
<th>Total</th>
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### Market Value Allocated by Fund

**November 30, 2011**

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<th>CIP Fund</th>
<th>CIP MTN Bond</th>
<th>I &amp; S Fund</th>
<th>Total</th>
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### Book Value Allocated by Fund

#### August 31, 2011

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<th>CIP MTN Bond</th>
<th>I &amp; S Fund</th>
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### Market Value Allocated by Fund
#### August 31, 2011

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<td>$1,289,685</td>
<td>$9,132,996</td>
<td>$165,608,456</td>
</tr>
</tbody>
</table>
Disclaimer

These reports were compiled using information provided by the Lone Star College System. No procedures were performed to test the accuracy or completeness of this information. The market values included in these reports were obtained by Valley View Consulting, L.L.C. from sources believed to be accurate and represent proprietary valuation. Due to market fluctuations these levels are not necessarily reflective of current liquidation values. Yield calculations are not determined using standard performance formulas, are not representative of total return yields and do not account for investment advisor fees.
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Financial Aid Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute an agreement to purchase financial aid services from Global Financial Aid Services, 12268 Intraplex Parkway, Gulfport, MS. The term of this agreement will be for an initial period of two years at an estimated total cost of $495,500. If service is extended, the estimated total cost over five years will not exceed $1,600,000, including growth contingencies.

Rationale: The college’s financial aid program has grown by 87% since 2009 and currently supports 38,000 students who receive a variety of financial aid awards, including PELL grants, state and local grants, scholarships and federally sponsored low interest loans. The significant increase in financial aid awards has stretched campus resources to capacity.

The financial aid (FA) eligibility verification program is a U.S. Department of Education mandated requirement. Collection of student documents and subsequent verification of those documents occurs primarily during peak enrollment periods and requires an extensive knowledge of financial aid regulations. Consequently, hiring additional qualified staff for those peak periods is problematic.

The contract for services will be for an initial term of two years with an option to renew for three one-year terms based on satisfactory vendor performance and System needs. Pricing for the initial two-year term of the award is fixed. Future pricing changes will require written approval by both parties. The contract may be cancelled by either party without cause with a 60-day written notice.

This purchase is in compliance with the provisions of Texas Education Code §44.031(a). The request for proposal was issued to six (6) qualified financial aid services vendors, four (4) vendor proposals were received and one no-bid response. Vendor proposals were evaluated based on the published evaluation criteria and all vendors who responded were invited to present their respective financial aid solution to a second interview committee. (See attached RFP Tabulation.)

Fiscal Impact: Budgets from the financial aid departments and from the System–wide contingency will be used to fund this purchase. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Rand Key 832-813-6522
Steve Head 281-618-5444
## Student Financial Aid File Review/Verification Services

**RFP # 173 - TABULATION**

<table>
<thead>
<tr>
<th>Company</th>
<th><strong>Global Financial Aid Services</strong></th>
<th>ProEducation Solutions, LLC</th>
<th>The Kenaly Complement Inc.</th>
<th>Financial Aid Services, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year One 32,000 File Verifications</td>
<td>$152,000</td>
<td>$162,000</td>
<td>$152,000</td>
<td>$208,000</td>
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<tr>
<td>Year Two 36,000 File Verifications</td>
<td>$171,000</td>
<td>$182,250</td>
<td>$171,000</td>
<td>$234,000</td>
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<tr>
<td>Initial Conversion Charge</td>
<td>$2,500</td>
<td>Waived</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>VERIFICATION SERVICES ONLY</td>
<td>$325,500</td>
<td>$344,250</td>
<td>$323,000</td>
<td>$442,000</td>
</tr>
<tr>
<td>Process Student Documents – Year 1</td>
<td>$80,000</td>
<td>***</td>
<td>***</td>
<td>***</td>
</tr>
<tr>
<td>Process Student Documents – Year 2</td>
<td>$90,000</td>
<td>***</td>
<td>***</td>
<td>***</td>
</tr>
<tr>
<td>ALL SERVICES</td>
<td><strong>$495,500</strong></td>
<td>***</td>
<td>***</td>
<td>***</td>
</tr>
</tbody>
</table>

***Services not offered

### Event Evaluation Table

<table>
<thead>
<tr>
<th>Event Evaluation</th>
<th>Max. Points</th>
<th>Global FAS</th>
<th>ProEd Solutions</th>
<th>The Kenaly Complement</th>
<th>FAS</th>
</tr>
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<tbody>
<tr>
<td>TOTAL EVENT SCORE</td>
<td>200</td>
<td><strong>154</strong></td>
<td>145</td>
<td>108</td>
<td>151</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Purchase Additional Landscaping Services for LSC-UP, North Central Plant

Chancellor’s Recommendation: That the Board of Trustees approve the purchase of additional landscaping services at LSC-UP, North Central Plant from the current contracted vendor, The Brickman Group, 6225 Shadowbend Place, The Woodlands, Texas 77381, for an estimated additional annual amount of $41,000 for the three years remaining in the original contract term.

Rationale: On February 4, 2010, the Board of Trustees approved a five year contract for the purchase of landscaping services for LSC-UP from The Brickman Group in the amount of $398,848 or $55,536 annually. With the addition of the UP North Central Plant, the total annual contract amount is $96,536 or $289,608 for the remaining three years of the original five year contract term.

The initial purchase of these services was done through a formal solicitation (Bid #10-034), in accordance with the provisions of Texas Education Code 44.031(a). The vendor has provided satisfactory services at a reasonable price; therefore, approval of the additional services is requested. Vendor pricing for the first renewal option will remain unchanged, LSC may consider requests for reasonable price adjustments for minimum wage and fuel increases.

Fiscal Impact: Funds for these purchases are included in the approved FY 2011-12 operating budget for LSC-UP. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Shah Ardalan 281-290-2999
Request: Consideration of Authorization for the Chancellor or his Designee to Negotiate and Execute a Contract for a Comprehensive Facilities Condition Assessment, Detailed Demographics Trends, Space Utilization Analysis and Master Planning Services

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or his designee to negotiate and execute a contract for a comprehensive facilities condition assessment, detailed demographics trends, space utilization analysis and master planning services with the highest ranked firm, Gensler, 711 Louisiana Suite 300, Houston, TX 77003, for a fair and reasonable price. If negotiations cease for any reason with Gensler, the System will then proceed to negotiate with the 2nd ranked firm, AECOM, 5757 Woodway Drive Suite 101, Houston, TX 77057.

Rationale: Lone Star College System issued a Request for Statement of Qualifications from qualified firms to provide the System with the services identified above.

A notice requesting qualifications statements was issued to 167 interested firms and a pre-proposal conference was held and attended by 35 (thirty-five) firms. A total of twelve (12) proposals were received.

The RFQ process was conducted utilizing a 2-step method that included an initial evaluation of vendor proposals, which assessed lead firm experience, credentials of assigned personnel, level of participation by Historically Underutilized Businesses, location of home office, the firm’s ability to complete services within the requested timeline and relevant references for prior related work. In step 2 of the process, the six (6) top scoring firms were invited to an interview/presentation meeting. The final firm rankings are reflected in the attached RFQ evaluation summary.

To ensure the Board is informed, a status report will be presented with the contracted cost for services based upon the executed contract.

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

Staff Resource: Cindy Gilliam 832-813-6512
### RFQ# 171- Summary Evaluation - System Master Planning & Facilities Condition Assessment

<table>
<thead>
<tr>
<th>Firm Name</th>
<th>Gensler</th>
<th>AECOM</th>
<th>Broaddus &amp; Associates</th>
<th>Caldwell Educational Facilities</th>
<th>Helmut, Obata &amp; Kassabaum, LP (HOK)</th>
<th>Perspectiva</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Scores</strong></td>
<td>84.25</td>
<td>83.50</td>
<td>80.50</td>
<td>77.00</td>
<td>72.00</td>
<td>61.50</td>
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<tr>
<td><strong>Vendor Rankings</strong></td>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Authorize the Chancellor or Designee to Approve the Use of Construction Bid Methods which Provide the Best Value to the System

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or his designee to approve the use of construction methods that provide best value to the System.

Rationale: As a result of the approval of HB 628 during Texas Legislative Session 82R, sections of the statutes for construction bid methods were removed from Texas Education Code Section 44.031 and added to Texas Government Code Section 2267. State law now mandates the use of specific bid processes and evaluation criteria for construction bid methods which include: Competitive Bidding, Competitive Sealed Proposals, Construction Manager at Risk, Construction Manager Agent and Design Build.

In accordance with Texas Government Code 2267.056 (a), the governing body of a governmental entity that considers a construction contract using a method authorized by this chapter other than competitive bidding must, before advertising, determine which method provides the best value for the governmental entity.

In order to improve the efficiency of the process and streamline construction bid timelines, it is requested that the Board of Trustees authorize the Chancellor or his designee to approve the use of one or more construction methods providing best value for upcoming construction projects, as allowed under the provisions of Texas Government Code, Section 2267.053 (a).

The Board will be provided the individual construction method(s) utilized for upcoming construction projects as the construction contracts are brought to the board for approval. Evaluation criteria will continue to be presented for review by the Board of Trustees prior to the issuance of bids for major construction projects.

Fiscal Impact: None

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Enroll LSCS as a Member of the Education Advisory Board’s University Spend Collaborative Program

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to enroll LSCS as a member of Education Advisory Board’s University Spend Collaborative program, 2445 M Street, Washington, DC 20037, for the following preferred membership fees for the three year term of the agreement.

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee Project Initiation Fee</td>
<td>$45,000</td>
<td>$ -</td>
<td>$ -</td>
<td>$45,000</td>
</tr>
<tr>
<td>“At Risk” Annual Service Fee</td>
<td>$110,000</td>
<td>$115,500</td>
<td>$121,275</td>
<td>$346,775</td>
</tr>
<tr>
<td>Total Preferred Membership Fees</td>
<td>$155,000</td>
<td>$115,500</td>
<td>$121,275</td>
<td>$391,775</td>
</tr>
</tbody>
</table>

In addition, LSCS will be invoiced $7,500 per membership year to offset travel and other administrative expenses bringing the total cost of the membership to $414,275 for the three year agreement.

Rationale: The purpose of the Education Advisory Board’s University Spend Collaborative program is to serve a permanent network of institutions focused on becoming best-in-class in supply chain management. Membership in this program will provide LSCS with access to a web-based reporting and business intelligence tool, on-site training sessions with end users, and access to best practice research and services to help LSCS improve performance and reduce costs.

As a Texas public educational institution, LSCS continually seeks to improve the efficiency and effectiveness of its processes. This effort is critical given the continuing state budget cuts and funding reductions to community colleges. Through the utilization of the collaborative resources provided by the Education Advisory Board, the System has an opportunity to improve the efficiency of its supply chain management by identifying cost savings opportunities within its annual purchases or procurement spend.

The term of the membership in the University Spend Collaborative will be for three years from the date the letter of agreement is executed with the ability to terminate with or without cause. Upon execution of the agreement, the committed project initiation fee of $45,000 is due and payable. The presentation of the web-based site will occur in approximately 6 months. If LSCS is satisfied with the site, the “at risk” annual service fee of $110,000 is
due and payable. If the site is not acceptable, LSCS will be released from any obligation under the agreement. Additionally, if there are no identified and realized savings of at least $155,000 by the first year anniversary of the program, then LSCS may elect to discontinue its membership by providing written notice no fewer than 10 days after this anniversary date and LSCS will not be liable for annual service fees for the subsequent years remaining in the term.

Pursuant to Texas Education Code Subchapter B, Section 44.031 (j), a district may purchase an item that is available from only one source without using one of the standard methods outlined in Section (a). This membership is considered sole source for several reasons. This program is a membership benefit to Education Advisory Board members, of which other higher education institutions are active members. It is an exclusive demonstration project for 50+ higher education members aiming to enhance business performance by improving visibility into cost information. This is the only program that provides a combination of reports on financial performance and broad spend analytics across the university that is refreshed monthly; comprehensive item-level benchmarking; deep product categorization; dedicated advisor support and best practice research and higher education networking.

**Fiscal Impact:** Funds for this purchase are included in the approved FY 2011-12 budgets for the System.

**Staff Resource:** Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Additional Master Service Contracts for the Purchase of Maintenance, Repairs, and Inspection Services for System Facilities

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute additional master service agreements with the recommended vendors to obtain services for general contracting, plumbing, roofing, restoration/remediation and finishes throughout the System for individual projects which cost less than $100,000. The scope of the award is for an estimated $2,000,000 per year, with a not-to-exceed amount of $10,000,000 over the five year term.

Rationale: At its meeting on December 1, 2011, the Board of Trustees approved the award of contracts for Master Service Agreements. This additional approval is for vendors who qualified for more than one type of service. Attached is the original list with the additional services highlighted in yellow. These vendors participated in the original bid process and were selected through the formal evaluation process in compliance with Texas Education Code Section 44.031 (a).

Fiscal Impact: Funds for these purchases are included in the approved FY 2011-12 budgets for the System. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
**General Contracting**
- GenTech Construction Co. 2211 W. 34th St., Houston, TX 77018
- Rosecrans Services Co. 1213 West Loop North, Suite 150, Houston, TX 77055
- Miner Dederick Construction 1532 Peden, Houston, TX 77006
- D & C Contracting 10126 Talley Lane, Houston, TX 77041
- Sparks Construction Services P.O. Box 9737, The Woodlands, TX 77387
- Project Management Group, LLC 2723 N. Houston Ave., Houston, TX 77009

**Electrical**
- Charlie Brown Services 45445 S. Pinemont, Suite 204, Houston, Texas 77041
- A & H Electric 3305 North Loop 336 West, Conroe, TX 77304
- Gonzales Commercial Electric 52351 Milwee, Houston, TX 77092
- Prism Electric 1229 West 34th St., Houston 77018
- Colwell Electric 6829 Guhn Rd., Houston, TX 77040
- Sparks Construction Services P. O. Box 9737, The Woodlands, TX 77387

**Plumbing**
- Belknap Plumbing Systems 99030 Solon Road, Houston, TX 77064
- Letsos Company, Inc. 8435 Westglen, Houston, TX 770623

**Mechanical**
- TD Industries 13850 Diplomat Drive, Dallas, TX 75234
- C-Air-S Mechanical 8430 Fawndale, Houston, TX 77040
- Lange Mechanical 933 Wakefield, Houston, TX 77017
- HB Mechanical, Inc. 25428 Loop 494, Ste. C, Porter, TX 77365
- Letsos Company, Inc. 8435 Westglen, Houston, TX 770623

**Automated Building Controls**
- Gemini Integration Services 1090 FM2920, Ste G116, Houston, TX 77377

**Roofing**
- Brinkman Investments, Inc. 5060 Timber Creek Dr., Houston, TX 77017
- Garland/DBS, Inc. 3800 East 91st St., Cleveland, OH 44105
- Sparks Construction Services P. O. Box 9737, The Woodlands, TX 77387

**Fire Protection**
- Diversified Thermal 6727 Signat, Houston, TX 77041
- HG Fire Systems 15102 Sommermeyer, Suite 100, Houston, TX 77041
- Firetrol Protection 400 Garden Oaks Blvd., Houston, TX 77018

**Restoration/Remediation**
- Service Master 801 Russell Palmer, Kingwood, TX 77339
- Texas Liquatech 1819 Milby, Houston, TX 77003
- Belfor Property Restoration 4400 Blalock Rd., Ste. 400, Houston, TX 77041
- Blackmon Mooring 10511 Kip Way, #400, Houston, TX 77099
- Servpro of the Woodlands/Conroe 2700 Greens Rd., #300, Houston, TX 77032
- Gen Tech Construction 2211 W. 34th St., Houston, TX 77018
- D & C Contracting 10126 Talley Lane, Houston, TX 77041
<table>
<thead>
<tr>
<th><strong>Finishes</strong></th>
<th><strong>Address</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hawkins Drywall</td>
<td>P. O. Box 554, Pattison, TX 77466</td>
</tr>
<tr>
<td>Texas Star Design, LLC</td>
<td>1950 Lexington Woods Dr., Spring, TX 77373</td>
</tr>
<tr>
<td>Rosecrans Services Co.</td>
<td>1213 West Loop North, Suite 150, Houston, TX 77055</td>
</tr>
<tr>
<td>Sparks Construction Services</td>
<td>P. O. Box 9737, The Woodlands, TX 77387</td>
</tr>
<tr>
<td>D &amp; C Contracting</td>
<td>10126 Talley Lane, Houston, TX 77041</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Flooring</strong></th>
<th><strong>Address</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>ACS Flooring Group</td>
<td>1289 N. Post Oak, Suite 190, Houston, TX 77055</td>
</tr>
<tr>
<td>Prime Flooring Systems</td>
<td>1950 Lexington Woods Dr., Houston, TX, 77373</td>
</tr>
<tr>
<td>Arch. Floors, Inc.</td>
<td>1803 Allen Pkwy., Houston, TX 77019</td>
</tr>
<tr>
<td>Texan Floor Services</td>
<td>2055 Silber Rd., Suite 103, Houston, TX 77055</td>
</tr>
<tr>
<td>Business Flooring Partners</td>
<td>1234 N. Post Oak Rd., Suite 190, Houston, 77055</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Painting &amp; Wall Coverings</strong></th>
<th><strong>Address</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ideal Finishes</td>
<td>6213 Corporate Dr, Houston, TX 77038</td>
</tr>
<tr>
<td>Vaughn (Te-Ko)</td>
<td>P.O. Box 15202, Houston, TX 77020</td>
</tr>
</tbody>
</table>
Request: Consideration of Authorization for the Chancellor or his Designee to Negotiate and Execute a Contract for the Purchase of Land for the LSC-Kingwood Campus

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or his Designee to negotiate and execute a contract with Kellington Investments Limited, a Texas Limited Partnership, for approximately 8 acres of land on the north side of the LSC-Kingwood campus for an estimated amount of $1,000,000.

Rationale: LSC-Kingwood continues to experience significant growth due to aggressive development within the service area. In order to position the campus for this additional growth, it is recommended that LSCS purchase approximately 5 acres at the fair market value of $1,000,000 as established by an appraisal. The seller will then donate to LSCS the additional acreage required (approximately 3 acres) to bring the total acquisition to 8 acres.

The 8 acre tract is located within the City of Houston, has frontage on Royston and Woodford Place Drive, and has City of Houston utilities at its property lines.

Preliminary plans indicate that an approximate 75,000 square foot building could be constructed on the 8 acre site including a portion of the required surface parking lot. The remaining surface parking and required storm water detention will need to be provided in the main portion of the existing campus. Due diligence, including a boundary survey, environmental and geotechnical reports, utility availability, and flood plain and wetland investigations will be performed prior to closing.

Fiscal Impact: Funds for this purchase are available from the 2008 General Obligation Bond.

Staff Resource: Katherine Persson 281-312-1640
Cindy Gilliam 832-813-6512
The System’s plant operations and facilities department has provided a summary report of the System’s construction projects. See attached report.
General Obligation Bond Project Summaries – 2008 Election:

❖ **LSC-North Harris**
  ♦ Project close-out and warranty work continues.

❖ **LSC-Victory Center**
  ♦ Off-site street improvements continue on Victory and Vogel.
  ♦ Project close-out and warranty work continues.

❖ **LSC-Kingwood**
  ♦ Project close-out will continue during the first quarter of 2012.
  ♦ The campus way-finding and directional signage associated with the new buildings is under development.

❖ **LSC-Atascocita Center**
  ♦ Infrared testing of electrical connections has been completed. Corrective repairs are in progress and should be completed by the end of January.
  ♦ Additional interior signs and graphics have been installed.
  ♦ The monument sign has been updated with Quest HISD terminology and dedicated parking space signs for High School have been installed.
  ♦ Project close-out and warranty work continues.

❖ **LSC-Tomball**
  ♦ Replacement panels for the Diva Shell in the Performing Arts Theatre are to arrive mid-March.
  ♦ Closeout of the Veterinary Technology project is complete.

❖ **LSC-Tomball Health Science**
  ♦ Project complete.

❖ **LSC-Tomball – Renovation**
  ♦ The renovation project has been advertised and competitively bid. A contractor recommendation will be a March Board agenda item.

❖ **LSC-Montgomery**
  ♦ Renovation projects are substantially complete.
  ♦ Renovation punch list items are being addressed.
  ♦ Project close-out and warranty work continues.
- **LSC-Conroe Center**
  - Pricing for the monument sign has been approved. Installation will occur during February.
  - Project close-out and warranty work continues.

- **LSC-CyFair**
  - Punch list work has been completed by the contractor and is being reviewed by the architect.
  - Project close-out and warranty work continues for the Science and Student Services/Classroom buildings.
  - The first floor renovation of the Library Building for the Student Life program is scheduled for a February completion.

- **LSC-Cypress Center**
  - LSCS continues to hold meetings with the traffic engineer and Harris County regarding the new Traffic Impact Analysis (TIA). Additional County comments are being incorporated into the report. Final County feedback is expected in February.

- **LSC-University Park**
  - Re-design of the new Building 9&10 entry drive, visitor parking lot, and building entry canopy has been completed. The construction documents have been submitted to the County for a building permit.
  - The lobby finish upgrades and restroom renovations on level 1 of building 10 are substantially complete.
  - Construction of the faculty and administrative offices on level 8 of building 13 are substantially complete. Punch list items are being addressed.
  - Design of the new library, assessment center, and tutoring center, located on level 8 of building 12, has been completed. Construction documents are being finalized. Demolition is complete.
  - Construction of the corporate college training center on level 1 of building 10 is substantially complete. Punch list items are being addressed.

**Tenant Build-outs:**

- **LSC-University Park**
  - The University of Houston has occupied the remainder of level 4 in building 12.
  - Responsive Education’s charter high school occupied new space on level 1 of building 13 at the beginning of January.
  - Fletcher Yoder’s lease space on level 3 of building 9 is scheduled for completion during February.

**Repair and Replacement Projects:**

- **LSC-North Harris**
  - Health Professions Building Roof Replacement
    - Bid responses are being evaluated
  - Student Services Building Conversion of Stairs to a Ramp
    - Project complete
♦ Academics Building Air Handling Unit Replacement
  ▪ Design complete
  ▪ The air handler unit is on order

❖ LSC-Kingwood
  ♦ Administration Building Air Handler Unit Rebuild or Replacement
    ▪ Design complete
    ▪ The air handler unit is on order
    ▪ Installation is tentatively scheduled for late May
  ♦ Classroom Building Air Handling Unit Rebuild or Replacement
    ▪ Design complete
    ▪ The air handler unit is on order
    ▪ Installation is tentatively scheduled for spring break.
  ♦ Refinish Concrete
    ▪ Project has been submitted for bid

❖ LSC-Tomball
  ♦ Electrical Grounding Repair
    ▪ Testing scheduled
    ▪ Engineering analysis to follow test results
  ♦ Replace Tile in South Building
    ▪ Project requirements and construction details have been confirmed
  ♦ Commons Furniture Replacement
    ▪ The selection process has commenced

❖ LSC-Montgomery
  ♦ Install Sump Pumps in Fire Pits
    ▪ Design complete
  ♦ Install Carpet for buildings E101, E102 & B102
    ▪ Project complete
  ♦ Paint Health Science Center
    ▪ Project complete
  ♦ Replace sidewalks in front of Buildings C & E
    ▪ Documentation of project requirements is in progress
    ▪ Work scheduled for spring break

❖ LSC-CyFair
  ♦ Utility Vehicle Storage Replacement
    ▪ Location confirmed
    ▪ Project currently in design
  ♦ Masonry Sealant – LRNC
    ▪ Work scheduled for completion by late March
  ♦ Paint Health Science Center
    ▪ Work complete
  ♦ Replace Carpet for the Fine Arts Building
    ▪ Carpet is on order

❖ LSC-University Park
♦ Fitness Center
  ▪ Work Complete
♦ American Disabilities Act Access Hardware Upgrades
  ▪ Scope of work being reviewed due to occupancy change
  ▪ Reviewing project scope for automatic door openers

❖ LSC- System Office
♦ Re-commission Roof Top Units & Repair Ductwork
  ▪ Testing and balancing complete
  ▪ An engineer has been selected to review the test and balance reports and to make a recommendation for system modifications.
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 and Faculty from the LSC-CyFair, LSC-Kingwood, LSC-Montgomery, LSC-North Harris, LSC-Tomball, LSC-System Office, and LSC-University Park.

Fiscal Impact: Positions and salaries have been budgeted for 2011-2012.

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

**Davida Rodgers, Assistant Professor, Psychology**

**Effective:** Ten and one-half month contracted employee at an annual salary of $49,782 beginning January 9, 2012.

**Education:** M.A. & B.A., Northwest University, Major: Psychology; A.A., Bakersfield Community College, Major: Liberal Studies.

**Experience:** Adjunct Faculty, and PT Specialist IV, Lone Star College-CyFair & University Park; Case Manager (Intern), Ryther Child Center; Office Assistant, Northwest University; Teacher, Stockdale Christian School.

**Hui Tan, Associate Professor, Chemistry**

**Effective:** Ten and one-half month contracted employee at an annual salary of $58,358 beginning January 9, 2012.

**Education:** Ph.D., University of Oklahoma, Major: Chemistry and Biochemistry; M.S., Beijing Institute of Traumatology/Orthopaedics, Major: Bone Biochemistry; B.S., Hunan Medical University, Major: English Clinical Medicine.

**Experience:** Assistant Professor, Cameron University; Postdoctoral Researcher, and Research Assistant, University of Oklahoma; Instructor, Hunan Medical University; Medical Doctor, First Hospital of Hunan Medical University.

**Jayne Martin, Assistant Professor, Developmental Math**

**Effective:** Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

**Education:** M.Ed., Prairie View A&M, Major: Curriculum & Instruction; B.S., Tuskegee University, Major: Electrical Engineering.

**Experience:** Adjunct Faculty, Lone Star College-CyFair; Mathematics Department Graduate Assistant, Prairie View A&M University; Field Service Engineer, and Design Engineer, Southern Company Services; Maintenance Engineer, and Manufacturing Engineer, Toyota Motor Manufacturing; Mathematics Tutor, Tuskegee University.

**Robert Holmes, Assistant Professor, History**

**Effective:** Ten and one-half month contracted employee at an annual salary of $56,093 beginning January 9, 2012.
**Hilary Harris, Associate Professor, Developmental English**

**Effective:** Ten and one-half month contracted employee at an annual salary of $58,358 beginning January 9, 2012.

**Education:** Ph.D. & M.A., University of California, Major: English; M.A., University of Arkansas, Major: English; B.A., University of Missouri, Major: History.

**Experience:** Associate Professor, St. Charles Community College; Assistant Professor, Griffith University, and Palomar Community College; Lecturer, Westpark Community College, California State University, University of Wisconsin, University of California, and University of Arkansas.

**Aaron Alon, Assistant Professor, Music**

**Effective:** Ten and one-half month contracted employee at an annual salary of $58,358 beginning January 9, 2012.

**Education:** D.M.A., Rice University, Major: Composition; M.M., Cleveland Institute of Music, Major: Composition; B.A., University of Chicago, Major: Music.

**Experience:** Part-Time Faculty Lecturer, Women’s Institute of Houston; Instructor, Rice University; Faculty, University of Texas-Austin; Director, American Festival for the Arts; Adjunct Instructor, Alvin Community College; Graduate Student Instructor, Rice University.

**Jacqueline Pierson, Assistant Professor, Accounting**

**Effective:** Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

**Education:** M.A., University of California, Major: Political Science; B.A., California State University, Major: Accounting.

**Experience:** Fraud Examiner, Harris County District Attorney’s Office; Faculty/Facilitator, University of Phoenix; Adjunct Faculty, Lone Star College-Montgomery; Certified Public Accountant, Jacqueline Temple Pierson, CPA, and Dennis G. House, P.C.; Senior Accountant, Internal Auditor, Finance Supervisor, Credit Specialist, and Rate Specialist, DHL Worldwide Express.
Patrick Muana, Associate Professor, English

Effective: Ten and one-half month contracted employee at an annual salary of $58,358 beginning January 9, 2012.

Education: Ph.D. & M.A., University of Sheffield,-UK, Major: English & Oral Culture and Literature; B.A., University of Sierra Leone, Major: English Language and Literature.

Experience: Adjunct Faculty, Lone Star College-CyFair; Assistant Professor, and Visiting Assistant Professor, Texas A&M University; Adjunct Instructor, Wharton County Junior College; Visiting Assistant Professor, Prairie View A&M University.

Aran Bercu, Assistant Professor, Math

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

Education: M.S. & B.S., University of Houston-Clear Lake, Major: Mathematics; B.M., Southern Illinois University, Major: Music.

Experience: Adjunct Instructor, College of the Mainland; Teacher, Pearland ISD; Research Assistant, and Teaching Assistant, University of Houston-Clear Lake; Teacher/Administrator, Santa Fe ISD.

Blake Ellis, Assistant Professor, History

Effective: Ten and one-half month contracted employee at an annual salary of $53,665 beginning January 9, 2012.

Education: Ph.D. & M.A., Rice University, Major: U.S. History; M.A., Baylor University, Major: History; B.A., Louisiana College, Major: History.

Experience: Adjunct Faculty, Lone Star College-North Harris; Teaching Assistant, Editorial Assistant, and Research Fellow; Editorial Assistant, and Teaching Assistant, Rice University; Editorial Assistant, Niels C. Nielsen; Editorial Consultant, The Black Town Movement Project.

Bo Cui, Assistant Professor, Machining

Effective: 4.5-month contracted employee at a semester pro-rated salary of $21,761 beginning January 16, 2012.

Education: M.S., Lamar University, Major: Mechanical Engineering; B.S., Shangdon Institute of Technology, Major: Mechanical Design & Manufacturing.
Experience:  Temporary Full-Time Instructor, Temporary Full-Time Assistant Professor & Instructor, and Adjunct Faculty, Lone Star College-CyFair; Machine Tool Engineer, AMS Automation; Service Engineer, Vanguard Machinery; Engineer, Victor Industrial; Teaching Assistant, Lamar University.

Erik Hoyer, Instructor, Biology

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $18,308 beginning January 16, 2012.

Education:  D.C., Palmer College, Major: Chiropractic; B.S., Texas A&M University, Major: Biomedical Science.

Experience:  Temporary Full-Time Instructor, and Adjunct Instructor, Lone Star College-CyFair & Blinn College; Chiropractic Physician, PCC, PA; Associate Doctor, DC Health Center; Instructor Pathophysiology, Austin College; Instructor Anatomy, Physiology, Pathophysiology, HHMA; Instructor PYB Seminar Series, American Red Cross; Radiology Laboratory Instruction, Neuromusculoskeletal Diagnosis Laboratory Assistant, and Physical Diagnosis Laboratory TA, Palmer College.

Ovidio Galvan, Assistant Professor, Political Science

Effective:  4.5-month contracted employee at a semester pro-rated salary of $20,104 beginning January 16, 2012.

Education:  M.A., University of St. Thomas, Major: Liberal Arts; B.A., Texas A&M University, Major: Political Science.

Experience:  Adjunct Faculty, Lone Star College-CyFair; Staff Intern for U.S. Senator Kay Bailey Hutchison; Senior Bookseller, Borders Inc.; Writer, Maroon Weekly.

Abraham Korah, Associate Professor, Reference Librarian

Effective:  Twelve month contracted employee at an annual salary of $60,438 beginning November 16, 2011.

Education:  M.B.A., Sam Houston State University, Major: Management; M.S., University of North Texas, Major: Library Science; M.A., New York University, Major: Higher Education Administration; B.A., University of Northern Iowa, Major: Finance.

Experience:  Reference, Instruction and Systems Librarian, San Jacinto College Libraries; Reference Librarian, Sam Houston State University; Intern, Fort Bend County Libraries; Coordinator, University of North Texas; Assistant Director, University of Chicago.
Mayia Shulga, Assistant Professor, Political Science

Effective: Ten and one-half month contracted employee at an annual salary of $53,665 beginning January 9, 2012.

Education: Ph.D. & M.A., University of California, Major: Political Science; B.A., California State University, Major: Political Science.

Experience: Associate Lecturer, Teaching Assistant, Graduate Research Assistant, Political Science Graduate Student Associate Secretary-Event Coordinator-Spokesperson, and Assistant Workshop Coordinator, University of California-Riverside; Adjunct Lecturer, California State University-San Marcos.

b. LSC-Kingwood

Kaleigh VonDerVor, Assistant Professor, Reference Librarian

Effective: Twelve month contracted employee at an annual salary of $55,315 beginning January 9, 2012.

Education: M.S., University of North Texas, Major: Library Science; B.A., Dowling College, Major: English.

Experience: Part-Time Reference Librarian, Lone Star College-Kingwood; Library Technician, ExxonMobil Technical Information Library via Kelly Services; Part-Time Library Assistant, and Part-Time Library Clerk, Dowling College; Part-Time Library Clerk, Long Island University.

Jeffrey Lambert, Instructor, History

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $14,354 beginning January 9, 2012.

Education: M.A. & B.A., Texas State University-San Marcos, Major: History.

Experience: Adjunct Faculty, Lone Star College-Kingwood; Instructional Assistant, Texas State University.

Billy Albers, Assistant Professor, English

Effective: 4.5-month contracted employee at a semester pro-rated salary of $21,761 beginning January 9, 2012.

Education: M.A. & B.A., Texas Tech University, Major: English.

Experience: Instructor, and Adjunct Faculty, Lone Star College-Kingwood & North Harris; Assistant Editor, World Publications; English Language Arts & Reading Teacher,
Huffman ISD, and New Caney; Substitute Teacher, Humble ISD; Media Coordinator/TV Producer, St. Agnes Academy.

**Calandra Pervis, Instructor, Math**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $17,508 beginning January 16, 2012.

**Education:** Ed.D., Nova Southeastern University, Major: Educational Leadership; M.E.D., Texas Southern University, Major: Education Administration; B.B.A., Lamar University-Beaumont, Major: Business.

**Experience:** Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-Kingwood; Online Adjunct Professor, LeTourneau University; Mathematics Consultant, Numbers Mathematics Professional Development; Elementary and Secondary Educational Consultant, Project GRAD-Houston ISD; Mathematics Teacher-Galena Park ISD.

**Darlene Beaman, Instructor, English**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $16,828 beginning January 16, 2012.

**Education:** Ph.D. & M.A., Rice University, Major: English & English Literature; B.A., Baylor University, Major: English Literature.

**Experience:** Temporary Full-Time Instructor, Adjunct Faculty, and Tutor, Lone Star College-Kingwood; Legal Assistant, Glen E. Beaman; Part-Time Lecturer, Rice University; Technical Writer, Conoco, Inc.; Editor-in-Chief, and Assistant Editor, Phoenix; Grader, Baylor University.

**Khallai Taylor, Instructor, Computer Information Technology**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 16, 2012.

**Education:** M.S., Regis University, Major: Computer Information Technology; B.A., The Ohio State University, Major: Humanities.

**Experience:** Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-Kingwood; ELA 7th Grade Teacher, Dayton ISD; IM Technical Sales Specialist, IBM; English Language Teacher, Liaoning Technical University.

**Ngangnang Njowo, Instructor, Sociology**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,738 beginning January 16, 2012.
Education:  M.A., Texas Southern University, Major: Sociology; B.A., University of Yaounde, Major: Journalism.

Experience:  Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Kingwood; Legal Assistant/Litigation Support, Conoco-Phillips; Legal Assistant, Shell Oil Company.

Susan Jackson, Assistant Professor, Education

Effective:  4.5-month contracted employee at a semester pro-rated salary of $25,011 beginning January 16, 2012.

Education:  M.Ed., University of Houston, Major: Educational Psychology; B.A., University of California-Davis, Major: Psychology and Dramatic Art.

Experience:  Lecturer, Teaching Assistant, Graduate Assistant, Facilitator and Mentor, and Teaching Assistant, University of Houston.

Jason Hills, Instructor, Philosophy

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $16,828 beginning January 16, 2012.

Education:  Ph.D. & M.A., Southern Illinois University, Major: Philosophy; B.S., Rochester Institute of Technology, Major: Computational Mathematics.

Experience:  Temporary Full-Time Instructor, Lone Star College-Kingwood; Adjunct Instructor, Teaching Assistant, Managing Editor, and Editorial Assistant, Southern Illinois University-Carsondale.

c.  LSC-Montgomery

Jacquelyn Harrah, Instructor, English

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 9, 2012.

Education:  M.A. & B.A., San Jose State University, Major: English.

Experience:  Adjunct Faculty, Lone Star College-Montgomery, Tomball, and Kingwood; Executive Director, Adoptions International Mission; Adjunct Faculty, Houston Community College; In-House Publication Specialist, Hoover Institution Press; Fourth Grade Reading Specialist, Juana Briones Elementary School; English Instructor, Junshin Joshi Gakuen (Tokyo Japan); Instructor/Tutor, San Jose State University.
Sandi Johnson, Instructor, English

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 9, 2012.

**Education:** M.A. & B.A., Mount Mary College, Major: English & English/Professional Writing & Philosophy.

**Experience:** Adjunct Faculty, and Tutor, Lone Star College-Montgomery; Permanent Substitute Teacher, Klein ISD; Contract Editor, Houston Modern Luxury Magazine; Writer & Editor, Milwaukee Courier Newspaper; Writer & Consultant, SMAG Media.

Britt Michelsen, Instructor, Political Science

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 9, 2012.

**Education:** M.A. & B.A., University of Hawaii, Major: American Studies & Philosophy.

**Experience:** Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Montgomery; Business Analyst/Associate Consultant, Lascaux Consulting, LLC; Business Process Manager/Senior Analyst/Project Manager, International Business Systems; Project Manager/Technical & Marketing Writing, Baker Hughes INTEQ; Director of Training, Hawaii Child & Family Service; Business Analyst/Trainer, Hawaii Medical Services Association.

John Biles, Instructor, History

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $17,164 beginning January 16, 2012.

**Education:** Ph.D. & M.A., University of Maryland-College Park, Major: History; B.A., Southwestern University, Major: History.

**Experience:** Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Montgomery and Sam Houston State University; Guest Professor, Texas A&M University.

Kira Renneberg-Jones, Instructor, Biology

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $14,354 beginning January 16, 2012.

**Education:** M.A. & B.S., Sam Houston State University, Major: Biology.
Experience:  Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-Montgomery; Self-Employed, Kira Jones Water Gardens; Landscape Specialist, GWL Realty Advisors; Lab Assistant, and Laboratory Instructor, Sam Houston State University; Teller, Compass Bank; Office Education Student, Exxon Exploration Company.

Madhu Dasaraju, Instructor, Biology

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 16, 2012.

Education:  M.S., Sri Venkateswara University, Major: Botany; B.S., Osmania University, Major: Botany.

Experience:  Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Montgomery; Full-Time Faculty, Gautami Junior College; Biology & Chemistry Faculty, Adarsh Science Academy.

Michael Robinson, Instructor, Political Science

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $17,614 beginning January 16, 2012.

Education:  Ph.D., University of Houston, Major: Political Science; M.A. & B.A., Louisiana State University, Major: Political Science.

Experience:  Temporary Full-Time, Lone Star College-Montgomery; Instructor, and Teaching Assistant, University of Houston; Supervisor, LSU Public Policy Research Laboratory.

Michelle McMahon, Instructor, Geology

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $17,508 beginning January 16, 2012.

Education:  Ph.D. & M.S., University of Aberdeen, Major: Geology & Environmental Remote Sensing; B.A., Lawrence University, Major: Geology.

Experience:  Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Montgomery & North Harris; Geology Instructor, Diablo Valley College; Geology Lecturer, California State University; Post-Doctorate Research Fellow, University of Aberdeen; Research Geologist, Petroleum Science and Technology Institute; Research geologist, Research Planning Institute; Development Geologist, Cities Service Oil and gas/Occidental Petroleum Corp.
Steven Hayes, Instructor, Sociology

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $14,354 beginning January 16, 2012.

Education: M.A. & B.A., California State University Dominguez Hills, Major: Sociology & Psychology.

Experience: Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-Montgomery & CyFair, and San Jacinto Community College; Teaching Assistant, California State University.

D. Sundarsingh Daniel, Instructor, Biology

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $17,508 beginning January 16, 2012.

Education: Ph.D., M.S. & B.S., University of Madras, India; Major: Biochemistry, Biochemistry & Chemistry.

Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Montgomery; Biomedical Research, Baylor College of Medicine-Houston; Research Fellow, Astra Research Centre-India; Senior Research Fellow, University of Madras-India; Associate Research Fellow-Welcome Research Unit and Dept. of Gastroenterology, CMC Hospital-India.

Susan Holland, Associate Professor, AD Nursing

Effective: 4.5-month contracted employee at a semester pro-rated salary of $22,483 beginning January 16, 2012.

Education: M.S.N. & B.S.N, University of Texas Health Science Center-Houston, Major: Nursing.

Experience: Temporary Full-Time Instructor, Lone Star College-Montgomery; Assistant Professor, Northwestern State University; Clinical Instructor, Blinn College; Director Education Services, Dean, Coordinator, and Professional Staff Educator, St. Joseph Regional Health Center; Charge Nurse-Emergency, Educator, and Nurse Manager, Medical Center Hospital-Conroe; Nurse Manager/Staff Nurse Neurosurgery, The Methodist Hospital-Houston; Charge Nurse, Clear Lake Hospital.

d. LSC-North Harris

Steven Kolar, Vice President, Instruction

Effective: Twelve month contracted employee at an annual salary of $107,141 beginning January 1, 2012.
Education: M.B.A. & B.B.A., University of Houston-Victoria, Major: Business Administration; A.A.S., Lone Star College-North Harris, Major: Nursing.

Experience: Interim Vice President-Instructor & Student Services, Dean, and Director/Chair, Lone Star College-University Park & North Harris; Education/Resource Specialist III, and Emergency Department Staff RN, Memorial Hermann Northeast Hospital; EMS Director, Medical transfer Systems, Inc.; Adjunct Faculty, The Victoria College; EMT/Paramedic, Victoria Fire Department.

Melissa Gonzalez, Dean, Instruction

Effective: Twelve month contracted employee at an annual salary of $105,000 beginning January 9, 2012.


Experience: Program Director, and Associate Professor, University of Houston; Scholarship Coordinator, and Counselor, University of Texas-Pan America; Assistant Business Manager, Roma ISD.

Sylvia Rivera, Associate Professor, Political Science

Effective: Ten and one-half month contracted employee at an annual salary of $58,358 beginning January 16, 2012.

Education: Ph.D., University of Arizona, Major: Political Science; M.A. & B.A., St. Mary’s University-San Antonio, Major: Political Science.

Experience: Temporary Full-Time Instructor, Lone Star College-North Harris; Assistant Professor, Texas A&M University; Adjunct Faculty, and Admission Counselor, St. Mary’s University; Graduate Student Instruction, University of Arizona; Assistant director Undergraduate Admission, Rice University.

Brian Kyser, Assistant Professor, English

Effective: Ten and one-half month contracted employee at an annual salary of $52,044 beginning January 16, 2012.

Education: M.F.A., San Francisco State University, Major: Creative Writing; M.A. & B.A., University Hawaii, Major: English Literature.

Experience: Adjunct Faculty, Lone Star College-North Harris; Managing Director/Investment Advisor, Meyers-Grade Investments; General Manager, Carter & Torno, Technical Writer, Gordon Biersch Brewery Co.; Associate Editor, Manoa-A Pacific Journal of International Writing.
Hilton J. LaSalle, Associate Professor, Psychology

Effective: Ten and one-half month contracted employee at an annual salary of $52,461 beginning January 16, 2012.

Education: M.A., Southern University, Major: Mental Health Counseling; B.S., Texas Southern University, Major: Electronic Engineering Technology.

Experience: Counselor, Assistant Professor, Director, Adjunct Faculty, and Student Engagement/Instructor, Lone Star College System, Blackboard Administrator, Volunteer Counselor, and Campus Distance Education Coordinator, Southern University; Therapist, Center of Psychological Services; Counselor/Therapist, Coordinator, and Case Manager, Family Services of Greater Baton Rouge.

David Foti, Instructor, Economics

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 9, 2012.

Education: M.S., Georgia Southern University, Major: Applied Economics; M.B.A., University of Houston, Major: Business Administration; B.B.A., University of Texas, Major: Finance.

Experience: Adjunct Faculty, Lone Star College-North Harris; Owner, Risk Management Consultant; Head of Commodity Operations, BP-Gas and Power Trading; Senior Project Manager, Accenture; Market Risk Manager, Enron.

Candace Sexton-Ruiz, Associate Professor, ASL/Interpreter Training

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

Education: M.A., University of Texas, Major: Bilingual and Bicultural Studies; B. S., Gallaudet University, Major: Physical Education.

Experience: Professor, Associate Professor, Assistant Professor, CE Instructor, Lone Star College-North Harris; Assistant Professor, MacMurray College; Educational Skills Specialist III, Acting Director, and Tutor, St. Philip’s College; American Sign Language Instructor, Vital Signs, Inc.

Bob Lynch, Assistant Professor, Developmental English

Effective: Ten and one-half month contracted employee at an annual salary of $49,092 beginning January 9, 2012.

Education: B.A., Marquette University, Major: News-Editorial Journalism.
Experience: Adjunct Faculty, and Tutor, Lone Star College-North Harris and Houston Community College System; Teacher, Raul Yzaguirre Accelerated School for Success, and Houston Heights High School; Volunteer Faculty Member, Maynard Institute for Journalism Education; Deputy International Editor, Houston Chronicle; Copy Editor, The Arizona Republic/The Phoenix Gazette; News/Copy Editor, Los Angeles Times.

**Rajrani Sharma, Assistant Professor, AD Nursing**

**Effective:** Twelve month contracted employee at an annual salary of $64,204 beginning January 9, 2012.

**Education:** Ph.D., M.A. & B.A., University of Bombay, Major: Hindi Literature; M.S.N., University of Phoenix, Major: Nursing; B.S., Lamar University, Major: Nursing.

**Experience:** Adjunct Faculty, Lone Star College-Kingwood; Registered Nurse, Kingwood Medical Center, St. Luke’s Hospital, and North East Medical Center Hospital; Patient Care Assistant, and Clinical Rotations, St. Elizabeth Hospital; Instructor, Washington University-St. Louis.

**Leah Kirell, Assistant Professor, Developmental English**

**Effective:** Ten and one-half month contracted employee at an annual salary of $55,831 beginning January 9, 2012.

**Education:** M.A., Radford University, Major: English; B.A., Wofford College, Major: English.

**Experience:** Adjunct Faculty, Lone Star College-Montgomery; Teacher, and Field Instructor, Michigan State University; Adjunct Instructor, Ann Arundel Community College; Composition Instructor, University of Maryland; Humanities, Technical Writing and A.P. Language, and Composition Instructor, School Without Walls High School-Washington D.C.; Graduate Assistant, Radford University.

**Pablo Martinez, Associate Professor, English**

**Effective:** Ten and one-half month contracted employee at an annual salary of $54,148 beginning January 9, 2012.

**Education:** M.F.A., Texas State University-San Marcos, Major: Creative Writing/Poetry; B.M., Trinity University-San Antonio, Major: Music.

**Experience:** Assistant Professor, Visiting Professor, and Lecturer, Our Lady of the Lake University-San Antonio.
Casey Garcia, Associate Professor, Humanities

Effective: Ten and one-half month contracted employee at an annual salary of $54,148 beginning January 9, 2012.

Education: M.A. & B.S., University of Texas-Austin, Major: Performance Studies & Communication Studies.

Experience: Adjunct Factory, Lone Star College-North Harris; Associate Professor, Austin Community College; Lecturer, and Director, Texas A&M University-Kingwood; Professor, Mt. San Antonio College; Term Instructor, George Mason University; Graduate Assistant, and Teaching Assistant, The University of Texas-Austin.

Amy Peterson, Associate Professor, Math

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

Education: M.A. & B.A., California State University-Fresno, Major: Mathematics.

Experience: Instructor, and Long-Term Substitute, Mater Dei High School-CA; Adjunct Instructor, Vanguard University; Instructor, University of Hawaii, Coast Community College District-CA, and State Center Community College District; Math Coordinator, Lecturer, and Graduate Assistant, California State University-Fresno.

Brenda Gibson, Instructor, Economics

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 16, 2012.

Education: M.A. & B.A., Fordham University, Major: Economics.

Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-North Harris, and Houston Community College; Teacher, Cambridge Public Schools; Math Tutor Special Needs, Brookline Public Schools; Financial Analyst, Sun Life of Canada; Data and Financial Analyst, Georgetown Medical University; Financial Analyst, MetraComp; Financial Research Analyst, FiberCom International; Accounting Analyst, NatWest Securities, Solomon Brothers; Paralegal, Galef & Jacobs; Legal Assistant, Locke, Lord, Bissell and Sapp; Leader/Manager, Mississippi Cooperative Extension Service.

Daniel Mcfarlane, Instructor, Art

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,612 beginning January 16, 2012.
Education:  M.F.A., University of Florida, Major: Studio Art; B.F.A., Sam Houston State University, Major: Art.

Experience:  Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-North Harris; Artist in Residence, Lawndale Art Center; Graduate Teaching Instructor, University of Florida.

Keith Sayles, Instructor, Machining

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $14,727 beginning January 16, 2012.

Education:  B.S., Sam Houston State University, Major: Engineering design Graphics; A.A., A.A., A.A., & A.A., Lone Star College-North Harris, and Hawkeye Community College; Major: General, Engineering Design Graphics, and Drafting & Photography.

Experience:  Temporary Full-Time Instructor, Adjunct Faculty, and Temporary Full-Time Assistant Professor, Lone Star College-North Harris; Adjunct Faculty, Houston Community College; CAD/CAM Mechanical Designer, R&M Energy Systems; Dairy and Grocery Stocker, Wal-Mart Stores Incorporated; CNC Programmer, US Stone; Draftsman, Designer, SUNCOAST Post-Tension; Adjunct Faculty, Houston Community College; Draftsman, FMC Corporation, Energy and Transport Group.

Lucky Howe, Instructor, Welding

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $14,727 beginning January 16, 2012.


Experience:  Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-North Harris; Welder/Fitter, Metal Fabricating Concepts, and Texas Sheet Metal; Contract Welder; Safety, Vulcanization of Rubber Water Pipe, and Structural Welding, S&B Construction; Motorcycle Technician, Self Employed Engineering; Welder/Fabricator and Automotive Technician, Self Employed; Automotive Transmission Technician (Sheetmetal Welder), Cleveland Transmissions.

Mark Dupree, Instructor, HVAC Refrigeration Technology

Effective:  4.5-month contracted employee at a semester pro-rated (70%) salary of $15,527 beginning January 16, 2012.


Experience:  Temporary Full-Time Instructor, Adjunct Faculty, Lead Plant Operations, Maintenance Technician, and Mail Courier, Lone Star College-North Harris; A/C
Technician, Air Expert and Duct Cleaning, Inc.; Sergeant, Instructor, and Officer, Tomball Police Department; Deputy, Harris County Pct. 4 Constables Office; Police Officer, Odessa Police Department, and Houston Police Department; Electrician, Brittan Electric.

**Perry Sellers, Instructor, Accounting**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 16, 2012.

**Education:** M.S. & B.B.A., Texas A&M University-College Station, Major: Accounting.

**Experience:** Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-North Harris; Senior Manager-National Strategic State Tax Review (SSTR), and Manager-SSTR, Deloitte Tax LLP; Manager-State Income/Franchise Tax, Senior-Income/Franchise Tax, and Staff-Income/Franchise Tax, Arthur Anderson LLP; Teacher’s Assistant, Texas A&M University.

e. **LSC-Tomball**

**Lisa Morales, Assistant Dean, Instruction**

**Effective:** Twelve month contracted employee at an annual salary of $70,000 beginning January 1, 2012.

**Education:** Ph.D., University of North Texas, Major: History; B.M. & M.Ed., Northwestern Oklahoma State University, Major: Vocal Performance & American History; B.A., University of New Mexico, Major: Economics.

**Experience:** Director, Conference on American Leadership, Honors Program Coordinator, and Adjunct Faculty, North Central Texas College; Teaching Fellow, University of North Texas; Adjunct Faculty, University of Tulsa, and Northwestern Oklahoma State University; Public Relations Manager, and Assistant to the General Director, Tulsa Opera, Inc..

**Jackie Thomas, Assistant Professor, Education**

**Effective:** Ten and one-half month contracted employee at an annual salary of $55,831 beginning January 9, 2012.

**Education:** M.S., Florida State University, Major: Higher Education; B.S., University of Houston, Major: Consumer Science and Merchandising.

**Experience:** Area Coordinator/Graduate Assistant, Program Coordinator-Freshman Year Residential Experience (FYRE), Adjunct Faculty, and Teaching Assistant, University of Houston; Graduate Assistant-Union Productions/Special Event Planning,
Visiting Days Coordinator-College of Education, and Hearing Officer-Student Rights and Responsibilities, and Co-Instructor, Florida State University; Intern-Minority Undergraduate Fellows Program, University of Florida.

**Penelope Piercy, Instructor, English**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $16,098 beginning January 16, 2012.

**Education:** M.L.S. & M.A., Indiana University-Bloomington, Major: Library Science & English; B.A., Louisiana State University, Major: English.

**Experience:** Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Tomball; Accredited Volunteer Leader, La Leche League International; Instructor, and Associate Instructor, Indiana University Division of Extended Studies, and Department of English; Instructor, Windfall Dancers.

**Theresa Fritzel, Instructor, Developmental Math**

**Effective:** 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 16, 2012.

**Education:** M.S. & B.S., University of Illinois-Urbana-Champaign, Major: Geology & Physics; A.S., College of Lake County, Major: Science.

**Experience:** Temporary Full-Time Instructor, Adjunct Faculty, Tutor, and Tutor Coach, Lone Star College-Tomball; Tutor, Learning Squared; Basin Modeler, Texaco, Inc., Teaching Assistant, and Research Assistant, University of Illinois; Peer Tutor, College of Lake County.

**Caroline Jamroz, Assistant Professor, Developmental Studies**

**Effective:** Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

**Education:** M.Ed., Boston University, Major: Reading; B.A., Drew University, Major: English.

**Experience:** Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Tomball; Literacy Specialist/Reading Coach, Manatee County School District; Reading Subject Matter Expert, Fusion Learning Systems; Director of Education, Sylvan Learning Center; Educational Specialist, Franciscan Children’s Hospital.

**Sean Tiffee, Associate Professor, Speech**

**Effective:** Ten and one-half month contracted employee at an annual salary of $55,831 beginning January 9, 2012.

Experience: Adjunct Assistant Professor, Austin Community College; Assistant Instructor, and Mentor, University of Texas; Adjunct Lecturer, and Lab Instructor, Texas State University-San Marcos; Teacher, Jack C. Hays High School-Buda, TX.

**Ginger Fray, Instructor, English**

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $15,233 beginning January 9, 2012.

Education: M.A. & B.A., Sam Houston State University, Major: English.

Experience: Adjunct Faculty, Lone Star College-Tomball: Instructor, Region 4 Educational Center, Cy-Fair ISD, Spring ISD, and Griswold School.

**Douglas Lamppin, Instructor, Biology**

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $17,508 beginning January 16, 2012.

Education: M.D., Tulane University School of Medicine, Major: Medicine; B.A., Birmingham Southern College, Major: Biology.

Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Tomball; Physician, Owner.

**Irena Ciftja, Instructor, Biology**

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $16,174 beginning January 16, 2012.

Education: M.D., Albanian State University, Major: Medicine.

Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Grant Writer-Assistant Researcher, University Hospitals-University of Missouri; Interviewer, Texas A&M University; Case Manager, Department of Human Services.

**Sean Bellinger, Instructor, Gaming**

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $14,727 beginning January 16, 2012.

Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-North Harris, and Tomball; Game Design Instructor, Digital Media Academy; 3D Animation Instructor, The Guthrie Center; Co-Founder & Animation Artist, Revelation Interactive; Animation Artist/Photographer, ePublishing, Inc.; Senior Animator/Photographer, DECA, Inc.; Technology Support Analyst, The Art Institute of Houston; National Photography Trainer/Studio Manager, Glamour Shots.

Miroslawa Moryson, Instructor, Professional Office Technology

Effective: 4.5-month contracted employee at a semester pro-rated (70%) salary of $17,508 beginning January 16, 2012.


Experience: Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Tomball; Doctor of Chiropractic Medicine, Olde Oaks Chiropractic.

f. LSC-System Office

Rhonda Dumas-Harris, Director, Call Center

Effective: Twelve month contracted employee at an annual salary of $53,512 beginning December 5, 2011.

Education: B.S. & B.S., University of New Orleans, Major: Business Administration & Marketing.

Experience: Program Coordinator-Call Center/Special Events, Lone Star College-Montgomery; Special Projects, Foundation for Persons with Mental Retardation; Marketing Interim, Audubon Nature Institute; Accounting Clerk/Receptionist, Bernard K. Passman Galleries.

Peter Ho, Executive Director, Enterprise App.

Effective: Twelve month contracted employee at an annual salary of $117,000 beginning December 12, 2011.

Education: M.B.A., Amber University, Major: MIS Specialization; B.A., Louisiana State University, Major: Accounting.

Experience: Student Financial ERP Specialist, UT Southwest Medical Center; PeopleSoft Principle Consultant, Alabama State University, Kamehameha Schools, Illinois Central College, University of Wisconsin, Azusa Pacific University, Fredrick Community College, University of Texas, The University of Southern Mississippi, Maricopa Community College Systems; University of Main System, Catholic University of America, Mira Costa College, Cornell University, Florida International University, University of Pennsylvania, Gemological Institute of America, West Chester University
of Pennsylvania, Bryn Mawr College, St. Thomas University, Northern Alberta Institute Technology, and University of Phoenix; Comptroller, Abbott Laboratory; Information Director, The Boy Scouts of America National Office.

g. **LSC-University Park**

**Arnold Erazo, Director, Contact Center**

**Effective:** Twelve month contracted employee at an annual salary of $67,343 beginning October 15, 2011.

**Education:** M.S., Nova Southeastern University, Major: Information Systems; B.S., University of Redlands, Major: Information Systems.


**Robert Ricks, Director, Student Information Services**

**Effective:** Twelve month contracted employee at an annual salary of $73,440 beginning September 1, 2011.

**Education:** M.S., Idaho State University, Major: Human Resources Training and Development; B.S., Excelsior College, Major: Liberal Studies.

**Experience:** Senior Analyst, Lone Star College System-CyFair; Research Assistant, Teaching Assistant, and Independent Study Course Manager, Southern Illinois University; Requirements Management Specialist, Galaxy Scientific Corporation; Software Analyst, Cylab, Inc.

**Walden Lewis, Assistant Professor, Economics**

**Effective:** Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

**Education:** M.S., Baylor University, Major: Statistics; B.A., The University of Mississippi, Major: Mathematics.

**Experience:** Adjunct Faculty, Lone Star College-CyFair, and Tomball; Instructor, Houston Community College, and University of Phoenix; Actuarial Specialist, AIG-VALIC.
Joseph Margoitta, Assistant Professor, Biology

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

Education: M.S. & B.S, Stephen F. Austin State University, Major: Biology.

Experience: Adjunct Faculty, Lone Star College-Tomball, and University Park; Teacher, Cy-Fair ISD; Quality Assurance Lab Technical, ConAgra Foods; Graduate Teaching Assistant, and Student Assistant, Academic Enrichment Learning Center.

Frank Rodriguez, Assistant Professor, Math

Effective: Ten and one-half month contracted employee at an annual salary of $50,776 beginning January 9, 2012.

Education: M.S. & B.S, Texas A&M University, Major: Mathematics & Applied Mathematical Sciences.

Experience: Program Manager, and Adjunct Faculty, Lone Star College-CyFair; Program Director, Interim Assistant Director, and Instructor, Westwood College; Teacher, Richardson ISD; Instructor, Texas A&M University.

Cassandra Sridharan, Assistant Professor, Political Science

Effective: Ten and one-half month contracted employee at an annual salary of $48,806 beginning January 9, 2012.

Education: M.A. & B.S, Seton Hall University, Major: Diplomacy and International Relations.

Experience: Adjunct Faculty, Lone Star College-University Park & Tomball, and Houston Community College; Market Research Analyst, Chicago Bridge and Iron; Education Outreach Officer, World Affairs Council of Houston; Program Assistant, United States Department of State; Intern, Consulate General of the Italian Republic, Asia Society Texas Center, and Houston International Protocol Alliance; Resident Assistant, Seton Hall Housing and Resident Life.
Request: Consideration of Resignations

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

LSC-Kingwood

William Coppola, Executive Director/Assistant to President
Effective December 31, 2011

Peggy Whitley, Dean, Educational Support
Effective February 1, 2012

Elizabeth Chapman, Dean, Instruction
Effective February 1, 2012

Eme Ukot, Associate Professor, AD Nursing
Effective February 1, 2012

LSC-North Harris

David Vappie, Associate Professor, HVAC Refrigeration
Effective January 15, 2012

John DeLeon, Dean, Instruction
Effective January 15, 2012

James Puetz, Associate Professor, Political Science
Effective January 15, 2012

Linda Gooding, Counselor/Professor
Effective January 15, 2012

Mary Myers, Professor, AD Nursing
Effective November 18, 2011

LSC-Tomball

Diane Montagna, Professor, Surgical Technology
Effective December 16, 2011
LSC-System Office

Walter Cooley, Director, Risk Management
   Effective January 15, 2012

LSC-University Park

Gary Wallace, Executive Director, Construction
   Effective January 15, 2012

Staff Resource: Rand Key 832-813-6522