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

VI. Closed Session

The Board of Trustees, in accordance with Section 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 November 1, 2012 Workshop and Regular Meeting of the Board of Trustees

IX. Citizens Desiring to Address the Board

X. Special Reports and Announcements
   1. Chancellor
   2. College Presidents
   3. Vice Chancellors
XI. Consideration of the 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 for New Lone Star College System Board Policy Section V.B.3.07 (SECOND READING) (ACTION ITEM 1)

2. Consideration of Approval of Intention to Establish a Lone Star College Branch Campus in Jakarta, Indonesia (ACTION ITEM 2)

XIII. Financial Reports and Considerations

1. Monthly Financial Statements

2. Consideration of Approval and Acceptance of the Comprehensive Annual Financial Report (CAFR) and the Independent Auditors’ Reports (ACTION ITEM 3)

3. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Water Treatment Maintenance Services for the System (ACTION ITEM 4)

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Classification and Compensation Services for the System (ACTION ITEM 5)

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for the Purchase and Implementation of a Learning Management System for the System (ACTION ITEM 6)

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Recycling Services for the System (ACTION ITEM 7)

7. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Interpreter Services for the System (ACTION ITEM 8)

8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Additional Telecommunications Services for the System (ACTION ITEM 9)
9. Consideration of Approval to Purchase Additional Human Patient Simulators and Other Medical Equipment for the System’s Nursing Programs (ACTION ITEM 10)

10. Consideration of Approval to Purchase Additional Internet Services and Authorize the Chancellor or Designee to Negotiate and Execute Contract Amendments (ACTION ITEM 11)

11. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Services to Replace Two Chillers at LSC-Greenspoint (ACTION ITEM 12)

12. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Professional Services for Materials Testing for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 13)

13. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Initial Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 14)

14. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Manager at Risk (CMAR) Services and Subsequent Guaranteed Maximum Price (GMP) Agreements for Renovations at LSC-University (ACTION ITEM 15)

15. Consideration of Approval to Renew a Contract to Purchase Investment Advisor Services for the System (ACTION ITEM 16)

16. Consideration of Authorization for the Chancellor or Designee to Negotiate and Execute a Grant of Utility Easement for Water Lines to West Harris County Regional Water Authority (WHCRWA) at LSC-Cypress Center (ACTION ITEM 17)

17. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Necessary Agreements and Easements with Wet and Dry Utility Providers for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 18)

XIV. Building and Grounds Report

Construction Projects Update

XV. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 19)
2. Consideration of Acceptance of Resignations (ACTION ITEM 20)

3. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 21)

XVI. Suggested Future Agenda Items

XVII. 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 provisions(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
I, Richard Carpenter, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Monday the 3rd day of December, 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 3rd day of December, 2012.

Richard Carpenter
Chancellor
PRESENT: Mr. Randy Bates, Chair  
Dr. David Holsey, Vice Chair  
Ms. Priscilla Kelly, Secretary  
Mr. David Vogt, Assistant Secretary  
Mr. Robert Adam  
Mr. Thomas Forestier  
Ms. Linda Good  
Ms. Stephanie Marquard  
Mr. Bob Wolfe  

I. CALL TO ORDER: Mr. Bates called the workshop and regular meeting of the Board of Trustees to order at 5:01 p.m. after determining that a quorum was present.

II. PLEDGE OF ALLEGIANCE: Mr. Adam 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 AND RECOGNITIONS: Chancellor Carpenter introduced Ms. Barbara Eckenfels the new faculty senate president for LSC-Montgomery and Howard Roden from Houston Community Newspapers. Mr. Link Alander, vice chancellor of technology services/CIO announced that the Center for Digital Education highlights the top technology community colleges in the nation. Lone Star College System was ranked second in the nation. At the League for Innovation Conference we were recognized as first in the nation of large colleges category.

V. WORKSHOP: Dr. Austin Lane, president of LSC-Montgomery, introduced Jared Cootz, professor and chair of Sociology and Simone Rieck, professor of English who gave a presentation on Learning Networks. Ms. Rieck said that learning networks are a different approach to learning that builds a sense of community for students using themed activities in and out of the classroom. Student scores in anxiety, concentration, motivation, test strategies and time management showed significant improvement, as did completion and success rates.

Jonathan Durfield, associate vice chancellor of governmental affairs and student completion, introduced Dr. Luzelma Canales, executive director of resource development and administration who gave a presentation on our active grants, totaling $24,646,064. Dr. Canales said that the Texas Reverse Transfer Initiative, which in cooperation with the Greater Texas Foundation, the Houston Endowment, TG Corporation University of Texas System as well as 28 other universities and
community colleges, is an initiative that involves transferring back to a student’s feeder community college credits earned elsewhere to complete their associate’s degree. Linda Head, associate vice chancellor of workforce education and corporate partnerships gave an overview of the grants for adult basic education, English literacy and contextualizing adult basic education with workforce programs.

VI. **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

VII. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:51 p.m.

VIII. **APPROVAL OF THE MINUTES OF THE October 4, 2012 WORKSHOP AND REGULAR MEETING:** upon a motion by Dr. Holsey and a second to the motion by Mr. Vogt, the Board approved the minutes of the October 4, 2012 Workshop and Regular Meeting.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:**

Javier Chacon, spoke regarding alleged retaliatory actions against faculty members at LSC-Montgomery and discriminatory issues toward Hispanics.

Elizabeth Jensen, a citizen, addressed the Board concerning faculty dismissal at LSC-Montgomery.

Dr. Larry Loomis-Price, LSC-North Harris faculty member, spoke about faculty grievance procedures at LSC-Montgomery.

Dr. John Burghduff on behalf of the American Federation of Teachers spoke about conflict resolution.

Richard Kuyper, a former LSC-Montgomery staff member, spoke regarding his dismissal and grievance resolution.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** Chancellor Carpenter stated that enrollment is down at 36 of the 50 community college districts. Across the state, community college enrollment is down 17,000 from a year ago. SanJac is down 2%, HCC is down 7% Lone Star is up about 3%, or 2200 students. LSC-University Park has been working with SACS as a substantive change to be designated as a campus of Lone Star College System. Our response will go to the full commission for a vote at its June meeting. We anticipate positive action on the part of the Commission.

   The Chancellor said that we were honored to participate in the ground breaking with CHI Hair Products of Farouk Systems and LSC-North Harris partnership on the School of Cosmetology. He congratulated Dr. Steve Head, president of LSC-North Harris, and thanked Ms. Marquard and Dr. Holsey for representing the Board at the groundbreaking.
2. **College Presidents:** None.

3. **Vice Chancellors:** Ray Laughter, vice chancellor of external affairs, reported on the results of Community Colleges Statewide Perception Survey, a survey by Texas Association of Community Colleges and the Hahn Group. This survey showed that almost 78% of the respondents said that the community benefits from the work that community colleges do and nearly 46% said they and their family benefited. Over 81% said that finishing high schools was no longer enough to guarantee that a young person can be successful in the workplace. 85.9% stated that Texas needs to do a better job providing opportunities for higher education that people can afford; 87.4% said that investing in our community colleges was just as important as investing in our public schools; and 88.9% said that investing in our community colleges was just as important as investing in our public four-year colleges and universities. Over 84% of respondents also said that the state of Texas should share more of the responsibility with local communities for funding and supporting community colleges.

4. **Faculty Senate Presidents:** Dr. James Seymour, LSC-CyFair faculty senate president spoke on what the Lone Star Faculty do best, teaching. Though as a system we have many innovative faculty members, educational trends attention often focuses on new initiatives, new paradigms and new strategies that overlook the excellent activities already employed by the faculty. Currently professors from all six colleges use active learning, service learning, study abroad, learning communities and inter-disciplinary education to ensure success in the classroom.

XI. **CONSIDERATION OF THE CONSENT AGENDA:** Item number 3 was removed from the agenda to be considered separately. Mr. Bates proceeded with the Consent Agenda. Mr. Adam made a motion to approve Action Items 1, 2, 4, 5, 6, 7, and 8. Ms. Marquard seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B”.

XII. **POLICY CONSIDERATIONS:**

1. **Consideration for New Lone Star College System Board Policy Section V.B.3.07 (FIRST READING):** the Board unanimously considered the recommended revision of the Lone Star College System Board Policy V.B.3.07. This constitutes a first reading with a request for approval during the December Board meeting. A copy is attached as Exhibit “C”.

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, 2012. A copy is attached as Exhibit “D”.

2. **Consideration of Approval to Purchase Custodial Supplies for the System (ACTION ITEM 1):** the Board unanimously approved the purchase of custodial supplies for the System for an estimated amount of $800,000 for the first year, with two one-year options, for an estimated $2,400,000 over three years from High Point Sanitary Solutions, 301 Garden Oaks Boulevard, Houston, TX 77018; Buckeye Cleaning Center, 16420 West Hardy Road, Houston, TX 77060; Interboro Packaging, 114 Bracken Road, Montgomery, NY 12549; Crown Paper and Chemical, 302 S. Frazier Street, Conroe, TX 77301 and Matera Paper, 1809 Brittmore Road, Houston, TX 77043. This item was passed in the Consent Agenda. A copy is attached as Exhibit “E”.

3
3. **Consideration of Approval for Chancellor or Designee to Negotiate and Execute Amendment(s) to Extend the Texas Cooperative Purchasing Network (TCPN) Lease for Temporary Modular Building at LSC-Montgomery (ACTION ITEM 2):** The Board unanimously approved the Chancellor or designee to negotiate and execute the necessary amendment(s) to extend the lease agreement for the temporary modular building at LSC-Montgomery from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070, for a cost of $85,340, bringing the total estimated lease cost of this modular building to $506,465 over the five year and 10 month lease. This item was passed in the Consent Agenda. A copy is attached as Exhibit “F”.

4. **Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Necessary Easements and Agreements with Wet and Dry Utility Providers for LSC-Cypress Center (ACTION ITEM 3):** Upon a motion by Ms. Marquard and a second by Ms. Kelly, the Board unanimously authorized the Chancellor or his designee to negotiate and execute any required wet and dry utility easements for LSC-Cypress Center. A copy is attached as Exhibit “G”.

5. **Consideration of an Addition to the Approved 2012-13 Tuition and Fee Schedule (ACTION ITEM 4):** The Board unanimously approved an addition to the 2012-13 tuition and fee schedule that would allow the total cost of the program to be bundled and charged to the student at a fixed total amount, including programs spanning more than one fiscal year. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H”.

6. **Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Service Agreement Contract with Harris County Municipal Utility District (MUS) #284 and further authorize payment of required service fees to MUD #284 for Water, Sanitary Sewer and Storm Sewer Service for LSC-Cypress Center (ACTION ITEM 5):** The Board unanimously authorized the Chancellor or his designee to negotiate and execute a service agreement contract with MUD 284 and approve the payment of water, sanitary sewer and storm sewer tap fees to Harris County Municipal Utility District #284, 1300 post Oak Blvd., Suite 1400, Houston, TX 77056 for LSC-Cypress Center for an estimated amount of $220,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I”.

XIV. **BUILDING AND GROUNDS REPORTS:**

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

XV. **PERSONNEL REPORTS AND CONSIDERATIONS:**

1. **Consideration of Ratification of Appointments (ACTION ITEM 6):** The Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K”.

2. **Consideration of Acceptance of Resignations (ACTION ITEM 7):** The Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L”.

3. **Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 8):** The Board unanimously approved the commissioning of the following peace officers for Lone Star College
System; LSC-North Harris, Laura Trott. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M”.

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, Secretary
Consideration of Consent Agenda

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>Action Item</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td># 1 – Approve New Board Policy V.B.3.07 Subs Change</td>
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<td># 2 - Approve Intention to Establish Branch Campus/Jakarta</td>
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<td># 3 – Approve Annual Financial Rept/Ind Auditors’ Report</td>
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<td># 4 – Authorize Chan/Neg/Exec/Contract/Water Treat Maint.</td>
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<td># 5 – Authorize Chan/Neg/Exec/Contract/Class Comp Srvc</td>
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<tr>
<td># 6 – Authorize Chan/Neg/Exec/Agree/Learning Mngt Sys</td>
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<td># 7 – Authorize Chan/Neg/Exec/Agree/Recycling Srvc</td>
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<td># 8 – Authorize Chan/Neg/Exec/Agree/Interpreter Srvc</td>
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<td># 9 – Authorize Chan/Neg/Exec/Contract/Telecom Srvc</td>
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<td>#10 – Approve Purchase Patient Simulators &amp; Equip</td>
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<td>#11 – Approve Internet Srvc &amp;Authorize Chan/Neg/Amend</td>
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<td>#12 – Authorize Chan/Neg/Exec/Contract Replace 2 Chillers</td>
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<td>#13 – Authorize Chan/Neg/Exec/Contract Mat Testing EMI</td>
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<td>#14 – Authorize Chan/Neg/Exec/GMPw/CMAR for EMI</td>
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<td>#15 – Authorize Chan/Neg/Exec/CMAR for Reno LSC-UP</td>
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<td>#16 – Approve Renew Contract Purch Investment Adv Srvc</td>
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<td>#17 – Authorize Chan/Neg/Exec/Util Easement LSC-CyCntr</td>
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<td>#18 – Authorize Chan/Neg/Exec/Util Easement EMI Bldg</td>
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<tr>
<td>#19 – Ratify Appointments</td>
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<tr>
<td>#20 – Accept Resignations</td>
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<tr>
<td>#21 – Ratify Appointments</td>
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Policy Consideration No. 1  (ACTION ITEM 1)  Board Meeting 12-6-12

Request:  Consideration for new Lone Star College System Board Policy Section V.B.3.07 (SECOND READING) (ACTION ITEM 1)

Chancellor’s Recommendation:  That the Board of Trustees approves the new Lone Star College System Board Policy Section V.B.3.07.

Rationale:  This new policy consideration is required by SACS and will provide (i) clarification of the responsibilities of any employee that initiates or implements changes in existing LSCS programs and activities and (ii) the reporting of substantive policy changes to SACS.

Fiscal Impact:  None

Staff Resource:  Richard Carpenter  832-813-6515  
                Keri Rogers  832-813-6597  
                Brian Nelson  832-813-6655
V.B.3.07 Substantive Change

Employees with responsibility for initiating, reviewing, approving, or allocating resources to make changes in any of the institution’s programs or activities, whether academic or non-academic, are expected to remain knowledgeable of current rules and requirements. Individuals involved in proposing and implementing substantive changes are required to coordinate their efforts with the Executive Council and the SACS-COC liaison. Notification of substantive changes will be submitted to, and approved by, accrediting or approval agencies prior to implementation of the changes. All substantive changes must come before the Executive Council for final action.
Policy Consideration No. 2 (ACTION ITEM 2) Board Meeting 12-6-12

Request: Consideration of Approval of Intention to Establish a Lone Star College Branch Campus in Jakarta, Indonesia

Chancellor’s Recommendation: That the Board of Trustees approve Lone Star College System pursuing the establishment of a Branch Campus in Jakarta, Indonesia and further pursuing SACS (Southern Association of Colleges and Schools) accreditation and THECB (Texas Higher Education Coordinating Board) approvals to add this branch campus under the umbrella of the Lone Star College System.

Rationale: The Lone Star College System has been approached by the Putera Sampoerna Foundation of Indonesia to partner in offering transfer and workforce associate degrees, short term certificates for immediate entry into the workforce, and corporate and open enrollment training. Because of the scope of this proposed partnership, it is necessary to establish a branch campus with its own faculty and administrative organization, its own budgetary and hiring authority, and an educational program that offers the full complement, as needed, of degrees and certificates. The Putera Sampoerna Foundation has studied and met with many US and foreign colleges and universities looking for a partner institution that would be effective in helping to effect and sustain positive change in a country with a 6-7% annual economic growth, fueled in part by Houston based oil and gas companies, paired with unemployment linked to an underprepared workforce.

The Putera Sampoerna Foundation selected the Lone Star College System because of the compatibility of missions, values and purpose; because LSCS has an outstanding reputation and is one of the United States’ largest and fastest growing community colleges; because of the community and workforce development record; because of the academic success of graduates who transfer to complete their degrees; and because LSCS is recognized, and being sought after, by emerging economies worldwide to partner for workforce development training. It was mutually established that the Lone Star College System will provide programs which allow Indonesian students to achieve the academic mobility needed to help move the country toward the educational, economic, employment and social goals that bring about positive and sustainable growth.

In addition to supporting Houston based companies workforce needs locally, this model will create a positive revenue stream for LSCS while using no local (Texas) tax monies. This partnership allows LSC to enrich the existing International and Study Abroad programs, creates
opportunities for both faculty and student exchange, and makes it possible for LSC to achieve, in part, Core Curriculum Multicultural Competencies and Perspectives.

It is recognized that community colleges have a great impact on the national economy. That knowledge and practice are now being recognized on an international basis. A recent report released by the McKinsey Global Institute provides insight into Indonesia’s economy and the long-term prospects for addressing the country’s skills gaps and raising the standard of living. The Lone Star College System is well-positioned to have an impact on introducing a different model of education, the two year community college, to Indonesia.

Effective January 1, 2013, the Board of Trustees intends to establish a Branch Campus of Lone Star College in Jakarta, Indonesia.

**Fiscal Impact:** No local funds will be used to fund this partnership.

**Staff Resource:**
- Richard Carpenter 832-813-6515
- Donetta Goodall 832-813-6807
Report: Monthly Financial Statements

The financial statements for the month ended October 31, 2012 are presented for Board review.
% OF BUDGETED EXPENDITURES USED

<table>
<thead>
<tr>
<th>Month</th>
<th>08</th>
<th>09</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>13</th>
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<tbody>
<tr>
<td>October</td>
<td>7%</td>
<td>8%</td>
<td>7%</td>
<td>7%</td>
<td>7%</td>
<td>7%</td>
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<tr>
<td>September</td>
<td>8%</td>
<td>8%</td>
<td>8%</td>
<td>6%</td>
<td>8%</td>
<td>7%</td>
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</tbody>
</table>
HOW MUCH DO WE NEED IN RESERVES?

REVENUES

EXPENDITURES
## LONE STAR COLLEGE SYSTEM

### Statement of Revenues and Expenditures

**General and Auxiliary Funds**

For the Two Months Ended October 31, 2012

Unaudited

<table>
<thead>
<tr>
<th>REVENUES:</th>
<th>17% OF</th>
<th>PRIOR YEAR</th>
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<tr>
<td></td>
<td>FISCAL YEAR</td>
<td>ACTUAL</td>
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<tr>
<td>BUDGET</td>
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<tr>
<td>---------</td>
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<tr>
<td>State Appropriations</td>
<td>$ 66,500,000</td>
<td>$ 17,057,486</td>
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<tr>
<td>Tuition and Fees</td>
<td>98,190,000</td>
<td>41,828,665</td>
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<td>Taxes</td>
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<td>Investments</td>
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<tr>
<td>Other</td>
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<td>720,671</td>
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<tr>
<td>Tuition/Growth Contingency</td>
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<tr>
<td>Total Current Operations Revenues</td>
<td>$278,930,000</td>
<td>$60,706,528</td>
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<tr>
<td>Auxiliary Revenues</td>
<td>11,000,000</td>
<td>1,052,571</td>
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<tr>
<td>Total Revenues</td>
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<tr>
<td>Reserves</td>
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<tr>
<td>Total Revenues and Reserves</td>
<td>$296,630,000</td>
<td>$61,946,117</td>
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<table>
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<tr>
<th>EXPENDITURES:</th>
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<th>PRIOR YEAR</th>
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<td></td>
<td>FISCAL YEAR</td>
<td>ACTUAL</td>
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<tr>
<td>BUDGET</td>
<td>10/31/2011</td>
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<tr>
<td>Instruction-Academic</td>
<td>72,211,139</td>
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<td>Instruction-Workforce</td>
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<td>Public Service</td>
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<td>Student Services</td>
<td>38,370,793</td>
<td>4,677,586</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>32,487,700</td>
<td>3,695,415</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>30,425,568</td>
<td>5,019,747</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>23,176,662</td>
<td>2,871,694</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Total Educational and General Expenditures</td>
<td>$273,980,000</td>
<td>$39,402,995</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td>4,300,000</td>
<td>14,261</td>
</tr>
<tr>
<td>Internally Designated</td>
<td>0</td>
<td>-</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>11,000,000</td>
<td>1,293,413</td>
</tr>
<tr>
<td>Total Expenditures</td>
<td>$289,280,000</td>
<td>$40,710,669</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>7,350,000</td>
<td>-</td>
</tr>
<tr>
<td>NET INCREASE (DECREASE) IN FUND BALANCES</td>
<td>$21,289,272</td>
<td>$21,235,448</td>
</tr>
<tr>
<td>General Funds</td>
<td>0</td>
<td>(33,824)</td>
</tr>
<tr>
<td>Auxiliary Funds</td>
<td>0</td>
<td>(53,824)</td>
</tr>
<tr>
<td>TOTAL NET INCREASE (DECREASE) IN FUND BALANCES</td>
<td>$0</td>
<td>$21,235,448</td>
</tr>
</tbody>
</table>
LONE STAR COLLEGE SYSTEM

Balance Sheet
October 31, 2012
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 Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$11,962,851</td>
<td>$13,837,072</td>
<td></td>
<td>$(1,874,221)</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>116,072,203</td>
<td>48,732,491</td>
<td>(1,100,807)</td>
<td>163,703,887</td>
</tr>
<tr>
<td>Investments</td>
<td>69,609,456</td>
<td>79,083,475</td>
<td>890</td>
<td>148,693,821</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,940,470</td>
<td>-</td>
<td>37,989</td>
<td></td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>37,989</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>-</td>
<td>602,105,802</td>
<td>602,105,802</td>
<td></td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>-</td>
<td>754,114,823</td>
<td>754,114,823</td>
<td></td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>$200,622,969</td>
<td>$716,084,696</td>
<td>$753,014,906</td>
<td>$1,669,722,571</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND BALANCES</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>$12,001,936</td>
<td>$5,894,983</td>
<td>3,785,464</td>
<td>21,682,383</td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>104,266,644</td>
<td>42,974,596</td>
<td>(6,241,898)</td>
<td>140,999,342</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>6,279,389</td>
<td>323,266</td>
<td>5,279,235</td>
<td></td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td>-</td>
<td>5,279,235</td>
<td>5,279,235</td>
<td></td>
</tr>
<tr>
<td>Bonds payable</td>
<td>-</td>
<td>601,795,036</td>
<td>601,795,036</td>
<td></td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>5,877,111</td>
<td>5,877,111</td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES</td>
<td>122,547,969</td>
<td>662,144,227</td>
<td>(2,456,434)</td>
<td>782,235,762</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND BALANCES:</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>78,075,000</td>
<td>-</td>
<td>468,506,241</td>
<td>546,581,241</td>
</tr>
<tr>
<td>Restricted</td>
<td>-</td>
<td>(395,466)</td>
<td>(395,466)</td>
<td></td>
</tr>
<tr>
<td>Non grant agreements</td>
<td>-</td>
<td>485,631</td>
<td>485,631</td>
<td></td>
</tr>
<tr>
<td>Loans</td>
<td>-</td>
<td>26,304,116</td>
<td>285,505,141</td>
<td>311,809,257</td>
</tr>
<tr>
<td>Restricted for construction</td>
<td>-</td>
<td>27,546,188</td>
<td>1,459,958</td>
<td>29,006,146</td>
</tr>
<tr>
<td>Debt service</td>
<td>-</td>
<td>755,471,340</td>
<td>887,486,809</td>
<td></td>
</tr>
<tr>
<td>TOTAL FUND BALANCES</td>
<td>78,075,000</td>
<td>53,940,469</td>
<td>755,471,340</td>
<td>887,486,809</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL LIABILITIES AND FUND BALANCES</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>$200,622,969</td>
<td>$716,084,696</td>
<td>$753,014,906</td>
<td>$1,669,722,571</td>
<td>$1,669,722,571</td>
</tr>
</tbody>
</table>

Subject to change pending completion of the August 31, 2012 audit.
# LONE STAR COLLEGE SYSTEM  
## SUMMARY OF INVESTMENTS  
### AS OF OCTOBER 31, 2012

<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 09/30/2012</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 10/31/2012</th>
<th>Ending BV 10/31/2011</th>
<th>Weighted Avg. Purchase Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td>150,658</td>
<td>6,701</td>
<td>0</td>
<td>0</td>
<td>157,359</td>
<td>106,825</td>
<td>0.49%</td>
</tr>
<tr>
<td>POOLS</td>
<td>8,371,792</td>
<td>1,231,261</td>
<td>813,943</td>
<td>2,261</td>
<td>8,789,110</td>
<td>22,839,899</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td>2,000,000</td>
<td>0</td>
<td>2,000,000</td>
<td>7,000</td>
<td>0</td>
<td>12,000,000</td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>50,617,156</td>
<td>51</td>
<td>5,005,916</td>
<td>10,563</td>
<td>45,608,229</td>
<td>15,009,208</td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2,989,850</td>
<td></td>
</tr>
<tr>
<td>SOUTHSIDE MONEY MARKET</td>
<td>20,036,657</td>
<td>4,428</td>
<td>4,986,327</td>
<td>4,428</td>
<td>15,054,758</td>
<td>10,002,579</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>81,176,264</td>
<td>1,242,441</td>
<td>12,806,186</td>
<td>24,252.34</td>
<td>69,609,456</td>
<td>62,948,361</td>
<td>0.49%</td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>5,060,226</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5,060,226</td>
<td>5,022,428</td>
<td></td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>3,711,264</td>
<td>359,007</td>
<td>0</td>
<td>699</td>
<td>4,070,271</td>
<td>4,556,706</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4,992,167</td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>49,943,440</td>
<td>20,009,538</td>
<td>0</td>
<td>9,538</td>
<td>69,952,978</td>
<td>69,529,488</td>
<td></td>
</tr>
<tr>
<td>JPMC MM</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>58,714,930</td>
<td>20,368,545</td>
<td>0</td>
<td>10,237</td>
<td>79,083,475</td>
<td>84,100,789</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>139,891,194</td>
<td>21,610,986</td>
<td>12,806,186</td>
<td>34,489</td>
<td>148,692,931</td>
<td>147,049,150</td>
<td>0.36%</td>
</tr>
</tbody>
</table>
Financial Report and Consideration No. 2 (ACTION ITEM 3) Board Meeting 12-6-12

Request: Consideration of Approval and Acceptance of the Comprehensive Annual Financial Report (CAFR) and the Independent Auditors’ Reports.

Chancellor’s Recommendation: That the Board of Trustees considers the recommendation of the Board Audit Committee regarding acceptance of the Comprehensive Annual Financial Report and the independent auditors’ reports.

Rationale: The CAFR for fiscal years ended August 31, 2012 and 2011 and the independent auditors’ reports thereon are presented for Board review and acceptance. The independent auditing firm of MFR, P.C. has issued an unqualified or “clean” opinion on the System’s financial statements and federal financial assistance programs. As required by the Texas Higher Education Coordinating Board, the CAFR will be filed with various state agencies by January 1, 2013.

The reports are scheduled to be reviewed by the Board of Trustees Audit Committee prior to the December 6, 2012 Board meeting.

Fiscal Impact: None

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Water Treatment Maintenance Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement to purchase water treatment maintenance services from Chem-Aqua, P.O. Box 152170, Irving, TX 75015, for an estimated $660,000 over the five year term.

Rationale: Water treatment maintenance services are required for the boiler, chiller condensers/towers and chilled and hot water closed loops. These services also include delivering and managing all chemical inventories, monthly chemical testing and system monitoring, chemical feed adjustments, and control equipment maintenance and calibrations for the System’s water systems.

It is recommended the agreement be awarded to the vendor receiving the highest score, Chem-Aqua. The contract term will be for a period of five (5) years effective December 2012 through December 2017, with the option to cancel with a thirty-day notice. Initial water treatment services are required in an estimated amount of $88,000 for campuses whose chemical level tests were low.

This purchase is in compliance with Texas Education Code §44.031 (a). The Request for Proposals (RFP #214) was issued to five (5) water treatment maintenance service providers and three (3) responses were received. Vendor proposals were evaluated based on purchase price, water treatment program offered, vendor qualifications/experience, vendor quality control plan, the long term costs, vendor references, Historically Underutilized Business (HUB) Plan, the completeness and thoroughness of the proposal, and principal place of business.

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 4  (ACTION ITEM 5)  Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Classification and Compensation Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute a contract to purchase classification and compensation services for the System from Evergreen Solutions, LLC, 2852 Remington Green Circle, Suite 101, Tallahassee, FL 32308, in the estimated amount of $120,000.

Rationale: Employee classification and performance are key issues that impact LSCS’ future success as a quality academic institution. It is a priority for the System to design a classification system that is easy to understand and communicate. It is also critical that the system be easily administered and readily updated as market and inflationary changes warrant.

An appropriate broad classification and grading structure covering all System positions is required. It is also important to determine how the System’s current pay structures could be updated to accommodate the revised class and grading structure and provide a realistic basis for determining market position and staff compensation. The desired end result is to provide a total compensation package that facilitates recruitment and retention. A critical step towards reaching this goal is the development of a job classification and grading system that addresses concerns with internal equity while providing the groundwork for maintaining a level of competitiveness within the relevant labor markets.

The contract award may be extended through the completion of the project including requests for additional follow-up work.

This purchase is in compliance with the requirements of Texas Education Code §44.031 (a). The Request for Proposals (RFP #221) was issued to fifteen (15) compensation and classification studies providers and five (5) responses were received. Vendor proposals were evaluated based on experience and qualifications, ability to meet System needs, staff qualifications, fee structure and overall long term cost, the quality of proposed services, vendor references and location. The top three (3) scoring vendors were invited to an interview/presentation. The award recommendation is to the highest scoring vendor offering the best value as reflected in the attached evaluation tabulation.

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 operating fund budgets.

Staff Resource: Rand Key 832-813-6522
### RFP #221 – Compensation and Classification Services

#### Interview/Presentation Evaluation

<table>
<thead>
<tr>
<th>Vendors</th>
<th>Evergreen</th>
<th>Fox Lawson</th>
<th>MGT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Proposal</td>
<td>$120,000</td>
<td>$197,000</td>
<td>$147,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Interview Evaluation Criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>15 12 8 7</td>
</tr>
<tr>
<td>Qualifications/Commitment of Assigned Personnel</td>
<td>20 19 18 16</td>
</tr>
<tr>
<td>Project Approach</td>
<td>20 19 16 12</td>
</tr>
<tr>
<td>Additional Value Add Solution</td>
<td>10 8 6 6</td>
</tr>
<tr>
<td>Previous Relevant Experience with Compensation and Classification</td>
<td>15 15 14 10</td>
</tr>
<tr>
<td>Resource Expectation from LSCS</td>
<td>10 9 7 6</td>
</tr>
<tr>
<td>Timeline and how it will be achieved</td>
<td>5 4 4 4</td>
</tr>
<tr>
<td>Thoroughness and Completeness of Presentation</td>
<td>5 5 3 3</td>
</tr>
</tbody>
</table>

| Total Points | 100 | 90  | 76  | 63  |
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for the Purchase and Implementation of a Learning Management System for the System

Chancellor’s Recommendation: That the Board of Trustees approves the negotiation and execution of an agreement for the purchase and implementation of a Learning Management System for the System with D2L Ltd, 715 Saint Paul Street, Baltimore, MD 21202, in an amount not to exceed $5,500,000 over a five year term. In addition, should negotiations with D2L, Ltd. be terminated, authorization is requested to negotiate with the second ranked firm, Blackboard, 650 Massachusetts Ave N.W. 6th Floor, Washington, DC 20001-3796.

Rationale: The Learning Management System (LMS) is a web-based teaching and learning tool for course development, delivery, and management. It allows instructors to manage courses, deliver content, monitor student participation and assess performance. Students are able to interact with each other as well as the instructors resulting in a broader online learning community resource.

In compliance with Texas Education Code 44.031 (a), a Request for Proposals (RFP #198) was issued to fifteen (15) firms and four (4) vendor proposals were received. The determination of the proposal representing best value was based on a comprehensive process involving the participation of an evaluation committee of twenty-two faculty and staff, subsequent vendor demonstrations for faculty, staff and students at each campus and a survey to assess the merits of the proposed LMS.

The evaluation of proposals was conducted in three (3) phases: an initial proposal evaluation, a WebEx remote demonstration by all four (4) respondents followed by the survey and a presentation/interview of the two highest-ranked vendors, Blackboard and D2L, Ltd.

D2L, Ltd. was selected as the vendor providing the online LMS solution that would best meet the needs of the System. Factors used in the evaluation included the features and tools incorporated in the proposal to maximize a positive student experience, company experience with learning management tools, quality of services, ability to meet System academic needs, the incorporation of a Historically Underutilized Business plan, total anticipated costs and the completeness of proposals.

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 operating fund budget. Funds for subsequent years will be included in future proposed budgets.
**Staff Resource:**

Keri Rogers  
Link Alander  

832-813-6597  
832-813-6832
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Recycling Services for the System

Chancellor’s Recommendation: That the Board of Trustees approves the Chancellor or designee to negotiate and execute an agreement for recycling services for the System from IM Green, 9210 Emmott Road, Suite B, Houston, TX 77040, for a five year term. Recycling services will be provided at no cost and the System will receive 20% revenue sharing applied to the value of recycled materials sold in commodities markets.

Rationale: The purpose of the Request for Proposals process was to identify a recycling company that would partner with the System and share the revenue generated from recycling the System’s paper, plastics, aluminum cans and other recyclables. A revenue sharing account will be set up for each college campus and center and all collected proceeds will be utilized for student scholarships for educational programs relating to environmental issues. The program is intended to provide an educational perspective on reducing the carbon footprint and increase recycling rates. IM Green is a not-for-profit organization that will supply recycle materials collection containers at no cost.

The term of this agreement will be for three (3) years beginning January 2013 with the option to renew for two additional one-year terms based upon mutual consent.

This purchase is in compliance with the requirements of Texas Education Code §44.031 (a). The Request for Proposals (RFP #211) was issued to six (6) recycling services providers and three (3) responses were received. Vendor proposals were evaluated based on the rate of return for recycled materials, vendor references, vendor experience, vendor presentations, quality control plan, vendor past performance, Historically Underutilized Business plan, the completeness and thoroughness of the proposal and value-added services to recycle other materials such as non-aluminum metals and clothing. It is recommended to award the contract to IM Green, the vendor with the highest evaluation score.

Fiscal Impact: The System will save an estimated $12,000-$15,000 annually on container costs and the projected revenue in year one is $9,000.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 7 (ACTION ITEM 8)  Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Interpreter Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement for interpreter services for the System from the vendors listed below, for an estimated annual cost of $225,000 and an estimated total cost of $1,125,000 over five years.

Hancock, Jahn, Esquivel, Lee & Puckett d/b/a Communication Axess Ability Group (CAAG) 1445 N. Loop West, Suite 310, Houston, TX 77008

SignShares 99 Detering Street, Ste. 160, Houston, TX 77007

Network Interpreting Service, Inc. (NIS) 1650 Overland Ave., Ste. 6, Burley, ID 83318

Rationale: Throughout the System departments require the use of professional interpreter services to fulfill the needs of hearing impaired students, staff and clients of the System. These services include sign language, oral, tactile and video remote interpreting (VRI) service. The service providers will employ professional interpreters with state and/or national certifications and follow the nationally established standards and practices for interpreters for the deaf and hard of hearing.

The award for these services will be for a period up to five years beginning in December 2012 through December 2017 based on funding availability and satisfactory vendor performance. The agreement may be cancelled with a thirty (30) day written notice. The total estimated annual cost of $225,000 is based on historical use of these services.

This purchase is in compliance with the requirements of Texas Education Code §44.031 (a). The Request for Proposals (RFP #220) was issued to nineteen (19) interpreter service providers and five (5) responses were received. Proposals were evaluated based on vendor experience and qualifications, ability to meet System needs, staff credentials, fee structure and overall long term cost, quality control for proposed services, past performance, references and vendor location.

Fiscal Impact: Funds for this purchase are available from the approved FY 2012-13
budgets. Funds for subsequent years will be included in future proposed budgets.

**Staff Resource:** Juanita Chrysanthou

832-813-6504
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Additional Telecommunication Services for the System

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of additional telecommunication services for the System in an estimated annual amount of $350,000 for the remaining three (3) years of the contract term from the vendors listed below. This increases the total estimated cost of these services to $1,550,000 for the five year term.

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>ESTIMATED ANNUAL EXPENSES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Windstream (PAETEC)</td>
<td>$144,000</td>
</tr>
<tr>
<td>600 Willowbrook Office Park</td>
<td></td>
</tr>
<tr>
<td>Fairport, NY 14450</td>
<td></td>
</tr>
<tr>
<td>Consolidated Communications</td>
<td>$50,000</td>
</tr>
<tr>
<td>350 S. Loop 336W</td>
<td></td>
</tr>
<tr>
<td>Conroe, TX 77384</td>
<td></td>
</tr>
<tr>
<td>AT&amp;T</td>
<td>$66,000</td>
</tr>
<tr>
<td>6500 W. Loop South</td>
<td></td>
</tr>
<tr>
<td>Bellaire, TX 77401</td>
<td></td>
</tr>
<tr>
<td>Century Link Communications</td>
<td>$60,000</td>
</tr>
<tr>
<td>312 Higgins St.</td>
<td></td>
</tr>
<tr>
<td>Humble, TX 77338</td>
<td></td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>$30,000</td>
</tr>
</tbody>
</table>

Total Estimated Annual Cost $350,000

Rationale: Basic telecommunication service is necessary for the daily operations of the System. Local trunk service provides telephone dial tone to the campuses. Service fees, regulatory fees or telecommunication surcharges are regulated by the State of Texas and other governmental agencies and are not included within the total contract amount.

On December 2, 2010, The Board of Trustees approved the purchase of Telecommunication Services for the System in an estimated annual amount of $250,000 for a total of $750,000 over three (3) years. The approval also included the option to renew for two (2) additional one-
year periods for a not-to-exceed amount of $1,250,000 over the five (5)
year term.
This request is to increase the contract amount for years 3, 4 and 5 to an
estimated annual amount of $350,000 bringing the total estimated cost to
$1,550,000 for the 5 year period. This increase is required due to the
additional demand for services resulting from System growth. The added
locations are identified in the attached location chart (highlighted in grey).

The original purchase of telecommunication services was in compliance
with Texas Education Code 44.031 (a) through the Request for Proposals
process (RFP #103).

**Fiscal Impact:** Funds for this purchase are included in the approved FY 2012-13 budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

**Staff Resource:** Link Alander 832-813-6832
# Telecommunication Serviced Locations

<table>
<thead>
<tr>
<th>Service Locations</th>
<th>AT&amp;T</th>
<th>Consolidated Communications</th>
<th>Windstream (PAETEC)</th>
<th>**Century Link</th>
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<tr>
<td>LSC-Kingwood</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>LSC-EMCID</td>
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<td></td>
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<tr>
<td>LSC-Montgomery</td>
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<td></td>
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<tr>
<td>LSC-University Center</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
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<tr>
<td>LSC-North Harris</td>
<td></td>
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<td>LSC-CyFair</td>
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<td></td>
</tr>
<tr>
<td>LSC-Greenspoint</td>
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<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>LSC-Fairbanks</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>LSC-Tomball</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>LSC-Carver Center</td>
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<td></td>
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<tr>
<td>LSC-Conroe Center (Longview)</td>
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<td>LSC-Conroe Center (New)</td>
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<td>LSC-University Park</td>
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<td>LSC-Victory Center</td>
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<td>LSC-Tomball Health Science</td>
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<td>LSC-Atascocita Center</td>
<td></td>
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<tr>
<td>LSC-Montgomery Firestation</td>
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<tr>
<td>LSC-North Harris Transportation</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**Only Vendor able to provide services at these regulated locations.

**Locations added since original contract**
Request: Consideration of Approval to Purchase Additional Human Patient Simulators and Other Medical Equipment for the System’s Nursing Programs

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of additional human patient simulators and other medical equipment for the System for an estimated annual cost of $300,000 from Laerdal Medical Corporation, 167 Myers Corners Road, Wappingers Falls, NY 12590, and an estimated annual cost of $50,000 from Pocket Nurse, 200 First Street, Ambridge, PA 18008. The total amount of purchases is estimated to be $700,000 for the remaining two years of the five-year award.

Rationale: On June 4, 2009, The Board of Trustees approved the purchase of human patient simulators and medical equipment from Laerdal Medical Corporation in the annual amount of $206,735, and from Pocket Nurse in the annual amount of $20,723. The original term of the agreement was for one year with the option to extend for four (4) additional one-year terms. The agreement can be cancelled with or without cause by either party with a thirty-day written notice.

The growth in student enrollment and the opening of new college facilities have increased demand for additional nursing program equipment. Computerized patient simulators and equipment provide realistic clinical experience for students. Real case scenarios using the simulators significantly add to the learning environment as clinical situations can be practiced and errors corrected in the safe setting of the learning laboratory.

The original purchase was in compliance with the provisions of Texas Education Code 44.031 (a) through the Request for Proposals process (RFP #09-091).

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 budgets and the Nursing Reduction Shortage Program (NRSP) Grant awarded to the System. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Keri Rogers 832-813-6597
Request: Consideration of Approval to Purchase Additional Internet Services and Authorize the Chancellor or Designee to Negotiate and Execute Contract Amendments

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of additional internet services for the System from TW Telecom Holdings, 7060 Empire Central, Houston, TX 77040, increasing the annual cost from $72,000 to $85,659 for years four and five. This brings the total estimated cost of the services to $773,058 over the five (5) year term.

Rationale: On December 3, 2009, the Board of Trustees approved the purchase of internet services from TW Telecom Holdings in the annual amount of $72,000, and from Cogent Communications in the annual amount of $77,148, for a combined amount not to exceed $745,740 over five (5) years.

Additional internet services from TW Telecom Holdings are required due to the increased use of video in the classroom and internet based instructional tools. The internet connection at LSC-UP will be increased from 500MB to 800MB. Internet Services from Cogent Communications will remain the same in the annual amount of $77,148 for years four and five.

The original purchase of internet services was done in compliance with Texas Education Code 44.031 (a) through the Request for Proposal process (RFP #10-040).

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Link Alander 832-813-6832
Request:
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Services to Replace Two Chillers at LSC-Greenspoint

Chancellor’s Recommendation:
That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of construction services to replace two chillers at LSC-Greenspoint from C-Air-S Mechanical, Inc., 8430 Fawndale, Houston, TX 77040, in the estimated amount of $362,000, which includes a performance and payment bond allowance of $8,000.

Rationale:
This project includes the replacement of two roof top air cooled chillers at LSC-Greenspoint. The existing chillers are currently not operating at full capacity due to condenser equipment failure. The existing equipment will not be able to meet the cooling demand for the building next summer without significant risk of disruptions to classes and services due to full equipment failure.

This purchase is in compliance with the requirements of Texas Government Code 2267.151-155. The request for competitive sealed proposals (CSP #222) was issued to sixteen (16) vendors and five (5) proposals were received. The evaluation of proposals was based on the proposal cost, vendor experience and references, vendor history completing similar projects, quality control plan, the incorporation of a Historically Underutilized Business plan, the safety record, the experience of assigned personnel and the vendor’s ability to complete the project in the required timeframe. It is recommended the contract be awarded to the highest-ranked proposal which was submitted by C-Air-S Mechanical, Inc.

Fiscal Impact:
Funds for this purchase are included in the approved FY 2012-13 budgets.

Staff Resource:
Steve Head 281-618-5444
Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Professional Services for Materials Testing for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of professional services for materials testing for the EMI building at LSC-University Park with Aviles Engineering Corporation, 5790 Windfern Road, Houston, TX 77041, for an estimated amount of $150,000.

Rationale: At the September 2012 Board meeting, the Board approved a resolution authorizing the issuance of approximately $20 million in revenue bonds to fund the construction of the EMI building at LSC-University Park. Construction is scheduled to begin in January 2013. Materials testing services are required by the International Building Code and include the following: foundation construction observations, soil compaction testing and inspections, concrete strength testing and mix designs, post-tensioning and reinforcing steel inspections, fireproof testing, structural steel and welding inspections, curtain wall and waterproofing inspections.

In compliance with Texas Government Code Chapter 2254 (Professional Services Procurement Act), a Request for Qualifications (RFQ #223) was issued to twenty-three (23) materials testing firms and eight (8) responses were received. Proposals were evaluated based on firm credentials, experience of assigned staff, previous firm experience providing similar services for similar projects, client references, the incorporation of a Historically Underutilized Business plan and the location of the office providing the services. The final selection of the highest-ranked firm, Aviles Engineering Corporation, was based on the demonstrated competence and qualifications to perform the services for a fair and reasonable price.

Fiscal Impact: Funds for this purchase are available from the Revenue Financing System Bonds, Series 2012B.

Staff Resource: Cindy Gilliam 832-813-6512
<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Max Pts</th>
<th>Aviles Engineering Corporation</th>
<th>DAE/Geotech &amp; Associates</th>
<th>Earth Engineering</th>
<th>Tolunay-Wong Engineers</th>
<th>Terracon Consultants</th>
<th>Paradigm Consultants</th>
<th>Austin-Reed Engineers</th>
<th>Fugro Consultants</th>
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<tbody>
<tr>
<td>Credentials/Experience of Assigned Staff (proposed personnel, organization chart, &amp; resumes)</td>
<td>25</td>
<td>20</td>
<td>21</td>
<td>20</td>
<td>21</td>
<td>22</td>
<td>21</td>
<td>15</td>
<td>21</td>
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<tr>
<td>Previous firm experience with providing similar services for similar projects</td>
<td>20</td>
<td>15</td>
<td>13</td>
<td>14</td>
<td>14</td>
<td>15</td>
<td>16</td>
<td>10</td>
<td>13</td>
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<td>Ability to respond promptly/availability of key staff for this project (available equipment, available staff, approach, response times)</td>
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<td>14</td>
<td>11</td>
<td>11</td>
<td>12</td>
<td>11</td>
<td>12</td>
<td>10</td>
<td>11</td>
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<td>Three relevant client references within past 2 years</td>
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<td>10</td>
<td>10</td>
<td>9</td>
<td>10</td>
<td>9</td>
<td>8</td>
<td>10</td>
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<tr>
<td>History of use of HUB Firms and proposed % of work to be performed by HUB firms</td>
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<td>15</td>
<td>15</td>
<td>15</td>
<td>15</td>
<td>4</td>
<td>5</td>
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<tr>
<td>Location of office providing services under this RFQ</td>
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<td>8</td>
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<td>6</td>
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<tr>
<td><strong>Total Score</strong></td>
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<td><strong>78</strong></td>
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<td><strong>77</strong></td>
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<td><strong>2</strong></td>
<td><strong>3</strong></td>
<td><strong>4</strong></td>
<td><strong>5</strong></td>
<td><strong>6</strong></td>
<td><strong>7</strong></td>
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Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Initial Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute the initial GMP contract with Tellepsen Builders, L.P., 777 Benmar Drive, Suite 400, Houston, TX 77060, in the amount of $13 million for the EMI building to be located at LSC-University Park.

Rationale: At the October 2012 Board meeting, the Board of Trustees approved Tellepsen Builders, L.P. to provide CMAR services for the construction of the EMI building at LSC-University Park. Tellepsen solicited proposals from subcontractors for the construction work based on the design development drawings prepared by Morris Architects. Bids were provided to Tellepsen from subcontractors in the middle of November and an initial GMP was prepared. The value of construction will not exceed the amount of the initial GMP. A final GMP is scheduled to be presented to the Board in February 2013.

Fiscal Impact: Funds for this purchase are available from the Revenue Financing System Bonds, Series 2012B.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Manager at Risk (CMAR) Services and Subsequent Guaranteed Maximum Price (GMP) Agreements for Renovations at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of CMAR services and the subsequent GMP agreements for renovations at LSC-University Park for an estimated amount of $15 million over a period of two years from JE Dunn Construction Company, 10350 Richmond Ave., Suite 900, Houston, TX 77042. If negotiations cease for any reason, the System will proceed to negotiate with the 2nd ranked firm, Durotech.

Rationale: Additional renovations at LSC-University Park will be necessary as the LSCS student population grows and educational and corporate partners join the LSC-UP community. Benefits of using the CMAR method include a shorter time span to complete the project and economies of scale achieved by combining various projects into a larger single contract.

The CMAR will provide pre-construction services which include coordinating the construction documents, performing constructability reviews, creating critical path schedules, and providing budget and cost consultation. During construction, the CMAR will act as the general contractor, assuming the risk of subcontracting the work, which will be competitively bid, and guaranteeing completion of each project.

The CMAR delivery method is an acceptable construction delivery method per Government Code Chapter 2267 Subchapter F. In accordance with the code, a one-step process was used to select the CMAR by releasing a request for proposals and evaluating each respondent based on published selection criteria that included the proposed fee, experience/reputation, quality of goods and services, incorporation of a Historically Underutilized Business plan, safety record, proposed lead personnel, financial capability, and company profile. The proposals were sent to forty (40) general contractors and seven (7) responses were received. The top three (3) contractors with the highest overall evaluation scores were invited to a presentation/interview. It is recommended that JE Dunn, the firm with the highest presentation/interview score, be awarded the contract for services.
**Fiscal Impact:** Funds for this purchase are available from the 2008 general obligation bonds, 2012 revenue bonds and auxiliary funds.

**Staff Resource:**
- Cindy Gilliam 832-813-6512
- Shah Ardalan 832-813-6847
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Maximum Points</th>
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<td>Project Approach</td>
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<td>Vendor Ranking</td>
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</table>
Request: Consideration of Approval to Renew a Contract to Purchase Investment Advisor Services for the System

Chancellor’s Recommendation: That the Board of Trustees approve a one year renewal of the contract to purchase investment advisor services from Valley View Consulting, L.L.C., 2428 Carters Mill Road, Huddleston, VA, 24104, for an estimated fee, based on the value of the investment portfolio, of $60,000.

Rationale: In December 2010, the Board of Trustees approved a two-year contract to purchase investment advisor services from Valley View Consulting for a fee based on the value of the investment portfolio. The fee was estimated to be in the range of $80,000 to $120,000. With the completion of bond projects, the amount available for investing has been reduced, resulting in a current estimate of $60,000.

The Texas Public Funds Investment Act (PFIA) allows the original contract term to be no more than two years. The PFIA also allows renegotiations and renewals of contracts up to a maximum of every two years. This request is to renew the contract for one additional year.

The investment advisor consults or advises governmental entities or private companies in present and future investment plans. Valley View Consulting has actively managed the System’s investments from operating and construction funds. The firm has attained improved earnings rates and has provided improvement recommendations to the College System’s investment strategy. It is therefore recommended to extend the contract with Valley View Consulting one additional year based on reasonable fees and favorable performance.

The initial purchase of these services was in compliance with the provisions of Texas Education Code 44.031 (a) through the Request for Proposals process (RFP #91).

Fiscal Impact: Earnings rates are measured by benchmarking the average yield of the College System’s investments to the 90-day Treasury Bill. The increase in the earnings rates on investments from the Operating and Construction Funds of the College System has resulted in approximately $800,000 additional revenue during the term of the original two-year agreement. If the contract is approved for renewal, we anticipate the College System’s average earnings rate will continue to be above the benchmark.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Authorization for the Chancellor to Negotiate and Execute a Grant of a Utility Easement for Water Lines to West Harris County Regional Water Authority (WHCRWA) at LSC-Cypress Center.

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor to negotiate and execute a grant of a utility easement for water lines to WHCRWA at LSC-Cypress Center.

Rationale: WHCRWA is constructing a regional water system to deliver Lake Houston surface water to the area. The easement is needed in order to connect the WHCRWA pipeline to the new Municipal Utility District 165 water pump station. Utility easements from the land owners are required in order to construct the pipelines. WHCRWA has requested easements on four separate tracts of land totaling 0.838 acres. These easements run east to west adjacent to a Harris County Flood Control easement and north to south adjacent to a Centerpoint electrical power easement on the west side of the LSCS-CyFair campus. WHCRWA will compensate the College System a total of $14,781 for the grant of such easements.

WHCRWA will construct, install, maintain and operate the underground water line in the easement tract, and will also restore the easement tract as nearly as possible to its condition prior to construction.

The College System reserves the right to use the surface of such easement tracts for any and all purposes except construction of fences, buildings and structures.

Fiscal Impact: Proceeds from the sale of such easements will be deposited into the capital projects fund from which the land was paid.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Necessary Agreements and Easements with Wet and Dry Utility Providers for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute required wet and dry utility agreements and easements for the EMI building at LSC-University Park.

Rationale: At the September 2012 Board meeting, the Board approved a resolution authorizing the issuance of approximately $20 million in revenue bonds to fund the construction of the EMI Building. Construction is scheduled to begin in January 2013.

Agreements and easements are required with CenterPoint Energy to provide primary electrical service and natural gas to LSC-University Park. Service agreements and easements are also required with Harris County MUD 286 and other utility providers. Pertinent documents will also need to be executed to vacate any unused easements previously granted to CenterPoint, MUD 286 and other utility providers.

Fiscal Impact: No cost is associated with the granting of these easements. Funds required for the installation of the associated electrical and mechanical infrastructure are available from the 2012 revenue bonds.

Staff Resource: Cindy Gilliam 832-813-6512
Report: Construction Projects Update

The District’s Facilities Planning and Construction Department has provided a summary report of the District’s construction projects. See attached report.
General Obligation Bond Project Summaries – 2008 Election:

- **LSC-Kingwood**
  - The child care center opened November 5th.

- **LSC-Cypress Center**
  - Survey work on the area road improvements required by Harris County has been completed and the associated design work is in progress. Construction of the traffic signal and turn lanes are planned for June 2013 to minimize impact on the neighboring elementary school traffic.
  - Installation of the foundation piers, grade beams and floor slab has been completed.
  - The site parking lots and entrances have been poured and underground piping, plumbing and electrical work are underway.
  - Delivery of the structural steel for the building is scheduled for mid-December with erection to begin shortly thereafter.
  - The project is scheduled to be substantially complete by August 1, 2013 in anticipation of the Fall 2013 semester.

- **LSC-University Park**
  - Construction of the new classrooms on level 7 of building 13 is underway. Walls have been framed and electrical conduits have been installed. HVAC Ductwork installation is currently underway. The project is scheduled to be complete by early January 2013.
  - Design efforts for physics & chemistry laboratories on level 6 of building 13 have commenced. This project is scheduled to be complete in anticipation of the Fall 2013 semester.

Revenue Bond Project Summary

- **Energy and Manufacturing Institute Building (EMI) at University Park**
  - The building program, floor layouts and associated details are complete. Construction documents are currently in progress.
  - An “Initial Guaranteed Maximum Price” (IGMP) is scheduled to be presented at the December 2012 Board meeting for consideration and approval.
  - Coordination efforts are underway with MUD 286 and CenterPoint Energy regarding utility service needs and necessary service agreements.
Auxiliary Project Summaries

- **LSC-University Park**
  - University of Houston (Building 12, Level 7) – Construction is underway, walls have been framed, electrical conduit has been installed and new ductwork is being installed. The project is scheduled to be complete by early January 2013.
  - University of Houston (Building 10, Level 1) – The project is scheduled to be complete by early January 2013.
  - FMC University (Building 9, Level 1) – Construction is underway. The project is scheduled to be complete in January 2013.

- **LSC-North Harris**
  - Replace Chillers at Greenspoint Center
    - A contractor recommendation for the purchase and installation of the chillers is scheduled to be presented at the December 2012 Board Meeting for consideration and approval.

- **LSC-Kingwood**
  - Office of Technology Services – Server Room and Conference Room
    - A design contract has been executed and design efforts are underway.

Repair and Replacement Projects

- **LSC-North Harris**
  - Install Canopy at Main Entrance to Campus
    - Project is currently under design

- **LSC-Kingwood**
  - Supplemental Heating Ventilation and Air Conditioning Installation in the Administration Building
    - Work is scheduled for winter break
  - Catwalk Installation
    - Project is currently under design

- **LSC-Tomball**
  - Replace Water Heater
    - Design is complete
    - Estimated pricing for the project is being developed

- **LSC-Montgomery**
  - Elevator Repair/Replace – Building F
    - Existing elevator and traffic loads are being assessed
    - Project scope will be determined once studies are complete
  - Replace Chilled Water Filtration System
    - Equipment is on order
    - Pipe modifications are scheduled for winter break

- **LSC-University Park**
  - Roof Anchors
    - A request for design-build quotes will be solicited in early January 2013.
  - Replace sidewalk lighting
    - Fixtures are on order
**Status Report on Engineering Design Services for Construction Related Projects:**

At the June 2012 regular Board meeting, the Board of Trustees authorized the Chancellor or designee to negotiate and execute a contract for the purchase of engineering design services for System renovation projects in an estimated amount of $750,000 over a three (3) year term. The System will negotiate with the first ranked firm for each category based on a defined scope of work. If the System is unable to negotiate a fair and reasonable price, or the firm is unable to meet the System’s project schedule, negotiations will end with that firm and proceed with the next highest ranked firm until a price and schedule can be agreed upon. To ensure the Board has visibility of these purchases, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- The projects listed below were awarded to CAI Engineering:
  - LSC-North Harris – Chiller Replacement – $14,600

- The projects listed below were awarded to Matrix Structural Engineers:
  - LSC-University Park – Roof Anchor Design – $5,800

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

At the August 2012 regular Board Meeting, the Board of Trustees approved the purchase of construction services for the System from approved purchasing cooperative program contractors. This approval authorized the system to use the AJOC method for individual projects up to $250,000 and to make collective purchases not to exceed $1,000,000 for FYI 2012-13. Projects that exceed $250,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under $250,000, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- No AJOC projects have been awarded to date (as of November 6) for FY 2012-13.
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-Montgomery, LSC-North Harris, LSC-System Office, LSC-Tomball and LSC-University Park.

Fiscal Impact: Positions and salaries have been budgeted for 2012-2013.

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

Christie Smith, Instructor, Computer IT

Effective: 9 Month contracted employee at an annual pro-rated salary of $26,113 beginning October 1, 2012

Education: M.E., Instructional Technology, University of Houston; B.B.A., General Business, Sam Houston State University

Experience: Information Processing/Professional Office Technology Instructor LSC-North Harris; Corporate Trainer; Computer Science and Business Instructor, Texas School of Business

Debra Kwiatkowski, Instructor, Chemistry

Effective: 4.5 Month contracted employee at a pro-rated salary of $8,781, beginning October 16, 2012

Education: M.S., Chemistry, Stephen F. Austin University; B.S., Chemical Engineering, Louisiana State University, Baton Rouge, LA

Experience: Sales Representative, National Chemsearch; Research Associate, M.D. Anderson Cancer Center; Math Teacher, Spring ISD; Graduate Student/Assistant Supplemental Instructor, Stephen F. Austin State University; Chemistry/Physics Teacher Math Lab Instructor, Diboll ISD & Angelina College; Project/Chemical Engineer, Naval Surface Warfare Center; Pilot Plant Engineer, DCPD Pilot Plant, Exxon Industries

b. LSC – North Harris

Jason West, Instructor, EMS

Effective: 12 month contracted employee at an annual salary of $56,103 beginning November 1, 2012.

Education: A.S., Paramedicine, IVY Tech Community College of Indiana, Evansville, IN; Certificate of Paramedicine, University of Kentucky

Experience: Paramedic Montgomery County Hospital District; ED Paramedic Creighton University Medical Center; Paramedic Sun Star Paramedics; Paramedic American Medical Response; Flight Paramedic LifeNet Air Medical Services

c. LSC – System Office

Ronda F. Rotelli, Chief Human Resources Officer
Effective: 12 month contracted employee at an annual salary of $134,000 beginning November 1, 2012

Education: M.A. Business Management/Human Resources, Webster University; B.B.A. Human Resources Management, California State University, Fullerton

Experience: Director, Human Resources, Friedkin Companies, Inc. (Gulf States Toyota); North America HR Manager, Vopak North America; Vice President, HR Services, Unidynamics, Inc.; Director, Human Resources, Houston Community College System; Director, Human Resources, Crane Elementary School District.

Lisa Cowart, Associate Vice Chancellor, Human Resources (Total Compensation, Payroll and HRIS)

Effective: 12 month contracted employee at an annual salary of $107,000, beginning November 5, 2012

Education: B.S., Secondary Education, Lamar University; M.ED Educational Administration, Southwest State University; Superintendent Certification, Stephen F. Austin State University

Experience: Human Resources Systems Director Comp/Benefits/Records, Lone Star College System; Director of Human Resources, Huntsville ISD; Special Education Services Director, Splendora ISD; Educational Specialist for Curriculum and Instruction, Education Service Center Region VI; Director of Curriculum and Technology- Splendora ISD

Teresa Hudson, Executive Director, Human Resources (Talent Acquisition/Employee Services)

Effective: 12 month contracted employee at an annual salary of $94,000 beginning November 5, 2012

Education: JD, Thurgood Marshall School of Law, Texas Southern University; B.A. Social Sciences/Human Resources Management, Tulane University

Experience: Associate Vice President, Human Resources, Leadership, Organizational Development & Training, College of the Mainland; AAP/EEO Advisor, Baker Hughes, Inc.; Attorney (Employment Law), The HUDSON Law Group, Contract Attorney, Hudson Legal; AA/EEO Officer, University of Houston; HR, Faculty Benefits, EEO/AA, Employee Relations, University of North Texas Health Science Center; HR Benefits, Tulane University, Texas Work Advisor, Texas Department of Human Services; Benefits Analyst, San Diego County Social Services
Michael Fiore, Executive Director, System Facilities

Effective: 12 month contracted employee at an annual salary of $100,000 beginning November 15, 2012

Education: B.A., Criminal Justice, Norwich University

Experience: Director, Global Facilities Management & Energy Programs; Director, Global Workplace Initiative Program Management Office; Director, North America Sites Services Delivery Manager; Director, Global Services Integration, Hewlett Packard; Director, Global Service Integration; Purchasing Manager, Compaq Computer Corporation; Corporate Purchasing Manager; Commodity Manager; Office Services Supply Base Manager, Digital Equipment Corporation

d. LSC – Tomball

Lisa Morales, Dean, Academic Initiative

Effective: 12 month contracted employee at an annual salary of $85,000 beginning October 1, 2012

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

Experience: Honors Program Coordinator, North Central Texas College; Conference on American Leadership Director; Instructor of History & Economics; Teaching Fellow; Adjunct Instructor of History; Adjunct Instructor of Music, University of Tulsa, Oklahoma; Adjunct Instructor of History, Economics & Education, Northwestern Oklahoma State University

e. LSC-University Park

Omar Ochoa, Director, CC Business Training/Sales

Effective: 12 month contracted employee at an annual salary of $78,000 beginning November 1, 2012

Education: Executive Program, Wharton School of Business, University of Pennsylvania; M.B.A. Walton School of Business, University of Arkansas; B.A. Foreign Languages, University of Dallas

Experience: Brand & Communications Director - Shell Lubricants; US Channel Marketing Director - Shell Lubricants; Global Marketing Director - Shell Lubricants; Sales Director, Sales Director - Shell Lubricants; Sales Manager, Honeywell International
Request: Consideration of Resignations

LSC – Kingwood

Franklin Emeka, Instructor, Sociology
Effective October 30, 2012
Request: Consideration of Approval of Commissioning of Peace Officers

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

**Lone Star College–CyFair**
Kyle Fredericksen  
Robert E. Risher – Part time

**Lone Star College–Kingwood**
Christopher D. Griego – Part time

**Lone Star College–Tomball**
Howell M. Pemberton  
Phillip Blunt – Part time

**Lone Star College–University Park**
Sandra N. Joachim

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

Fiscal Impact: None

Staff Resource: Rand Key  832-813-6522