I. Call to Order

II. Pledge of Allegiance

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

IV. Administration of the Oath of Office for Trustee Positions 1, 2 and 8

V. Reorganization of the Board of Trustees (ACTION ITEM 1)

VI. Introductions, Special Guests, Recognitions

VII. Workshop

VIII. 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

IX. Reconvene Regular Meeting

X. Approval of the Minutes of the May 2, 2013 Workshop and Regular Meeting and the May 22, 2013 Special Meeting of the Board of Trustees

XI. Special Reports and Announcements

1. Chancellor

2. College Presidents
3. Vice Chancellors

4. Faculty Senate Presidents

XII. Citizens Desiring to Address the Board

XIII. 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.)

XIV. Policy Considerations

1. Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section V.B.1.01 (SECOND READING) (ACTION ITEM 2)

2. Consideration of Approval to Amend Polling Location in the May 11, 2013 Trustee Election and Bond Election Order and to Appoint Early Voting Ballot Board Presiding Judge in Harris County (ACTION ITEM 3)

XV. Financial Reports and Considerations

1. Monthly Financial Statements

2. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Generator Maintenance and Repair Services for the System (ACTION ITEM 4)

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

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase a Media Capture Solution for the System (ACTION ITEM 6)

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Conduct Data Analysis Services for the Statewide Texas Completes Initiative (ACTION ITEM 7)

6. Consideration of Approval to Purchase Science Supplies and Instructional Chemicals for the System (ACTION ITEM 8)
7. Consideration of Approval to Authorize the Chancellor or Designee to negotiate and Execute a Contract to Purchase Parking Permit Printing and Fulfillment Services for the System (ACTION ITEM 9)

8. Consideration of the Selection of an External Audit Firm for the System (ACTION ITEM 10)

9. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Creative Marketing Communications and Media Services for the System (ACTION ITEM 11)

10. Consideration of Approval to Authorize the Chancellor or Designee to Execute Documents for LSCS to Participate as a Member of the Compaq Center Drive West Owners Association, Inc. (ACTION ITEM 12)

11. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Natural Gas for the Kingwood, North Harris and Montgomery Campuses (ACTION ITEM 13)

12. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Change Order #3 with CF Jordan Construction for the Purchase of Construction Services for LSC-Cypress Center (ACTION ITEM 14)

13. Consideration of Approval of the 2013-14 Credit Tuition and Fee Schedule (ACTION ITEM 15)

XVI. Building and Grounds Report

Construction Projects Update

XVII. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 16)

2. Consideration of Acceptance of Resignations (ACTION ITEM 17)

3. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 18)

XVIII. Special Consideration

1. Consideration of Acceptance of Resignation of Trustee (ACTION ITEM 19)

XIX. Suggested Future Agenda Items

XX. 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 June, 2013 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 June, 2013.

Richard Carpenter
Chancellor
Reorganization of the Board of Trustees (ACTION ITEM 1) Board Meeting 6-6-13

Board Policy D 1.01 requires that the “Officers of the Board shall be elected at the first regular meeting following the regular election of Board members in odd numbered years.” The Nominating Committee of Bob Adam (Chair), Priscilla Kelly and Bob Wolfe will recommend a slate of candidates for the following offices:

Chair
Vice Chair
Secretary
Assistant Secretary
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 77381-4356
May 2, 2013
5:00 p.m.

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

ABSENT:  Mr. Robert Adam

I. CALL TO ORDER: Mr. Bates called the workshop and regular meeting of the Board of Trustees to order at 5:00 p.m. after determining that 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”.

Ms. Kelly entered the meeting at 5:10 p.m.

IV. INTRODUCTIONS, SPECIAL GUESTS AND RECOGNITIONS: Chancellor Carpenter introduced Clay White, faculty senate president LSC-CyFair.

Dr. Audre Levy, president of LSC-CyFair displayed the AACC Award of Excellence LSCS received as one of the top five colleges in the area of diversity.

Mr. Shah Ardalan, president of LSC-University Park shared that LSC-University Park has received a $100,000 grant from the Bill and Melinda Gates Foundation for their Educational Positioning System, competing with 130 colleges. Mr. Ardalan stated LSC-University Park has published its first student magazine and held its first graduation party for its first class of 52 graduates.

Dr. Carpenter introduced Ms. Darcy Mingoa, executive director of LSC Foundation. She stated that the 2013 Star Gala had record attendance and record revenues and she thanked everyone for their support.

Trustee Good said that LSC-University Park had the inauguration of the charter for Phi Theta Kappa with the induction of 136 students.
Mr. Vogt entered the meeting at 5:24 p.m.

Dr. Keri Rogers, vice chancellor of academic affairs, introduced the LSCS Jack Kent Cooke Scholarship committee: Debbie Esparza – System Office and Chair, Idolina Hernandez and Esther Robinson from LSC-CyFair, Dr. David Putz from LSC-Kingwood, Betsy Powell from LSC-Montgomery, Laura Dupree from LSC-North Harris, Drs. Margaret Jelinek Lewis and John “Bo” Rollins from LSC-Tomball and Frank Rodriguez from LSC-University Park. Debbie Esparza stated that the Jack Kent Cook Foundation awards undergraduate transfer scholarships to the nation’s best community college students who receive up to $30,000 a year for up to 3 years to complete their undergraduate degree. This year LSC has 3 recipients out of its 4 nominees out of 769 nominations from 377 community colleges in 45 states and D.C. and 3 of the 5 awardees from the state of Texas. Dr. Susan Karr, president of LSC-Tomball introduced award recipients Rama Gerig and Jared Nelsong. Dr. Steve Head, president of LSC-North Harris introduced award recipient Chi Cao.

V. WORKSHOP: Dr. Steve Head, president of LSC-North Harris, introduced Mike Krall, LSC-North Harris dean of instruction, who introduced Isabella Fisher and Ellen Turnell. They provided an overview of the flipped classroom which has increased student success and student completion while lowering the student cost of the class.

VI. CLOSED SESSION: At 5:30 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. Wolfe entered the meeting at 5:55 p.m.

VII. RECONVENE REGULAR MEETING: Mr. Bates reconvened the open meeting at 6:43 p.m.

VIII. APPROVAL OF THE MINUTES OF THE APRIL 4, 2013 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 with Mr. Bates, Ms. Kelly and Mr. Wolfe abstaining.

IX. SPECIAL REPORTS AND ANNOUNCEMENTS:

1. Chancellor: Chancellor Carpenter welcomed Kimberly Sutton with the Conroe Courier.

The Chancellor reminded the audience that early voting for the Bond and Trustee election began on Monday April 29 and will continue through Tuesday, May 7 with election day being Saturday, May 11, 2013.

The Chancellor reported that fall enrollment is tracking up again in the double digits and this spring will LSCS will confer a record 5,672 degrees and certificates, an increase of 8% over last year. All are invited to attend commencement ceremonies. Chancellor Carpenter announced the dates and times of the colleges’ commencement ceremonies: Friday, May 10, 2013,
LSC-Montgomery at 6:00 p.m. at The Woodlands Church; LSC-North Harris at 6:00 p.m. at M.O. Campbell Center; Saturday, May 11, 2013, LSC-CyFair at 9:00 a.m. at Berry Center; LSC-Kingwood at 10:00 a.m. at M.O. Campbell Center and LSC-Tomball and University Park at 10:00 a.m. at The Woodlands Church.

2. College Presidents: None.

3. Vice Chancellors: None.

4. Faculty Senate Presidents: Dr. Joyce Boatright, faculty senate president LSC-North Harris announced the Fall 2014 launch of the LSCS-Honors College.

X. CITIZENS DESIRING TO ADDRESS THE BOARD:

Ron Trowbridge, a community member, addressed the Board concerning Texas Ethics Commission matters.

Dr. John Burghduff spoke on behalf of the American Federation of Teachers about the April emergency incident at LSC-CyFair.

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

Mr. Gary Montgomery, a community member, spoke in support of the bond issue.

XI. CONSIDERATION OF THE CONSENT AGENDA:

Item number 2 was removed from the agenda to be considered separately. Mr. Bates proceeded with the Consent Agenda. Ms. Kelly made a motion to approve Action Items 1, 3, 4, 5, 6, 7, 8, 9, 10 and 11. 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 the Recommended Revision of the Lone Star College System Board Policy Section IV.F.2 (FIRST READING): the Board unanimously considered the recommended revision of the Lone Star College System Board Policy IV.F.2. This constitutes a first reading with a request for approval during the June Board meeting. A copy is attached as Exhibit “C”.

2. Consideration of Approval to Amend Polling Locations in the May 11, 2013 Trustee Election and Bond Election Order and to Appoint Central Counting Presiding Judge and Early Voting Ballot Board Presiding Judge in Harris County (ACTION ITEM 1): the Board unanimously approved to amend the polling locations in the May 11, 2013 Trustee election and bond election order and to appoint central counting presiding judge and early voting ballot board presiding judge in Harris County. A copy is attached as Exhibit “D”.

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 March 31, 2013. A copy is attached as Exhibit “E”.
2. Quarterly and Annual Investment Reports: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the quarterly investment reports. A copy is attached as Exhibit “F”.

3. Consideration of Approval of Tax Exemption Allowances for Tax Year 2013 (ACTION ITEM 2): upon a motion by Dr. Holsey and a second by Ms. Marquard the Board unanimously approved the tax exemption allowances for tax year 2013. A copy is attached as Exhibit “G”.

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Design Build Services for a Fall Protection System on Buildings 9,10,11,12 and 13 at LSC-University Park (ACTION ITEM 3): the Board unanimously approved the Chancellor or designee to negotiate and execute a contract for purchase of Design Build services for a fall protection system on Buildings 9, 10, 11, 12 and 13 at LSC-University Park from American Anchor, Inc., 11213 Todd Street, Houston, TX 77055, in the estimated amount of $316,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H”.

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Professional Support Services from Communities in Schools of Houston, Inc. (CISH) for LSC-North Harris (ACTION ITEM 4): the Board unanimously approved the Chancellor or designee to negotiate and execute an agreement to purchase professional support services from CISH, 1235 North Loop West, Suite 300, Houston, TX 77008, in the estimated amount of $285,000 for year one. In addition, authorize the Chancellor or designee to extend the agreement up to four additional one year terms if the services are still required and CISH’s performance is acceptable. If the agreement with CISH is extended for all four one year terms, the total cost for the five year period with projected annual price increases will be approximately $1,475,000. A copy is attached as Exhibit “I”.

6. Consideration of Approval to Purchase Furniture, Fixtures, Equipment and Materials for the CHI LSC-North Harris School of Cosmetology (ACTION ITEM 5): the Board unanimously approved the purchase of furniture, fixtures, equipment and materials for the CHI LSC-North Harris School of Cosmetology in the estimated amount of $250,000. In addition, authorize the Chancellor or designee to execute any required agreements related to these purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J”.

7. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Amendment for the Purchase of Additional Architectural Services for LSC-Cypress Center (ACTION ITEM 6): the Board unanimously authorized the Chancellor or his designee to negotiate and execute an amendment for the purchase of additional architectural services from Llewelyn-Davies Sahni, 5120 Woodway, Suite 8010, Houston, TX 77056, in an estimated amount of $50,000 increasing the total contract amount to $600,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K”.

8. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Construction Services for Renovations at LSC- Kingwood (ACTION ITEM 7): the Board unanimously authorized the Chancellor or his designee to negotiate and execute a contract to purchase construction services for renovations at LSC-Kingwood Classroom Building A from D&C Contracting, Inc., 10126 Talley Lane, Houston, TX 77041, in the amount of $183,096. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L”.
XIV. **BUILDING AND GROUNDS REPORTS:**

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

XV. **PERSONNEL REPORTS AND CONSIDERATIONS:**

1. **Consideration of Ratification of Appointments (ACTION ITEM 8):** the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N”.

2. **Consideration of Acceptance of Resignations (ACTION ITEM 9):** the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O”.

3. **Consideration of the Chancellor’s Authorization of the Reappointment of Contractual Employees (Non-Faculty) (ACTION ITEM 10):** the Board unanimously authorized the reappointment of contractual employees (non-faculty) as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P”.

4. **Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 11):** the Board unanimously approved the commissioning of the following peace officers for Lone Star College System; LSC-Univeristy Park, Rory B. Cuellar, Hector E. Figueroa; LSC- CyFair, James R. Cavitt and LSC-Kingwood, Shannon K. Foley. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q”.

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

XVII. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:13 p.m.

ATTEST:

___________________________________  ___________________________________
Board of Trustees, Chair    Board of Trustees, Secretary
PRESENT: Ms. Priscilla Kelly, Secretary
Ms. Linda Good

ABSENT: Dr. David Holsey, Vice Chair
Mr. David Vogt, Assistant Secretary
Mr. Robert Adam
Mr. Thomas Forestier
Ms. Stephanie Marquard
Mr. Bob Wolfe

I. CALL TO ORDER: Ms. Kelly called the meeting to order at 3:09 p.m. after confirming that for canvass purposes, two board members constitute a quorum as provided by Section 67.004(a) of the Texas Election Code.

II. CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING: Helen Clougherty, Special Assistant to the Chancellor/Board Liaison and Election Administrator confirmed that the Notice for the meeting had been properly posted. No action was required. A copy is attached as Exhibit “A”.

III. CANVASSING OF THE MAY 11, 2013 TRUSTEES AND BOND ELECTION RESULTS (ACTION ITEM 1): Ms. Clougherty presented the trustee election results, which showed the following candidates elected: David Holsey, Position 1; Kyle A. Scott, Position 2 and Ron Trowbridge, Position 8. The results also indicated that the LSCS bond referendum was defeated. Ms. Kelly made a motion to accept the results as presented. Ms. Good seconded the motion and the motion passed unanimously. A copy is attached as Exhibit “B”.

VI. ADJOURNMENT: At 3:11 p.m. Ms. Kelly adjourned the meeting.

ATTEST:

___________________________________________  ____________________________
Priscilla Kelly, Secretary                 Linda Good, Member
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>
<th>Board Separate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td># 2 Approve Board Policy V.B.1.01</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 3 Approve Amendments to Election Order</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 4 Authorize Chan/Neg/Exec/Pur/Gen/Maintenance/Repair</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 5 Authorize Chan/Neg/Exec/Pur/Online Tutoring Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 6 Authorize Chan/Neg/Exec/Pur/Media Capture Solution</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 7 Authorize Chan/Neg/Exec/Data Analysis/Tx Completes</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 8 Authorize Chan/Neg/Exec/Pur/Science Supplies/Chems</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 9 Authorize Chan/Neg/Exec/Pur/Parking Permit Srvcs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#10 Selection of External Audit Firm</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#11 Authorize Chan/Neg/Exec/Pur/Creative Mrktng Media</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#12 Authorize Chan/Neg/Exec/Docs/Compaq Cntr/Owners</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#13 Authorize Chan/Neg/Exec/Pur/Nat/Gas LSC-KW,NH,MC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#14 Authorize Chan/Neg/Exec/CO#3 LSC-Cypress Center</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#15 Approve 2013-14 Credit Tuition &amp;Fee Schedule</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#16 Ratify Appointments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#17 Accept Resignations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#18 Approve Commissioning of Peace Officers</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#19 Accept Resignation of Trustee</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Request: Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section IV.F.2 (SECOND READING) (ACTION ITEM 2).

Chancellor’s Recommendation: That the Board of Trustees approves the recommended revision of the Lone Star College System Board Policy Section IV.F.2.

Rationale: The recommended policy consideration will allow eligible LSCS employee to take LSCS classes utilizing a tuition and fee waiver rather than paying for the course and being reimbursed.

Fiscal Impact: None

Staff Resource: Richard Carpenter 832-813-6515
Brian Nelson 832-813-6655
IV.F.2. Professional Development and Educational Reimbursements/Waivers

IV.F.2.01 - Required Development

The System will provide support for development and training, renewal of professional licenses, professional association memberships, and continuing education requirements established for specific positions. Specific position requirements will be determined by the Chancellor or his or her designee.

The System will provide time off and course/training costs for job specific required training for all employees. This includes, but is not limited to orientation, legal compliance issues, systems training, process training and other position-specific training.

IV.F.2.02 - Professional Development Activities

Professional development includes activities and opportunities that enhance the skills, knowledge and abilities required in the employee's current position, or prepare the employee for a career path position in his/her area. All professional development costs must be pre-approved by the supervisor, and within the budget of the department.

An employee may request Professional Development Leave to attend professional conferences, workshops, seminars, training courses, or meetings. The employee's supervisor must approve Professional Development Leave. These pre-approved leaves are considered excused absences that do not count against sick, vacation, or compensatory time.

An employee may request reimbursement and/or an advance for expenses related to professional development activities, including registration fees, travel, meals, and lodging in accordance with System travel policies and procedures. The employee's supervisor must approve professional development expenses.

IV.F.2.03 - Membership Organization

Memberships in professional or academic associations or organizations will be reimbursed, with supervisor approval, up to $25 per year per employee. The System cannot reimburse dues paid to unions or organizations that engage in lobbying or political activities.

IV.F.2.04 - Waiver of Tuition and Required Fees

The System encourages employees to further their educational, professional and vocational development. Therefore, the System will waive the tuition and required fees up to six (6) credit hours per term (maximum of eighteen (18) credit hours per academic year) for eligible employees for allowable LSCS courses taken in accordance with this policy. Subject to space availability, the System will also waive the tuition and required fees for all continuing education courses for eligible employees for allowable LSCS courses taken in accordance with this policy.
IV.F.2.05 - Eligibility for a Waiver of Tuition and Required Fees

All full-time employees are eligible for a waiver of tuition and required fees.

Part-time employees who are regularly employed with the System and who have completed twelve months of continuous employment are eligible. Employment is considered "continuous" if the employee receives a paycheck in each of twenty-four (24) consecutive pay periods. Adjunct faculty who have taught at least six consecutive spring and fall semesters will be eligible for a waiver of tuition and required fees.

IV.F.2.06 – Conditions for Tuition Waiver

The System will waive 100% of tuition and required fees for each credit course or continuing education course taken at LSCS if all the following requirements are met:

a. The course is related to the employee’s present job or a job to which the employee may reasonably be promoted or reassigned;
b. Eligibility was determined by the supervisor through a signed waiver form prior to enrollment; and
c. Courses are scheduled outside the employee's working hours.

The System will require repayment of all tuition and fees waived for any of the following reasons:

a. The employee fails to complete an approved course;
b. The employee does not earn a C or better for an approved credit course;
c. The employee does not submit a copy of a certificate of completion for an approved continuing education course; or
d. The employee resigns or is terminated with or without cause before completing an approved course.

The System will not require repayment of all tuition and fees waived for any of the following reasons:

a. A mandatory military obligation requires the employee to leave the Houston area or be unavailable to attend;
b. A change in employment schedule or responsibility made by and for the System's benefit;
c. A serious illness that prevents the employee from completing the course work, provided the employee submits medical documentation justifying the withdrawal; or
d. The employee is terminated due to reductions in force, reorganization or other reasons not related to employee performance or conduct, before completing an approved course.

LSCS Policy Manual Section adopted by the Board of Trustees on June 6, 2013
Policy Report and Consideration No. 2 (ACTION ITEM 3)  
Board Meeting 6-6-13

Request: Consideration of Approval to Amend Polling Location in the May 11, 2013 Trustee Election and Bond Election Order and to Appoint Early Voting Ballot Board Presiding Judge in Harris County

Chancellor’s Recommendation: That the Board of Trustees approves the amendment which moves one Harris County polling location.

Rationale: Change in the polling location in Harris County was made in precinct HC-64 due to the facility was unable to provide a space due to other obligations.

Pursuant to Sec. 87.002 (b) of the Election Code, the Board is requested to appoint Sarah Singleton to serve as the early voting ballot board presiding judge in Harris County for our election. Pearlene Jerome will serve as an early voting ballot board member.

Fiscal Impact: The estimated cost of the election is approximately $250,000 based on previous election costs. Funds are available in the 2012-2013 operating budget.

Staff Resource: Helen Clougherty 832-813-6514
The financial statements for the month ended April 30, 2013 are presented for Board review.
% OF BUDGETED EXPENDITURES USED

- APRIL
- MARCH
- FEBRUARY
- JANUARY
- DECEMBER
- NOVEMBER
- OCTOBER
- SEPTEMBER

07-08  08-09  09-10  10-11  11-12  12-13
HOW MUCH DO WE NEED IN RESERVES?

REVENUES

EXPENDITURES
### LONE STAR COLLEGE SYSTEM

**Statement of Revenues and Expenditures**  
**General and Auxiliary Funds**  
**For the Eight Months Ended April 30, 2013**  
**Unaudited**

**REVENUES:**  

<table>
<thead>
<tr>
<th></th>
<th>67% OF PREVIOUS YEAR</th>
<th>PRIOR YEAR ACTUAL</th>
<th>PRIOR YEAR ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUDGET</strong></td>
<td><strong>FISCAL YEAR ACTUAL</strong></td>
<td><strong>% ACTUAL TO BUDGET</strong></td>
<td><strong>4/30/2012</strong></td>
</tr>
<tr>
<td><strong>State Appropriations</strong></td>
<td>$66,500,000</td>
<td>$41,948,614</td>
<td>63.08%</td>
</tr>
<tr>
<td><strong>Tuition and Fees</strong></td>
<td>98,280,000</td>
<td>81,921,727</td>
<td>83.36%</td>
</tr>
<tr>
<td><strong>Taxes</strong></td>
<td>105,520,000</td>
<td>104,307,636</td>
<td>98.85%</td>
</tr>
<tr>
<td><strong>Investments</strong></td>
<td>325,000</td>
<td>246,662</td>
<td>75.90%</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>5,395,000</td>
<td>3,115,624</td>
<td>57.75%</td>
</tr>
<tr>
<td><strong>Tuition/Growth Contingency</strong></td>
<td>2,910,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Current Operations Revenues</strong></td>
<td>278,930,000</td>
<td>231,540,263</td>
<td>83.01%</td>
</tr>
<tr>
<td><strong>Auxiliary Revenues</strong></td>
<td>11,000,000</td>
<td>6,426,525</td>
<td>58.42%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>289,930,000</td>
<td>237,966,788</td>
<td>82.08%</td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td>6,700,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues and Reserves</strong></td>
<td>296,630,000</td>
<td>237,966,788</td>
<td>80.22%</td>
</tr>
</tbody>
</table>

**EXPENDITURES:**  

<table>
<thead>
<tr>
<th></th>
<th>67% OF PREVIOUS YEAR</th>
<th>PRIOR YEAR ACTUAL</th>
<th>PRIOR YEAR ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUDGET</strong></td>
<td><strong>FISCAL YEAR ACTUAL</strong></td>
<td><strong>% ACTUAL TO BUDGET</strong></td>
<td><strong>4/30/2012</strong></td>
</tr>
<tr>
<td><strong>Instruction-Academic</strong></td>
<td>71,360,984</td>
<td>49,588,961</td>
<td>69.49%</td>
</tr>
<tr>
<td><strong>Instruction-Workforce</strong></td>
<td>28,106,536</td>
<td>20,123,262</td>
<td>71.60%</td>
</tr>
<tr>
<td><strong>Public Service</strong></td>
<td>789,385</td>
<td>470,215</td>
<td>59.57%</td>
</tr>
<tr>
<td><strong>Academic Support</strong></td>
<td>48,144,612</td>
<td>25,768,948</td>
<td>53.52%</td>
</tr>
<tr>
<td><strong>Student Services</strong></td>
<td>37,313,493</td>
<td>21,632,716</td>
<td>57.98%</td>
</tr>
<tr>
<td><strong>Institutional Support</strong></td>
<td>32,594,808</td>
<td>16,675,897</td>
<td>51.16%</td>
</tr>
<tr>
<td><strong>Plant Operation and Maintenance</strong></td>
<td>29,640,709</td>
<td>19,782,263</td>
<td>66.74%</td>
</tr>
<tr>
<td><strong>Staff Benefits</strong></td>
<td>23,119,473</td>
<td>12,491,228</td>
<td>54.03%</td>
</tr>
<tr>
<td><strong>Growth Contingency</strong></td>
<td>2,910,000</td>
<td>-</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Educational and General Expenditures</strong></td>
<td>273,980,000</td>
<td>166,533,490</td>
<td>60.78%</td>
</tr>
<tr>
<td><strong>Repair, Replacement and Other</strong></td>
<td>4,300,000</td>
<td>573,451</td>
<td>13.34%</td>
</tr>
<tr>
<td><strong>Auxiliary</strong></td>
<td>11,000,000</td>
<td>5,930,961</td>
<td>53.92%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>289,280,000</td>
<td>173,037,902</td>
<td>59.82%</td>
</tr>
<tr>
<td><strong>Other Changes - Debt Service &amp; Fund Transfers</strong></td>
<td>7,350,000</td>
<td>5,106,061</td>
<td>66.74%</td>
</tr>
</tbody>
</table>

**NET INCREASE (DECREASE) IN FUND BALANCES**

<table>
<thead>
<tr>
<th></th>
<th>67% OF PREVIOUS YEAR</th>
<th>PRIOR YEAR ACTUAL</th>
<th>PRIOR YEAR ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Funds</strong></td>
<td>0</td>
<td>59,327,261</td>
<td>56,482,481</td>
</tr>
<tr>
<td><strong>Auxiliary Funds</strong></td>
<td>0</td>
<td>495,564</td>
<td>1,410,669</td>
</tr>
<tr>
<td><strong>TOTAL NET INCREASE (DECREASE) IN FUND BALANCES</strong></td>
<td>0</td>
<td>$59,822,825</td>
<td>$57,893,150</td>
</tr>
</tbody>
</table>
LONE STAR COLLEGE SYSTEM

Balance Sheet
April 30, 2013
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>$(7,434,882)</td>
<td>$ 2,834,427</td>
<td>-</td>
<td>$(4,600,455)</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>18,174,525</td>
<td>6,608,423</td>
<td>4,551,026</td>
<td>29,333,974</td>
</tr>
<tr>
<td>Investments</td>
<td>135,475,511</td>
<td>67,891,534</td>
<td>1,114</td>
<td>203,368,159</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>3,395,899</td>
<td>-</td>
<td>-</td>
<td>3,395,899</td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>36,323</td>
<td>-</td>
<td>-</td>
<td>36,323</td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>-</td>
<td>582,760,036</td>
<td>-</td>
<td>582,760,036</td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>-</td>
<td>-</td>
<td>741,581,648</td>
<td>741,581,648</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$ 149,647,376</strong></td>
<td><strong>$ 660,094,420</strong></td>
<td><strong>$ 746,133,788</strong></td>
<td><strong>$ 1,555,875,584</strong></td>
</tr>
</tbody>
</table>

LIABILITIES AND FUND BALANCES

<table>
<thead>
<tr>
<th>LIABILITIES:</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>$ 20,122,214</td>
<td>$ 3,646,353</td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>5,999,536</td>
<td>4,459,999</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>6,377,619</td>
<td>314,611</td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td>-</td>
<td>5,221,801</td>
</tr>
<tr>
<td>Bonds payable</td>
<td>-</td>
<td>588,600,302</td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>6,322,244</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>32,499,369</td>
<td>608,565,310</td>
</tr>
</tbody>
</table>

FUND BALANCES:

| Unrestricted                                | 117,148,007         | -          | 462,558,648 | 579,706,655  |
| Restricted                                  | -                   | (78,200)   | -           | (78,200)     |
| Non grant agreements                        | -                   | 9,334,157  | 279,276,083 | 288,610,240  |
| Restricted for construction                 | -                   | 42,273,153 | 1,459,958   | 43,733,111   |
| **TOTAL FUND BALANCES**                     | 117,148,007         | 51,529,110 | 743,294,689 | 911,971,806  |

**TOTAL LIABILITIES AND FUND BALANCES**

|                                          | **$ 149,647,376**   | **$ 660,094,420** | **$ 746,133,788** | **$ 1,555,875,584** |
|                                          | 579,706,655         | 288,610,240       | 43,733,111        | 911,971,806        |
## LONE STAR COLLEGE SYSTEM
### SUMMARY OF INVESTMENTS
#### AS OF APRIL 30, 2013

<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 03/31/2013</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 04/30/2013</th>
<th>Ending BV 04/30/2012</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>165,597</td>
<td>0</td>
<td>916</td>
<td>0</td>
<td>164,681</td>
<td>139,930</td>
<td></td>
</tr>
<tr>
<td>POOLS</td>
<td>40,078,281</td>
<td>33,435,875</td>
<td>12,408,299</td>
<td>5,533</td>
<td>61,104,968</td>
<td>53,316,341</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>CERTIFICATE OF DEPOSIT</td>
<td>59,186,498</td>
<td>11,251</td>
<td>0</td>
<td>11,251</td>
<td>59,196,557</td>
<td>26,551,944</td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,006,232</td>
<td>3,073</td>
<td>0</td>
<td>3,073</td>
<td>15,009,305</td>
<td>7,014,033</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>114,436,608</td>
<td>33,450,199</td>
<td>12,409,215</td>
<td>19,856.96</td>
<td>135,475,511</td>
<td>92,020,170</td>
<td>0.32%</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>5,105,060</td>
<td>422</td>
<td>0</td>
<td>422</td>
<td>5,105,481</td>
<td>5,041,335</td>
<td></td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>27,964,310</td>
<td>465,622</td>
<td>0</td>
<td>4,261</td>
<td>28,430,821</td>
<td>19,027,132</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>6,387,973</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>6,390,907</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>53,516,451</td>
<td>6,542</td>
<td>30,565,673</td>
<td>6,542</td>
<td>22,957,320</td>
<td>64,236,667</td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>5,005,979</td>
<td>1,025</td>
<td>0</td>
<td>1,025</td>
<td>5,007,005</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>97,979,774</td>
<td>473,610</td>
<td>30,565,673</td>
<td>12,250</td>
<td>67,891,534</td>
<td>88,305,134</td>
<td>0.23%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>212,416,382</td>
<td>33,923,809</td>
<td>42,974,888</td>
<td>32,107</td>
<td>203,367,045</td>
<td>180,325,304</td>
<td>0.29%</td>
</tr>
</tbody>
</table>
Financial Report and Consideration No. 2       (ACTION ITEM 4)       Board Meeting 6-6-13

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

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase generator maintenance and repair services for the System from Power Pro Tech Services, Inc. 410 West Canino, Houston, TX 77037, and Cummins Southern Plains LLC, 7045 N Loop 610 East, Houston, TX 77028, in the amount of $400,000 over the five-year contract term.

Rationale: Regular full service maintenance and inspections of generators are necessary to meet equipment original design and manufacturer’s recommendations. To keep the generators in peak performance, oil, fuel and coolant analysis will be performed during maintenance. Generator inspections will ensure that the equipment is maintained in accordance with national electrical code. In addition to regular maintenance hourly rates, vendors submitted hourly rates for non-emergency and emergency service requests for unforeseen generator and engine repairs. Maintenance costs for the five year period are expected to be $300,000. In addition, costs for minor repairs and parts are estimated to be $100,000 bringing the total cost to $400,000 over the five-year contract term.

In compliance with Texas Education Code §44.031, a Request for Proposals (RFP #249) was advertised and issued to twenty-five (25) registered generator service providers and five (5) responses were received. Proposals were evaluated based on pricing, experience, references, quality control plan, past performances, long term cost, HUB plan, completeness and value added services. It is recommended to award the services to the two vendors with the highest evaluation scores as reflected in the attached tabulations. The term of this award will be for a period of three years beginning August 2013 with two one-year renewal options. The system has the right to cancel the contract at any time upon issue of a thirty-day written notice.

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

Staff Resource: Cindy Gilliam                           832-813-6512
# RFP #249 - Generator Maintenance

## Evaluation Tabulation

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Price</td>
<td>20</td>
<td>20</td>
<td>19</td>
<td>19</td>
<td>16</td>
<td>12</td>
</tr>
<tr>
<td>Reputation</td>
<td>10</td>
<td>6</td>
<td>6</td>
<td>4</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Quality Control Plan</td>
<td>10</td>
<td>8</td>
<td>6</td>
<td>4</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Experience</td>
<td>25</td>
<td>21</td>
<td>20</td>
<td>11</td>
<td>9</td>
<td>12</td>
</tr>
<tr>
<td>Past Performance</td>
<td>5</td>
<td>3</td>
<td>4</td>
<td>1</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>HUB Plan</td>
<td>10</td>
<td>5</td>
<td>0</td>
<td>5</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Long Term</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>5</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Value Added/Completeness</td>
<td>10</td>
<td>9</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Total Points</td>
<td>100</td>
<td>82</td>
<td>71</td>
<td>49</td>
<td>39</td>
<td>40</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Online Tutoring Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase online tutoring services for the System from Brainfuse, Inc., 271 Madison Ave, New York, NY 10016, in an amount not to exceed $125,000 over five years. In addition, should negotiations with Brainfuse be terminated, authorization is requested to negotiate with the second highest ranked firm, Link-Systems International, Inc./NetTutor, 4515 George Road, Suite 340, Tampa, FL 33634.

Rationale: Online tutoring services enable students to have a real-time exchange of communication with tutors in a highly interactive environment.

In compliance with Texas Education Code 44.031 (a), a Request for Proposals (RFP #242) was advertised and issued to nine (9) registered providers and four (4) responses were received. The determination of the proposal representing best value was based on a comprehensive process involving the participation of an evaluation committee of eight faculty and staff.

The evaluation was conducted in two phases; an initial proposal evaluation followed by a WebEx demonstration provided by the top three scoring vendors, Brainfuse, Inc., Net Tutor and Smarthinking. Vendors were evaluated based on qualifications and experience, services meeting System needs, references, quality of services, utilization of Historically Underutilized Businesses, cost, proposed implementation timeline and value-added options. The initial term of the contract will be for three years with an option to renew for two additional one-year periods.

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

Staff Resource: Keri Rogers  832-813-6597
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase a Media Capture Solution for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase a media capture solution for the System with D2L Ltd, 715 Saint Paul Street, Baltimore, MD 21202, in an amount not to exceed $825,000 over five years. In addition, should negotiations with D2L, Ltd. be terminated, authorization is requested to negotiate with the second highest ranked firm, McGraw-Hill Education, Tegrity Inc., 8900 Keystone Crossing, Suite 950, and Indianapolis, IN 46240.

Rationale: A media capture solution will enable LSCS faculty to produce online learning materials for students.

In compliance with Texas Education Code 44.031 (a), a Request for Proposals (RFP #250) was advertised and issued to fourteen (14) registered bidders and five (5) responses were received. The determination of the proposal representing best value was based on a comprehensive process involving the participation of an evaluation committee of twelve faculty and staff.

The evaluation was conducted in two phases; the initial proposal evaluation followed by a WebEx demonstration provided by the top four scoring vendors: D2L Ltd., Echo, McGraw Hill Tegrity and Panopto. Vendors were evaluated based on qualifications and experience, services meeting System needs, references, quality of services, utilization of Historically Underutilized Businesses, cost, proposed implementation timeline and value-added options. The initial term of the contract will be for three years with an option to renew for two additional one-year periods.

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

Staff Resource: Keri Rogers 832-813-6597
Financial Report and Consideration No. 5  (ACTION ITEM 7)  Board Meeting 6-6-13

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Conduct Data Analysis Services for the Statewide Texas Completes Initiative

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute an agreement to conduct data analysis services for the statewide Texas Completes initiative from the Institute for Evidence Based Change (IEBC), 2236 Encinitas Blvd., Encinitas, CA., 92024, in the amount of $150,810.

Rationale: The Texas Completes initiative consists of a cadre of community colleges from across the State whose focus is to promote student success and completion. The cadre colleges, led by Lone Star College System, include Alamo Colleges, Dallas County Community College District, El Paso Community College and South Texas College.

In December 2012, administration approved the purchase of services from IEBC in the amount of $28,000. The initial work consisted of an assessment of data governance and coordination, technical capabilities and identification of cohorts and sub-cohorts and their access and use of data. A second phase of this work, which will cost $122,810, is needed to conduct training of staff and to perform the data collection and conversion necessary to apply data to strategic initiatives addressing student success and completion.

IEBC is a non-profit organization focused on improving education practices using data evidence to identify and implement changes that lead to measurable improvements in education. IEBC is recommended based on the knowledge and understanding of the program gained as a former consultant of the Gates Foundation and the Completion by Design Program. IEBC will lead the data focus for the project by collecting and analyzing data for all colleges participating in the Texas Completes initiative. IEBC has web-based tools for easy data access and partners in the development and support of achievement metrics utilizing an Evidence-Based Five-Step Change Process of collaboration, facilitating, intervention, gauging progress and review of data.

In Compliance with Texas Education Code 44.031 (j, 1), a sole source purchase is allowed for an item for which competition is precluded because of the existence of a patent, copyright, secret process or monopoly. The vendor has a proprietary process to convert data to a file format required by the cadre of colleges that qualifies as a sole source purchase.
Fiscal Impact: In Fall 2012, the cadre of colleges provided $50,000 each to Lone Star College System to fund the initial Texas Completes Budget. This purchased will be paid using those funds. Purchases for subsequent years will be included in future recommended budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Purchase Science Supplies and Instructional Chemicals for the System

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of science supplies and instructional chemicals for the System in the amount of $3,000,000 over five years from the following vendors:

<table>
<thead>
<tr>
<th>COMPANY</th>
<th>ADDRESS</th>
<th>CATEGORIES AWARDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carolina Biological Supply</td>
<td>2700 York Road, Burlington, NC 27215</td>
<td>Science supplies and instructional chemicals, (discount from catalog for non-core items)</td>
</tr>
<tr>
<td>Fisher Scientific Company</td>
<td>300 Industry Drive, Pittsburgh, PA 15275</td>
<td>Science supplies and instructional chemicals, (discount from catalog for non-core items)</td>
</tr>
<tr>
<td>VWR Science Education (dba: Sargent Welch, Ward’s, VWR)</td>
<td>P.O. Box 92912, Rochester, NY 14692</td>
<td>Science supplies and instructional chemicals, (discount from catalog for non-core items)</td>
</tr>
<tr>
<td>Bio-Rad Laboratories</td>
<td>2000 Alfred Noble Drive, Hercules, CA 94547</td>
<td>Specialty Science Supplies</td>
</tr>
</tbody>
</table>

Rationale: Science supplies and instructional chemicals are used to support the curriculum in biology, chemistry, physics and geology programs at each campus. Supplies include preserved and living specimens, prepared slides, glassware, petri-dishes and miscellaneous supplies. Chemicals include acetic acid, ethyl ether, hydrochloric acid, acetone, sodium bicarbonate, potassium bitartrate, sulfuric acid, zinc sulfate and other specialized chemicals for use in the labs. The recommendation for award is based on the most commonly used items and a discount from a catalog for purchases of general supplies and chemicals.

The term of this agreement will be for two years beginning July 2013 with the option to renew for three additional one-year periods based upon mutual consent. The recommended vendors will hold pricing for core items for two years. The renewal options may be subject to reasonable price increases based on vendor justification and approval by the System. The estimated amount is based on historical product usage over the previous 20-month period.

This purchase is in compliance with Texas Education Code §44.031. A Request for Proposals (RFP #233) was advertised and issued to twelve (12) registered science supplies and instructional chemicals vendors and
four (4) responses were received. Vendor proposals were based on several factors including cost, quality, vendor references and catalog discounts.

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

Staff Resource: Keri Rogers 832-813-6597
# Proposal Evaluation

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Maximum Points</th>
<th>Carolina Biological</th>
<th>Fisher Scientific</th>
<th>VWR Science Education</th>
<th>Bio-Rad Laboratories</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Cost</td>
<td>40</td>
<td>35</td>
<td>35</td>
<td>35</td>
<td>30</td>
</tr>
<tr>
<td>Qualifications</td>
<td>10</td>
<td>10</td>
<td>5</td>
<td>6</td>
<td>8</td>
</tr>
<tr>
<td>Vendor Reputation</td>
<td>10</td>
<td>10</td>
<td>5.4</td>
<td>5.4</td>
<td>8</td>
</tr>
<tr>
<td>Value Added Options</td>
<td>20</td>
<td>18</td>
<td>17</td>
<td>19</td>
<td>16</td>
</tr>
<tr>
<td>HUB</td>
<td>10</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>10</td>
</tr>
<tr>
<td>Long Term Cost</td>
<td>10</td>
<td>9</td>
<td>9</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total Score</strong></td>
<td><strong>100</strong></td>
<td><strong>82</strong></td>
<td><strong>71.4</strong></td>
<td><strong>75.4</strong></td>
<td><strong>81</strong></td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Parking Permit Printing and Fulfillment Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase parking permit printing and fulfillment services for the System from Weldon, Williams & Lick (WWL), 711 North A Street, Fort Smith, AR 72901-2121, in the amount of $500,000 through January 2017.

Rationale: In October 2011, the Board of Trustees approved a five year contract to purchase a system wide parking management system from T2 Systems, Inc. (T2). The contract award to T2 was made in compliance with Texas Education Code 44.031(a) through a formal Request for Proposal process (RFP #123).

During the initial implementation of the parking program, LSCS utilized T2’s sole authorized partner, WWL, to perform the parking permit printing and fulfillment services. WWL has a parking permit distribution management system which is integrated with T2’s parking management system and provided under an exclusive partnership between T2 and WWL. Administration recommends the continued use of WWL to provide these services, which have proven to be efficient and cost effective.

In Compliance with Texas Education Code 44.031 (j, 1), a sole source purchase is allowed for an item for which competition is precluded due to the existence of a patent, copyright, secret process or monopoly. The purchase from WWL qualifies as sole source based on the exclusive partnership and integration of the T2 and WWL systems.

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

Staff Resource: Rand Key 832-813-6522
Request: Consideration of the Selection of an External Audit Firm for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Board Audit Committee to select a firm to perform the annual audit of the System beginning with the 2012-13 fiscal year. In addition, authorizes the Chancellor or designee to negotiate and execute any required contracts related to these services.

Rationale: The System submits annual audited financial statements prepared in accordance with generally accepted accounting principles and in conformance with the Texas Higher Education Coordinating Board’s (THECB) Annual Financial Reporting Requirements for Texas Public Community and Junior Colleges.

A Request for Qualifications (RFQ #241) was issued on March 20, 2013. Eight (8) firms submitted proposals. A list of the names and addresses of the eight firms is attached.

Board working committees are typically reorganized at the June meeting following a Board election. In order to give the newly formed Board Audit Committee an opportunity to participate in the selection of a firm, the interviews of finalist firms will be scheduled during June. To meet state-mandated filing deadlines, audit fieldwork typically begins in early July. The term of the contract will be for three years with two optional one-year renewals. The Board Audit Committee will report the selected firm to the full Board at the August 2013 regular monthly meeting.

Fiscal Impact: Funds for the annual audit will be included in the System’s recommended FY 2013-14 operating fund budget. Funds for subsequent years will be included in future recommended budgets.

Staff Resource: Cindy Gilliam 832-813-6512
List of Independent Audit Firms Submitting Proposals for the System

Belt Harris Pechacek  
3210 Bingle Road,  
Suite 300  
Houston, TX 77055

CliftonLarsonAllen LLP  
Stratum Executive Center  
11044 Research Blvd,  
Suite C500  
Austin, TX 78759

Doeren Mayhew  
One Riverway  
Suite 1200  
Houston, TX 77056

Gainer, Donnelly & Desroches, LLP  
5847 San Felipe St.  
Suite 1100  
Houston, TX 77057

Grant Thornton LLP  
700 Milam Street  
Suite 300  
Houston, TX 77002

McConnell & Jones LLP  
3040 Post Oak Blvd.  
Suite 1600  
Houston, TX 77056

Weaver  
24 Greenway Plaza  
Suite 1800  
Houston, TX 77046

Whitley Penn  
3411 Richmond Ave.  
Suite 500  
Houston, TX 77046
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Creative Marketing Communications and Media Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a one year contract to purchase creative marketing communications and media services for the System from Richards/Carlberg, 1900 West Loop South, Suite 1100, Houston, TX 77027-3207. In addition, authorize the Chancellor or designee to negotiate and execute future project orders for each specific project and to extend the contract by amendment on an annual or biennial basis for a not-to-exceed amount of $6,500,000 over a five year period.

Rationale: Continued creative marketing communications and media services are needed to assist the college system with the creation and placement of integrated marketing, public relations and branding campaigns that may include radio, television, billboards, print publications, digital, mobile and other forms of media. These continued services will assist the LSCS Public Information Council with the development of creative solutions that effectively address the outreach, student recruitment, advertising and marketing communications goals of the System.

In compliance with Texas Education Code 44.031, a Request for Proposals (RFP #247) was advertised and issued to twenty-two (22) marketing/design agencies. Eight (8) vendors provided a no bid response and one proposal was received. The sole respondent, Richards/Carlberg, was evaluated and selected on the basis of creativity, experience in the successful implementation of campaigns for both corporate and higher education clients, and effectiveness for developing and launching integrated marketing campaigns.

The cost of each individual project will be negotiated with Richards/Carlberg based upon defined criteria.

Fiscal Impact: Funds for these services will be included in the recommended FY 2013-14 operating budget for the System. Funds for subsequent years will be included in future recommended budgets.

Staff Resource: Ray Laughter 832-813-6621
Request: Consideration of Approval to Authorize the Chancellor or Designee to Execute Documents for LSCS to Participate as a Member of the Compaq Center Drive West Owners Association, Inc.

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to execute documents for LSCS to participate as a member of the Compaq Center Drive West Owners Association, Inc. (Association) for purposes of managing the shared road infrastructure on the former Hewlett Packard (HP) campus. In addition, authorize the Chancellor or designee to execute any easements required by the Association.

Rationale: LSC-University Park was acquired from HP in April 2009 with the understanding that HP would endeavor to transfer the campus road infrastructure ownership and maintenance to Harris County. To date, HP has been unable to reach an agreement with the County to assume ownership of the roads.

The easement for the road infrastructure, which was included in the original purchase and sale agreement, provides that the roads will be conveyed to LSCS and HP as tenants-in-common or to a private entity controlled by LSCS and HP, if conveyance of the roads to the County is unsuccessful. Consequently, the non-profit Association has been formed to own and manage the shared road infrastructure inside the entire campus.

The initial members of the Association will be LSCS, HP and Trammell Crow, which also owns property inside the campus. The Association will be responsible for the upkeep and maintenance of the roadways, overpass, traffic signals, street lights, medians and the associated landscape. The annual operational cost impact to LSCS is estimated at $40,000 and is based on the building area square footage of the respective landowners within the campuses. Each member will also convey any necessary easements to the Association to allow it to maintain and repair the road infrastructure. The Association intends to pursue conveyance of the road infrastructure to the County.

Fiscal Impact: Funds for LSCS’ share of the Association costs will be included in the recommended FY 2013-14 operational budget for LSC-University Park. Funds for subsequent years will be included in future recommended budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Brian Nelson 832-813-6655
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Natural Gas for the Kingwood, North Harris and Montgomery Campuses.

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement for the purchase of natural gas from the Texas General Land Office (GLO), 1700 N. Congress Ave., P.O. Box 12873, Austin, TX 78711-2873.

Rationale: The existing agreement with GLO for natural gas purchases expires August 31, 2013. The proposed new agreement will be for transportation and supply of Natural Gas to the Kingwood, North Harris and Montgomery campuses with an annual average usage of 10 MMBtu or more per day.

The natural gas market is currently near a twelve-year low due to the significant inventory of natural gas from U.S. shale production. The natural gas rate is an “indicative rate” with a volatility range. Bid rates must be accepted within the same day as received in order to execute a fixed/indexed rate interlocal cooperation contract. The GLO aggregates volume within the local marketplace and competitively bids to establish leveraged pricing. It is therefore requested that the Chancellor or designee be authorized to execute the contract, once the price and term have been determined. The term of the agreement requires a minimum period of twelve months.

The estimated new commodity rate will provide a significant cost reduction for natural gas services as compared to the standard offer rate. Additionally, GLO purchases or exempt from State GRT (Gross Receipts Tax) and other surcharges.

This purchase is in accordance with Texas Government Code Section 791.025 which allows a local government to agree with another local government or with the state or a state agency, including the Comptroller, to purchase goods and services. Under this section, a local government complies with the requirement to seek competitive bids for the purchase of goods and services.

Fiscal Impact: The current commodity pricing rate for natural gas purchases is approximately $7.19 per MMBtu based on the current market. It is estimated the System could obtain a rate of approximately $5.03 per MMBtu, representing a 30% savings or $64,000 annually. Funds for this purchase will be included in future recommended budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Change Order #3 with CF Jordan Construction for the Purchase of Construction Services for LSC-Cypress Center

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute Change Order #3 for the purchase of construction services for LSC-Cypress Center (the Center) from CF Jordan Construction, 9801 Westheimer, Suite 320, Houston, TX 77043, in the amount of $550,000, increasing the total construction contract to $15,841,400.

Rationale: In May 2010 the Board of Trustees approved CF Jordan Construction as the general contractor to provide construction services for the Center for an estimated cost of $13,680,000. The project was suspended in Fall 2010 and resumed in August 2012 following the resolution of permitting issues with Harris County.

Change Order #1 was issued in August 2012 in the amount of $715,500 to cover costs related to reactivating the project including material price escalations, relocation of the building on the site as required by Harris County and acceleration of the schedule.

Change Order #2 was issued in March 2013 in the amount of $895,900 for additional construction improvements required by Harris County to mitigate traffic issues near the Center. This included improvements to the Fry-Clay Road intersection, the addition of a traffic signal at the Center entrance and relocation of the site entrances.

Change Order #3 in the amount of $550,000 is requested to cover the impact of adjustments to the workforce area, improvements to the site security, additional general conditions due to roadway permit delays and any unforeseen roadwork obstacles.

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

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval of the 2013-14 Tuition and Fee Schedule

Chancellor’s Recommendation: That the Board of Trustees adopts the attached tuition and fee schedule for the 2013-2014 academic year. The recommended tuition rates and assessed fees include the following changes from the 2012-13 tuition and fee schedule:

- An increase in the discipline-based differential fee; the attached chart details the amount per discipline to be added to or deducted from the base tuition rate

Rationale: The differential fee is intended to offset the costs incurred for each discipline that are above the tuition rate. The differential fee has been scheduled for implementation over a three year period. The 2013-14 academic year represents the third and final year of the implementation phase. For future academic years, costs per discipline will be periodically reviewed and additional changes in the differential fee may be recommended.

Thus far, the fee addition for each year has been limited to $4. It is recommended that the fee changes for 2013-14 again be limited to $4 per credit hour. See attached chart for the itemization by discipline.

Fiscal Impact: It is estimated that the proposed differential fee rates will generate approximately $1.7 million in additional student revenues for fiscal year 2013-14.

Staff Resource: Cindy Gilliam 832-813-6512
<table>
<thead>
<tr>
<th>DISCIPLINE</th>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>2013-14 TOTAL FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture</td>
<td>$4</td>
<td>($2)</td>
<td>$1</td>
<td>$3</td>
</tr>
<tr>
<td>Architecture and Precision Production Trades</td>
<td>$4</td>
<td>$4</td>
<td>$4</td>
<td>$12</td>
</tr>
<tr>
<td>Biology, Physical Sciences, and Science Technology</td>
<td>---</td>
<td>$4</td>
<td>$4</td>
<td>$8</td>
</tr>
<tr>
<td>Business Management, Marketing, and Administrative Services</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Career Pilot</td>
<td>$4</td>
<td>$4</td>
<td>$4</td>
<td>$12</td>
</tr>
<tr>
<td>Communications</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Computer and Information Sciences</td>
<td>$2</td>
<td>$4</td>
<td>$4</td>
<td>$10</td>
</tr>
<tr>
<td>Construction Trades</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Consumer and Homemaking Education</td>
<td>---</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Engineering Related</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$8</td>
</tr>
<tr>
<td>Eng Language, Literature, Philosophy, Humanities, and Interdisciplinary</td>
<td>$1</td>
<td>$4</td>
<td>$0</td>
<td>$5</td>
</tr>
<tr>
<td>Foreign Languages</td>
<td>---</td>
<td>$3</td>
<td>($3)</td>
<td>---</td>
</tr>
<tr>
<td>Health Occupations-Dental Asst., Medical Lab, and Assoc. Degree Nursing</td>
<td>$3</td>
<td>$4</td>
<td>$4</td>
<td>$11</td>
</tr>
<tr>
<td>Health Occupations-Dental Hygiene</td>
<td>$4</td>
<td>$4</td>
<td>$4</td>
<td>$12</td>
</tr>
<tr>
<td>Health Occupations-Other</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Health Occupations-Respiratory Therapy</td>
<td>$3</td>
<td>$4</td>
<td>$4</td>
<td>$11</td>
</tr>
<tr>
<td>Health Occupations-Vocational Nursing</td>
<td>$2</td>
<td>$4</td>
<td>$4</td>
<td>$10</td>
</tr>
<tr>
<td>Mathematics</td>
<td>$1</td>
<td>$3</td>
<td>($1)</td>
<td>$3</td>
</tr>
<tr>
<td>Mechanics and Repairers-Automotive</td>
<td>$2</td>
<td>$4</td>
<td>$4</td>
<td>$10</td>
</tr>
<tr>
<td>Mechanics and Repairers-Diesel, Aviation Mech., and Transport Workers</td>
<td>$2</td>
<td>$2</td>
<td>$4</td>
<td>$8</td>
</tr>
<tr>
<td>Mechanics and Repairers-Electronics</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Physical Education and Fitness</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Protective Services and Public Administration</td>
<td>$1</td>
<td>$4</td>
<td>$4</td>
<td>$9</td>
</tr>
<tr>
<td>Psychology, Social Services, and History</td>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Visual and Performing Arts</td>
<td>$2</td>
<td>$4</td>
<td>$4</td>
<td>$10</td>
</tr>
<tr>
<td>DISCIPLINE</td>
<td>CURRENT</td>
<td>PROPOSED</td>
<td>CHANGE</td>
<td></td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>---------</td>
<td>----------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>Agriculture</td>
<td>$728</td>
<td>$740</td>
<td>1.6%</td>
<td></td>
</tr>
<tr>
<td>Architecture and Precision Production Trades</td>
<td>$800</td>
<td>$848</td>
<td>6.0%</td>
<td></td>
</tr>
<tr>
<td>Biology, Physical Sciences, and Science Technology</td>
<td>$752</td>
<td>$800</td>
<td>6.4%</td>
<td></td>
</tr>
<tr>
<td>Business Management, Marketing, and Administrative Services</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Career Pilot</td>
<td>$800</td>
<td>$848</td>
<td>6.0%</td>
<td></td>
</tr>
<tr>
<td>Communications</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Computer and Information Sciences</td>
<td>$776</td>
<td>$824</td>
<td>6.2%</td>
<td></td>
</tr>
<tr>
<td>Construction Trades</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Consumer and Homemaking Education</td>
<td>$752</td>
<td>$800</td>
<td>6.4%</td>
<td></td>
</tr>
<tr>
<td>Engineering</td>
<td>$704</td>
<td>$704</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Engineering Related</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Eng Language, Literature, Philosophy, Humanities, and Interdisciplinary</td>
<td>$764</td>
<td>$764</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Foreign Languages</td>
<td>$740</td>
<td>$704</td>
<td>(4.9%)</td>
<td></td>
</tr>
<tr>
<td>Health Occupations-Dental Asst., Medical Lab, and Assoc. Degree Nursing</td>
<td>$788</td>
<td>$836</td>
<td>6.1%</td>
<td></td>
</tr>
<tr>
<td>Health Occupations-Dental Hygiene</td>
<td>$800</td>
<td>$848</td>
<td>6.0%</td>
<td></td>
</tr>
<tr>
<td>Health Occupations-Other</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Health Occupations-Respiratory Therapy</td>
<td>$788</td>
<td>$836</td>
<td>6.1%</td>
<td></td>
</tr>
<tr>
<td>Health Occupations-Vocational Nursing</td>
<td>$776</td>
<td>$824</td>
<td>6.2%</td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td>$752</td>
<td>$740</td>
<td>(1.6%)</td>
<td></td>
</tr>
<tr>
<td>Mechanics and Repairers-Automotive</td>
<td>$776</td>
<td>$824</td>
<td>6.2%</td>
<td></td>
</tr>
<tr>
<td>Mechanics and Repairers-Diesel, Aviation Mech., and Transport Workers</td>
<td>$752</td>
<td>$800</td>
<td>6.4%</td>
<td></td>
</tr>
<tr>
<td>Mechanics and Repairers-Electronics</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Physical Education and Fitness</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Protective Services and Public Administration</td>
<td>$764</td>
<td>$812</td>
<td>6.3%</td>
<td></td>
</tr>
<tr>
<td>Psychology, Social Services, and History</td>
<td>$704</td>
<td>$704</td>
<td>---</td>
<td></td>
</tr>
<tr>
<td>Visual and Performing Arts</td>
<td>$776</td>
<td>$824</td>
<td>6.2%</td>
<td></td>
</tr>
</tbody>
</table>
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-Cypress Center**
  - Interior painting, carpet & tile flooring are underway. Installation of the audio visual, fire alarm and emergency notification system are also in progress.
  - The parking lot lighting is complete and landscaping is in progress.
  - New workforce program equipment and furniture are on order and will begin arriving July 15.
  - The permits for the area road improvements / traffic signals were issued by Harris County in early May and construction has started.
  - The project is scheduled to be substantially complete in early August 2013, in time for the Fall 2013 semester.

- **LSC-University Park**
  - Parking Garage 9 Upgrades – Structural repairs are underway and are scheduled to be completed by July 31, 2013. Additional upgrades, repairs and life-safety enhancements are under design and are scheduled to be completed by August 31.

- **LSC-Kingwood**
  - CLA Building Office Renovation – Construction work has commenced on the CLA Building office renovation project with the installation of the new walls, power and data currently underway. The project is being coordinated with the Office of Technology Services (OTS) Server Renovation project, the facilities component of which is scheduled for a June 30, 2013 completion.

Revenue Bond Project Summary

- **LSC-University Park**
  - Energy and Manufacturing Institute Building (EMI) – The site has been cleared, building pad stabilized and footings installed. Underground utility work is underway. Substantial completion is scheduled for March 2014.
  - Physics and Chemistry Labs (Bldg. 13 Level 6) – The demolition work is complete and build-out of new laboratories is underway. The project is scheduled to be completed in time for the Fall 2013 semester.
Auxiliary Project Summary

♦ YMCA Child Care Academy (Visitor Center at LSC-University Park) - Construction is complete and project closeout documents are being prepared / processed. The tenant has started move-in and is planning for an early July opening.
♦ Fletcher Yoder Tenant Build-Out (LSC-University Park) - Construction is complete and project closeout documents are being prepared / processed. Tenant has occupied the new floor.
♦ Parking Restoration at LSC-Fairbanks Center – Design work is underway to mitigate the impact of the US 290 widening project. Necessary improvements include restriping the current parking area, relocating impacted site utilities, signage, and landscaping. The project will be funded through a settlement negotiated with the Texas Department of Transportation (TxDOT).
♦ Responsive Ed Tenant Build Out at LSC-University Center (TUC) – Design work is complete and construction is scheduled to commence in mid-June. The project is scheduled for an early August completion in time for the Fall 2013 semester.
♦ Union Pacific Railroad Training Facility (Central Plant at LSC-University Park) was bid and project awarded. Construction has started and is slated for completion in early September 2013.

Repair and Replacement Projects

❖ LSC-North Harris
♦ Replace Exterior Doors
  ‣ Obtaining pricing
♦ Air Handler Replacement
  ‣ Project complete
♦ Canopy Installation
  ‣ Project complete

❖ LSC-Kingwood
♦ Catwalk Installation
  ‣ Construction in progress.
♦ Replace Variable Speed Fan Drives
  ‣ Project Complete
♦ Replace tree mounted lighting
  ‣ Design in progress
♦ Automatic Door Openers
  ‣ Design in progress

❖ LSC-Tomball
♦ Replace Condenser Water Pumps
  ‣ Construction in progress.
♦ Automatic Door Openers
  ‣ Design in progress
♦ Replace Fire Alarm System – Large Animal Facility
  ‣ Design in progress
LSC-Montgomery
- Building F Sealant Work
  - Work in progress
- Elevator Replacement – Bldg. F
  - Construction-related work out for bid

LSC-University Center
- Pressure Wash Exterior Building
  - Project complete
- Replace Variable Speed Fan Drives
  - Project scheduled to be complete in July

LSC-Cy-Fair
- Replace Carpet – Emergency Services Education Center
  - Work to be complete in July.
- Dining Hall Renovation
  - Project substantially complete.
- Replace Air Handler at Emergency Services Education Center
  - Project awarded; work scheduled to be complete by August.
- Exterior Painting for Fairbanks Center
  - Project has been issued for bids. Work scheduled to be complete in August.

LSC-University Park
- Roof Anchors
  - Work scheduled to be complete late July.
- Stairwell Pressurization
  - Project awarded. Work scheduled to be complete by late August.
- Courtyard Lighting
  - Project complete.

LSC-System Office
- Replace Metal Roof
  - Project scheduled to be complete by mid-June.
- Replace Air Coils – Three Rooftop Air Handlers
  - Work awarded. Project scheduled to be complete by late June.

Status Report on Construction-Related Services Procured Using a List of Pre-Approved Vendors:

Periodically, the Board of Trustees will authorize the Chancellor or his designee to negotiate and execute contracts for construction-related services procured over a set period of time using an approved list of service providers. Services are procured in compliance with purchasing policies from an approved list of service providers. 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.
Architectural Services - Renovations
Date of Board Approval: 5-05-2012
Estimated Amount: $600,000
Effective Dates: May, 2012 – April, 2015
Current Quarter Activity: $0
Expended-to-Date: $153,650

UP Architectural Services
Date of Board Approval: 5-05-2012
Estimated Amount: $1,500,000
Effective Dates: May, 2012 – April, 2015
Current Quarter Activity:
♦ O.C.+A. - $199,270 – LSC-University Park Labs
Expended-to-Date: $531,915

Engineering Services
Date of Board Approval: 6-7-2012
Estimated Amount: $750,000
Effective Dates: June, 2012 – May, 2015
Current Quarter Activity: None
Expended-to-Date: $158,806

Area Job Order Contracts
Date of Board Approval: 8-02-2012
Estimated Amount: $1,000,000
Effective Dates: September, 2012 – August, 2013
Current Quarter Activity:
♦ KBR, $151,152: LSC-Kingwood Catwalk Installation
Expended-to-Date: $283,340

Repair & Replacement Projects
Date of Board Approval: 8-02-2012
Estimated Amount: $4,200,000
Effective Dates: September 2012 – August 2013
Current Quarter Activity:
♦ Lange Mechanical, $215,878: LSC-University Park Stairwell Pressurization Upgrade
♦ TD Industries, $175,848: LSC-North Harris Air Handling Unit Replacement
Expended-to-Date: $1,931,679
**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-University Park and LSC-CyFair.

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

**Staff Resource:** Rand Key 832-813-6522
a. LSC- University Park

René A. Enriquez, Director, Database Administration

**Effective:** 12 month contracted employee at an annual salary of $108,000 beginning April 29, 2013

**Education:** M.S., Management, Computing and Systems, Houston Baptist University; B.B.A., Business Analysis-MIS, Texas A&M University

**Experience:** MDM Administration/Project Coordination for Enterprise Applications, Precision Task Group; Technical Analyst, Enterprise Information Management-Master Data Management, Sysco; Business Analyst/Project Manager Lead, Enterprise Business Intelligence, Technical Lead, Technical Architecture/Infrastructure, Waste Management, Inc.; Supervisor, Data Architecture, Enron Corporation; Data Analyst/DBA/Info Administrator, Database Developer/Data Modeler/Database Administrator, AIM Management Group

b. LSC- CyFair

Catherine O’Brien, Dean, Instruction

**Effective:** 12 month contracted employee at an annual salary of $91,800 beginning April 16, 2013

**Education:** Ph.D., Educational Leadership and Cultural Studies, University of Houston; M.S., English Education, State University of New York at Oneonta; B.A., English/Education, Le Moyne College

**Experience:** Associate Professor, Education, Department Chair, Transitional English, FYE, Education, Lead Faculty, Education, LSCS CyFair; Director, Education, Sylvan Learning Center; Principal, David Crockett Middle School; Associate Principal, Stephen F. Austin High School
Request: Consideration of Resignations

Chancellor’s Recommendation:

That the resignations listed below be accepted and acknowledged:

**LSC-CyFair**
Jose Pedro Leite, Dean, Instruction
Effective May 3, 2013

**LSC-University Park**
Stephanie Gregg-March, Director, College Relations
Effective May 4, 2013

**LSC-North Harris**
Ricky P. Gist, Professor, Chemistry
Effective May 1, 2013

**LSC-System Office**
Donna Gail Jackson, Director, Internal Audit
Effective May 1, 2013

Staff Resource: Rand Key 832-813-6522
Request: Consideration of Approval of Commissioning of Peace Officers

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

Lone Star College–University Park
Charles C. Tanksley

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

Fiscal Impact: None

Staff Resource: Rand Key 832-813-6522
Request: Consideration of Acceptance of Resignation of Trustee

Chancellor’s Recommendation: That the resignation of Randy Bates be accepted and acknowledged effective May 15, 2013.

Staff Resource: Richard Carpenter 832-813-6515