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 August 7, 2014 Public Hearing and Workshop and Regular Meeting of the Board of Trustees

IX. Public Comment on Agenda Items

X. Special Reports and Announcements

1. Chancellor
2. College Presidents

3. Vice Chancellors

4. Faculty Senate Presidents

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. Curriculum Report and Considerations

1. Consideration of Approval of a Level 1 Workforce Education Certificate in Massage Therapy (24 credit hours) for Implementation at Lone Star College-North Harris for spring 2015. Close the Current CTE (none-credit) Certificate in Massage Therapy (ACTION ITEM 1)

XIII. Financial Reports and Considerations

1. Monthly Financial Statements

2. Consideration of Approval of the Renewal of the Appointment of Mike Sullivan, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the System (ACTION ITEM 2)

3. Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Tax Year 2014 and Directing the Assessment and Collection Thereof (ACTION ITEM 3)

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Professional Service for Geotechnical Engineering and/or Materials Testing for LSC-Creekside Satellite Center (Creekside) and LSC-East Aldine Satellite Center (Aldine) (ACTION ITEM 4)

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase to Purchase Construction Manager at Risk (CMAR) Services for the LSC-East Aldine Satellite Center (Aldine) Contingent Upon Finalization of Funding (ACTION ITEM 5)

6. Consideration of Approval to Purchase Multi-Purpose and Colored Paper for the System (ACTION ITEM 6)
7. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for LSC-Creekside Satellite Center (ACTION ITEM 7)

8. Consideration of Approval to Ratify the Purchase of Financial Aid Consulting Services for the System (ACTION ITEM 8)

XIV. Buildings and Grounds Report

Construction Projects Update

XV. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 9)

2. Consideration of Acceptance of Resignations (ACTION ITEM 10)

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, Stephen C. Head, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Friday the 29th day of August, 2014 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 29th day of August, 2014.

LONE STAR COLLEGE SYSTEM

_____________________
Stephen C. Head
Chancellor
MINUTES OF THE
PUBLIC HEARING AND
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
August 7, 2014
5:00 p.m.

PRESENT: Mr. Bob Wolfe, Vice Chair
Ms. Priscilla Kelly, Secretary
Mr. David Vogt, Assistant Secretary
Mr. Robert Adam
Ms. Linda Good
Dr. Kyle Scott
Dr. Ron Trowbridge

ABSENT: Dr. David Holsey, Chair
Ms. Stephanie Marquard


I. CALL TO ORDER: Mr. Wolfe called the public hearing of the 2014-2015 proposed budget to order at 5:00 p.m. after determining a quorum was present.

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

III. CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING: Chancellor Head 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 5:02 p.m.

IV. PRESENTATION OF THE 2014-2015 PROPOSED BUDGET: Chancellor Steve Head presented an overview of the recommended budget with total operating and auxiliary funds of $331.93M. The proposed budget includes a 2% raise for all full time employees on September 1, 2014 and an additional 1.5% to follow on March 1, 2015 and a 4% raise for part time staff.

V. CITIZENS COMMENTS: None

VI. ADJOURNMENT OF PUBLIC HEARING: Mr. Wolfe adjourned the Public Hearing at 5:05 p.m.
Workshop and Regular Meeting

I. CALL TO ORDER: Mr. Wolfe called the workshop and regular meeting of the Board of Trustees to order at 5:05 p.m. after determining that a quorum was present.

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

Mr. Vogt entered the meeting at 5:08 p.m.

III. INTRODUCTIONS, SPECIAL GUESTS AND RECOGNITIONS: Keri Rogers, vice chancellor of academic affairs, introduced Carolyn Watson, vice president of corporate responsibility with JP Morgan Chase and Nadia Nazarenko, LSCS executive director of college preparation. JP Morgan Chase presented a grant check of $500,000 for the Accelerated Lone Star Program. This program allows students to earn a workforce certificate while building core skills in mathematics, reading, writing and language. This grant will allow Lone Star College to grow the current program significantly.

Dr. Head introduced Penny Westerfeld, interim president at LSC-North Harris and Dr. Lee Ann Nutt, acting president at LSC-Tomball. Chancellor Head welcomed past board members, Dr. Brad York and Dr. Don Stewart.

IV. WORKSHOP: Chancellor Head introduced Linda Head, associate vice chancellor of workforce education and corporate partnerships. Ms. Head gave an overview of workforce education programs to include Career and Technical Education, Workforce Education, Corporate College and Test Preparation and Testing for Industry Certification and how the workforce council works in determining programs offered at Lone Star College. The Centers of Excellence were identified at all the campuses and recommendations were given for renovations at existing facilities.

V. CLOSED SESSION: At 5:50 p.m. Dr. Holsey convened the Board in closed session, in accordance with Section 551.001 et. seq. of the Texas Government Code under one or more of the following provision(s) of the Act:

   Section 551.071 - Consultation with Attorney
   Section 551.072 - Deliberation Regarding Real Property
   Section 551.073 - Deliberation Regarding Prospective Gift
   Section 551.074 - Personnel Matters
   Section 551.076 - Deliberation Regarding Security Devices
   Section 551.087 - Economic Development Negotiations

VI. RECONVENE REGULAR MEETING: Mr. Wolfe reconvened the open meeting at 7:29 p.m.
VII. **APPROVAL OF THE MINUTES OF THE JUNE 5, 2014 WORKSHOP AND REGULAR MEETING, JULY 1, 2014 SPECIAL MEETING AND THE JULY 28, 2014 BUDGE WORKSHOP:** upon a motion by Dr. Trowbridge and a second to the motion by Ms. Kelly, the board unanimously approved the minutes of the June 5, 2014 Workshop and Regular Meeting. Upon a motion by Ms. Kelly and a second to the motion by Dr. Trowbridge, the board approved the minutes of the July 1, 2014 Special Meeting. Ms. Good and Mr. Adam abstained. Upon a motion by Dr. Trowbridge and a second to the motion by Ms. Good the board approved the minutes of the July 28, 2014 Budget Workshop. Mr. Wolfe and Mr. Adam abstained.

VIII. **CITIZENS DESIRING TO ADDRESS THE BOARD:** Dr. Larry Loomis Price spoke about Board Policy Changes.

Mr. Gordon Carruth spoke about legal matters.

Mr. Jon Bauman, vice-president of Texas PAC spoke about the Bond Referendum and building partnerships with corporations to help offset costs of buildings.

Dr. Elizabeth Jensen welcomed Chancellor Head and spoke about the public comments period during the board meeting and the bond proposal.

Dr. John Burgduff spoke on behalf of the American Federation of Teachers and welcomed Chancellor Head and commended the Board for selecting Dr. Head as the new Chancellor.

IX. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** Chancellor Head discussed the report showing the economic impact of Lone Star College $3.1 billion in the area for the year. Fall enrollment is up 10% across the system compared to this time last year. Chancellor Head introduced Shawn Arrajj, Community Impact Newspaper, Mihir Zaveri, Houston Chronicle, Matthew Costa, Conroe Courier and Mark Castleschouldt, chief appraiser of Montgomery County Appraisal District.

Dr. Head announced the system wide Convocation will be held on August 18, 2014 at 8:30 a.m. at The Woodlands Waterway Marriott.

2. **College Presidents:** None.

3. **Vice Chancellors:** None.

X. **CONSIDERATION OF THE CONSENT AGENDA:** Items number 1, 2, 3, 4, 14 and 21 were removed from the agenda to be considered separately. Mr. Wolfe proceeded with the Consent Agenda. Dr. Trowbridge made a motion to approve items 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19, 20, 22, 23, 24 and 25. Dr. Scott seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “C”.

3
XI. **POLICY REPORT AND CONSIDERATIONS:**

1. Consideration of Approval of the Recommended Revision of the Lone Star College Board Policy Sections I.E.I.42, 43, 44, 46 and 47 (SECOND READING) **(ACTION ITEM 1):** upon a motion made by Mr. Vogt and a second by Ms. Kelly, the Board approved the recommended revisions of Lone Star College System Board Policy Section I.E.I.42, 43, 44, 46 and 47. Dr. Trowbridge and Dr. Scott opposed. A copy is attached as Exhibit “D”.

2. Consideration of Approval of the Order Calling Trustee and Bond Election and to Appoint a Staff Agent for the Board Secretary to Perform Election Duties **(ACTION ITEM 2):** upon a motion by Ms. Good and a second by Ms. Kelly the Board approved the order calling the Trustee and Bond election on November 4, 2014. The Trustee election is for District No. 3, District No. 4 and District No. 9 for a six year term on the Board of Trustees of the Lone Star College System. The Bond election is to authorize the issuance of bonds for the construction and equipment of school buildings and related infrastructure in the System and the purchase of the necessary sites. Dr. Scott opposed. A copy is attached as Exhibit “E”.

XII. **FINANCIAL REPORTS AND CONSIDERATIONS:**


2. Quarterly and Annual Investment Reports: Ms. Diane Novak, associate vice chancellor for accounting, presented the quarterly investment reports. A copy is attached as Exhibit “F”.

3. Consideration of Adoption of the Recommended 2014-15 Budgets **(ACTION ITEM 3):** upon a motion by Ms. Good and a second by Mr. Vogt the board unanimously approved adopting the 2014-15 budgets for the General and Auxiliary Funds. A copy is attached as Exhibit “G”.

4. Consideration of Adoption of a Resolution Approving the Expansion & Remodeling of the Facilities of the Montgomery Central Appraisal District **(ACTION ITEM 4):** upon a motion made by Ms. Kelly and a second by Mr. Adam the Board adopted a resolution approving the expansion & remodeling of the facilities of the Montgomery Central Appraisal District. Mr. Vogt abstained. A copy is attached as Exhibit “H”.

5. **RESOLUTION AUTHORIZING THE REDEMPTION AND/OR DEFEASANCE OF CERTAIN OUTSTANDING BONDS OF LONE STAR COLLEGE SYSTEM AND AUTHORIZING THE ISSUANCE OF LONE STAR COLLEGE SYSTEM LIMITED TAX GENERAL OBLIGATION REFUNDING BONDS SERIES 2014** **(ACTION ITEM 5):** the Board unanimously approved the order authorizing the issuance of Lone Star College System Limited Tax General Obligation Refunding
Bonds, Series 2014 and the redemption and/or defeasance of certain outstanding debt with available funds of the System. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I”.

6. Consideration of Approval to Purchase Science Supplies, Equipment and Instructional Chemicals for the System (ACTION ITEM 6): the Board unanimously approved the purchase of science supplies, equipment and instructional chemicals for the System for an estimated amount of $600,000 annually and a not-to-exceed amount of $3,000,000 over five years. If science supplies, equipment and instructional chemicals are not available from the listed vendors, they may be purchased from vendors under contract with approved cooperatives. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J”.

7. Consideration of Approval to Purchase an Echocardiography Machine for the Echocardiography Program at LSC-CyFair (ACTION ITEM 7): the Board unanimously approved the purchase of an echocardiography machine for the Echocardiography program at LSC-CyFair in the amount of $122,004 from GE Healthcare, 9900 Innovation Drive, Wauwatosa, WI 53226. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K”.

8. Consideration of Approval to Purchase X-Ray Equipment and Accessories for the MRT Program at LSC-Montgomery (ACTION ITEM 8): the Board unanimously approved the purchase of x-ray equipment and accessories for the MRT program at LSC-Montgomery from Blue Ox Medical Technologies, 7845 Colony Road, Suite C4-327, Charlotte, NC 28226, in the amount of $115,800. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L”.

9. Consideration of Approval to Purchase Workforce Equipment for the Energy and Manufacturing Institute (EMI) at LSC-University Park (ACTION ITEM 9): the Board unanimously approved the purchase of workforce equipment for the EMI at LSC-University Park from Mazak Corporation, 10950 Greenbend Blvd., Houston, TX 77067, in the amount of $229,300. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M”.

10. Consideration of Approval to Purchase Instrumentation Equipment for the Oil and Gas and Automated Service Technician Programs at the Energy and Manufacturing Institute (EMI) at LSC-University Park (ACTION ITEM 10): the Board unanimously approved the purchase of instrumentation equipment for the Oil and Gas and Automated Service Technician programs at EMI at LSC-University Park from Hampden Engineering Corporation, 99 Shaker Road, P.O. Box 563, East Longmeadow, MA 01028, in the amount of $284,733. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N”.

11. Consideration of Approval to Purchase Engineering Equipment for the Engineering Technology Petroleum Program at LSC-University Park (ACTION ITEM 11): the Board unanimously approved the purchase of engineering equipment for the
Engineering Technology Petroleum program at LSC-University Park from Advanced Technologies Consultants, Inc., 110 West Main Street, P.O. Box 905, Northville, MI 48167, in the amount of $157,409. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O”.

12. Consideration of Approval to Purchase Library Materials, Supplies, Services and Resource Sharing Membership Fees for FY 2014-15 (ACTION ITEM 12): the Board unanimously approved the purchase of library materials, supplies, services and resource sharing membership fees for FY 2014-15 for the System’s libraries in an amount not-to-exceed $1,400,000. In addition, authorizes the Chancellor or designee to execute any agreements related to these purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P”.

13. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase a Facilities Management Services Program for LSC-North Harris and Related Satellite Centers (ACTION ITEM 13): the Board unanimously authorized the Chancellor or designee to negotiate and execute a contract to purchase a facilities management services program for LSC-North Harris and related satellite centers from TD Industries, Inc., 13850 Diplomat Drive, Dallas, TX 77040, in an estimated amount of $15,080,000 over a five year period. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q”.

14. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Architectural Services for the LSC-East Aldine Satellite Center (Aldine) (ACTION ITEM 14): upon a motion made by Ms. Good and a second made by Mr. Vogt the Board unanimously approved authorizing the Chancellor or designee to negotiate and execute a contract for the purchase of architectural services for Aldine, contingent upon finalization of funding, with the highest ranked firm, Bay-IBI Group Architects, 455, East Medical Center Boulevard, Suite 500, PO Box 891209, Houston TX 77289. If negotiations cease for any reason with the 1st ranked firm, the System will proceed to negotiate with the 2nd ranked firm, Gensler. A copy is attached as Exhibit “R”.

15. Consideration of Approval to Purchase Additional Architectural Services for LSC-University Park (ACTION ITEM 15): the Board unanimously approved the purchase of additional architectural services in the amount of $250,000, bringing the total not-to-exceed amount for these services over the three year period to $1,750,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S”.

16. Consideration of Approval to Purchase Additional Architectural Services for Renovation Projects (ACTION ITEM 16): the Board unanimously approved the purchase of additional architectural services for renovation projects in the amount of $400,000, bringing the total not-to-exceed amount for these services over the three year period to $1,000,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T”.

6
17. Consideration of Approval of Annual Purchases of Construction and Related Services for the System (ACTION ITEM 17): the Board unanimously approved the purchase of construction and related services for the System in an amount not-to-exceed $10 million in FY 2014-15. In addition, authorizes the Chancellor or designee to negotiate and execute any contracts related to these purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U”.

18. Consideration of Approval of Annual Purchases of Technology Hardware, Software and Services (ACTION ITEM 18): the Board unanimously approved the purchase of technology hardware, software and services in an amount not to exceed $15,000,000 in FY 2014-15. In addition, authorizes the Chancellor or designee to execute any agreements or statements of work related to these purchases. This item was passed in the Consent Agenda. A copy is attached as Exhibit “V”.

19. Consideration of Approval to Renew Annual Insurance Policies for Fiscal Year 2014-15 and Agreements for the Administration of Student Liability and Medical Insurance (ACTION ITEM 19): the Board unanimously approved the renewal of the annual insurance policies for fiscal year 2014-15 with estimated premiums totaling $2.4 million, and the agreements for the administration of student liability and medical insurance. This item was passed in the Consent Agenda. A copy is attached as Exhibit “W”.

20. Consideration of Approval to Purchase Printing and Mailing Services, Including Postage, for the Star and Silver Star Newsletters (ACTION ITEM 20): the Board unanimously approved the purchase of printing and mailing services, including postage, for the Star and Silver Star newsletters for an annual amount of $185,000 and a total of $924,000 over five years from the following vendors: Trend Offset Printing, $83,000, Printing Services; Premier IMS, $28,000, Mailing Services; and United States Postal Service, $74,000, Postage. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X”.

21. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of System-Wide On-Demand Tele-Med Health Care Access Services for Employees (ACTION ITEM 21): upon a motion made by Ms. Good and a second by Ms. Kelly the Board unanimously approved authorizing the Chancellor or designee to negotiate and execute a contract for system-wide on-demand tele-med health care access services for employees from AmeriDoc, LLC, 14785 Preston Road, Suite 935, Dallas, Texas 75254, in an estimated annual amount of $350,000 for a total estimated cost of $1,050,000 over three years. A copy is attached as Exhibit “Y”.

22. Consideration of Approval to Purchase Access Control Card Readers for LSC-CyFair (ACTION ITEM 22): the Board unanimously approved the purchase of access control card readers for LCS-CyFair from Stanley Convergent Security Solutions,
6699 Portwest Road, #100 Houston, TX 77024, in the amount of $241,250. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Z”.

XIII. BUILDING AND GROUNDS REPORTS:

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

XIV. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 23): the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “bb”.

2. Consideration of Acceptance of Resignations (ACTION ITEM 24): the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “cc”.

3. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 25): the Board unanimously approved the commissioning of the following peace officers for Lone Star College System: LSC-Kingwood, Stephen M. Holle; LSC-North Harris, Joe D. Love; LSC-University Park, Patricia G. Vidito. This item was passed in the Consent Agenda. A copy is attached as Exhibit “dd”.

XV. SUGGESTED FUTURE AGENDA ITEMS: None.

XVI. ADJOURNMENT: There being no further business, the meeting was adjourned at 8:17 p.m.

ATTEST:

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

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

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

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

Tally of Action Items:

<table>
<thead>
<tr>
<th>#</th>
<th>Action Item</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
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<tbody>
<tr>
<td>1</td>
<td>Approve Workforce/Edu/Cert/Massage/Therapy/LSC-NH</td>
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<td>2</td>
<td>Approve Renewal HCty/MCty Tax Assessors</td>
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<td>3</td>
<td>Approve Resolution Fixing/Levying Ad Valorem Taxes</td>
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<td>4</td>
<td>Authorize Chan/Neg/ExecPurch/Geotech/Engin/Mat/Test</td>
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<td>5</td>
<td>Authorize Chan/Neg/ExecPurch/CMAR/LSC-Aldine</td>
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<td>6</td>
<td>Authorize Chan/Neg/ExecPurch/Multi/Purpose/Paper/Sys</td>
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<tr>
<td>7</td>
<td>Authorize Chan/Neg/Exec GMP Contr/CMAR/Creekside</td>
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<td>8</td>
<td>Approve Ratification Purch/Financial Aid/Consult/Svcs</td>
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<td>9</td>
<td>Ratify Appointments</td>
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<td>10</td>
<td>Accept Resignations</td>
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Request: Consideration of approval of a Level 1 Workforce Education certificate in Massage Therapy (24 credit hours) for implementation at Lone Star College-North Harris for Spring 2015. Close the current CTE (non-credit) certificate in Massage Therapy.

Chancellor’s Recommendation: That the Board of Trustees approves the development of the Level 1 Workforce Education certificate in Massage Therapy and closes the CTE certificate in Massage Therapy.

Rationale: Massage Therapy is manual manipulation of soft body tissues to enhance a person’s health and well-being. Those who enter this field spend their days helping clients overcome injury, relieve stress, and generally live healthier lives. Massage therapy is a vital, fast-growing profession, especially as a therapeutic method.

Employment projections indicate a need in the region for massage therapists. The Texas Workforce Commission’s (TWC) 10-year projections show 110 average annual openings in the Gulf Coast region from 2010-2020. 2014 projections from Burning Glass show 224 job postings.

The Texas Workforce Commission (TWC TRACER) shows the median hourly wage for this occupation as $16.30 based on 2011 wage reports, and EMSI shows the median hourly wage as $13.67 in 2013. Regional job postings (Burning Glass) and Texas occupational databases indicate the need for this occupation to work at massage clinics, wellness centers or hospitals, spas, cruise ships or private practice. Most employers also pay commission and tips on top of these wages.

The only college with a similar program in the Gulf Coast region is San Jacinto College. Their program has graduated only 54 students over the past five years, which shows an ongoing unmet demand for trained workers in this field (Texas Higher Education Coordinating Board (THECB) graduate data).

The THECB requires that the college district’s Board of Trustees approves new programs.

Fiscal Impact: Start-up funds available from Lone Star College System new program funds and the current non-credit program funds.

Staff Resource: Penny Westerfeld  
Rand W. Key
The financial statements for the month ended July 31, 2014 are presented for Board review.
Prior to fiscal year 2010-11, the System’s financial software dated revenues as earned the same day as entered into the system. The current software, implemented in 2010-11, dates revenues in the time period they are earned, regardless of the date the amounts were entered into the software program.
Prior to fiscal year 2010-11, the System's financial software dated expenditures as incurred on the same day as entered into the system. The current software, implemented in 2010-11, dates expenditures in the time period the expenditures are incurred, regardless of the date the amounts were entered into the software program.
HOW MUCH DO WE NEED IN RESERVES?

REVENUES

1. September
2. October
3. November
4. December
5. January
6. February
7. March
8. April
9. May
10. June

EXPENDITURES

1. September
2. October
3. November
4. December
5. January
6. February
7. March
8. April
9. May
10. June

How much do we need in reserves?
## LONE STAR COLLEGE SYSTEM

Statement of Revenues and Expenditures  
General and Auxiliary Funds  
Year to Date July 31, 2014  
Unaudited

### Revenues:

<table>
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<th></th>
<th>Budget</th>
<th>Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
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<td><strong>State Appropriations</strong></td>
<td>$72,510,000</td>
<td>$65,590,508</td>
<td>90.5%</td>
<td>$60,616,960</td>
<td>91.2%</td>
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<tr>
<td><strong>Tuition and Fees</strong></td>
<td>102,720,000</td>
<td>99,643,925</td>
<td>97.0%</td>
<td>96,120,790</td>
<td>97.8%</td>
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<tr>
<td><strong>Taxes</strong></td>
<td>109,570,000</td>
<td>109,501,435</td>
<td>99.9%</td>
<td>105,344,805</td>
<td>99.8%</td>
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<tr>
<td><strong>Investments</strong></td>
<td>400,000</td>
<td>302,937</td>
<td>75.7%</td>
<td>340,438</td>
<td>104.8%</td>
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<tr>
<td><strong>Other</strong></td>
<td>5,980,000</td>
<td>5,013,528</td>
<td>83.8%</td>
<td>4,252,550</td>
<td>78.8%</td>
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<tr>
<td><strong>Tuition/Growth Contingency</strong></td>
<td>2,250,000</td>
<td>0</td>
<td>0.0%</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Current Operations Revenues</strong></td>
<td>293,430,000</td>
<td>280,052,333</td>
<td>95.4%</td>
<td>266,675,543</td>
<td>95.6%</td>
</tr>
<tr>
<td><strong>Auxiliary Revenues</strong></td>
<td>14,700,000</td>
<td>11,551,856</td>
<td>78.6%</td>
<td>8,257,850</td>
<td>75.1%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>308,130,000</td>
<td>291,604,189</td>
<td>94.6%</td>
<td>274,933,393</td>
<td>94.8%</td>
</tr>
<tr>
<td><strong>Reserves</strong></td>
<td>9,660,000</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues and Reserves</strong></td>
<td>317,790,000</td>
<td>291,604,189</td>
<td>274,933,393</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Expenditures:

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instruction-Academic</strong></td>
<td>75,008,625</td>
<td>69,115,955</td>
<td>92.1%</td>
<td>66,648,206</td>
<td>93.3%</td>
</tr>
<tr>
<td><strong>Instruction-Workforce</strong></td>
<td>29,722,805</td>
<td>28,488,357</td>
<td>95.8%</td>
<td>26,413,884</td>
<td>92.2%</td>
</tr>
<tr>
<td><strong>Public Service</strong></td>
<td>808,825</td>
<td>722,698</td>
<td>89.4%</td>
<td>659,559</td>
<td>79.5%</td>
</tr>
<tr>
<td><strong>Academic Support</strong></td>
<td>53,639,832</td>
<td>41,114,968</td>
<td>76.7%</td>
<td>37,218,861</td>
<td>78.8%</td>
</tr>
<tr>
<td><strong>Student Services</strong></td>
<td>42,926,099</td>
<td>32,260,392</td>
<td>75.2%</td>
<td>29,170,811</td>
<td>79.6%</td>
</tr>
<tr>
<td><strong>Institutional Support</strong></td>
<td>33,218,426</td>
<td>26,733,618</td>
<td>80.5%</td>
<td>23,586,177</td>
<td>78.9%</td>
</tr>
<tr>
<td><strong>Plant Operation and Maintenance</strong></td>
<td>33,300,948</td>
<td>25,987,213</td>
<td>78.0%</td>
<td>26,784,045</td>
<td>80.7%</td>
</tr>
<tr>
<td><strong>Staff Benefits</strong></td>
<td>17,786,440</td>
<td>22,732,479</td>
<td>127.8%</td>
<td>18,749,106</td>
<td>80.9%</td>
</tr>
<tr>
<td><strong>Growth Contingency</strong></td>
<td>1,328,000</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Educational and General Expenditures</strong></td>
<td>287,740,000</td>
<td>247,155,680</td>
<td>85.9%</td>
<td>229,230,649</td>
<td>83.7%</td>
</tr>
<tr>
<td><strong>Repair, Replacement and Other</strong></td>
<td>4,800,000</td>
<td>1,834,607</td>
<td>38.2%</td>
<td>1,326,909</td>
<td>30.9%</td>
</tr>
<tr>
<td><strong>Internally Designated</strong></td>
<td>14,700,000</td>
<td>10,291,388</td>
<td>70.0%</td>
<td>7,597,647</td>
<td>69.1%</td>
</tr>
<tr>
<td><strong>Auxiliary</strong></td>
<td>307,240,000</td>
<td>259,281,675</td>
<td>84.4%</td>
<td>238,155,205</td>
<td>82.3%</td>
</tr>
<tr>
<td><strong>Total Expenditures and Transfers</strong></td>
<td>317,790,000</td>
<td>266,125,370</td>
<td>243,261,266</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Changes - Debt Service &amp; Fund Transfers</strong></td>
<td>10,550,000</td>
<td>6,843,695</td>
<td>5,106,061</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Net Increase (Decrease) in Fund Balances:

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Actual</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Funds</strong></td>
<td>0</td>
<td>24,218,351</td>
<td>31,011,924</td>
<td>78.5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Auxiliary Funds</strong></td>
<td>0</td>
<td>1,260,468</td>
<td>660,203</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Net Increase (Decrease) in Fund Balances</strong></td>
<td>$0</td>
<td>$25,478,819</td>
<td>$31,672,127</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

The table above provides a detailed comparison of revenues and expenditures for the year to date July 31, 2014, against the prior year's actual figures, with a specific focus on the percentage of the prior year's actual budget. The data indicates a general increase in revenues with corresponding increases in expenditures, reflecting a net increase in fund balances.
## LONE STAR COLLEGE SYSTEM

### Balance Sheet

**July 31, 2014**  
**Unaudited**

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General &amp; Reporting</th>
<th>GASB 34/35 Reporting</th>
<th>Memorandum Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Auxiliary &amp; Investment</td>
<td></td>
<td>Current Year</td>
</tr>
<tr>
<td><strong>Cash</strong></td>
<td>$ (13,521,810)</td>
<td>$ 17,552,279</td>
<td>-</td>
</tr>
<tr>
<td><strong>Accounts receivable, net</strong></td>
<td>15,551,250</td>
<td>3,403,988</td>
<td>4,631,847</td>
</tr>
<tr>
<td><strong>Investments</strong></td>
<td>96,524,338</td>
<td>91,735,514</td>
<td>-</td>
</tr>
<tr>
<td><strong>Prepaid and deferred expenses</strong></td>
<td>5,636,016</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Inventories, at cost</strong></td>
<td>38,086</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Amount to be provided for retirement long-term debt</strong></td>
<td>-</td>
<td>583,055,434</td>
<td>-</td>
</tr>
<tr>
<td><strong>Capital assets, net</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>$ 104,227,880</td>
<td>$ 695,747,215</td>
<td>$ 776,839,190</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>LIABILITIES AND FUND BALANCES</strong></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Accounts payable</strong></td>
<td>$ 10,146,791</td>
<td>$ 6,267,545</td>
<td>1,892,731</td>
</tr>
<tr>
<td><strong>Deferred revenues</strong></td>
<td>4,369,987</td>
<td>4,857,273</td>
<td>-</td>
</tr>
<tr>
<td><strong>Accrued compensable absences payable</strong></td>
<td>7,908,334</td>
<td>327,727</td>
<td>-</td>
</tr>
<tr>
<td><strong>Accrued interest payable</strong></td>
<td>-</td>
<td>12,562,288</td>
<td>-</td>
</tr>
<tr>
<td><strong>Bonds payable</strong></td>
<td>-</td>
<td>627,802,126</td>
<td>-</td>
</tr>
<tr>
<td><strong>Assets held in custody for others</strong></td>
<td>-</td>
<td>7,519,581</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>22,425,112</td>
<td>659,336,540</td>
<td>1,892,731</td>
</tr>
</tbody>
</table>

| **FUND BALANCES:** |  |  |  |
| **Unrestricted** | 81,802,768 | - | 458,605,779 | 540,408,547 |
| **Restricted** |  |  |  |  |
| Non grant agreements | - | 13,396 | - | 13,396 |
| Restricted for construction | - | 29,637,484 | 314,910,401 | 344,547,885 |
| Debt service | - | 6,759,795 | 1,430,279 | 8,190,074 |
| **TOTAL FUND BALANCES** | 81,802,768 | 36,410,675 | 774,946,459 | 893,159,902 |

| **TOTAL LIABILITIES AND FUND BALANCES** |  |  |  |
| **$ 104,227,880** | **$ 695,747,215** | **$ 776,839,190** | **$ 1,576,814,285** |
## LONE STAR COLLEGE SYSTEM
### SUMMARY OF INVESTMENTS
#### AS OF JULY 31, 2014

<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 06/30/2014</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 07/31/2014</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>
</tr>
<tr>
<td>CASH</td>
<td>163,681</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POOLS</td>
<td>29,430,437</td>
<td>1,692,053</td>
<td>11,624,503</td>
<td>3,198</td>
<td>19,497,987</td>
<td>8,426,817</td>
</tr>
<tr>
<td><strong>AGENCIES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>61,235,018</td>
<td>2,013,592</td>
<td>5,029,060</td>
<td>13,931</td>
<td>58,219,549</td>
<td>63,266,719</td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,104,188</td>
<td>2,319</td>
<td>2,319</td>
<td>2,319</td>
<td>15,106,507</td>
<td>15,017,408</td>
</tr>
<tr>
<td>BONDS</td>
<td>3,411,923</td>
<td>807</td>
<td>807</td>
<td>3,411,116</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>109,181,565</td>
<td>3,787,963</td>
<td>16,654,370</td>
<td>20,254.39</td>
<td>96,235,159</td>
<td>86,874,624 0.28%</td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>35,013,471</td>
<td>2,222</td>
<td>2,222</td>
<td>35,015,693</td>
<td>5,110,040</td>
<td></td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>34,485,069</td>
<td>232,099</td>
<td>232,099</td>
<td>34,717,168</td>
<td>29,070,544</td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,399,902</td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>7,523,705</td>
<td>381,095</td>
<td>944,502</td>
<td>871</td>
<td>6,960,298</td>
<td>18,703,316</td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,039,031</td>
<td>3,324</td>
<td>3,324</td>
<td>15,042,355</td>
<td>5,009,708</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>92,061,276</td>
<td>618,740</td>
<td>944,502</td>
<td>238,516</td>
<td>91,735,514</td>
<td>64,293,509 0.19%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>201,242,841</td>
<td>4,326,703</td>
<td>17,598,871</td>
<td>258,771</td>
<td>187,970,673</td>
<td>151,168,133 0.24%</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval of the Renewal of the Appointment of Mike Sullivan, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the System

Chancellor’s Recommendation: That the Board of Trustees approves the renewal of the appointment of Mike Sullivan, Harris County Tax Assessor-Collector to collect System property taxes in Harris County, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to collect the System’s property taxes levied in Montgomery and San Jacinto Counties, for the tax year 2014 (fiscal year 2014-15).

Rationale: Board policy Section I B.2.04 (Taxing Authority) requires that the System’s ad valorem taxes be assessed and collected by Harris County Assessor and Collector of Taxes and Montgomery County Assessor and Collector of Taxes. The Texas Property Code permits the Board to appoint the individual serving as the County Tax Assessor-Collector to collect taxes for the District in that county. Both the Harris and Montgomery Offices of Tax Assessor-Collector request that the Board of Trustees annually acknowledges the renewal of this appointment.

Fiscal Impact: No change in financial resources

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Tax Year 2014

Chancellor’s Recommendation: That the Board of Trustees set the tax rate based on information to be presented at the Board meeting.

Rationale: The chief tax appraisers from Harris, Montgomery, and San Jacinto Counties have submitted certified tax rolls. Staff is currently working with the Tax Assessor/Collectors to establish the Net Effective and Rollback tax rates; the net effective, rollback, and recommended tax rates will be presented to the Board at its September regular Board meeting.

Fiscal Impact: The rate to be established will generate tax revenues sufficient to support the operations of the System as well as to pay bonded debt obligations for the 2014-15 fiscal year.

Staff Resource: Steve Head 832-813-6515
Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Professional Services for Geotechnical Engineering and/or Materials Testing for LSC-Creekside Satellite Center (Creekside) and LSC-East Aldine Satellite Center (Aldine)

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute contracts for the purchase of professional services for geotechnical engineering and/or materials testing for Creekside and Aldine from Aviles Engineering Corporation, 5790 Windfern Road, Houston, TX 77041, in the total amount of $340,000 which includes $175,000 and $165,000 for Creekside and Aldine, respectively. In the event the System is unable to negotiate a contract, it is recommended that the negotiations be terminated with Aviles Engineering Corporation and initiated with the second highest-ranked firm, Kenall Inc.

Rationale: Geotechnical engineering and materials testing services are required by the International Building Code and include some of 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.

In compliance with Texas Government Code Chapter 2254.004, a Request for Qualifications (RFQ #333) was publicly advertised and issued to sixteen (16) firms. A pre-proposal conference was held and five (5) companies were represented. A total of five (5) responses were received.

Each response was evaluated based on the firm’s qualifications/credentials, experience of assigned staff, previous firm experience providing similar services for similar projects, client references, extent to which certified Historically Underutilized Businesses (HUB), minority and/or veteran or woman owned businesses are utilized and location of office providing the services. It is recommended that the firm with the highest evaluation score be awarded the contract for these services.

Fiscal Impact: Funds for Creekside are available from the Revenue Financing System Bonds, Series 2013. Funds for Aldine are anticipated from the Federal New Markets Tax Credit Program.

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 5      (ACTION ITEM 5)      Board Meeting 9-4-14

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Construction Manager at Risk (CMAR) Services for the LSC-East Aldine Satellite Center (Aldine) Contingent Upon Finalization of Funding

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase CMAR services for Aldine, contingent and conditioned upon finalization of funding, with the highest-ranked firm, Bartlett Cocke General Contractors, 4540 Kendrick Lane, Suite 120, Houston Texas 77032.

Rationale: The System is utilizing the CMAR method of construction for Aldine to achieve a completion date of May 2016. Aldine is estimated to be 60,000 square feet and will provide workforce and academic preparation in an underserved community. A guaranteed maximum price proposed award will be placed on a future Board of Trustees agenda when the construction drawings are at the stage of completion where requests for bids can be released.

In compliance with the provisions of Texas Government Code 2267.251, the CMAR one-step process was followed. A Request for Proposals (RFP #329) was advertised for two consecutive weeks and issued to seventy eight (78) construction management companies. A pre-proposal conference was held and seven (7) companies were represented. A total of five (5) responses were received.

The evaluation of proposals was conducted based on the firm’s proposal cost, experience and reputation, extent to which certified Historically Underutilized Businesses (HUB), minority and/or veteran or woman owned businesses are utilized, safety record and plan, proposed lead personnel and ability to meet the project completion timeline. All five companies were invited to present proposals to an interview committee. The final vendor selection is based on the proposal that represents the best value based on published criteria and final evaluation ranking.

Fiscal Impact: Funds for this purchase are anticipated from the Federal New Markets Tax Credit Program.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Purchase Multi-Use and Color Paper for the System

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of multi-use and color paper for the System from Bosworth Papers, Inc., 6300 West by Northwest, Suite 100, Houston, TX 77040, for an estimated amount of $195,000 annually and a total not-to-exceed amount of $975,000 over five years.

Rationale: Paper is necessary to support the daily business operations of the System. Multi-use paper is used in fax machines, scanners, printers and copiers throughout the System, while color paper is used for special projects.

This purchase is in compliance with Texas Education Code §44.031 (a, 4) which allows the use of inter-local contracts. The purchase from Bosworth Papers, Inc. will be made through the Harris County Department of Education (HCDE) approved cooperative program under contract #11/020 DG-01.

HCDE competitively bids the purchase of paper products annually on behalf of its cooperative members and is able to obtain the best pricing due to the large annual volume of member purchases. If HCDE elects to award the purchase to a new vendor, LSCS will purchase these products from the new vendor as long as the new HCDE contract provides the best price and value for the System.

Fiscal Impact: Funds for these purchases are available from the approved FY 2014-15 operating budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Final Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for the LSC-Creekside Satellite Center (Creekside)

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute the final GMP contract with Durotech, Inc., 11931, Wickchester Lane, Suite 205, Houston Texas 77043, in the amount of $20,262,000 for the construction of Creekside.

Rationale: At the December 2013 Board meeting, the Board of Trustees approved Durotech Inc. to provide CMAR services for the construction of Creekside.

Subsequently, Durotech Inc. solicited proposals from subcontractors for the construction work based on the documents prepared by the architect, PBK Architects, Inc. A final GMP was prepared based on subcontractor bids and the value of construction will not exceed this amount.

Fiscal Impact: Funds for this purchase are available from the Revenue Financing System Bonds, Series 2013.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Ratify the Purchase of Financial Aid Consulting Services for the System

Chancellor’s Recommendation: That the Board of Trustees ratifies the purchase of financial aid consulting services from Financial Aid Services (FAS), 180 Interstate North Parkway, Suite 550, Atlanta, GA 30339, in an amount not-to-exceed $130,000.

Rationale: In March 2014, the college administration approved the purchase of financial aid consulting services from FAS to provide interim staffing in the form of a financial aid consultant to support the Associate Vice Chancellor with several special projects related to compliance and utilizing the PeopleSoft Financial Aid module. The contract term was for a period of at least three months and in an amount not-to-exceed $49,999. FAS was selected based on a request for quote process in compliance with board policy. FAS provided the lowest quote and the most qualified consultant.

By the end of May, the majority of the initial contract amount had been paid, yet the assigned projects required additional work. It was critical to complete these projects prior to making determinations for Fall 2014 financial aid eligibility. To avoid a significant disruption in the financial aid awarding process, the System administration approved on an emergency basis, additional consulting services from FAS in the amount of $49,001 through August 31, 2014, bringing the total not-to-exceed cost of the engagement to $99,000.

A final phase of work in the estimated amount of $31,000 needs to be completed by close of the Federal financial aid award year, September 30, 2014. A key administrative position has not been filled at this time, resulting in a need for the consultant under contract to continue the work to meet the identified timeline.

In accordance with Board Policy Section III., D.4.04 (e), purchases necessary to respond to emergencies do not require a formal competitive process, but must be ratified by the Board when $100,000 or more.

Fiscal Impact: Funds for the purchase of these services through September are available from the approved FY 2014 and 2015 in the financial aid department.

Staff Resource: Juanita L. Chrysanthou 832-813-6504
The District’s Facilities Planning and Construction Department has provided a summary report of the District’s construction projects. See attached report.
2013 Revenue Bond Project Summary

- **LSC-Creekside Satellite Center**
  - The construction contract and Guaranteed Maximum Price is scheduled for consideration of approval at the September board meeting.

- **LSC-Fairbanks Center - Parking Garage**
  - Harris County Fire Marshal approval was secured on August 13 and substantial completion was achieved on August 15 as per schedule.

- **LSC-CyFair - Parking Lot Addition**
  - Construction for phase 1 comprising of approximately 100 parking spaces is complete and is available for the fall semester.

- **LSC-CyFair - Renovations**
  - Construction of the photography/darkroom studio is substantially complete and will be available for the fall semester.
  - The audio/video production studio bidding process is underway and bids are due September 8. Construction is planned to be complete and available for the spring semester.

- **LSC-University Park – Central Plant Upgrade**
  - Installation and commissioning of the new equipment was completed at the end of August

- **LSC-System Office – HVAC System Upgrades**
  - The bidding/contractor selection process is complete. The construction schedule is under development as product orders are made, delivery lead times are obtained and building occupant schedule constraints are taken into consideration.

- **LSC-System Office – Community Building Office Renovations**
  - Construction bids are due September 5. Construction is planned to be complete by the end of 2014.

- **LSC-North Harris – Select Buildings Fire/Life System Upgrade**
  - Construction bids are due September 5. Construction is planned to be complete by early 2015.
LSC-All Campuses – System-Wide Security Systems Assessment

- The design contract has been fully executed and design efforts have begun. The first phase of assessment is currently underway. All efforts and development of security standards are scheduled to be complete by March 2015.

2014 Federal New Markets Tax Credit Program Project Summary

LSC-East Aldine Satellite Center

- Building programming efforts are currently underway.
- The Construction Manager at Risk (CMAR) selection and consideration of approval is scheduled for the September board meeting.
- The geotechnical firm selection and approval is scheduled for consideration of approval at the September board meeting.
- Site due diligence and survey work for the land transfer is underway.
Request: Consideration of Ratification of Appointments.

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

Rationale: These contractual appointments include ratification of Administrators and Faculty from the LSC-CyFair, LSC-Montgomery, and LSC-System Office.

Fiscal Impact: Positions and salaries have been budgeted for 2013-2014.

Staff Resource: Rand Key 832-813-6522
a. LSC-CyFair  
Bridgette Sellers, Associate Dean  
**Effective:** 12 month contracted employee at an annual salary of $63,976 beginning July 16, 2014

**Education:** M.B.A., Human Resources Management, Keller Graduate School; B.B.A., Finance, University of Dayton; A.A.S., Business Information Systems, Sinclair Community College

**Experience:** Campus Dean, Designated School Official, General Admission Advisor, DeVry University; Safety Representative, Health & Safety Trainer, General Motors

b. LSC-Montgomery  
Brooke Buford, Ref Librarian/Professor  
**Effective:** 12 month contracted employee at an annual salary of $58,312 beginning July 1, 2014

**Education:** M.L.S., Library Sciences, University of North Texas; B.A., English, Texas A&M University

**Experience:** Reference Librarian, Reference Assistant, Programming Assistant, Montgomery County Memorial Library System

Patricia Sendelbach, VP – Administrative Services  
**Effective:** 12 month contracted employee at an annual salary of $118,995 beginning July 1, 2014

**Education:** M.B.A., Accounting, Sam Houston State University; B.S., Accounting, Fairleigh Dickinson University

**Experience:** Professor, LSC-Montgomery; Lecturer, Business, Caldwell College; Accountant, Hoechst Celanese Corporation; Internal Auditor, Warner-Lambert Company; Staff Accountant, Price Waterhouse

c. LSC-System Office  
Norman Sievert, Sr. Human Resources Manager  
**Effective:** 12 month contracted employee at an annual salary of $63,976 beginning July 14, 2014

**Education:** J.D., Environmental Law, Northwestern School of Law, Lewis & Clark College, B.A., Architecture, Rice University

**Experience:** Assistant Superintendent of Human Resources, Spring Independent School District; District Director of Human Resources Services, Community College of Spokane; Adjunct Instructor, Whitworth University; Vice
President of Human Resources, Columbia Lighting; Inland Northwest Human Resources Representative, TOC Management; Attorney at Law, Seidl & Rizzo; District Manager, Western Wood Products Association

James Storfer, Sr. Project Director, Construction
Effective: 12 month contracted employee at an annual salary of $84,502 beginning July 1, 2014
Education: B.S., Environmental Design, Texas A&M University
Experience: Director of Project Management, Project Coordinator, Cypress-Fairbanks Independent School District; Staff Architect, PBK Architects Inc.

Jan Thornton, Sr. Human Resources Manager
Effective: 12 month contracted employee at an annual salary of $63,976 beginning July 14, 2014
Education: B.S., Food and Nutrition, Michigan State University
Experience: Director, Human Resources Division, Manager of Employment and Support Services, Section Director of Employment, Recruiting Administrator, Selection System Administrator, Staff Development Administrator, Assistant Selection System Administrator, Human Resources Specialist, Classification Analyst, Clerk, Secretary, Texas Department of Criminal Justice

Chrisula Watts, Human Resources Executive Director – Employee Relations
Effective: 12 month contracted employee at an annual salary of $103,082 beginning July 14, 2014
Education: M.B.A, M.S., Human Resources, University of Phoenix; B.A., Sociology, Auburn University
Experience: Regional Director of Human Resources, Brookdale Senior Living/Horizon Bay Senior Living; Director, Business, Habitat for Humanity; Employment Specialist, Workshops Inc.; Human Resources Specialist, Jefferson County DHR; Director, Human Resources, Northport Health Services
Request: Consideration of Resignations

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

**LSC-CyFair**
Catherine O’Brien Glenn, Dean, Transitional Studies and Student Success
Effective July 27, 2014

Matthew L. Olmstead, Director, Business Operations
Effective July 16, 2014

**LSC-System Office**
Kesi Eldridge, Sr. HR Manager
Effective May 15, 2014

**Staff Resource:** Rand Key 832-813-6522