I. Call to Order

II. Pledge of Allegiance

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

IV. Introductions, Special Guests, Recognitions – Gala Chairs

V. Workshop – SENSE – Dorothy Dixon

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
- Status of Pending Litigation
- Section 551.072 – Deliberation Regarding Real Property
- LSC-University Park, LSC-CyFair, LSC-NH, East Aldine Potential lease, sale or exchange
- Section 551.074 – Personnel Matters
- General Counsel Search

VII. Reconvene Regular Meeting

VIII. Approval of the Minutes of the May 7, 2015 Workshop and Regular Meeting of the Board of Trustees

IX. Special Reports and Announcements
   1. Chancellor
      - Enrollment
      - LSC-CF President Search
2. Vice Chancellors
   • Ray Laughter, Legislative Session Update

3. Board Members
   • Reports and comments from Board chair and Board members regarding meetings and conferences attended, campus visits, community and district activities, education programs, current affairs related to higher education
   • Board Committee Reports

X. Citizen Participation

XI. Consideration of the Consent Agenda

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

XII. Policy Report and Considerations

1. Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section IV.B.01 (FIRST READING)

2. Consideration of Approval of the Recommended Revision of the Lone Star College Board Policy Sections I.E.1.42 – Scope of Participation (ACTION ITEM 1)

XIII. Curriculum Report and Considerations

1. Consideration of Approval to offer the Associate of Arts Computer Science Field of Study degree and Associate of Arts International Studies Area of Concentration degree at Lone Star College-University Park starting Fall 2015 (ACTION ITEM 2)

2. Consideration of approval of Level 2 Certificate in Process Technology (44 credit hours) and an Associate of Applied Science Degree in Process Technology (60 credit hours) for implementation at Lone Star College-Kingwood for Fall 2016 (ACTION ITEM 3)

3. Consideration of Approval to offer the Associate of Applied Science in Machining Technology and stackable C2 certificate to LSC-Montgomery (Conroe Center); Associate of Applied Science in Machining Technology, C1, and C2 stackable certificates to LSC-University Park; Associate of Applied Science in Welding Technology, C1, and C2 stackable certificates to LSC-Montgomery (Conroe Center); Associate of Applied Science in Emergency Medical Services Professional and stackable C2 certificate to LSC-Montgomery (Conroe Center) (ACTION ITEM 4)
XIV. 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 Hazardous Chemical Waste Disposal Services (ACTION ITEM 5)

3. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase a Curriculum Development Online Solution (ACTION ITEM 6)

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Natural Gas for LSC-Kingwood, LSC-North Harris and LSC-Montgomery (ACTION ITEM 7)

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Construction Manager at Risk Services (ACTION ITEM 8)

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Furniture for LSC-Creekside Center (ACTION ITEM 9)

7. Consideration of Approval of Tax Exemption Allowances for Tax Year 2015 (ACTION ITEM 10)

8. Consideration of Adoption of a Resolution Authorizing Signatories for the System’s Accounts with Wells Fargo Bank (ACTION ITEM 11)

XV. Buildings and Grounds Report

Construction Projects Update

XVI. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (ACTION ITEM 12)

2. Consideration of Acceptance of Resignations (ACTION ITEM 13)

XVII. Suggested Future Agenda Items

XVIII. Adjournment

If during the course of the meeting covered by this notice, the Board should determine that a closed session of the Board should be held or is required in relation to an item
noticed in this meeting, then such closed session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board concerning any and all subjects and for any and all purposes permitted by Section 551.071-551.089, inclusive, of the Open Meetings Act, including, but not limited to:

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 551.082 – Student Discipline
Section 551.0821 – Personally Identifiable Information About Student
Section 551.084 - Exclusion of Witness
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 Monday the 1st day of June, 2015 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 1st day of June, 2015.

LONE STAR COLLEGE SYSTEM

_____________________
Stephen C. Head
Chancellor
MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381-4356
May 7, 2015
6:00 p.m.

PRESENT: Ms. Linda Good, Chair
Dr. Kyle Scott, Vice Chair
Dr. Ron Trowbridge, Secretary
Dr. Alton Smith, Assistant Secretary
Mr. Ken E. Lloyd
Mr. David Vogt
Mr. Bob Wolfe
Dr. David Holsey
Mr. Art Murillo

ABSENT: Dr. David Holsey

I. CALL TO ORDER: Ms. Good called the workshop and regular meeting of the Board of Trustees to order at 6:01 p.m. after determining that 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”.

IV. INTRODUCTIONS, SPECIAL GUESTS AND RECOGNITIONS: Dr. Head introduced the new president of LSC-Montgomery, Dr. Rebecca Riley and the incoming president of LSC-North Harris, Dr. Gerald Napoles and his wife Donna. Dr. Napoles will start on July 1, 2015. The Chancellor also introduced Patrick Barton, the new faculty senate president at LSC-CyFair and Karen Buckman the new faculty senate president at LSC-Montgomery.

Dr. Austin Lane, executive vice chancellor, introduced Rhiannon Donaldson, a student at LSC-Tomball, who is one of only six students across the country named to the Achieving the Dream Student Perspective Team.
Ms. Debbra Esparza, executive director of organizational development, introduced Professor Frank Rodriguez from LSC-UP to talk about Phi Beta Kappa and the awards earned by the Lone Star College PTK Chapters.

Dr. Keri Rogers, vice chancellor of academic affairs, announced the winners of the prestigious Jack Kent Cooke Foundation transfer scholarship: Ariana Rosario from LSC-Montgomery, Jorge Torres from LSC-Tomball, and Jessica Kent from LSC-UP. These three recipients were also awarded Foundation Scholarships.

V. **WORKSHOP:** None.

VI. **CLOSED SESSION:** At 6:30 p.m. Ms. Good 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
  - Status of Pending Litigation
- Section 551.072 – Deliberation Regarding Real Property
  - LSC-University Park, LSC-CyFair and LSC-Kingwood – Potential lease, sale or exchange
- Section 551.074 - Personnel Matters

Mr. Wolfe entered the meeting at 6:45 p.m.

VII. **RECONVENE REGULAR MEETING:** Ms. Good reconvened the open meeting at 7:48 p.m.

VIII. **APPROVAL OF THE MINUTES OF THE APRIL 9, 2015 WORKSHOP AND REGULAR MEETING:** upon a motion by Mr. Vogt and a second to the motion by Mr. Wolfe, the board unanimously approved the minutes of the April 9, 2015 Workshop and Regular Meeting.

IX. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** Chancellor Head introduced Shawn Arrajj from Community Impact and Stephen Green from the Conroe Courier.

   Enrollment is up 7% for summer classes and fall is up 16% compared to last year. On April 25th, the Annual Star Gala was held and attracted over 800 guests and brought in around $575,000. A record breaking 6,450 students will graduate on Friday and Saturday.

2. **College Presidents:** Dr. Rebecca Riley, president of LSC-Montgomery, gave a presentation on accomplishments at all of the campuses and Lone Star College as a leader of meeting the unique needs of our community.
3. **Vice Chancellors:** Mr. Ray Laughter, vice chancellor of external affairs, presented an update on the legislative session and senate and house bills that may affect Lone Star College.

4. **Faculty Senate Presidents:** Ms. Kiwana Francis, faculty senate president for LSC-North Harris, gave a presentation on faculty success. She highlighted professors that have mentored and helped students throughout the system and have made positive impacts on students' lives.

5. **Board Members:** Dr. Trowbridge spoke about meeting with the faculty senate at LSC-Montgomery and what a positive experience it was for him. He encouraged other trustees to think about meeting with the faculty senate at other colleges. Dr. Alton Smith spoke about his attendance at the Dream Act forum at LSC-North Harris and how impressed he was with students, faculty and the presentations. He also highlighted the Achieving the Dream Board of Trustees Institute he attended with Dr. Austin Lane and how impressed he was when Dr. Lane would speak with people from other community colleges. He said the LSC reputation is not just limited to the Houston area but the whole community college community. Trustee Ken Lloyd thanked Dr. Melissa Gonzales for attending a forum at Gracewood Church to speak about kids being gainfully employed and educated.

X. **PUBLIC COMMENT ON AGENDA ITEMS:**

Mr. Larry Loomis-Price addressed Board Policy I.E.1.44.

XI. **CONSIDERATION OF THE CONSENT AGENDA:** Items number 4, 7, and 10 were removed from the agenda to be considered separately. Ms. Good proceeded with the Consent Agenda. Dr. Trowbridge made a motion to approve Action Items 1, 2, 3, 5, 6, 8, 9, and 11. Dr. Smith seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B”.

XII. **POLICY REPORTS AND CONSIDERATIONS:**

1. Consideration of Approval of the Recommended Revision of the Lone Star College Board Policy Sections V.B.3. Technical and Workforce Courses, V.B.7. LSC-Online and V.B.8. Dual Credit (FIRST READING): the Board unanimously approved the recommended revision of the Lone Star College System Board Policy Sections V.B.3. Technical and Workforce Courses, V.B.7. LSC-Online and V.B.8. Dual Credit. This item was passed in the Consent Agenda. A copy is attached as Exhibit “C”.

XIII. **FINANCIAL REPORTS AND CONSIDERATIONS:**

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended March 31, 2015. A copy is attached as Exhibit “D”.
2. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts for the Purchase of Geotechnical, Environmental and Materials Testing Services for the System (ACTION ITEM 2): the Board unanimously authorizes the Chancellor or designee to negotiate and execute contracts for the purchase of geotechnical, environmental and materials testing services for the System with the highest ranked firms listed in the attachment. If negotiations cease for any reason with the highest ranked firm, the System will proceed to negotiate with the next highest ranked firm that has not been awarded a contract. This item was passed in the Consent Agenda. A copy is attached as Exhibit “E”.

3. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts for the Purchase of Professional Survey Services for the System (ACTION ITEM 3): the board unanimously authorizes the Chancellor or designee to negotiate and execute contracts for the purchase of professional survey services for the System with the highest ranked firms selected. If negotiations cease for any reason with the highest ranked firm, the System will proceed to negotiate with the next highest ranked firm that has not been awarded a contract. This item was passed in the Consent Agenda. A copy is attached as Exhibit “F”.

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Acquire Land for the LSC-Kingwood Process Technology Center and Negotiate and Execute Necessary Agreements and Easements related to the Property (ACTION ITEM 4): upon a motion made by Dr. Smith and a second by Mr. Murillo the board unanimously authorizes the Chancellor or designee to negotiate and execute a contract with MRA GP West, L.P., a Texas Limited Partnership, to acquire approximately 8.3 acres of land. Approximately 5.9 acres will be purchased at fair market value for an amount not-to-exceed $3,400,000 and approximately 2.4 acres will be donated by the seller with the corrected acre. This reflects the adjusted acreage read by Chair Good. In addition, authorizes the Chancellor or designee to: Reimburse developers $400,000 at closing for infrastructure improvements including off-site detention, water, sewer, electrical and storm drainage and negotiate and execute any required agreements and easements the property owner, improvement district, municipal utility district, and utility providers necessary for access and utility service to the LSC-Kingwood Process Technology Center. A copy is attached as Exhibit “G”.

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Financial Aid Consulting Services (ACTION ITEM 5): the Board unanimously authorizes the Chancellor or designee to negotiate and execute a contract to purchase financial aid consulting services from Financial Aid Services (FAS), 180 Interstate North Parkway, Suite 550, Atlanta, GA, 30339, in an amount not-to-exceed $150,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H”.

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Master Service Agreements for the Purchase of Voice and Data Communication Cabling Services with a Change in Contract Term Than Was Previously Authorized by the Board on November 6, 2014 (ACTION ITEM 6): the
Board unanimously authorizes the Chancellor or designee to negotiate and execute master service agreements (MSA’s) for the purchase of voice and data communication cabling services with a change in contract term than was previously authorized by the Board on November 6, 2014. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I”.

7. Consideration of Approval to Rescind Authorizing the Chancellor or Designee to Approve Non-Credit Workforce Certificate and Community Education Course Tuition and Fee Rates as Needed Based on Market Conditions which was passed at the April 8, 2015 Board Meeting (ACTION ITEM 7): upon a motion made by Dr. Smith with a second by Dr. Scott the Board rescinds authorizing the Chancellor or designee to approve non-credit workforce certificate and community education course tuition and fee rates as needed based on market conditions, with the exception of non-credit courses that are linked to credit courses. Such courses will be offered at the same tuition and fee rates as the credit courses. A copy is attached as Exhibit “J”.

XIV. BUILDING AND GROUNDS REPORTS:

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

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 “L”.

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 “M”.

3. Consideration of the Reappointment of Full-Time Faculty (ACTION ITEM 10): upon a motion made by Dr. Scott and a second by Mr. Vogt the board approved the full-time contractual non-faculty reappointment list with the modifications and corrections read by Chair Good be ratified for the time periods and positions indicated, subject to final review and approval of the chancellor. A copy is attached as Exhibit “N”.

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-CyFair, Dustin Wade Walters; and LSC-University Park, Helen Tracy Hudgins. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O”.

XVI. SUGGESTED FUTURE AGENDA ITEMS: None
XVII. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 8:56 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.

<table>
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<tr>
<th>Tally Of Action Items</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
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<td># 1 Approve Rev/LSC Board Policy I.E.1.42</td>
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<td># 3 Approve Level 2 Cert/AAS Process Technology</td>
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<td># 10 Approve Tax Exemption Allowances/Tax Year 2015</td>
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<td># 11 Adopt Resolution Auth/Signatories/Wells Fargo Bank</td>
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<td># 12 Ratify Appointments</td>
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Request: Consideration of Approval of the Recommended Revision of the Lone Star College Board Policy Section IV.B.1.Employee Appointment Types (FIRST READING)

Chancellor's Recommendation: That Board Policy Section IV.B.1 Employee Appointment Types be revised to clarify the definition of the academic year. This constitutes a first consideration with a request for approval during the August board meeting.

Rationale: Clarifying the definition of academic year will allow adjunct faculty to teach additional classes in terms outside the traditional academic year.

Fiscal Impact: None

Staff Resource: Link Alander 832-813-6382
Helen Clougherty 832-813-6514
IV.B.1. Employee Appointment Types

Each position is categorized by the Human Resources office as being in one of the eleven (11) appointment categories, and as exempt or nonexempt. The categories, in turn, affect benefits eligibility, compensation, contractual status and other conditions of employment.

IV.B.1.01 Appointment Categories

2. Location Executive Officer (LEO): The Vice Chancellors and College Presidents of the System, each of whom serves in a contractual position.
4. Faculty: Employees who serve in a contractual relationship with the System and whose primary duties and responsibilities relate to educational programs, or to activities directly related to the educational development of students. The term "faculty" includes temporary faculty, but does not include continuing education instructors or adjuncts.
5. Temporary Faculty: "Temporary Faculty" refers to a contractual instructional employee who has the same duties and responsibilities as a permanent member of the faculty. Temporary faculty may be hired in a full-time or reduced load capacity on a semester-by-semester contract basis for a period of one year or less, contingent upon the needs of the System. Temporary faculty members have no right of continuing employment with the System beyond the term of their then current semester contract and do not have a right of notice of non-renewal for their service as temporary faculty members.
6. Instructor: Refers to a contractual instructional employee whose duties are instructing and teaching only. Instructors may be hired on a full or reduced teaching load and will be paid at a prorated fulltime faculty salary. Instructors have no right of continued employment with the system beyond their semester or annual contract, do not have right of notice of non-renewal and their service as instructor does not count towards eligibility for a multiyear contract or faculty status.
7. Workforce Skilled Trade Instructor: Refers to a contractual instructional employee whose duties are instructing, teaching and program and career development to meet workforce needs identified through LSCS partnerships with business, government and community organizations. Instructors may be hired on a full or reduced teaching load. Position has no right of continued employment with the system beyond the initial term of employment. The position offers no right of notice of non-renewal and service does not count towards eligibility for a multiyear contract or faculty status.
8. Professional Staff: An employee who serves in a non-contractual position that is designated as exempt by the Department of Human Resources in accordance with the overtime requirements of the Fair Labor Standards Act.
9. Support Staff: An employee who serves in a non-contractual position that is designated as non-exempt by the Department of Human Resources in accordance with the overtime requirements of the Fair Labor Standards Act.
10. Adjunct: An employee who receives a limited per semester appointment to teach no more than nine (9) credit hours per semester not to exceed fifteen (15) credit hours in any given academic year. For this purpose, the academic year is defined as a nine month period with two 4.5 month semesters.
11. Continuing Education (CE) Instructor: An employee who receives a limited appointment to teach specific non-credit course(s).

12. Grant Funded Employee: An employee who receives a limited appointment to perform specific services that are supported by external grant funds.

13. Volunteer: A person who serves in a non-employee position to perform particular duties or services, without monetary compensation.
Request: Consideration of Approval of the Recommended Revision of the Lone Star College Board Policy Sections I.E.1.42 – Scope of Participation

Chancellor’s Recommendation: That Board Policy Sections I.E.1.42 – Scope of Participation be revised to allow citizen participation immediately before action is taken on the Consent Agenda.

Rationale: Although citizens may address the Board on any topic, many are interested in commenting on agenda items. By moving citizen participation immediately before action is taken on the Consent Agenda, citizens will not have to wait while the Board is in closed session to see how the Board votes on the particular items that interest them.

Fiscal Impact: None

Staff Resource: Helen Clougherty 832-813-6514
I.E.1.42 - Scope of Participation

Citizen participation will be permitted immediately prior to the Consideration of the Consent Agenda for those individuals who have registered and requested to speak. At all other times during Board meetings, the audience shall not enter into discussion or debate on matters being considered by the Board. No presentation before the Board shall exceed five (5) minutes. The maximum time for all citizen participation shall not exceed 30 minutes. Delegations of more than three (3) persons in speaking about a given agenda item shall appoint one person to present their views before the Board.
Request: Consideration of Approval to Offer the Associate of Arts Computer Science Field of Study and Associate of Arts International Studies Area of Concentration Degrees at LSC-University Park starting fall 2015

Chancellor’s Recommendation: That the Board of Trustees approves offering the Associate of Arts Computer Science Field of Study and Associate of Arts International Studies Area of Concentration degrees at LSC-University Park starting fall 2015.

Rationale: The Associate of Arts Computer Science Field of Study degree is currently offered at LSC-CyFair, LSC-Kingwood, LSC-Montgomery and LSC-Tomball. This academic transfer program is designed for students who intend to pursue a Bachelor of Science degree in Computer Science or Computer Management Information Systems.

The Associate of Arts International Studies Area of Concentration degree is an academic transfer program that introduces students to global studies with an emphasis on the 20th and 21st centuries. By taking a diverse set of courses with a world view, students broaden their perspectives and gain an appreciation and awareness of the global community. This degree program is currently available at LSC-CyFair, LSC-Kingwood, LSC-Montgomery, LSC-North Harris and LSC-Tomball.

The Texas Higher Education Coordinating Board requires that the Board of Trustees approve the implementation of these degree programs at LSC-University Park.

Fiscal Impact: Funding for these programs, which will be minimal, will be included in the proposed LSC-University Park FY 2015-16 operating budget.

Staff Resource: Austin Lane 832-813-6648
Shah Ardalan 281-290-2999
Request: Consideration of approval of Level 2 Certificate in Process Technology (44 credit hours) and an Associate of Applied Science Degree in Process Technology (60 credit hours) for implementation at Lone Star College-Kingwood for Fall 2016

Chancellor’s Recommendation: That the Board of Trustees approves a Level 2 Certificate and an Associate of Applied Science Degree in Process Technology.

Rationale: For two years, Lone Star College (LSC) has been part of a Houston-Galveston area workforce program project, funded by ExxonMobil in Baytown and led by Lee College, called Community College Petrochemical Initiative (CCPI). As part of the labor market research conducted for this project, Process Technology was identified as a high-demand, high-wage technical workforce program that LSC does not offer. From the labor market data collected from the Texas Workforce Commission (TWC), EMSI, and Burning Glass labor market analytics, there is strong evidence to support that LSC add the Process Technology program to complement our numerous programs to support the oil and gas industry.

The Texas Workforce Commission’s 10-year projections show 335 average annual openings in the Gulf Coast region from 2010-2020, and 2014 data from Burning Glass show 142 job postings. Industry feedback indicates these positions are often contracted and not hired through standard posting processes. Therefore, TWC projections data and Burning Glass job postings do not fully represent occupational demand.

ExxonMobil has shared plans for a large expansion of their current refinery in Baytown. In addition, Chevron-Phillips Chemical announced plans for a new plant in Baytown which will also require a large number of process technologists.

The Texas Workforce Commission (TWC TRACER) shows the median hourly wage for this occupation range of $27.16 to $32.11 based on 2011 wage reports, and EMSI shows the median hourly wage range of $27.31 to $32.25 in 2013.

Colleges with similar programs in the Gulf Coast region are Alvin College, Brazosport College, College of the Mainland, Houston Community College, Lee College, San Jacinto College Central and Wharton County Junior College. Brazosport primarily serves Dow Chemical located in Lake Jackson. These colleges have produced a total
of 792 process technology graduates in the last year for which data is available (2012/13), though colleagues from these programs indicated that there is still 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 are available from LSC Workforce Council program funds and LSC-Kingwood operating funds for 2015-2016.

**Staff Resource:**
- Melissa Gonzalez 281-655-3707
- Katherine Persson 281-312-1644
Request: Consideration of Approval to offer the Associate of Applied Science in Machining Technology and stackable C2 certificate to LSC-Montgomery (Conroe Center); Associate of Applied Science in Machining Technology, C1, and C2 stackable certificates to LSC-University Park; Associate of Applied Science in Welding Technology, C1, and C2 stackable certificates to LSC-Montgomery (Conroe Center); Associate of Applied Science in Emergency Medical Services Professional and stackable C2 certificate to LSC-Montgomery (Conroe Center)

Chancellor’s Recommendation: That the Board of Trustees approves expansion of these existing workforce programs to the LSC campuses as listed in the request.

Rationale: The Associate of Applied Science, level 1 and level 2 certificates are currently offered at LSC-CyFair and LSC-North Harris. Welding and Machining are also offered non-credit at LSC-Montgomery, LSC-North Harris and LSC-University Park. There will be no change in current program curriculum for these expansions to occur, however, there will be additional sections added in new time periods and more cohorts that have a pathway from non-credit fast-track certificates or level 1 credit certificates to an Associate of Applied Science degree.

Current labor market data supports the need to continue providing program completers from machining, paramedic and welding programs for employers in the greater Houston area.

No additional laboratories, equipment, or other instructional materials will be needed to offer these workforce programs. Where additional faculty are needed the costs will be covered by the 2015-2016 operating budget.

The Texas Higher Education Coordinating Board requires that the college district Board of Trustees approve the expansion of these degree and certificate programs to add them to the specific college locations.

Fiscal Impact: Funding in the 2015-16 operating budget will be utilized to offer the program.

Staff Resource: Melissa Gonzalez 281-655-3707
Shah Ardalan 281-290-2777
Rebecca Riley 936-273-7222
Report: Monthly Financial Statements

The financial statements for the month ended April 30, 2015 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 the revenues 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

SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
MARCH
APRIL

EXPENDITURES

SEPTEMBER
OCTOBER
NOVEMBER
DECEMBER
JANUARY
FEBRUARY
MARCH
APRIL
LONE STAR COLLEGE

Statement of Revenues and Expenditures
General and Auxiliary Funds
Year to Date April 30, 2015
Unaudited

<table>
<thead>
<tr>
<th>REVENUES:</th>
<th>67% OF PRIOR YEAR</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>BUDGET</td>
<td>ACTUAL</td>
<td>4/30/2014</td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$72,510,000</td>
<td>$44,934,932</td>
<td>62.0%</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>108,930,000</td>
<td>91,216,065</td>
<td>83.7%</td>
</tr>
<tr>
<td>Taxes</td>
<td>116,230,000</td>
<td>113,683,397</td>
<td>97.8%</td>
</tr>
<tr>
<td>Investments</td>
<td>350,000</td>
<td>268,839</td>
<td>76.8%</td>
</tr>
<tr>
<td>Other</td>
<td>5,850,000</td>
<td>3,318,436</td>
<td>56.7%</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>1,750,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total Current Operations Revenues</td>
<td>305,620,000</td>
<td>253,421,669</td>
<td>82.9%</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>15,000,000</td>
<td>10,422,617</td>
<td>69.5%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>320,620,000</td>
<td>263,844,286</td>
<td>82.3%</td>
</tr>
<tr>
<td>Reserves</td>
<td>11,310,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total Revenues and Reserves</td>
<td>331,930,000</td>
<td>263,844,286</td>
<td>-</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th>67% OF PRIOR YEAR</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction-Academic</td>
<td>78,217,058</td>
<td>53,352,075</td>
<td>68.2%</td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>27,030,244</td>
<td>20,838,280</td>
<td>77.1%</td>
</tr>
<tr>
<td>Public Service</td>
<td>766,838</td>
<td>411,303</td>
<td>53.6%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>57,712,035</td>
<td>31,166,504</td>
<td>54.0%</td>
</tr>
<tr>
<td>Student Services</td>
<td>43,892,371</td>
<td>25,297,376</td>
<td>57.6%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>33,939,584</td>
<td>21,446,913</td>
<td>63.2%</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>35,272,674</td>
<td>20,146,391</td>
<td>57.1%</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>22,599,196</td>
<td>17,430,951</td>
<td>77.1%</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>1,750,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total Educational and General Expenditures</td>
<td>301,380,000</td>
<td>190,089,793</td>
<td>63.1%</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td>5,050,000</td>
<td>1,321,516</td>
<td>26.2%</td>
</tr>
<tr>
<td>Internally Designated</td>
<td>15,000,000</td>
<td>9,210,095</td>
<td>61.4%</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>321,430,000</td>
<td>200,621,404</td>
<td>62.4%</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>10,500,000</td>
<td>6,913,344</td>
<td>62.4%</td>
</tr>
<tr>
<td>Total Expenditures and Transfers</td>
<td>331,930,000</td>
<td>207,534,748</td>
<td>62.4%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET INCREASE (DECREASE) IN FUND BALANCES</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>General Funds</td>
<td>0</td>
<td>55,097,016</td>
<td>60,248,950</td>
</tr>
<tr>
<td>Auxiliary Funds</td>
<td>0</td>
<td>1,212,522</td>
<td>2,544,470</td>
</tr>
<tr>
<td>TOTAL NET INCREASE (DECREASE) IN FUND BALANCES $</td>
<td></td>
<td>56,309,538</td>
<td>62,793,420</td>
</tr>
</tbody>
</table>

Note: All data is presented in thousands of dollars.
Balance Sheet  
April 30, 2015  
Unaudited

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General &amp; Reporting &amp;</th>
<th>GASB 34/35</th>
<th>Memorandum Totals</th>
<th>Memorandum Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Auxiliary Restricted Investment In Plant Current Year Prior Year</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash, cash equivalents &amp; investments</td>
<td>$ 90,675,828</td>
<td>$ 243,794,040</td>
<td>$ (4,011)</td>
<td>$ 334,465,857</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>21,414,464</td>
<td>5,530,592</td>
<td>5,088,340</td>
<td>32,033,396</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>7,471,028</td>
<td>-</td>
<td>-</td>
<td>7,471,028</td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>47,536</td>
<td>-</td>
<td>-</td>
<td>47,536</td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>-</td>
<td>621,338,416</td>
<td>-</td>
<td>621,338,416</td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>754,695,409</td>
</tr>
<tr>
<td><strong>TOTAL ASSET</strong></td>
<td>$ 119,608,856</td>
<td>$ 870,663,048</td>
<td>$ 379,779,738</td>
<td>$ 1,750,051,642</td>
</tr>
</tbody>
</table>

| LIABILITIES AND FUND BALANCES |

| LIABILITIES: |
| Accounts payable | $ (1,317,481) | $ 8,861,555 | 946,366 | $ 8,490,440 | $ 16,715,470 |
| Deferred revenues | 5,602,430 | 5,333,126 | - | 10,935,556 | 11,510,999 |
| Accrued compensable absences payable | 6,824,381 | 327,622 | - | 7,152,003 | 7,365,935 |
| Accrued interest payable | - | 1,420,363 | - | 1,420,363 | 5,658,421 |
| Bonds payable | - | 755,576,508 | - | 755,576,508 | 627,973,288 |
| Assets held in custody for others | (18) | 7,511,182 | - | 7,511,164 | 6,486,107 |
| **TOTAL LIABILITIES** | 11,109,312 | 779,030,356 | 946,366 | 791,086,034 | 675,710,220 |

| FUND BALANCES: |
| Unrestricted | 108,499,544 | - | 455,188,410 | 563,687,954 | 579,060,587 |
| Restricted | - | - | - | - | - |
| Non grant agreements | - | 152,760 | - | 152,760 | 74,015 |
| Restricted for construction | - | 240,415,168 | 302,071,045 | 542,486,213 | 330,569,779 |
| Debt service | - | (148,935,236) | 1,573,917 | (147,361,319) | 9,297,653 |
| **TOTAL FUND BALANCES** | 108,499,544 | 91,632,692 | 758,833,372 | 958,965,608 | 919,002,034 |

<p>| TOTAL LIABILITIES AND FUND BALANCES | $ 119,608,856 | $ 870,663,048 | $ 759,779,738 | $ 1,750,051,642 | $ 1,594,712,254 |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 03/31/15</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 04/30/2015</th>
<th>Ending BV 04/30/2014</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>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POOLS</td>
<td>47,908,492</td>
<td>12,634,774</td>
<td>32,650,751</td>
<td>4,385</td>
<td>27,892,515</td>
<td>51,116,382</td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>45,459,461</td>
<td>219,494</td>
<td>19,494</td>
<td>45,678,955</td>
<td>58,260,910</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,622,119</td>
<td>2,598</td>
<td>2,598</td>
<td>15,624,717</td>
<td>15,099,736</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SECURITIES</td>
<td>21,466,802</td>
<td></td>
<td>3,787</td>
<td></td>
<td>21,463,015</td>
<td>3,413,511</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>130,456,873</td>
<td>12,856,866</td>
<td>32,654,538</td>
<td>26,476.81</td>
<td>110,659,202</td>
<td>127,890,539</td>
<td>0.45%</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>10,033,710</td>
<td>2,301</td>
<td>2,301</td>
<td>10,036,011</td>
<td>35,613,081</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>39,469,748</td>
<td>5,403</td>
<td>5,403</td>
<td>38,829,404</td>
<td>33,176,554</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>19,917,097</td>
<td>150,003,300</td>
<td>2,648,892</td>
<td>4,167</td>
<td>167,271,505</td>
<td>10,229,487</td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,068,678</td>
<td>3,313</td>
<td>3,313</td>
<td>15,071,991</td>
<td>15,032,530</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>84,489,234</td>
<td>150,014,317</td>
<td>3,294,639</td>
<td>15,184</td>
<td>231,208,912</td>
<td>94,051,651</td>
<td>0.15%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>214,946,107</td>
<td>162,871,183</td>
<td>35,949,177</td>
<td>41,660</td>
<td>341,868,114</td>
<td>221,942,190</td>
<td>0.23%</td>
</tr>
</tbody>
</table>
APRIL 2015, PORTFOLIO REPORT

- GENERAL FUNDS
- DEBT SERVICE & CAPITAL PROJECTS
- TOTAL

ENDNG BV FY APR.
2015
ENDNG BV FY APR.
2014
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Hazardous Chemical Waste Disposal Services

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase hazardous chemical waste disposal services from Veolia ES Technical Solutions, LLC, 1800 Highway 146 South, Baytown, TX 77520, in an estimated annual amount of $22,000 and a not-to-exceed total of $110,000 over the five-year contract period.

Rationale: Hazardous chemical waste is generated by the chemistry, physics and biology programs, and college facilities/grounds operations. LSC is required to manage hazardous waste in a safe and environmentally sound manner by federal, state and local regulations. Such waste includes batteries (Ni, lithium ion and alkaline), paint, fertilizers, pesticides, etc.

In compliance with the provisions of Texas Education Code §44.031 (a), a Request for Proposal (RFP #381) was publicly advertised and issued to fifteen (15) vendors and four (4) responses were received. The proposals were evaluated based on cost, qualifications/experience, references, quality of goods and services, extent to which certified historically and underutilized businesses (HUB) minority and/or veteran or women-owned businesses are utilized, past performance, long-term costs and other relevant factors. It is recommended to award these services to the firm with the highest evaluation score.

The initial term of the contract will be for three (3) years with an option to renew for two (2) additional one-year periods. Either party may terminate the agreement upon 30 days written notice. Additional locations may be added during the term of the agreement under the same contract terms and conditions. The amount requested is based on historical usage over the previous 12-month period.

Fiscal Impact: Funds for this purchase are available from the approved FY 2014-15 budget. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
## RFP #381 – Hazardous Chemical Waste Disposal Services

### EVALUATION TABULATION

<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Max Points</th>
<th>Veolia</th>
<th>Legacee</th>
<th>Tradebe</th>
<th>Rineco</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approximately 75% of services is lab pack (non-oxidizing, non-reactive, no mercury) – cost per 5 gallon container</td>
<td></td>
<td></td>
<td>$100.00</td>
<td>$87.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>Proposed Cost Score</td>
<td>25</td>
<td>25.0</td>
<td>10.5</td>
<td>12.0</td>
<td>6.0</td>
</tr>
<tr>
<td>Qualifications/Experience/Service Needs Met</td>
<td>20</td>
<td>20.0</td>
<td>14.9</td>
<td>19.3</td>
<td>9.1</td>
</tr>
<tr>
<td>Vendor Reputation</td>
<td>10</td>
<td>10.0</td>
<td>8.3</td>
<td>8.0</td>
<td>3.1</td>
</tr>
<tr>
<td>Quality of Service/Quality Plan</td>
<td>10</td>
<td>10.0</td>
<td>6.5</td>
<td>9.9</td>
<td>2.9</td>
</tr>
<tr>
<td>Certified HUB, Minority and/or Veteran and Women-Owned Business Utilization</td>
<td>15</td>
<td>0.0</td>
<td>12.0</td>
<td>0.0</td>
<td>0.0</td>
</tr>
<tr>
<td>Past Performance</td>
<td>5</td>
<td>4.8</td>
<td>5.0</td>
<td>5.0</td>
<td>5.0</td>
</tr>
<tr>
<td>Long-Term Cost</td>
<td>10</td>
<td>9.6</td>
<td>5.9</td>
<td>6.9</td>
<td>4.5</td>
</tr>
<tr>
<td>Other Relevant Factors</td>
<td>5</td>
<td>4.8</td>
<td>4.3</td>
<td>3.3</td>
<td>3.4</td>
</tr>
<tr>
<td><strong>Total Score</strong></td>
<td><strong>100</strong></td>
<td><strong>84.2</strong></td>
<td>67.4</td>
<td>64.4</td>
<td>34.0</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Curriculum Development Online Solution

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase a curriculum development online solution from Digital Architecture, Inc. dba: Digarc, 5015 South Florida Avenue 3rd Floor, Lakeland, FL 33813, in the amount of $121,318 for the first year and $24,732 for years two through five, for a total cost of $220,246 over the five-year contract period.

Rationale: LSC is seeking an ongoing relationship with a vendor that can provide a hosted, web-based solution to automate curriculum management processes. This system will be used to ensure institutional compliance with the Texas Higher Education Coordinating Board and Southern Association of Colleges and School Commission on Colleges requirements and better facilitate communication among internal stakeholders such as faculty, administrators, student records and financial aid personnel.

In compliance with the provisions of Texas Education Code §44.031 (a), a Request for Proposal (RFP #382) was publicly advertised and issued to five (5) vendors and three (3) responses were received. The initial evaluation of the proposals was conducted based on cost, qualifications/experience, references, quality of goods and services, extent to which certified historically and underutilized businesses (HUB) minority and/or veteran or women-owned businesses are utilized, past performance, long-term costs and other relevant factors. Presentations were made by all three (3) vendors submitting proposals. In these online presentations, products were evaluated based on flexibility/ability to customize, workflow and curriculum mapping functionality, ADA compliance, system administration processes and ability to integrate with PeopleSoft. It is recommended to award these services to the firm with the highest evaluation score, Digarc. The capabilities of the Digarc product are the best fit with the college’s requirements for supporting curriculum development.

The initial term of the contract will be for three (3) years with an option to renew for two (2) additional one-year periods. Either party may terminate the agreement upon 30 days written notice.
**Fiscal Impact:** Funds for this purchase are available from the approved FY 2014-15 budget. Funds for subsequent fiscal years will be included in future proposed budgets.

**Staff Resource:** Austin Lane

832-813-6648
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract Extension to Purchase Natural Gas for LSC-Kingwood, LSC-North Harris and LSC-Montgomery

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract extension to purchase natural gas for LSC-Kingwood, LSC-North Harris and LSC-Montgomery from the Texas General Land Office (GLO), 1700 N. Congress Ave., P.O. Box 12873, Austin, TX 78711-2873, for an amount not-to-exceed $350,000 over the two year contract period.

Rationale: The existing agreement with GLO for natural gas purchases expires August 31, 2015. It is recommended that the contract be approved for an additional two years.

The GLO sells natural gas through the Public Customer Gas Program. The natural gas market continues to be near a ten-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 contract.

The commodity pricing rate for natural gas purchases averaged $6.61 per One Million British Thermal Unit (MMBtu) in calendar year 2014. Due to the drop in natural gas prices, the proposed contract extension rate with the GLO will be approximately $5.21 per MMBtu (as of April 22, 2015).

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’s Office, to purchase goods and services. Under this section, a local government complies with the requirement to seek competitive bids for the purchase of such goods and services. A market analysis was performed to ensure the pricing represents best value for LSC.

Fiscal Impact: Funds for this purchase will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Katherine Persson 281-312-1644
Penny Westerfeld 281-618-5444
Rebecca Riley 936-273-7222
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Construction Manager at Risk (CM-at-Risk) Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute contracts to purchase CM-at-Risk services for the System with the firms listed in the attachment. If negotiations cease for any reason with the recommended firm, the System will proceed to negotiate with the next highest ranked firm with a score of 70 or more that has not been awarded a contract.

Rationale: As a result of the November 4, 2014 bond election, the System is authorized to issue up to $485M in general obligation bonds for the purchase of land, new construction, repair and replacement, and renovation of facilities. CM-at-Risk services are required for phase one construction projects related to the approved bond referendum.

In compliance with the provisions of Texas Government Code 2269.251, a Request for Qualifications (RFQ #383) was publicly advertised and issued to one-hundred forty-nine (149) construction services companies. A pre-proposal conference was held and twenty (20) companies were represented. A total of twenty-two (22) responses were received.

The evaluation of qualifications was conducted using a two-step process. The first step of the evaluation was based upon the firm’s qualifications, experience and reputation, relevant higher education project experience, client references, quality control program, extent to which certified historically underutilized businesses (HUB), minority and/or veteran or women-owned businesses are utilized, safety record and plan, proposed lead personnel, ability to meet the project completion timeline and completeness and thoroughness of response.

During the second step of the process, the companies with the top evaluation scores were requested to provide the fee, general conditions, and bond rating information. These firms were also invited to make a presentation to an interview committee. On-site presentations were made by seventeen (17) companies. The recommendation is to award the project to the firms with the highest ranking based on the published selection criteria that are not being recommended for another project.

The System reserves the right to award other non-bond funded projects to the selected firms as deemed necessary. The term of the contract(s) will be for the duration of each of the projects awarded.
Fiscal Impact: Funds for this purchase are available from the General Obligation Bonds, Series 2015 and other funding sources.

Staff Resource: Cindy Gilliam

Phone: 832-813-6512
## Summary of Selected Firms

<table>
<thead>
<tr>
<th>#</th>
<th>Location</th>
<th>Projects</th>
<th>Recommended Firm</th>
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</table>
| 1A  | LSC-CyFair   | Instructional Building, Central Plant Expansion, Surface Parking, CASA Building Renovations | Durotech, Inc.  
11931 Wickchester Lane, Suite 205  
Houston, Texas 77043          |
| 1B  | LSC-CyFair   | Information Technology & Visual Communications Satellite Center, Cypress Center Workforce Expansion | Satterfield & Pontikes Construction, Inc.  
11000 Equity Drive, Suite 100  
Houston, Texas          |
| 2   | LSC-Kingwood | Student Services Expansion, Process Technology Satellite Center             | Balfour Beatty Construction, LLC  
4321 Directors Row, Houston  
Texas 77092               |
Dba Rogers-O’Brien Construction  
11200 Richmond Ave., Suite 110  
Houston, Texas 77082       |
| 3B  | LSC-Montgomery | Magnolia Satellite Center                                                 | KBR Building Group, LLC  
601 Jefferson Street, 27th Floor  
Houston, Texas 77002        |
| 4   | LSC-North Harris | Workforce Skills and Trades Center, Transportation and Logistics Satellite Center | Tellepsen Builders, L.P.  
777 Benmar Drive, Suite 400  
Houston, Texas 77060       |
| 5   | LSC-Tomball  | Buildout of Health Science Building, Upstream Oil & Gas Drilling Training Center | Anslow Bryant Construction, LTD  
945 Bunker Hill, Suite 900  
Houston, Texas 77024        |
| 6A  | LSC-University Park | Instructional Science Building                                           | E.E. Reed Construction, L.P.  
333 Commerce Green Blvd.  
Sugar Land, Texas 77478     |
| 6B  | LSC-University Park | Various Renovations                                                         | Turner Construction Company  
4263 Dacoma Street  
Houston, Texas 77092      |
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase and Installation of Furniture for LSC-Creekside Center

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase and installation of furniture from JCS, 6600 North Military Trail, Boca Raton, FL 33496 and Vanguard Environments, 7026 Old Katy Road, Suite 260, Houston, TX 77024, for a not-to-exceed amount of $1,400,000.

Rationale: This purchase is for the acquisition and installation of new furnishings for LSC-Creekside Center and is in accordance with the provisions of Texas Education Code §44.031 (a, 4) which allows the use of inter-local contracts. The purchase will be made through the State of Texas Purchasing Cooperative Texas Multiple Award Schedule program (TXMAS) Contract# 11-71050. A market analysis was performed to ensure the purchase represents the best value for LSC.

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

Staff Resource: Lee Ann Nutt 281-351-3378
Cindy Gilliam 832-813-6512
Request: Consideration of Approval of Tax Exemption Allowances for Tax Year 2015

Chancellor’s Recommendation: That the Board of Trustees approves the following tax exemption allowances for tax year 2015 for Harris, Montgomery and San Jacinto counties:

- Homestead exemption $5,000 or 1% (whichever is greater)
- Over 65 exemption $75,000
- Disability exemption $75,000

Rationale: Texas Property Tax Code Sec. 11.13 mandates that the governing body of the taxing unit adopt exemptions.

LSC is not proposing a change in the exemptions from tax year 2014. In addition, taxpayers who are eligible for the Over 65 or Disability exemption will also automatically qualify for a “tax freeze” (amount paid remains the same regardless of appraisal values) as approved by the Board of Trustees in September 2006.

Fiscal Impact: The 2015 proposed tax rate, scheduled for consideration in September, will take into consideration the impact of these exemptions, and the proposed rate will ensure that adequate tax revenues will be generated to support the adopted budgets.

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

A RESOLUTION AND ORDINANCE ESTABLISHING EXEMPTIONS FROM AD VALOREM TAXES FOR THE LONE STAR COLLEGE SYSTEM FOR THE TAX YEAR 2015:

WHEREAS, the Board of Trustees of the Lone Star College System finds that it is necessary to levy a tax for the tax year 2015 for all lawful expenses of the System. In carrying out the duties and responsibilities placed upon said System by law, a tax must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the Board of Trustees of said College System further wishes to establish certain exemptions to the taxable values of certain properties in the College System for the purpose of assessing and collecting said taxes for the tax year 2015;

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

With respect to all real property owned by persons and occupied by such persons as a residential homestead that the first $5,000 or 1% of value, whichever is greater, with respect to said property be exempt from ad valorem taxation.

BE IT FURTHER RESOLVED with respect to all real property owned by persons over 65 years of age and occupied by such persons as a residential homestead, that the first $75,000 of value of said property be exempt from ad valorem taxation.

BE IT FURTHER RESOLVED with respect to all real property owned by disabled persons and occupied by such persons as a residential homestead, that the first $75,000 of value of said property be exempt from ad valorem taxation.

ADOPTED, PASSED AND APPROVED this 4th day of June, 2015.

________________________________
Chair
LSCS Board of Trustees

________________________________
Secretary
LSCS Board of Trustees
Request: Consideration of Approval to Open Investment Account with Wells Fargo Securities, LLC

Chancellor’s Recommendation: That the Board of Trustees approves opening an investment account with Wells Fargo Securities, LLC.

Rationale: The investment account is being established to replace a previous account with Wells Fargo Securities, LLC which had the System’s former Investment Advisors, Valley View Consulting, LLC (VVC), as an authorized agent. VVC will not be an authorized agent on the new account. Wells Fargo Securities, LLC is an approved broker dealer for the System.

Fiscal Impact: None.

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

The monthly construction projects update is presented for Board review.
CONSTRUCTION PROJECTS UPDATE
June 4, 2015

2013 Revenue Bond Project Summary

LSC-Creekside Satellite Center: Metal stud framing and sheathing around exterior of building continues. Masonry work continues and concrete has been poured on the stairs. Ductwork and mechanical boxes are being installed. Electrical duct bank trench work continues in order to tie into permanent power. Installation of the electrical conduits is also underway. Completion of the roof structure will occur the last week in May.

LSC-CyFair - Site Improvements:

Traffic Signals (entrance No. 3 off West Road): Construction has commenced and is scheduled to be complete in June 2015.

Towne Lake Parkway Improvements: Construction is complete.

LSC-CyFair - Visual Communications Center Renovations: Final electrical, mechanical, acoustical glass, special lighting and rigging, and data and communications work is underway. The project is scheduled to be complete prior to the Fall 2015 semester.

LSC-North Harris - Select Buildings Fire/Life System Upgrade: Device and panel installation for the original contract is 100% complete. Upgrades for two additional buildings are required by the Harris County Fire Marshall. This work is 40% complete and will be finished by July 31, 2015.

LSC-North Harris - Health Professions Building HVAC Replacement: Roof top units have been installed and the project is complete.

LSC-North Harris - East Aldine Satellite Center: A construction contract GMP award recommendation will be presented at the August Board of Trustees meeting.

2015 General Obligation Bond Project Summary

Construction firm selections for phase I projects are underway. Interviews were held the 2nd week of May and a recommendation will be made at the June Board of Trustees meeting.

LSC-University Park - Classroom Buildouts in Building 12 Level 6: The project has been bid and construction is underway. Furnishings are being procured. The project is scheduled to be complete prior to the Fall 2015 semester.
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-System Office-The Woodlands, LSC-CyFair, LSC-Tomball

Fiscal Impact: Positions and salaries have been budgeted for 2014-2015.

Staff Resource: Link Alander 832-813-6832
a. **LSC-CyFair**
   **Rachel Renick, Reference Librarian/Assistant Professor**
   **Effective:** 12 month contracted employee at annual pro-rated salary of $20,230 beginning April 16, 2015

   **Education:** M.L.I.S., Library Sciences, The University of Alabama; B.A., English, University of Mississippi

   **Experience:** Public Services Librarian, Millsap-Wilson Library, Millsap College; Library Assistant, Rodgers Library for Science and Engineering, The University of Alabama

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**Hollander Thompson, Director, Educational Services**

**Effective:** 12 month contracted employee at annual salary of $65,255 beginning April 1, 2015

**Education:** B.A., Special Education, Public Administration, University of North Texas; A.A.S, Teaching Early Childhood, Richland College

**Experience:** Program Services Specialist, Richland College; Library and Testing Center Representative, Eastfield College; Sales Support Representative, Houghton Mifflin Harcourt Publishing Company; Customer Entitlement Coordinator, International Business Machines

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b. **LSC-System Office-The Woodlands**
   **Delinda Hayes, Director, College Services**
   **Effective:** 12 month contracted employee at annual salary of $87,311 beginning January 1, 2015

   **Experience:** Manager, Information Technology, Accountant II, Grants, Specialist III, Business Office,  LSC-System Office-The Woodlands, LSC-Montgomery; Administrative Assistant, Hewitt Associates; Bookkeeper, Hereford, Lynch, Sellars and Kirkham PC

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c. **LSC-Tomball**
   **Anne Perucca, Director, OLS Program**
   **Effective:** 12 month contracted employee at annual salary of $65,255 beginning May 1, 2015

   **Education:** Ph.D., General Psychology, Education Specialization, M.S., Psychology, Walden University; B.S., Social Psychology, Park University

   **Experience:** Adjunct Faculty, Human Development, LSC-North Harris; Teacher, Team Lead, Special Education, Humble I.S.D.; Program Coordinator, Brushy Creek Community Center
Request: Consideration of Resignations

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

**LSC-System Office**
Teneeshia Johnson, Director, Grant Development
Effective April 25, 2015

Cheryl Smith, Director, Workforce Education
Effective May 9, 2015

Brian Nelson, Vice Chancellor, General Counsel
Effective May 15, 2015

**LSC-System Office-University Park**
Juanita Chrysanthou, Vice Chancellor Student Success
Effective June 2, 2015

Sundaresh Kamath, Executive Director, Construction
Effective April 3, 2015

Osmel Maestre, Project Director, Facilities
Effective April 27, 2015

**LSC-University Park**
Thomas Wettstein, Instructor, Law Enforcement Academy
Effective April 11, 2015

Staff Resource: Link Alander 832-813-6832