

**MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT BOARD ROOM
5000 RESEARCH FOREST DRIVE**

March 5, 2009

5:00 p.m.

PRESENT: Mr. Randy Bates, Chair
Dr. David Holsey, Vice Chair
Ms. Priscilla Kelly, Secretary
Mr. Chris Daniel, Assistant Secretary
Mr. Robert Adam
Dr. Richard Campbell
Ms. Stephanie Marquard
Mr. David Vogt
Mr. Robert Wolfe

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

II. **PLEDGE OF ALLEGIANCE:** Mr. Adam led the Board and guests in reciting the Pledge of Allegiance.

III. **CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING:** Chancellor Carpenter confirmed that the Notice for the meeting had been properly posted. No action was required. A copy is attached as Exhibit "A."

IV. **WORKSHOP:**

Enterprise Resource Planning (ERP) Review Process: Mr. Shah Ardalan, vice chancellor of office of technology services, introduced Mr. Mike Klubal, Director, Gartner, Inc. Mr. Klubal presented an overview of the services Gartner, Inc. provides. Mr. Klubal reported that Gartner, Inc. has performed a risk analysis and provided an objective business case including estimated annual cost of ownership, a list of functional improvements and data integration benefits and an estimated timeframe implementation. Gartner, Inc. and Lone Star College System recommend, in order to meet Lone Star's strategic goals, a new ERP system. Gartner, Inc., in conjunction with purchasing, OTS and others, developed an RFP for selection of a vendor. Once the process is completed, implementation of the system will be over a 3 year period. Mr. Ardalan introduced Ms. Maria O'Neill, president of Sea Level Consultant Services, Ms. Marian Burkhart and Ms. Kim Baker of OTS.

Ms. Marquard arrived at 5:08 p.m., Mr. Wolfe arrived at 5:15 p.m. and Mr. Daniel arrived at 5:17 p.m.

V. **CLOSED SESSION:** At 5:35 p.m. Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. Seq. of the Texas Government Code under one or more of the following provision(s) of the Act:

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

VI. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 7:08 p.m.

VII. **INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS:** Chancellor Carpenter welcomed Kimberly Stauffer of the Houston Chronicle and Kassia Micek of the Conroe Courier.

VIII. **ACCEPTANCE OF THE MINUTES OF THE February 5, 2009 WORKSHOP AND REGULAR MEETING:** upon a motion by Mr. Adam and a second to the motion by Dr. Holsey, the Board approved the minutes of the February 5, 2009 Workshop and Regular Meeting. Mr. Daniel abstained.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:** Citizen Peter Gwise wished to present recommendations to the Board, but did not feel he had sufficient time to do so. Mr. Bates invited him to attend the next Board meeting with the same allotted time.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** Chancellor Carpenter reported that the three President searches are on schedule. The conclusion dates for LSC-Tomball is April 1, LSC-CyFair is April 21 and LSC-Montgomery is April 28. The Chancellor reminded the Board the Employee Awards Luncheon will be March 20, 2009 at the Marriott Waterway.
2. **College Presidents:** Penny Westerfeld, interim president of LSC-Montgomery, presented an overview of the two paths Lone Star College System offers to become a teacher: the Associate of Arts in Teaching (AAT) or the Alternative Teacher Certification Program (ATCP). The AAT offers an Associate degree that satisfies the lower division requirements for core courses, begins coursework for teacher certification and will transfer to a four year university. The ATCP student has earned a Bachelor's degree in any content area and is seeking a career change. It is a fast track program with one semester of coursework and either a one-year paid internship or a twelve week non-paid clinical teaching.

3. Vice Chancellors: Mr. Ray Laughter, vice chancellor of external affairs reported that the Richards/Carlburg Group submitted several of Lone Star College System rebranding and name change campaign ads to the American Advertising Federation. LSCS won three gold Addy awards for the Red Door design, which won for outstanding design, a series award and best in show award. The ad for the name change showing the old name being erased won a gold Addy special judges award. Mr. Laughter thanked Steve Lestarjette and Jed Young for their work on these projects. Mr. Laughter announced the LSCS web site is changing and demonstrated the peel back feature on our current web site that allows input about the new site. Mr. Laughter introduced Jen Murillo, John King, Rika Muhl and Jeff Lyons, members of the web team present.
4. Faculty Senate Presidents: Dr. David Putz, faculty senate president of LSC-Kingwood, reminded the Board that one responsibility of faculty is to produce quality instruction and assure student success and a second responsibility is to provide service to each college outside the classroom. As examples, a Civil War trip for students and others in the community during spring break, involvement in AtD initiatives, innovative teaching techniques for workforce programs are bringing to the classroom and partnerships developed with their communities. Adjunct faculty provide students with a unique classroom perspective, such as a student taking an accounting class benefiting from the real world experience of a licensed and practicing accountant that teaches part time.

XI. CONSIDERATION OF CONSENT AGENDA: Mr. Bates proceeded with the Consent Agenda. Action Items 2, 3, 5, 6, 15, 18 and 19 were recommended to be considered separately. Mr. Campbell made a motion to approve Action Items 1, 4, 7, 8, 9, 10, 11, 12, 13, 14, 16, 17, 20 21, 22, 23, 24 and 25. Ms. Kelly 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 for Board of Trustees Travel (ACTION ITEM 1): the Board unanimously authorized Priscilla Kelly and Richard Campbell to attend the Board of Trustee Achieving the Dream in Santa Fe, New Mexico from March 26 - 28, 2009. This item was passed in the Consent Agenda. A copy is attached as Exhibit "C."
2. Consideration of Approval of the 2009-2010 Academic Calendar (ACTION ITEM 2): upon a motion by Dr. Campbell and a second to the motion by Mr. Daniel, the Board unanimously approved the proposed calendar. A copy is attached as Exhibit "D."

XIII. FINANCIAL REPORTS AND CONSIDERATIONS

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements. A copy is attached as Exhibit "E."
2. Consideration of Approval of Investment Broker Dealer List for 2008-2009 (ACTION ITEM 3): upon a motion by Dr. Campbell and a second to the motion by Ms. Marquard, the Board approved the Investment Broker Dealer List for 2008-2009. A copy is attached as Exhibit "F."
3. Consideration of Approval of Resolution Authorizing Participation in Tex Pool Prime (ACTION ITEM 4): the Board unanimously approved the Resolution. This item was passed in the Consent Agenda. A copy is attached as Exhibit "G."
4. Consideration of Approval to Amend Child Care Services Agreements for LSC-CyFair and LSC-North Harris (ACTION ITEM 5): upon a motion by Dr. Campbell and a second to the motion by Dr. Holsey, the Board unanimously approved amendments to the child care services agreements for LSC-CyFair and LSC-North Harris. The agreement between LSC-CyFair and Langham Creek YMCA will be amended to include an additional amount of \$4,000 for increased hours of operation, bringing the total cost to \$50,216 for FY 2008-09. The agreement between LSC-North Harris and Aldine/Greenspoint Family YMCA will be amended to include an additional estimated amount of \$97,414 annually for a summer camp and an option to acquire services annually during the five year contract term. A copy is attached as Exhibit "H."
5. Consideration of Approval of the 2009-2010 Tuition and Fee Schedule (ACTION ITEM 6): upon a motion by Dr. Campbell and a second to the motion by Ms. Marquard, the Board unanimously adopted the attached tuition and fee schedule for the 2009-2010 academic year. The recommended tuition rates and assessed fees include the following changes from the 2008-09 tuition and fee schedule:
 - a credit tuition increase from \$36 to \$38 per credit hour
 - a technology fee increase from \$6 to \$7 per credit hour
 - a waiver for dual credit students for tuition from 50% to 100%
 - an out-of-district fee increase from \$60 to \$70 per credit hourAn international/out-of-state increase from \$75 to \$85 per credit hour
The Board was requested to take action at this time so that the tuition and fee schedules can be published in the Fall credit class schedule and the 2009-2010 catalog. A copy is attached as Exhibit "I."
6. Consideration of Approval to Purchase Consulting Services for Altiris Deployment (ACTION ITEM 7): the Board unanimously approved the purchase of consulting services for Altiris Deployment from Valerent, Inc., 1660-B Townhurst, Houston,

- Texas 77043 for an estimated amount of \$160,500. This item was passed in the Consent Agenda. A copy is attached as Exhibit "J."
7. Consideration of Approval to Purchase Fire Protection Equipment and Supplies for Fire Science Program at LSC-Montgomery (ACTION ITEM 8): the Board unanimously approved the purchase of fire protection equipment and supplies for the Fire Science program at LSC-Montgomery from the lowest bidders, Dooley Tackaberry, Inc. & Ferrara Fire Apparatus, Inc. in the amount of \$75,597. This item was passed in the Consent Agenda. A copy is attached as Exhibit K."
 8. Consideration of Approval of Texas Procurement and Support Services' (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Carpet and Installation Services at LSC-North Harris (ACTION ITEM 9): the Board unanimously approved the TXMAS cooperative purchase of carpet and installation services at LSC-North Harris from Texan Floor Services, 2055 Silber Road Suite 108, Houston, TX 77055, in the amount of \$170,390. This item was passed in the Consent Agenda. A copy is attached as Exhibit "L."
 9. Consideration of Approval to Purchase Ink and Toner Cartridges and Printer Maintenance (ACTION ITEM 10): the Board unanimously approved the purchase of ink and toner cartridges and printer maintenance from the lowest bidder, Global Laser, Inc., 5805 Chimney Rock, Suite A, Houston, Texas 77081, in an estimated amount of \$400,000 annually, for a total amount of \$800,000 over two years. This purchase includes an option to renew annually for three additional years. This item was passed in the Consent Agenda. A copy is attached as Exhibit "M."
 10. Consideration of Approval of Texas Procurement and Support Services' (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Self Check Stations for Library at LSC-CyFair (ACTION ITEM 11): the Board unanimously approved the TXMAS cooperative purchase of self check stations for the library at LSC-CyFair from Alpha Data Corporation, 1326 Lewis Turner Blvd., Fort Walton, FL 32547 in the amount of \$57,141. This item was passed in the Consent Agenda. A copy is attached as Exhibit "N."
 11. Consideration of Approval to Purchase Records Retention and Storage Services (ACTION ITEM 12): the Board unanimously approved the purchase of records retention and storage services from Safesite, Inc., 10303 Regal Row, Houston, Texas 77040 for an estimated amount of \$28,000 annually for a total amount of \$140,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit "O."
 12. Consideration of Acceptance of Gifts (ACTION ITEM 13): the Board unanimously accepted and acknowledged gifts donated to the Lone Star College System in accordance with the donor's wishes. This item was passed in the Consent Agenda. A copy is attached as Exhibit "P."

13. Consideration of Approval to Purchase Additional Travel Services for Immersion Program Students at LSC-Montgomery (ACTION ITEM 14): the Board unanimously approved the purchase of additional travel services for the Immersion Program students at LSC-Montgomery from UAG, AV Patria #1201, Lomas Del Valle, Zapopan Jalisco Mexico 45110 for an additional estimated amount of \$30,000 annually, bringing the total annual purchase to \$60,000 over the remaining contract term. 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 for Purchase of Learning Management System for LSC-Online (ACTION ITEM 15): upon a motion by Dr. Campbell and a second to the motion by Mr. Daniel, the Board unanimously authorized the Chancellor or Designee to negotiate and execute a contract for the purchase of a learning management system for LSC-Online from Angel Learning, 6510 Telecom Drive, Suite 400, Indianapolis, IN 46278, for an average amount of \$410,000 annually up to five years. A copy is attached as Exhibit "R."
15. Consideration of Approval to Purchase Instructional Training for Safety, Six Sigma, and LEAN Manufacturing for LSC-Corporate College (ACTION ITEM 16): the Board unanimously approved the purchase of instructional training for safety, Six Sigma, and LEAN Manufacturing for LSC-Corporate College System from the following vendors for an estimated amount of \$400,000 over two years: Acadom Services, Inc., Breakthrough Management Group International, Industrial Truck Safety, John E. White & Associates, LLC, Moresteam.com LLC, Six Sigma.us, The Institute for Organizational Excellence, TBM Consulting Group, Inc., The Quality Group, and the TMAC Gulf Coast/University of Houston. This item was passed in the Consent Agenda. A copy is attached as Exhibit "S."
16. Consideration of Approval to Authorize the Chancellor or Designee to Execute A Project Development Agreement for an Evaluation Study of LSCS's Premises (ACTION ITEM 17): the Board unanimously authorized the Chancellor or designee to execute a Project Development Agreement (PDA) for an evaluation study of LSCS's Premises from Johnson Controls, Inc. (JCI), 3021 West Bend Drive, Irving, Texas 75063 for a not to exceed amount of \$211,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit "T."
17. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Purchase of Design-Build Services for a Parking Garage at LSC-Montgomery (ACTION ITEM 18): upon a motion by Mr. Vogt and a second to the motion by Mr. Daniel, the Board unanimously authorized the Chancellor or designee to negotiate and execute a contract for the purchase of design-build services for a parking garage at LSC-Montgomery with PCJ Consultants, Inc., for an estimated amount of \$12,000,000. A copy is attached as Exhibit "U."

18. Consideration of Approval to Execute an Interlocal and Service Agreement with Brazos Transit District (BTD) to Provide Public Transportation for LSC-Montgomery (ACTION ITEM 19): upon a motion by Dr. Campbell and a second to the motion by Mr. Daniel, the Board unanimously approved to execute an interlocal and service agreement with BTD, 1759 N. Earl Rudder Freeway, Bryan, TX 77803, to provide public transportation for an amount up to \$66,000 over two years. A copy is attached as Exhibit "V."
19. Consideration of Approval of a Contract for Services with Harris County to Provide Local Economic Development Services (ACTION ITEM 20): the Board unanimously approved the contract for services with Harris County, Community Services Department, to provide economic development services for an amount not to exceed \$100,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit "W."
20. Consideration of Approval to Authorize the Chancellor or Designee to Execute Contracts for Purchase of Surveying Services (ACTION ITEM 21): the Board unanimously authorized the Chancellor or designee to execute contracts for the purchase of surveying services for an estimated amount of \$296,780 from the following firms: West Belt Surveying, Inc. for LSC-North Harris; Pate Engineering for LSC-Tomball; LJA Engineering & Surveying for LSC-Kingwood; Landtech Consultants, Inc. for LSC-Montgomery and Surveying and Mapping, Inc. for LSC CyFair. 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 Execute Contracts for Purchase of Engineering Services for Acoustical and Theater Design (ACTION ITEM 22): the Board unanimously authorized the Chancellor or designee to execute a contract for the purchase of engineering services for acoustical and theatre design with JaffeHolden and Schuler Shook for an estimated amount of \$500,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit "Y."

XIV. BUILDING AND GROUNDS REPORT:

Construction Projects Update: the Board reviewed the report as presented. A copy is attached as Exhibit "Z."

XV. PERSONNEL REPORTS AND CONSIDERATIONS:

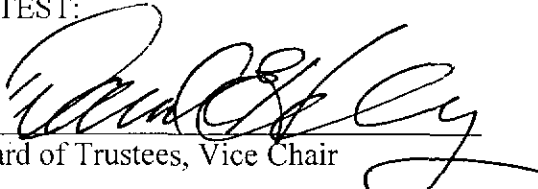
1. Consideration of Ratification of Appointments (ACTION ITEM 23): the Board ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit "aa."

2. Consideration of Acceptance of Resignations (ACTION ITEM 24): the Board accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit "bb."
3. Consideration of Approval of Commissioning of Peace Officer (ACTION ITEM 25): the Board unanimously approved the commissioning of the following peace officers for the Lone Star College System: LSC-CyFair – William Felts and Patrick McNeil. This item was passed in the Consent Agenda. A copy is attached as Exhibit "cc."

XVI. SUGGESTED FUTURE AGENDA ITEMS: None

XVII. ADJOURNMENT: There being no further business, the meeting was adjourned at 8:10 p.m.

ATTEST:



Board of Trustees, Vice Chair



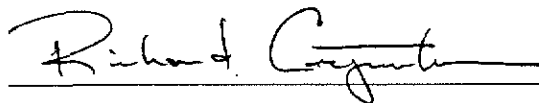
Board of Trustees, Secretary

Exhibit "A"

**Certification of Posting of Notice to the March 5, 2009
Workshop and Regular Meeting of the
Lone Star College System's
Board of Trustees**

I, Richard Carpenter, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Monday the 2nd day of March, 2009 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 2nd day of March, 2009.

A handwritten signature in cursive script, reading "Richard Carpenter", written over a horizontal line.

Richard Carpenter
Chancellor

Exhibit "B"

Consideration of Consent Agenda

Board Meeting 3-5-09

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:

	<u>Consent</u>	<u>Chancellor</u>	<u>Board</u>
	<u>Agenda</u>	<u>Recommended</u>	<u>Separate</u>
		<u>Separate Action</u>	<u>Action</u>
# 1 – Approve Board of Trustee Travel	_____	_____	_____
# 2 - Approve 2009-2010 Academic Calendar	_____	_____	_____
# 3 – Approve Investment Broker Dealer List 2008-09	_____	_____	_____
# 4 – Approve Resolution Auth/Participation Tex Pool Prime	_____	_____	_____
# 5 – Approve Amend Child Care Svc Agreement/CF/NH	_____	_____	_____
# 6 – Approve 2009-2010 Tuition and Fee Schedule	_____	_____	_____
# 7 – Approve Purchase Consulting Services	_____	_____	_____
# 8 – Approve Purchase Fire Protection Eqmt/Supplies/M	_____	_____	_____
# 9 – Approve Purchase/Carpet/Installation/NH	_____	_____	_____
#10 – Approve Purchase Ink/Toner Cartridges/Printer Maint.	_____	_____	_____
#11 – Approve Purchase/Self Check Stations/Library/CF	_____	_____	_____
#12 – Approve Purchase Record Retention/Storage Services	_____	_____	_____
#13 – Accept Gifts	_____	_____	_____
#14 – Approve Purchase Additional Travel Services/M	_____	_____	_____
#15 – Approve Neg/Exec/Agrmt/Pur/Online Learn Mgmt Sys	_____	_____	_____
#16 – Approve Purchase/Instruction Training/Corpor. College	_____	_____	_____
#17 – Authorize Chancellor/Exec/Proj Dev Agrmt/Eval Study	_____	_____	_____
#18 – Approve Neg/Exec/Agrmt/Pur/Design Build Services/M	_____	_____	_____
#19 – Approve Agreement/Brazos Transit/Public Transp/M	_____	_____	_____

Tally of
Action Items:

	<u>Consent</u>	<u>Chancellor</u>	<u>Board</u>
	<u>Agenda</u>	<u>Recommended</u>	<u>Separate</u>
		<u>Separate Action</u>	<u>Action</u>
#20 – Approve Contract/Harris Cty/Local Economic/Dev/Svcs	_____	_____	_____
#21 – Authorize Chan/Exec/Contracts/Purchase Surveying Svc	_____	_____	_____
#22 – Authorize Chan/Exec/Contracts/Pur/Engineering Svcs	_____	_____	_____
#23 – Ratify Appointments	_____	_____	_____
#24 – Accept Resignations	_____	_____	_____
#25 – Approve Commissioning of Peace Officers	_____	_____	_____

Exhibit "C"

Policy Report and Consideration No. 1

(ACTION ITEM 1)

Board Meeting 3-5-09

Request: Consideration of Approval for Board of Trustees Travel

Chancellor's

Recommendation: That the Board of Trustees authorize Priscilla Kelly and Richard Campbell to attend the Board of Trustee Achieving the Dream in Santa Fe, New Mexico from March 26 - 28, 2009.

Rationale: Attendance at this meeting by two Lone Star College System Board of Trustees is a requirement of the grant from the Houston Endowment for the Achieving the Dream initiative

Fiscal Impact: None. Expenses for the delegates will be covered by the grant.

Resource: Richard Carpenter

832-813-6515

Exhibit "D"

Policy Report and Consideration No. 2

(ACTION ITEM 2)

Board Meeting 3-5-09

Request: Consideration of Approval of the 2009-2010 Academic Calendar

Chancellor's

Recommendation: That the Board of Trustees approve the proposed calendar.

Rationale:

The calendar outlines the major events for the 2009-2010 scholastic year and complies with the Common Calendar guidelines established by the Texas Higher Education Coordinating Board. The proposed academic calendar has been reviewed and approved by the System Calendar Committee and the Council for Education and Student Development, chaired by Dr. Linda Luehrs-Wolfe and was approved by the Executive Council. System policy requires the Board of Trustees to approve the official academic calendars.

Fiscal Impact: None

Resource: Donetta Goodall

832-813-6597

Lone Star College System DRAFT
2009-2010 Academic Calendar

Fall Semester 2009

Full payment due for pre-registered fall 09 classes	August 15
Faculty Return	August 17
Last Day to Register and Pay	August 22
Weekday Classes Begin	August 24
Friday evening, Saturday & Sunday classes begin	August 28-30
Official Day	September 4
Labor Day Holidays	September 5-7
Last day to drop and receive a "W"	November 6
Thanksgiving Holidays (colleges close at 4:30 p.m. November 25)	November 26-29
Final Exams	December 7-13
Winter Mini-Term (3 week)	December 14 – December 31
Winter Mini-Term (4 week)	December 14 - January 8
Last day to drop and receive a "W" for 3 week Mini-Term	December 28
Winter Holidays (offices closed)	December 19 - January 3
Winter Holidays for Mini-Term	Dec.25 and Jan. 1
Last day to drop and receive a "W" for 4 week Mini-Term	December 31

Spring Semester 2010

Offices Open	January 4
Faculty Return	January 11
Full payment due for pre-registered spring 10 classes	January 8
Last Day to Register	January 16
MLK Holiday (colleges closed)	January 18
Weekday Classes Begin	January 19
Friday evening, Saturday & Sunday Classes Begin	January 22-24
Official Day	February 1
System Conference Day	February 18
Spring Break (offices closed March 18-21)	March 15-21
Maintenance window (technology systems shut down 3/17 at 5p.m. – 3/21 at 12 noon)	March 18-21
Spring Holiday (offices closed)	April 2-4
Last day to drop and receive "W"	April 13
Final Exams	May 10-16
Commencement	May 14-15

Summer Semester 2010

Mini-term	May 17-June 4
Memorial Day Holiday	May 29-31
Summer Term begins	June 7
First Summer Session (June 7 – July 13) (21 day session)	June 7 – July 13
Weekend Classes Begin	June 11-13
Last day to drop and receive "W" for 1st summer	June 30
Independence Day Holiday (no classes, offices closed)	July 4-5
Second Summer Session (July 15 – August 19) (21 day session)	July 15 – August 19
Last day to drop and receive a "W" for 2nd summer	August 10
Summer Term Ends	August 22

Fall 2010 Semester

Faculty Return	August 23
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Lone Star College System DRAFT
2009-2010 Academic Calendar DRAFT!

Number of Class Meeting Times (Fall 2009 Semester)

- Monday classes = 15
- Tuesday classes = 16
- Wednesday classes = 16 (day), 15 (evening)
- Thursday classes = 15
- Friday classes = 15
- Saturday classes = 14
- Sunday classes = 14
- Monday & Wednesday = 30 (day) 29 (evening)
- Tuesday & Thursday = 30
- Monday, Wed., Friday = 46

Number of Class Meeting Times (Spring 2010 Semester)

- Monday classes = 15
- Tuesday classes = 16
- Wednesday classes = 16
- Thursday classes = 15
- Friday classes = 15
- Saturday classes = 15
- Sunday classes = 15
- Monday & Wednesday = 31
- Tuesday & Thursday = 31
- Monday, Wed., Friday = 46

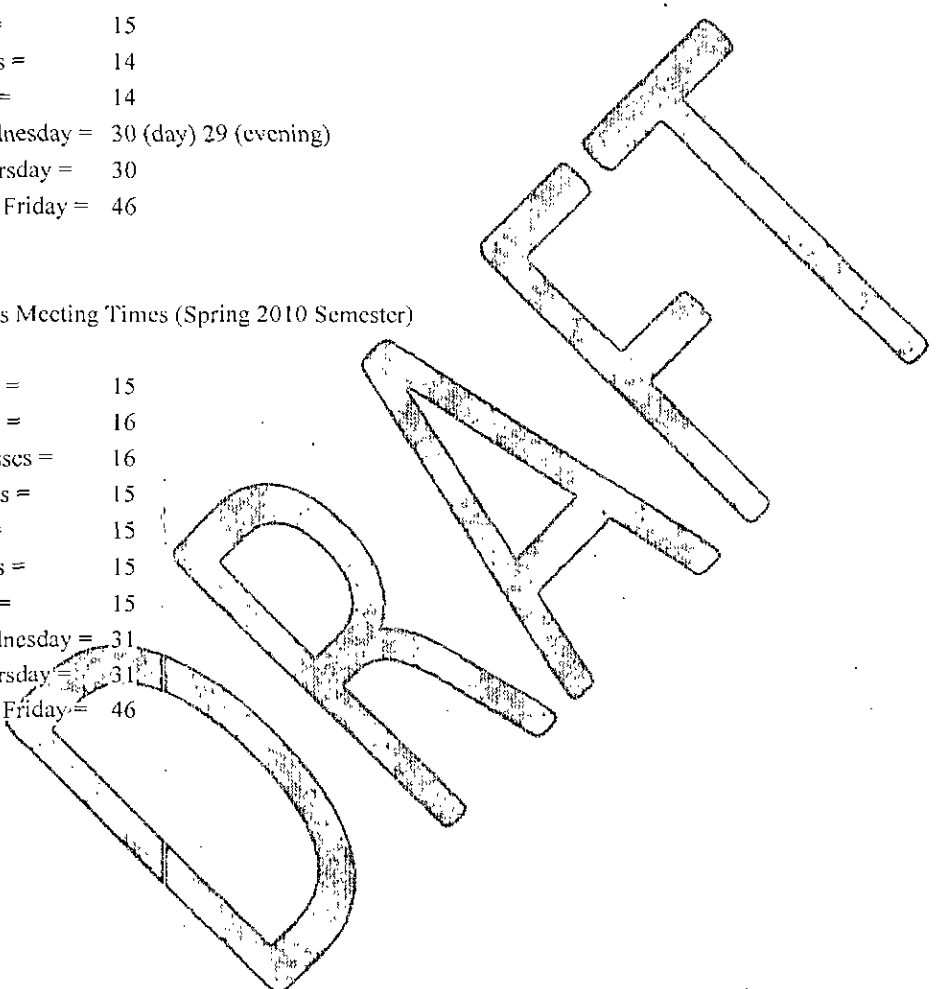


Exhibit "E"

Financial Report and Consideration No. 1

Board Meeting 3-5-09

Report: Monthly Financial Statements

The financial statements for the month ended January 31, 2009 are presented for Board review.

LONE STAR COLLEGE SYSTEM

STATEMENT OF CURRENT OPERATING FUNDS, EXCLUDING THE TECHNOLOGY FUND
 REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
 FOR THE FIVE MONTHS ENDED JANUARY 31, 2009
 UNAUDITED

	BUDGET	42% OF FISCAL YEAR ACTUAL	% ACTUAL TO BUDGET	PRIOR YEAR ACTUAL 1/31/2008	% OF 08/31/08 ACTUAL
REVENUES:					
STATE APPROPRIATIONS	\$ 55,000,000	\$ 26,521,854	48.22%	\$ 23,588,306	42.79%
TUITION AND FEES	49,336,900	40,452,183	81.99%	37,280,550	82.18%
TAXES	89,560,000	54,341,965	60.68%	54,744,078	64.95%
INVESTMENTS	1,900,000	307,954	16.21%	744,159	41.29%
OTHER	3,150,000	2,028,907	64.41%	586,346	23.57%
TOTAL EDUCATIONAL AND GENERAL REVENUES	198,946,900	123,652,863	62.15%	116,943,439	61.85%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	800,000	134,865	16.86%	385,363	56.97%
TOTAL REVENUES	199,746,900	123,787,728	61.97%	117,328,802	61.84%
EXPENDITURES:					
INSTRUCTION - ACADEMIC	50,753,957	22,830,012	44.98%	21,713,046	45.20%
INSTRUCTION - WORKFORCE	31,621,887	10,099,711	31.94%	10,145,244	41.07%
PUBLIC SERVICE	1,024,650	429,078	41.88%	435,348	64.72%
ACADEMIC SUPPORT	39,420,084	13,165,898	33.40%	11,649,546	37.89%
STUDENT SERVICES	19,504,318	6,591,270	33.79%	5,391,386	37.79%
INSTITUTIONAL SUPPORT	24,298,987	7,992,971	32.89%	8,935,054	34.76%
PLANT OPERATION AND MAINTENANCE	24,934,569	10,665,306	42.77%	8,958,275	37.85%
STAFF BENEFITS	10,321,547	6,302,988	61.07%	4,354,137	48.54%
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES	201,879,999	78,077,234	38.68%	71,582,036	40.50%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	2,250,000	416,736	18.52%	76,342	4.51%
TOTAL EXPENDITURES	204,129,999	78,493,970	38.45%	71,658,378	40.16%
OTHER CHANGES - DEBT SERVICE & FUND TRANSFERS	4,630,000	-	-0.00%	0	0.00%
NET INCREASE (DECREASE) IN FUND BALANCES	\$ (9,013,099)	\$ 45,293,758		\$ 45,670,424	

LONE STAR COLLEGE SYSTEM

STATEMENT OF OPERATIONS - TECHNOLOGY FUND
 REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
 FOR THE FIVE MONTHS ENDED JANUARY 31, 2009
 UNAUDITED

	BUDGET	42 % OF FISCAL YEAR ACTUAL	% ACTUAL TO BUDGET	PRIOR YEAR ACTUAL 1/31/2008	% OF 08/31/08 ACTUAL
REVENUES:					
Technology fee	\$ 5,570,000	\$ 4,543,434	81.57%	\$ 4,386,067	83.37%
Investments	130,000	24,230	18.64%	58,953	54.32%
Miscellaneous	-	-	0.00%	9,944	50.68%
Total revenues & additions	<u>5,700,000</u>	<u>4,567,664</u>	<u>80.13%</u>	<u>4,454,964</u>	<u>82.67%</u>
EXPENDITURES:					
<u>Automated Library System</u>					
Salaries and Benefits	-	-	-	-	-
Services	328,405	224,117	68.24%	198,373	73.65%
Travel and Professional Development	6,996	-	0.00%	-	-
Supplies	16,144	4,751	29.43%	1,530	10.80%
Communications	24,000	12,000	50.00%	10,000	41.67%
Total Dynix Library System	<u>375,545</u>	<u>240,868</u>	<u>64.14%</u>	<u>209,903</u>	<u>68.26%</u>
<u>Datatel Services</u>					
Salaries and Benefits	-	-	-	-	-
Services	858,054	588,291	68.56%	654,444	82.63%
Travel and Professional Development	70,713	(679)	-0.96%	-	0.00%
Supplies	13,250	-	0.00%	-	0.00%
Communications	127,533	61,085	47.90%	3,977	26.91%
Equipment	36,756	(32,971)	-89.70%	-	0.00%
Total Datatel Services	<u>1,106,306</u>	<u>615,726</u>	<u>55.66%</u>	<u>658,421</u>	<u>77.57%</u>
<u>E-Mail Services & Telecommunications</u>					
Administrative Salaries and related benefits	-	-	-	-	-
Services	663,498	477,801	72.01%	319,806	40.30%
Travel and Professional Development	37,700	1,534	4.07%	5,119	21.69%
Supplies	61,200	10,474	17.11%	12,516	32.25%
Communications	59,870	30,938	51.68%	43,039	15.09%
Equipment	540,250	18,484	3.42%	37,778	8.96%
Total E-Mail Services & Telecommunications	<u>1,362,518</u>	<u>539,231</u>	<u>39.58%</u>	<u>418,258</u>	<u>26.76%</u>
<u>Campus Support</u>					
Salaries and Benefits	-	-	-	-	-
Services	460,796	8,260	1.79%	98,727	27.57%
Supplies	1,521,935	883,066	58.02%	278,402	30.11%
Travel	-	-	-	-	-
Equipment	872,900	308,074	35.29%	605,602	50.15%
Total Campus Support	<u>2,855,631</u>	<u>1,199,400</u>	<u>42.00%</u>	<u>982,731</u>	<u>39.46%</u>
Total expenditures	<u>5,700,000</u>	<u>2,595,225</u>	<u>45.53%</u>	<u>2,269,313</u>	<u>43.56%</u>
NET INCREASE (DECREASE) IN FUND BALANCE	<u>\$ -</u>	<u>\$ 1,972,439</u>		<u>\$ 2,185,651</u>	

LONE STAR COLLEGE SYSTEM
BALANCE SHEET
JANUARY 31, 2009
UNAUDITED

ASSETS	Operating Funds			Loan Funds	Plant Funds		Debt Service I&S Bonds Payable	Agency Funds	Memorandum Totals Current Year
	Unrestricted	Auxiliary	Restricted		CIP	Investment in Fixed Assets			
Cash	\$ (6,972,644)	\$ 6,235,101	\$ 3,976,086	\$ 484,482	\$ (15,636,006)	\$ (81,499)	\$ 696	\$ (903,804)	\$ (12,897,588)
Accounts receivable (net of allowance for doubtful accounts)	7,251,245	22,704	-	1,149	-	-	-	199,231	1,149
Taxes receivable (net of allowance for doubtful accounts)	38,630,004	-	4,085,291	-	-	-	18,277,981	-	56,907,985
Due from grantor agency	8,683,715	-	-	-	-	-	-	3,191,934	4,058,291
Due from other funds	90,045,001	-	-	-	173,528,953	-	28,388,650	-	11,875,649
Investments	3,891	-	-	-	-	-	3,891	-	291,962,604
Accrued interest receivable	502,004	-	-	-	-	-	-	-	502,004
Prepaid and deferred expenses	82,333	-	-	-	-	-	-	-	82,333
Deposits	-	42,021	-	-	-	-	-	-	42,021
Inventories, at cost	-	-	-	-	-	52,828,554	-	-	52,828,554
Land	-	-	-	-	-	317,176,820	-	-	317,176,820
Buildings	-	-	-	-	-	5,589,001	-	-	5,589,001
Leasehold Improvements	-	-	-	-	-	12,144,839	-	-	12,144,839
Library books	-	-	-	-	-	13,521,314	-	-	13,521,314
Furniture, Fixtures & Equipment	-	-	-	-	-	4,724,287	-	-	4,724,287
Capitalized Interest Costs	-	-	-	-	-	3,175,940	-	-	3,175,940
Construction In Progress	-	-	-	-	-	-	-	-	-
TOTAL ASSETS	\$ 138,225,549	\$ 6,299,826	\$ 8,064,377	\$ 485,631	\$ 157,892,947	\$ 411,079,256	\$ 46,667,327	\$ 2,487,361	\$ 771,202,274
LIABILITIES AND FUND BALANCES									
LIABILITIES:									
Accounts payable	\$ 2,739,522	\$ 35,171	\$ 194,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,969,394
Accrued salaries	2,709,928	-	-	-	-	-	-	-	2,709,928
Due to other funds	-	4,386,496	6,596,438	-	601,955	9,995	280,765	-	11,875,649
Deferred revenues	38,634,708	606	1,606,610	-	-	-	18,277,981	-	58,519,905
Accrued compensable absences payable	4,890,785	-	-	-	-	-	-	-	4,890,785
Accrued Interest Payable	-	-	-	-	-	-	7,391,231	-	7,391,231
Bonds payable	-	-	-	-	-	-	359,785,025	-	359,785,025
Assets held in custody for others	-	-	(333,372)	-	-	-	-	2,487,361	2,153,989
TOTAL LIABILITIES	48,974,943	4,422,273	8,064,377	-	601,955	9,995	385,735,002	2,487,361	450,295,906
FUND BALANCES:									
Unrestricted	89,250,606	-	-	-	-	-	-	-	89,250,606
Auxiliary	-	1,877,553	-	-	-	-	-	-	1,877,553
Restricted	-	-	-	485,631	-	-	-	-	485,631
Loans	-	-	-	-	157,290,992	-	-	-	157,290,992
Restricted for construction	-	-	-	-	-	411,069,261	-	-	411,069,261
Investment in fixed assets	-	-	-	-	-	-	(339,067,675)	-	(339,067,675)
Debt service	-	-	-	-	-	-	-	-	-
To be provided for debt service	-	-	-	-	-	-	-	-	-
TOTAL FUND BALANCES	89,250,606	1,877,553	-	485,631	157,290,992	411,069,261	(339,067,675)	-	330,906,368
TOTAL LIABILITIES AND FUND BALANCES	\$ 138,225,549	\$ 6,299,826	\$ 8,064,377	\$ 485,631	\$ 157,892,947	\$ 411,079,256	\$ 46,667,327	\$ 2,487,361	\$ 771,202,274

LONE STAR COLLEGE SYSTEM
STATEMENT OF CHANGES IN FUND BALANCES
FOR THE FIVE MONTHS ENDED JANUARY 31, 2009
UNAUDITED

	Operating Funds			Loan Funds	Plant Funds		Debt Service		Memorandum Totals Current Year
	Unrestricted	Auxiliary	Restricted		Total	CIP	Investment in Fixed Assets	L&S Bonds Payable	
FUND BALANCE, SEPTEMBER 1, 2008	\$ 41,984,409	\$ 2,062,940	\$ -	\$ 44,047,349	\$ 485,631	\$ 411,076,136	\$ (205,226,188)	\$ -	\$ 264,838,797
REVENUES AND OTHER ADDITIONS:									
-Current Funds revenue	73,546,378	1,797,586	-	75,343,964	-	-	-	-	75,343,964
Taxes	54,341,965	-	-	54,341,965	-	-	23,668,133	-	78,010,098
Federal grants and contracts	-	-	21,552,504	21,552,504	-	-	-	-	21,552,504
State grants and contracts	-	-	935,386	935,386	-	-	-	-	935,386
Local gifts, grants and contracts	-	-	578,237	578,237	-	-	-	-	578,237
Interest income	467,049	-	-	467,049	-	1,227,684	-	91,020	1,785,753
Revenue Bond debt service transfer from Operating	-	-	-	-	-	-	-	-	-
Proceeds from Sale of Assets	-	-	-	-	-	-	-	-	-
Bond proceeds	-	-	-	-	-	151,188,849	-	-	151,188,849
Bonds issued	-	-	-	-	-	-	-	-	-
Total revenues and other additions	128,355,392	1,797,586	23,066,127	153,219,105	-	152,416,533	-	23,759,153	329,394,791
EXPENDITURES AND OTHER DEDUCTIONS:									
Current Funds expenditures	81,089,195	1,982,973	23,066,127	106,138,295	-	-	-	-	106,138,295
Expended for plant facilities	-	-	-	-	9,581,400	6,885	-	-	9,588,285
Disposal of plant assets	-	-	-	-	-	-	-	266,867	266,867
Administrative and collection costs	-	-	-	-	-	-	-	-	-
Revenue Bond debt service transfer to Interest & Sinking	-	-	-	-	-	-	-	151,188,849	-
Bond issuance cost	-	-	-	-	-	-	-	-	-
Bond principal payments/amortization	-	-	-	-	-	-	-	-	-
Cost of Assets Sold	-	-	-	-	-	-	-	-	-
Bond interest expense	-	-	-	-	-	-	-	6,142,429	6,142,429
Bond agency fees	-	-	-	-	-	-	-	2,495	2,495
Total expenditures and other deductions	81,089,195	1,982,973	23,066,127	106,138,295	-	6,885	-	157,600,640	122,138,371
NON-MANDATORY TRANSFERS	-	-	-	-	-	-	-	-	-
CHANGES IN FUND BALANCE	47,266,197	(185,387)	-	47,080,810	-	(6,885)	(133,841,487)	-	56,067,571
FUND BALANCE, JANUARY 31, 2009	\$ 89,250,606	\$ 1,877,553	\$ -	\$ 91,128,159	\$ 485,631	\$ 411,069,261	\$ (339,067,675)	\$ -	\$ 320,996,368

**LONE STAR COLLEGE SYSTEM
SUMMARY OF INVESTMENTS
AS OF JANUARY 31, 2009**

	<u>Book Value</u>	<u>Market Value</u>	<u>Weighted Avg. Days To Maturity</u>	<u>Weighted Avg. Purchase Yield</u>
OPERATING UNRESTRICTED				
(Includes Renewal and Replacement Funds)				
U. S. Government Agencies	\$ 1,957,383	\$ 1,962,439		2.31%
Logic	19,506,627	19,506,627		1.29%
Lone Star	55,996,358	55,996,358		1.24%
TexPool	11,845,514	11,845,514		0.95%
Overnight Sweep	739,119	739,119		0.88%
TOTAL	<u>90,045,001</u>	<u>90,050,057</u>	<u>3</u>	<u>1.23%</u>
OPERATING RESTRICTED				
Lone Star	-	-		
TexPool	-	-		
TOTAL	<u>-</u>	<u>-</u>		
CONSTRUCTION IN PROGRESS				
Commercial Paper	9,936,483	9,932,983		1.34%
JPMorgan Chase - MMF	50,095,575	50,095,575		1.20%
Lone Star	91,027,287	91,027,287		1.24%
TexPool	22,469,608	22,469,608		0.95%
TOTAL	<u>173,528,953</u>	<u>173,525,453</u>	<u>11</u>	<u>1.12%</u>
INTEREST & SINKING				
Logic	1,188	1,188		1.29%
Lone Star	28,180,188	28,180,188		1.24%
TexPool	207,274	207,274		0.95%
TOTAL	<u>28,388,650</u>	<u>28,388,650</u>	<u>1</u>	<u>1.24%</u>
TOTAL INVESTMENTS	<u>\$ 291,962,604</u>	<u>\$ 291,964,160</u>	<u>7</u>	<u>1.17%</u>

Benchmark: 90 day U.S. Treasury Bill for Current Unrestricted and Restricted Funds 0.24%

Benchmark: 90 day U.S. Treasury Bill for Construction & Interest & Sinking 0.24%

LONE STAR COLLEGE SYSTEM
INVESTMENT ACTIVITY REPORT
FOR THE MONTH ENDED JANUARY 31, 2009

	Operating Unrestricted*	Avg Buy Yield	Operating Restricted	Avg Buy Yield	Construction In Progress	Avg Buy Yield	Interest & Sinking	Avg Buy Yield	Total	Avg Buy Yield
BEGINNING BOOK VALUE	\$ 44,340,067	1.64%	\$ -	1.59%	\$ 173,340,490	1.41%	\$ 11,383,315	1.41%	\$ 229,063,872	1.59%
PURCHASES:										
Commercial Paper	-	-	-	1.34%	10,000,000	-	-	-	10,000,000	1.34%
Logic	19,504,254	1.95%	-	-	-	1	-	1	19,504,255	1.95%
Lone Star	30,633,160	1.24%	-	-	-	17,005,166	-	17,005,166	47,638,326	1.24%
TexPool	-	-	-	1.49%	21,553	168	-	168	21,721	1.49%
JPMorgan Chase Liquidity MMF	-	-	-	1.20%	61,775	-	-	-	61,775	1.20%
Overnight Sweep	21,989,498	1.31%	-	-	-	-	-	-	21,989,498	1.31%
TOTAL PURCHASES	<u>72,126,912</u>	<u>1.45%</u>	<u>-</u>	<u>1.34%</u>	<u>10,083,328</u>	<u>17,005,335</u>	<u>-</u>	<u>17,005,335</u>	<u>99,215,575</u>	<u>1.40%</u>
MATURITIES										
Lone Star	-	-	-	1.24%	9,831,348	-	-	-	9,831,348	1.24%
Texpool	4,798,965	0.95%	-	-	-	-	-	-	4,798,965	0.95%
Overnight Sweep	21,622,159	1.31%	-	-	-	-	-	-	21,622,159	1.31%
TOTAL MATURITIES	<u>26,421,124</u>	<u>1.24%</u>	<u>-</u>	<u>-</u>	<u>9,831,348</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>36,252,472</u>	<u>1.24%</u>
Premium / (Discount)	2,382	-	-	-	(63,517)	-	-	-	(61,135)	-
Unrealized Gains (Losses)	(3,236)	-	-	-	-	-	-	-	(3,236)	-
ENDING BOOK VALUE	<u>90,045,001</u>	<u>1.23%</u>	<u>-</u>	<u>1.17%</u>	<u>173,528,953</u>	<u>28,388,650</u>	<u>-</u>	<u>28,388,650</u>	<u>291,962,604</u>	<u>1.17%</u>
Reg. Unrealized Gains (Losses)	8,737	-	-	(3,500)	-	-	-	-	5,237	-
Unrealized Gains (Losses) Chg.	(3,681)	-	-	-	-	-	-	-	(3,681)	-
ENDING MARKET VALUE	<u>\$ 90,050,057</u>		<u>\$ -</u>		<u>\$ 173,525,453</u>		<u>\$ 28,388,650</u>		<u>\$ 291,964,160</u>	

Exhibit "F"

Financial Report and Consideration No. 2 (ACTION ITEM 3) Board Meeting 3-5-09

Request: Consideration of Approval of Investment Broker Dealer List for 2008-2009

Chancellor's Recommendation: That the Board of Trustees approve the Investment Broker Dealer List for 2008-2009.

Rationale: The Public Funds Investment Act requires that the Board approve those firms authorized to transact investment business with the System. The number of authorized broker dealers is recommended to be reduced from nine to six. Because the System is not in the market on a frequent basis, the brokers/dealers on a large list cannot receive sufficient business from the System's limited trade activity to allow them to provide ongoing information, support and market coverage. The firms selected were chosen based on size, market coverage, and ability to assure competitive bids/offers in the System's authorized market sectors. The list includes three primary dealers, two banks and one regional brokerage firm.

Each of the recommended brokers is currently authorized to transact business with the System and the recertification process for each of the recommended broker dealers has been completed. In compliance with state law and local policy, each has been provided a copy of the System's investment policy and has completed the required broker/dealer certification documenting an understanding of the Public Funds Investment Act and the suitability of investments according to the System's Investment Policy.

Fiscal Impact: None

Staff Resource: Cindy Gilliam 832-813-6512

Lone Star College System
Recommended Broker Dealers
2008-2009

Primary Dealers

Deutsche Bank
JP Morgan Securities
UBS Financial Services

Banks

Frost National Bank Capital Markets
Wells Fargo

Regional Brokers

Duncan Williams

Financial Report and Consideration No. 5 (ACTION ITEM 6) Board Meeting 3-5-09

Request: Consideration of Approval of the 2009-2010 Tuition and Fee Schedule

Chancellor's

Recommendation: That the Board of Trustees adopts the attached tuition and fee schedule for the 2009-2010 academic year. The recommended tuition rates and assessed fees include the following changes from the 2008-09 tuition and fee schedule:

- A credit tuition increase from \$36 to \$38 per credit hour
- A technology fee increase from \$6 to \$7 per credit hour
- A waiver for dual credit students for tuition from 50% to 100%
- An out-of-district fee increase from \$60 to \$70 per credit hour
- An international/out-of-state increase from \$75 to \$85 per credit hour

The Board is requested to take action at this time so that the tuition and fee schedules can be published in the Fall credit class schedule and the 2009-2010 catalog.

Rationale:

Credit tuition; estimated impact of \$1.9M increase: Credit tuition revenues comprise the bulk of student revenues. The credit tuition rate was last increased in Spring 2006. In order to maintain a shared responsibility of 25-30% of the total cost of education, an increase in the credit tuition rate is necessary.

Technology fee; estimated impact of \$950K increase:

The Board of Trustees increased the Student Technology Fee from \$5 to \$6 per credit hour in Fall 2003. This fee was established and has been used to support student computing, technology hardware refresh, software licensing and student administrative systems support. Since 2003, the System has grown significantly in number of students as well as the amount and complexity of hardware and software in support of teaching and learning. The number of classes and facilities needing and using technology has also increased. This has resulted in a 30% growth in technology infrastructure since 2003. While the cost of hardware has been decreasing, hardware and software maintenance costs have and will continue to increase 3-5% per year. An increase in the fee will also assist in funding associated costs of operating, maintaining, and refreshing technologies acquired with the past two (2) revenue bonds. The funding will be used System-wide for technologies related to teaching and learning.

Dual credit students; estimated impact of \$600K decrease:

After Governor Perry's office issued the order that community colleges

must return a portion of state funding in 2003, community colleges across the state were forced to reduce budgets in 2003 and plan for other revenue sources for 2004 to accommodate a budget that would not reduce services to students. One measure the LSCS Board of Trustees made before raising tuition or taxes, was to eliminate any non-mandatory tuition waivers. At the time, dual credit students were receiving a 100% waiver on tuition. Once the waiver was eliminated, dual credit enrollments dropped by more than half. Two years later, a 50% waiver was granted in order to allow more high school students the opportunity for dual credit classes. Over the past few years, enrollments have steadily increased, but many high schools are not participating at the level as when the 100% waiver was in effect. Dual credit classes serve many purposes, some of which are to provide better access to college-ready high school students, ease the transition process from high school to college, assist parents in addressing the financial challenges of sending students to college, and reduce or delay the need for additional college buildings (dual credit classes are primarily taught in the high schools). Reinstating the 100% tuition waiver for these students will allow high school counselors to recommend the courses to more of the economically disadvantaged students.

Out-of-district fee; estimated impact of \$0: Community colleges operate under the principle of shared responsibility for the cost of educating students with a proportion of the cost shared by the State of Texas, local taxpayers, and students. The college system receives 27% of its funding from State appropriations, 44% from local property taxes, 27% from student tuition and fees and 2% from grants and auxiliary operations.

In the 2007-08 academic year, the system enrolled approximately 10,700 out-of-district and out-of-state/international students. These students do not pay local property taxes to the system and therefore are charged an out-of-district or out-of-state fee to help mitigate the subsidy local property taxpayers provide for them.

Based on 2007-08 enrollment data and audited revenues, in-district students pay a combined \$147 per credit hour in tuition, fees and property taxes. All other students pay \$88 per credit hour, resulting in a \$59 gap between in-district students and other students.

At its June 2007 regular meeting, the Board of Trustees approved a \$20 increase per credit hour for non-district students. This increase represented the first in ten years, and an implementation plan was recommended to gradually eliminate the property tax subsidy that in-district students pay. The recommended \$10 increase per credit hour will narrow the gap by 17%, so further increases will be needed in

subsequent years to fully offset the subsidy. It is estimated that the increase in the fee will result in a reduction in enrollments by non-district students, so no net increases in revenues are expected.

Fiscal Impact: It is estimated that the proposed changes will generate approximately \$2,250,000 in additional student revenues for the fiscal year 2009-10. It is estimated that students' portion of the cost of education will remain in the 25%-30% range, depending on the level of state funding received for next year, which has not yet been determined.

Staff Resource: Cindy Gilliam 832-813-6512

2009 – 2010 TUITION AND FEE SCHEDULE

CREDIT HOURS	IN-DISTRICT RESIDENT*	OUT-OF-DISTRICT RESIDENT**	INTERNATIONAL, OUT-OF STATE***
1	\$61	\$131	\$223
2	\$110	\$250	\$280
3	\$159	\$369	\$414
4	\$208	\$488	\$548
5	\$257	\$607	\$682
6	\$306	\$726	\$816
7	\$355	\$845	\$950
8	\$404	\$964	\$1,084
9	\$453	\$1,083	\$1,218
10	\$502	\$1,202	\$1,352
11	\$551	\$1,321	\$1,486
12	\$600	\$1,440	\$1,620
13	\$649	\$1,559	\$1,754
14	\$698	\$1,678	\$1,888
15	\$747	\$1,797	\$2,022

Minimum tuition rates are set by the state legislature and are subject to change by legislative action. Student tuition and fees are subject to change by the LSCS Board of Trustees.

* Includes tuition at the rate of \$38 per credit hour, a \$7 per credit hour technology fee, a \$2 per credit hour student services fee, a \$2 per credit hour general use fee, and a registration fee of \$12. Applies to U.S. citizens who are residents of Aldine, Conroe, Cy-Fair, Humble, Klein, Magnolia, New Caney, Splendora, Spring, Tomball, and Willis Independent School Districts.

** Applies to U.S. citizens who are residents of Texas but do not reside in the college district. Includes the same tuition and fees as in-district students, plus a \$70 per credit hour out-of-district fee.

*** Applies to all other students. By legislative action the tuition may not be less than \$200 (minimum tuition). Includes the same tuition and fees as in-district students, plus an \$85 per credit hour international/out-of-state fee.

Exhibit "J"

Financial Report and Consideration No. 6 (ACTION ITEM 7) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Consulting Services for Altiris Deployment

Chancellor's

Recommendation: That the Board of Trustees approve the purchase of consulting services for Altiris Deployment from Valerent, Inc., 1660-B Townhurst, Houston, Texas 77043 for an estimated amount of \$160,500.

Rationale:

The Office of Technology Services (OTS) is currently using Altiris Deployment Solution, an asset management software tool that tracks moveable assets such as technology hardware and software, and related maintenance renewals, licenses, etc. Presently, each campus has been utilizing only selected Altiris software application tools but not using the software to its full capabilities. In December 2008, OTS consolidated and upgraded the software licenses so all locations have the same software tools. Consulting services are needed to assist OTS with the successful implementation of the system-wide Altiris solution.

Proposals were sent to four technology consultants specializing in asset management software and two responses were received. The selection was not based upon low bid. A seven member committee evaluated the proposals based upon cost of services, qualifications of staff, references, company profile, completeness and thoroughness of proposal, Historically Underutilized Business (HUB) Status or HUB Plan, and ability to provide additional services. It is recommended to award this purchase to the consultant with the highest points, Valerent. See attached Evaluation and Bid Tabulations.

Fiscal Impact: Funds for this purchase are available from the approved FY 2008-09 operating budget for the System Office.

Staff Resource: Shah Ardalan 832-813-6842

Consulting Services
for Altiris Deployment

EVALUATION TABULATION

Criteria	Maximum Points	Valerent, Inc.	XCend Group, Inc.
Purchase Price	25	20	21
Qualifications of Staff – Resumes	20	19	10
Respondent's Implementation / Development Approach	20	17	12
References – Account References and Implementation	15	15	7
Company profile – demonstrated experience, integrity and technical resources of the firm, and staff availability and experience	5	5	3
Completeness and thoroughness of submitted proposal	5	5	1
Historically Underutilized Business (HUB) status or HUB plan	5	5	0
Ability to provide optional services	5	3	4
TOTAL	100	89	58

BID TABULATION

Consultant	Bid Amount
XCend Group, Inc.	\$124,000
Valerent, Inc.	\$160,500

Exhibit "K"

Financial Report and Consideration No. 7 (ACTION ITEM 8) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Fire Protection Equipment and Supplies for Fire Science Program at LSC-Montgomery

Chancellor's Recommendation: That the Board of Trustees approve the purchase of fire protection equipment and supplies for the Fire Science program at LSC-Montgomery from the lowest bidders, Dooley Tackaberry, Inc. & Ferrara Fire Apparatus, Inc. in the amount of \$75,597.

Rationale: In May 2008, the Board of Trustees approved a credit certification for the Fire Science program at LSC-Montgomery. Equipment and supplies are required for course training in fire suppression, fire safety and fire rescue. Currently, LSC-Montgomery is utilizing borrowed equipment from the North Montgomery Fire Department. It is essential for LSC-Montgomery to purchase and own the required equipment and supplies to support the course objectives.

Bid proposals were sent to seventeen fire equipment suppliers and two responses were received. It is recommended to award the bid on a line-item basis from the lowest bidder. See attached Bid Tabulation.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budget for LSC-Montgomery.

Staff Resource: Penny Westerfeld 936-273-7222

Fire Equipment and Supplies
for Fire Science Program
at LSC-Montgomery

BID TABULATION

<u>Vendor</u>	<u>Total Bid Amount</u>	<u>Total Award Amount</u>
Dooley Tackaberry, Inc.	\$72,198	\$20,593
Ferrara Fire Apparatus, Inc.	\$64,020	\$55,004
Total		\$75,597

Exhibit "M"

Financial Report and Consideration No. 9 (ACTION ITEM 10) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Ink and Toner Cartridges and Printer Maintenance

Chancellor's Recommendation: That the Board of Trustees approve the purchase of ink and toner cartridges and printer maintenance from the lowest bidder, Global Laser, Inc., 5805 Chimney Rock, Suite A, Houston, Texas 77081, in an estimated amount of \$400,000 annually, for a total amount of \$800,000 over two years. This purchase includes an option to renew annually for three additional years.

Rationale: Ink and toner cartridges are required in the daily operation of computer printers and fax machines. In addition, equipment maintenance is required to ensure printers and fax machines are operating at optimum performance.

The contract term will be for a period of two years beginning March 2009 through February 2011, with an option to renew for three additional years. Firm pricing was obtained for core items and percentage discounts were provided for miscellaneous items that were not included on the core list. The Office of Technology Services has made efforts to standardize technology equipment across the System. As equipment is standardized, the annual purchases for core items will more closely represent the actual expenditure on toner and ink cartridges. The college system may accept reasonable price increases annually to accommodate for changes in market conditions and fuel surcharges.

Proposals were sent to sixty-six companies and six responses were received. It is recommended to award this purchase to Global Laser, the lowest bidder. Global Laser has the required certified technicians to perform bi-annual maintenance on the printers and fax machines. See attached Bid and Evaluation Tabulations.

Fiscal Impact: Funds for the purchase are included in the approved FY 2008-09 operating budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Shah Ardalan 832-813-6842

Ink and Toner Cartridges

BID TABULATION

Vendor	Estimated Annual Cost – Cartridges*	Estimated Annual Cost – Maintenance**	Total Estimated Amount	Percent Discount for Non-core Items
Global Laser, Inc.	\$124,235	Included	\$124,235	18% off MSRP
Pante Technology Corp.	\$106,058	\$19,250	\$125,308	7% off MSRP
Laser Imaging, Inc.	\$140,038	Included	\$140,038	7% off MSRP
Marimon Business Systems	\$100,300	\$84,500	\$184,800	10% off MSRP
Enhanced Laser Products	\$119,021	\$98,750	\$217,771	20% off MSRP
Tech Depot	\$116,276	\$260,000	\$376,275	5-7% off MSRP

*Due to the wide variety of toner and ink cartridges used throughout the System, most purchases will be non-core items based upon percentage discounts.

**Based upon an estimated quantity of 2,000 printers system-wide.

Exhibit "N"

Financial Report and Consideration No. 10 (ACTION ITEM 11) Board Meeting 3-5-09

Request: Consideration of Approval of Texas Procurement and Support Services' (TPASS) Texas Multiple Award Schedule (TXMAS) Cooperative Purchase of Self Check Stations for Library at LSC-CyFair

Chancellor's Recommendation: That the Board of Trustees approve the TXMAS cooperative purchase of self check stations for the library at LSC-CyFair from Alpha Data Corporation, 1326 Lewis Turner Blvd., Fort Walton, FL 32547 in the amount of \$57,141.

Rationale: In August 2003, LSC-CyFair opened a joint-use library with Harris County Public Library. Since the opening, the library has circulated over 5,000,000 items to its customers. The self check systems are used to check-in and check-out library materials. The current equipment has experienced extended periods of downtime for repairs and needs to be replaced.

This purchase is in accordance with Texas Government Code, Subchapter F, Sections 271.101-102. The Board of Trustees approved the college system's membership in TPASS (formerly Texas Building and Procurement Commission) at its October 15, 1992 board meeting.

It is essential to purchase the 3M equipment to maintain compatibility with the Harris County Public Library system. The 3M self check stations integrate with the Horizon library management system utilized by the Harris County Public Library. In addition, 26 branches of the Harris County Public Library use the 3M self check systems and security systems.

Fiscal Impact: Funds for this purchase will be offset by the revenue collected by LSCS for fines and penalties. Equipment maintenance costs will be paid by Harris County Public Library.

Staff Resource: Bob Williams 281-290-3936

Exhibit "O"

Financial Report and Consideration No. 11 (ACTION ITEM 12) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Records Retention and Storage Services

Chancellor's

Recommendation: That the Board of Trustees approve the purchase of records retention and storage services from Safesite, Inc., 10303 Regal Row, Houston, Texas 77040 for an estimated amount of \$28,000 annually for a total amount of \$140,000 over five years.

Rationale: Records retention and storage services are necessary for the System to maintain paper and electronic records. The off-site facility will provide storage of paper records, microfilm/microfiche, computer tapes and vault storage and tape rotation for the Office of Technology Services media tapes. All documents will be kept in a climate-controlled, safe, secure, and environmentally sound facility.

In addition, these services will include standard pick-ups and deliveries, retrievals, re-files, history reports, activity billing reports, and expiration reports for destruction. All boxes will be bar coded to track inventory and for reporting purposes. Documents that have reached the mandated retention period will be shredded.

This agreement will be for a period of five years beginning March 2009. Either party may terminate this agreement, with or without cause, by giving the other party at least 30 days written notice of termination.

Proposals were sent to thirteen record retention and storage companies and four responses were received. In addition, LSCS considered the services provided by Harris County Department of Education through an interlocal agreement. The selection was not based upon low bid alone. Proposals were evaluated based upon pricing, ability to meet pick-up and delivery requirements, scope of services, completeness of proposal and references. It is recommended to award these services to the vendor with the highest awarded points, Safesite. Safesite offers next day delivery/pick up, a robust online system, ease of record billing and acceptable climate control conditions. See attached Evaluation and Bid Tabulations.

Fiscal Impact: Funds for this purchase are available from the FY 2008-09 operating budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Donetta Goodall

832-813-6597

**Record Retention
and Storage Services**

EVALUATION TABULATION

Evaluation Criteria	Max. Points	Safesite	HCDE	CompuPro Global	Iron Mountain	Greenstar/Data Logic Services
Pricing	40	36.50	40.00	24.50	26.25	18.75
Ability to meet pick-up and delivery requirements	20	20.00	14.25	14.25	12.50	11.25
Ability to meet criteria indicated in scope of work	20	20.00	13.75	15.25	14.50	11.75
Completeness of proposal	10	10.00	7.75	10.00	7.00	10.00
References	10	10.00	8.00	10.00	3.75	10.00
Average Total	100	96.50	83.75	74.00	64.00	61.75

BID TABULATION

Vendor	Estimated Monthly Storage Fee	Estimated Monthly Retrieval Fee	Estimated Monthly Pickup/Delivery	Estimated Monthly Destruction	Total Estimated Monthly Cost
Harris County Dept of Education	\$1388	Included	Included	Included	\$1388
Iron Mountain*	\$752	\$499	\$203	\$686	\$2140
Safesite	\$2235	Included	Included	Included	\$2235
CompuPro Global	\$809	\$405	\$216	\$1050	\$2440
Greenstar/Data Logic Services	\$4464	\$513	\$405	\$504	\$5886

*Not climate controlled storage.

Exhibit "P"

Financial Report and Consideration No. 12 (ACTION ITEM 13) Board Meeting 3-5-09

Request: Consideration of Acceptance of Gifts

Chancellor's

Recommendation: That the Board of Trustees formally accept and acknowledge the following gifts donated to the Lone Star College System in accordance with the donors' wishes:

One (1) Beseler "Printmaker 35" Photograph Enlarger Model #6718 donated by John W. Rudinger, Sr. and Karen A. Rudinger to LSC-Kingwood.

One (1) Horizontal Laminar Flow Hood donated by College Station Medical Center/Shane Lechler to LSC-Tomball.

Rationale: In accordance with LSCS Board Policy Business Services: A3.01- Gifts, the authority to accept gifts is vested solely with the Board of Trustees.

Fiscal Impact: None

Staff Resource: Ray Laughter 832-813-6620

Exhibit "Q"

Financial Report and Consideration No. 13 (ACTION ITEM 14) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Additional Travel Services for Immersion Program Students at LSC-Montgomery

Chancellor's Recommendation: That the Board of Trustees approve the purchase of additional travel services for the Immersion Program students at LSC-Montgomery from UAG, AV Patria #1201, Lomas Del Valle, Zapopan Jalisco Mexico 45110 for an additional estimated amount of \$30,000 annually, bringing the total annual purchase to \$60,000 over the remaining contract term.

Rationale: Intermediate Spanish I and II classes are open to college credit and continuing education (CE) students over the age of 16. The course curriculum includes a study abroad trip to Guadalajara, Mexico. The study abroad program provides language and cultural programs, excursions and housing, including meals with a Mexican family.

On April 3, 2008, the Board of Trustees ratified the Memorandum of Understanding (MOA) between LSC-Montgomery and UAG, and approved the purchase of travel services for the Immersion Program students for an estimated amount of \$30,000 annually for a total amount of \$90,000 over the remaining contract term. To support the study abroad program, a five year MOU was executed by the campus president and chancellor with UAG in June 2005. The contract term is effective through 2010.

Last year, the study abroad trip experienced tremendous growth with 34 students attending the Universidad de Guadalajara as part of credit and CE classes at LSC-Montgomery. In addition, three faculty and staff, as chaperones, attended. At this time last year, only six students committed to the trip. Enrollment is expected to double this year since twenty-five students have registered to date. Therefore, it is requested to approve the purchase of additional travel services for an estimated amount of \$30,000 annually, bringing the total annual purchase to \$60,000 over the remaining contract term.

Fiscal Impact: An estimated amount of \$60,000 will be paid annually with funds collected from traveling participants and funds for the chaperones are included in the approved FY 2008-09 operating budget. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Penny Westerfeld 936-273-7222

**Learning Management System
for LSC-Online**

EVALUATION TABULATION

Criteria	Max. Points	Angel Learning	Desire2 Learn	Blackboard	Scholar 360	Remote Learning
Purchase Price, including annual maintenance fees	25	24	23	18	25	10
Proposed goods and services	20	19	18	14	3	0
Extent to which goods and services meet System's needs	20	19	18	14	10	8
Quality of the Respondent's goods and services including quality assurance, training and human resources/agent management	15	15	15	11	6	4
Company profile, demonstrated experience, integrity and technical resources of the firm, and staff availability and experience	10	10	9	9	3	0
Historically Underutilized Business (HUB) status or HUB plan	5	0	0	0	0	0
Completeness of submitted proposal	5	5	5	5	2	1
TOTAL	100	92	88	71	49	23

BID TABULATION

Information is based on 35,000 seats

Vendors	License and Hosting Fees	One Time Fees*	Migration Cost	Total Cost
Scholar 360	\$945,000	\$4,000	Included	\$949,000
Angel Learning	\$848,750	\$63,500	\$150,000	\$1,062,250
Desire2 Learn	\$1,060,500	\$44,000	Included	\$1,104,500
Blackboard	\$1,300,548	\$55,000	Not Available	Incomplete
Remote Learning	\$428,955	Not Available	\$300,000	Incomplete

*One-time fees include travel, training and implementation.

Exhibit "S"

Financial Report and Consideration No. 15 (ACTION ITEM 16) Board Meeting 3-5-09

Request: Consideration of Approval to Purchase Instructional Training for Safety, Six Sigma, and LEAN Manufacturing for LSC-Corporate College

Chancellor's Recommendation: That the Board of Trustees approve the purchase of instructional training for safety, Six Sigma, and LEAN Manufacturing for LSC-Corporate College System from the following vendors for an estimated amount of \$400,000 over two years:

Acadom Services, Inc.	Six Sigma.us
Breakthrough Management Group International	The Institute for Organizational Excellence
Industrial Truck Safety	TBM Consulting Group, Inc.
John E. White & Associates, LLC	The Quality Group
Moresteam.com LLC	TMAC Gulf Coast/University of Houston

Rationale: LSC-Corporate College provides various types of training to employees of corporations ("Clients"). The goal is to provide each client with quality instructional training to equip employees with the necessary tools and skills for success in the workplace. The comprehensive training package will include on-site, instructor-led workshops and self-paced, online programs with certifications, as applicable. Trainers/instructors will be experienced and/or certified in LEAN manufacturing, Six Sigma, safety, OSHA, business process review, safety and other related training.

The term of the award will be for a period of two years beginning March 2009 with the option to renew for three additional one year terms at the System's discretion.

Proposals were sent to nineteen instructional manufacturing training vendors and ten responses were received. It is recommended to approve the purchase of training services and materials from all ten respondents. The ability to purchase from each vendor will enable LSC-Corporate College to cater to the specifics needs, requirements and expectations of its clients.

Fiscal Impact: Purchases will be offset by revenues generated from related training contracts for corporate clients.

Staff Resource: Rand Key 832-813-6522

**Safety, Six Sigma
and LEAN Manufacturing Training
for LSC-Corporate College**

BID TABULATION

Vendor	Type of Training	Minimum Hourly Rate	Fixed Course Pricing
Acadom Services	OSHA	\$55	N/A
Breakthrough Mgmt Group	Six Sigma/LEAN/Business Review	\$100	N/A
Industrial Truck Safety	OSHA	\$50	N/A
The Institute of Organizational Excellence	Six Sigma/LEAN	\$282	N/A
John E. White & Associates	OSHA	\$150	N/A
Six Sigma.us	Six Sigma / LEAN	\$313	N/A
The Quality Group	Six Sigma/LEAN	\$350	N/A
TMAC Gulf Coast / University of Houston	Six Sigma/LEAN	\$250	\$125-\$2,790
TBM Consulting Group, Inc.	Six Sigma/LEAN	N/A	\$1,350-\$21,500
Moresteam, LLC	Six Sigma/LEAN	N/A	\$4,000-\$12,000

Financial Report and Consideration No. 16 (ACTION ITEM 17) Board Meeting 3-5-09

Request: Consideration of Approval to Authorize the Chancellor or Designee to Execute A Project Development Agreement for an Evaluation Study of LSCS's Premises

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or designee to execute a Project Development Agreement (PDA) for an evaluation study of LSCS's Premises from Johnson Controls, Inc. (JCI), 3021 West Bend Drive, Irving, Texas 75063 for a not to exceed amount of \$211,000.

Rationale: A PDA is a partnership between JCI and LSCS in which JCI will undertake a detailed evaluation study of LSCS's premises to identify facility improvements and operational efficiency measures, procedures and other services that could be provided by JCI to improve the infrastructure and reduce operating costs. Upon completion of the evaluation study, JCI will provide LSCS with a written report which will include:

- a. a list of specific facility improvements and operational efficiency measures that JCI proposes to install;
- b. a description of the operating and maintenance procedures that JCI believes can reduce operating costs; and
- c. an estimate of the operating costs that will be saved by the equipment and procedures recommended.

Upon completion of the written report, there are three options for LSCS:

- a. If JCI can't achieve savings, they will absorb the costs of the evaluation study.
- b. If JCI can achieve savings and LSCS proceeds with executing a Performance Contract with JCI within 60 days following delivery of the written report, the costs of the evaluation study will be carried over to the Performance Contract and payment will not occur until the substantial completion date of the improvements.
- c. If JCI can achieve savings, but LSCS chooses not to execute a Performance Contract with JCI, LSCS will pay for the evaluation study.

If staff recommends executing a Performance Contract with JCI, it will be submitted to the Board for approval upon completion of the evaluation study and written report.

Qualifications were requested from 23 energy management firms and six responses were received. A committee evaluated the firms'

qualifications and recommended presentations from all six firms. During the presentation, the energy management firms were given an opportunity to provide proven cost saving measures used by the firm, step-by-step procedures for the project implementation, recommendations regarding measurement/verification, previous client references, and onsite staffing/team members. In addition, the firms' presentations were evaluated based upon Historically Underutilized Business (HUB) status and/or history of use of HUB firms, similar projects on which the firm was the lead or principal firm, and assigned staff. It is recommended to award these services to the vendor with the highest awarded points. See attached Evaluation and Presentation Tabulations.

This purchase is in accordance with Texas Education Code, Subchapter Z, Section 44.091 and Texas Government Code, Subchapter A, Section 2254.004. To ensure the Board is informed, a status report will be presented to the Board with the actual fixed price based upon the executed contract.

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

Staff Resource: Cindy Gilliam 832-813-6512

Energy Management
and Operational Savings Services

PROPOSAL and PRESENTATION
EVALUATION TABULATION

Firm	Proposal Evaluation Points	Presentation Evaluation Point	Total Evaluation Points
Johnson Controls	86.40	88.50	174.90
Chevron Energy	80.50	84.58	165.08
TD Industries	84.70	79.83	164.53
Siemens Building	80.40	82.92	163.32
Con Edison	80.40	71.33	151.73
Rayco Construction	61.70	63.17	124.87

Financial Report and Consideration No. 17 (ACTION ITEM 18) Board Meeting 3-5-09

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Purchase of Design-Build Services for a Parking Garage at LSC-Montgomery

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute a contract for the purchase of design-build services for a parking garage at LSC-Montgomery with PCJ Consultants, Inc., for an estimated amount of \$12,000,000.

Rationale: The May 10, 2008 bond election resulted in approval for LSCS to issue up to \$420M in general obligation bonds for the purchase, new construction, repair and replacement, or renovation of land and facilities. The proposed parking garage at LSC-Montgomery is one of the highest priority general obligation bond funded projects due to the significant shortage of parking spaces available at the college during peak demand periods. The design-build delivery method is an efficient method to complete this project, potentially saving significant time over other delivery methods. With the contractor's participation, the project development can proceed more quickly allowing the construction to start sooner which will likely provide cost benefits to LSCS. In addition, design-build is a common delivery method for parking garages.

A Request for Qualifications was released to 430 firms and 30 responses were received. Based upon an evaluation of the design-build firm's qualifications, six firms were interviewed for this project. The committee consisted of representatives from the System Office and LSC-Montgomery who have a thorough understanding of the project scope.

During the interviews, the design-build firms were given an opportunity to provide an overview of the firm's design-build process, typical timeline to complete construction, assigned project staff, and completion of similar design-build projects. In addition, the firms were evaluated based upon Historically Underutilized Business (HUB) status and/or history of use of HUB firms.

PCJ Consultants, Inc. has partnered with Diggs Construction LLC, and Harrison Kornberg Architects. The joint venture has 100% HUB participation for the primary disciplines encompassing structural, mechanical, electrical, plumbing and civil. PCJ Consultants, Inc. and Harrison Kornberg Architects are both certified with the State of Texas as a HUB. The overall HUB participation rate for the entire project is estimated to be 34%.

The requested approval to negotiate and execute an agreement with PCJ Consultants, Inc., will allow the project to move forward in an efficient manner. To ensure the Board is informed, a status report will be presented to the Board with the actual price based upon the executed contract.

This purchase is in accordance with Texas Government Code Subchapter A, Section 44.036, Design-Build Contracts for Facilities.

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

Staff Resource: Cindy Gilliam 832-813-6512
Penny Westerfeld 936-273-7230

Exhibit "V"

Financial Report and Consideration No. 18 (ACTION ITEM 19) Board Meeting 3-5-09

Request: Consideration of Approval to Execute an Interlocal and Service Agreement with Brazos Transit District (BTD) to Provide Public Transportation for LSC-Montgomery

Chancellor's Recommendation: That the Board of Trustees execute an interlocal and service agreement with BTD, 1759 N. Earl Rudder Freeway, Bryan, TX 77803, to provide public transportation for an amount up to \$66,000 over two years.

Rationale: The interlocal and service agreement will make public transportation service available to all faculty, staff, and visitors. BTD will establish all routes, schedules, operational hours and days for LSC-Montgomery. BTD will consider, to the extent possible, specific service requests from the college.

The term of the service agreement will be for a period of two years. LSCS will reimburse BTD for its local share of operating up to \$33,000 each year.

This purchase is in accordance with Texas Government, Subchapter B, Section 791.011. Board Policy H1.01, Relationships with Governmental Agencies and Authorities: Interlocal Cooperation Contracts, requires the Board to approve all interlocal agreements.

Fiscal Impact: Funds for this purchase are included in the approved FY 2008-09 operating budget for System Office. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Penny Westerfeld 936-273-7222

Exhibit "W"

Financial Report and Consideration No. 19 (ACTION ITEM 20) Board Meeting 3-5-09

Request: Consideration of Approval of a Contract for Services with Harris County to Provide Local Economic Development Services

Chancellor's Recommendation: That the Board of Trustees approve the contract for services with Harris County, Community Services Department, to provide economic development services for an amount not to exceed \$100,000.

Rationale: Since the early 1990's Harris County Commissioners Court, through the Community Services Department, has entered into annual contracts with the college system to provide economic development services in Harris County. Such services include programs and seminars, compilation of business and workforce data, promotion of the county for business expansion, small business assistance, and interaction and support of local and state agencies, local economic development organizations, and chambers of commerce. Providing these services advance the stated mission and value statements of the Lone Star College System in the areas of economic and workforce development, community leadership, and building communities and partnerships.

This contract is for an amount not to exceed \$100,000 for projects and activities between March 1, 2009 and February 28, 2010.

Fiscal Impact: There is no net fiscal impact on the budget as all direct expenses related to this contract will be reimbursed by Harris County. A funding match is required under the terms of the contact, and qualifying matching funds are included in the current FY 2008-09 budget.

Staff Resource: Ray Laughter 832-813-6620

Financial Report and Consideration No. 20 (ACTION ITEM 21) Board Meeting 3-5-09

Request: Consideration of Approval to Authorize the Chancellor or Designee to Execute Contracts for Purchase of Surveying Services

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or designee to execute contracts for the purchase of surveying services for an estimated amount of \$296,780 from the following firms:

West Belt Surveying, Inc.	LSC-North Harris
Pate Engineering	LSC- Tomball
LJA Engineering & Surveying	LSC-Kingwood
Landtech Consultants, Inc.	LSC-Montgomery
Surveying and Mapping, Inc.	LSC-CyFair

Rationale: The May 10, 2008 bond election resulted in approval for LSCS to issue up to \$420M in general obligation bonds for the purchase, new construction, repair and replacement, or renovation of land and facilities. Professional surveying services are required for the multiple construction projects related to the approved bond referendum. The land surveys will consist of a detailed study and data analysis to support the planning, designing, and establishing of property boundaries.

The Project Management (PM) firms led the evaluation and selection process for the surveying services on behalf of LSCS. Each PM firm requested qualifications and the responses were evaluated independently by a committee that consisted of members who had a thorough understanding of the project scope. The most qualified firms for these services were recommended to LSCS. LSCS will negotiate a fair and reasonable price with the selected firms.

The approval of this recommendation will enable the college system to begin negotiations with the firms for the surveying services in order to complete the projects within the proposed timeline.

According to Texas Education Code Chapter 2254.003, competitive bids shall not be solicited for professional services of any licensed or registered professional engineer. Contracts for such professional services are made on the basis of demonstrated competence and qualifications to perform the services for a fair and reasonable price.

To ensure the Board is informed, a status report will be presented to the Board with the actual fixed price based upon the executed contract.

Fiscal Impact: Funds for this purchase are available from the 2008 general obligations bond.

Staff Resource: Cindy Gilliam 832-813-6512

Financial Report and Consideration No. 21 (ACTION ITEM 22) Board Meeting 3-5-09

Request: Consideration of Approval to Authorize the Chancellor or Designee to Execute Contracts for Purchase of Engineering Services for Acoustical and Theater Design

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or designee to execute a contract for the purchase of engineering services for acoustical and theatre design with JaffeHolden and Schuler Shook for an estimated amount of \$500,000.

Rationale: The May 10, 2008 bond election resulted in approval for LSCS to issue up to \$420M in general obligation bonds for the purchase, new construction, repair and replacement, or renovation of land and facilities. The bond projects consist of the construction of new performing arts facilities for LSC-Kingwood and LSC-Tomball. The engineering services will include acoustics, audio visual, theater rigging equipment and specialty lighting design.

A Request for Qualifications was released to nineteen theater and acoustical specialty engineering firms and twelve construction brokerage firms. Nine responses were received. The evaluation committee consisted of System Office employees, architects, program managers, and a Historically Underutilized Business (HUB) consultant who have a thorough understanding of the project scope. The committee evaluated the engineer's qualifications based upon project experience, design process, and the qualifications of the assigned team. In addition, the firms were evaluated based upon Historically Underutilized Business (HUB) status and/or history of use of HUB firms. Based upon this evaluation of the firm's qualifications, telephone interviews were conducted with four firms.

JaffeHolden is an acoustic and audio visual (AV) firm who will assist the architects in establishing acoustic design goals and comprehensive design solutions for the new performing arts facilities. In addition, Jaffe will design the audio and video systems for the theatres and other locations as needed. Design recommendations will achieve required noise attenuation and acoustics.

Schuler Shook is a theatre planning firm that specializes in theater rigging & equipment and specialty lighting. Schuler will work with the architectural and engineering design teams to design and oversee the construction of the performing arts facilities stage and theatre lighting systems, stage rigging, acoustical curtain systems rigging, and orchestra pit lifts.

JaffeHolden has committed to utilize a HUB firm for the construction administration. The overall HUB participation rate for the acoustical and AV consulting portion of this entire project is estimated to be 10-15%. The requested approval to negotiate and execute an agreement with JaffeHolden and Schuler Shook will allow the project to move forward in an efficient manner. To ensure the Board is informed, a status report will be presented to the Board with the actual price based upon the executed contract.

According to Texas Education Code Chapter 2254.003, competitive bids shall not be solicited for professional services of any licensed or registered professional engineer. Contracts for such professional services are made on the basis of demonstrated competence and qualifications to perform the services for a fair and reasonable price.

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

Staff Resource: Cindy Gilliam 832-813-6512

Exhibit "Z"

Building and Grounds Report

Board Meeting 3-5-09

Report: Construction Projects Update

The System's plant operations and facilities department has provided a summary report of the System's construction projects. See attached report.



Monthly Facilities Planning and Construction Report

March 5, 2009

General Obligation Bond Project Summaries – 2000 Election:

❖ LSC-Tomball

- ◆ Entry Column Renovation - Project funding sources are being re-evaluated and resolution is expected by the end of February.

General Obligation Bond Project Summaries – 2008 Election:

❖ LSC-North Harris

- ◆ Electrical Infrastructure Upgrades – A new second main power feed to the campus from CenterPoint is being installed and should be completed by mid-summer.
- ◆ Programming for the campus construction projects is ongoing and will be completed by late February. The programming for the off-campus health professions building is scheduled to be completed in early March.

❖ LSC-Kingwood

- ◆ Programming activities on the new student center, conference center and the arts instructional building are nearing completion and are expected to be completed by early March.

❖ LSC-Kingwood Satellite Center

- ◆ The building program committee has completed programming for the Atascocita location.

❖ LSC-Montgomery

- ◆ Programming for New Buildings – Programming activities for the new health/science, music instruction, academic and new north side satellite center were completed in February. The programs have been delivered within the master planned square footage and allocated budgets. The design teams are currently transitioning into schematic design.
- ◆ Parking Garage – The selection process for the design-build contractor is underway with a total of 29 proposals received. A recommendation will be presented to the Board of Trustees at the regular March meeting.
- ◆ Building Automation Upgrades – The design of the upgrade is ongoing for the next several months.
- ◆ Fire Alarm System Upgrades – The existing fire alarm system will be evaluated for possible upgrades along with the general campus infrastructure assessment associated with the new buildings.

❖ LSC-Tomball

- ◆ Programming for New Buildings – Programming activities have been completed on the vet tech and performing arts building with both documents currently circulating

through the approval cycle. The health/science building program is nearing completion and is targeted for approval in early March.

❖ LSC-Fairbanks

- ◆ Negotiation for the purchase of the LSC-Fairbanks property is in progress. Appraisals have been completed by both parties and differences in values are being discussed.

❖ LSC-CyFair

- ◆ Programming for New Buildings – Committee meetings are complete for the new instructional building(s) and the addition to the learning center for student services.
- ◆ Campus Master Plan –The current campus master plan is under review and will be revised to accommodate the additional forty acres of land purchased adjacent to the north boundary of the campus and is targeted for completion in late February.

❖ LSC-New CyFair Satellite Center

- ◆ Programming for the new satellite center will be complete in February. The programming committee is reviewing workforce training opportunities that were added late in the schedule

❖ LSC-Central Services and Training Center

- ◆ Programming for Training Center Addition – Preliminary programming activities have started but will be deferred until the impact of the University Center project is analyzed.
- ◆ Programming for Houston Advanced Research Center (HARC) Renovations – programming activities have commenced and will be coordinated in conjunction with the training center addition project.

2007 Revenue Bond Project Summaries:

❖ LSC-North Harris

- ◆ Water and Sanitary Services Replacement – The Richey Road Municipal Utility District agreement was approved at the September Board meeting. Final contract negotiations are underway with the engineering firm. The project will require coordination among several MUDS, Aldine ISD and the System.
- ◆ Building Automation System Upgrades - Installation has begun in the areas where no asbestos is present. An asbestos testing firm has been selected, and testing began in mid-February. Additional required scope outside the original contract has been identified and the associated justification package is under development. Work on the Tomball campus continues on schedule and is targeted for late May completion.

❖ LSC-Montgomery

- ◆ Electrical System Upgrades – This System evaluation has been completed and the engineer's recommendations are under review for project development purposes. This effort will be ongoing and coordinated with the infrastructure assessments associated with the general obligation bond projects.
- ◆ Card Access System Upgrades – The replacement and installation of additional card readers continues to be implemented without issue and is expected to be completed by late May. Software programming and the device installations are also well underway.

- ◆ Walkway Expansion Joint Sealant - The project incurred some weather related delays in February which prevented the application of the sealant material. The project continues to progress and should be completed in early March.
- ❖ LSC-Kingwood
 - ◆ Fire Alarm Upgrades – The installation of the new fire alarm system is 95% complete and should be finalized by late February 2009.
 - ◆ Security System Upgrades for LSC-Kingwood and LSC-Tomball – The installation continues at both campuses and is planned to be completed by late February 2009.
 - ◆ Roof Repairs and/or Replacement for LSC-Kingwood and LSC-Tomball – Construction at Kingwood and Tomball has reached 98%. Both projects are awaiting skylight installation to reach completion, which is targeted for late February.
- ❖ LSC-Cy Fair
 - ◆ Land for a New Satellite Center – Land selection continues for the LSC-Cy Fair satellite campus with five viable locations in the south west portion of the System being evaluated. A demographic analysis and potential education programs are being evaluated to assist with the selection. Building programming may be delayed until the land is purchased.
- ❖ LSC-Tomball

Tomball projects were bid in combination with other campuses to reduce the cost. The status of these projects can be found in other campus reports as follows:

 - ◆ Building Automation System Upgrades – LSC-North Harris
 - ◆ Security System Upgrades – LSC-Kingwood
 - ◆ Roof Repairs and/or Replacement – LSC-Kingwood

Hurricane Ike Recovery

- ❖ LSC-Montgomery
 - ◆ Building F (Library) Repairs – Wood book shelf ends that were submersed in water have been repaired. Repairs to window sealant and flashing damaged during the storm were completed in February. Repairs were delayed due to cold weather. Building F (Library) Patio Drainage – Patio area drains became clogged with the storm debris and contributed to the infiltration of water into the building. The evaluation of the drainage system for the patio continues. Recommendations from the engineer are expected in March.
- ❖ System Offices
 - ◆ Kiosk Repairs – The two parking lot kiosks that were damaged are in the process of being repaired. Delivery of the canopies is scheduled for February.

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

At the August 2008 regular board meeting, the Board of Trustees approved the purchase of construction services for the System from Texas Cooperative Purchasing Network (TCPN) AJOC Contractor, Kellogg Brown and Root Inc. (KBR), BuyBoard AJOC Contractor Jamail & Smith, and Harris County Department of Education AJOC Contractors Dura Pier Facilities Services and Basic IDIQ. This approval authorized the System to use the AJOC method for

individual projects up to \$100,000 and to make collective purchases not to exceed \$1,000,000 for FY 2008-2009. Projects that exceed \$100,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under \$100,000, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

The projects listed below were awarded to **KBR**:

Projects under \$50,000 completed:

LSC-Central Services and Training Center – Temporary Emergency Generator for Police Dispatch Center. \$37,462

LSC-Fairbanks Center, LSC-Willow Chase Center, LSC-North Harris – Monument Lighting Repairs (Ike Repair). \$1,070

LSC-Kingwood – Renovate HSB Exterior Low Wall. \$14,659

LSC-CyFair – Reinstall Building Graphics. \$2,982

Projects In-Progress (As of Report Date):

LSC-Central Services and Training Center – Exterior Kiosk Repairs (Ike Repair). \$20,525

The projects listed below were awarded to **Jamail & Smith**:

Projects over \$50,000 completed:

LSC-Central Services and Training Center – DSH Renovations. \$77,088

Projects under \$50,000 completed:

LSC-North Harris – Sound Booth Relocation. \$39,362

The projects listed below were awarded to **Basic IDIQ**:

Projects under \$50,000 completed:

LSC-Conroe Center – Sheetrock Repairs (Ike Repair). \$12,712

Projects under \$50,000 in progress:

LSC-Kingwood – LED Sign. \$18,771. Approximate delivery date the week of 3/2/09 and tentative installation the week of 3/9/09.

Exhibit "aa"

Personnel Report and Consideration No. 1 (ACTION ITEM 23) Board Meeting 3-5-09

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 from the CyFair, Kingwood, Montgomery, North Harris, and System Office.

Fiscal Impact: Positions and salaries have been budgeted for 2008-2009.

Staff Resource: Rand Key 832-813-6522

a. **CyFair**

Mary P. Clifford, Economics, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$17,508 beginning January 5, 2009.

Education: Ph.D., University of Virginia, Major: Economic; B.B.A., Pennsylvania State University, Major: Business Administration.

Experience: Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College – CyFair; Division Manager, Regulatory Affairs, City of Houston; Senior Rate Supervisor, Tenneco Gas; Adjunct Faculty, University of Houston; Supervisor-Research Division, Florida Public Service Commission.

April Hicks, Director, Institutional Research & Assessment

Effective: Twelve-month contracted employee at an annual salary of \$60,331 beginning January 26, 2009.

Education: M.S., Texas A&M University-College Station, Major: Applied Economics; B.A., Our Lady of the Lake University, Major: Business Management; A.A., North Harris College, Major: Business Administration.

Experience: Market & Economics Researcher, RJH LLC, Director, Institutional Planning & Assessment, Victoria College; Executive Director, Finance & Planning, Ashby Gardens & Nature Retreat; Financial Rate Consultant-Water & Utilities, Lower Colorado River Authority; Research and Teaching Assistant, Texas A&M University; Institutional Research and Budget Analyst, Rice University.

b. **Kingwood**

Sarah S. Ghaoui, Chemistry, Assistant Professor

Effective: Temporary 4.5-month contracted employee at a pro-rated per semester salary of \$26,011 beginning January 5, 2009.

Education: Ph.D., University of Houston, Major: Chemistry; B.S., American University of Beirut.

Experience: Temporary Full-Time Assistant Professor, Adjunct Faculty, Lone Star College – North Harris; Lab Coordinator/Lecturer/Research Associate, University of Houston; Lecturer, St. Thomas University; Instructor, Community College of Southern Nevada; Postdoctoral Fellow, University of Nevada-Las Vegas.

Rosendo Reyna, Music, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$16,244 beginning January 12, 2009.

Education: M.M., Southern Methodist University, Major: Music Education; B.M., Texas A&M University-Corpus Christi, Major: Applied Music.

Experience: Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-North Harris; Guitar Instructor, San Jacinto College; Musician, Garcia y Reyna, LLC.

Renee Key, Associate Degree Nursing, Assistant Professor

Effective: Ten and one-half month contracted employee at an annual salary of \$50,776 beginning January 16, 2009.

Education: M.S.N., Texas Tech University, Major: Nursing; A.A.S., Alvin Community College, Major: Nursing.

Experience: Agency RN with Methodist Hospital, All About Staffing; Pool RN, North Central Baptist Hospital and Christus Santa Rosa Hospital; Staff RN, Methodist Hospital and Allergy, Asthma and Immunology; RN, Christus Santa Rosa Hospital.

Linda M. Kirk, Management, Assistant Professor

Effective: Temporary 4.5-month contracted employee at a semester salary of \$21,761 beginning January 5, 2009.

Education: M.B.A., Emory University, Major: Business Administration; B.S., Northeastern University, Major: Industrial Engineering.

Experience: Marketing Consultant, Kirk Consulting; Customer Marketing Manager, The Coca-Cola Company; Customer Marketing Manager, Quaker Oats Company; Marketing Assistant, The Pillsbury Company; Senior Industrial Engineer, Baxter Healthcare Corporation.

Francis Williams, English, Assistant Professor

Effective: Temporary 4.5-month contracted employee at a semester salary of \$22,483 beginning January 12, 2009.

Education: M.A., University of Houston, Major: English; M.A., University of Houston-Clearlake, Major: Education; B.A., University of St. Thomas, Major: English.

Experience: Adjunct Faculty, Lone Star College-Kingwood; Professor of English, San Jacinto College.

c. Montgomery

Noel Sean Parker, English, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$14,935 beginning January 5, 2009.

Education: M.A., University of Virginia, Major: English; B.A., University of Georgia, Major: English/Drama.

Experience: Temporary Full-Time Instructor, North Harris College-Montgomery; English Instructor, Houston Community College; Pastor, English Teacher, Religion Teacher, and Head of Chapel Worship, Concordia Lutheran High School; Associate Pastor, Lamb of God Lutheran Church; Pastor, Director of Development, Recruitment, Public Relations Director, and Teacher, Salt Lake Lutheran High School.

Sonja Yung, Biology, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$15,233 beginning January 5, 2009.

Education: M.S., Virginia Polytechnic Institute, Major: Environmental Science & Engineering; B.A., Agnes Scott College, Major: Biology.

Experience: Adjunct Instructor, North Harris College-Montgomery & Tomball; Technician, Dodson & Associates, Inc.; Environmental Specialist, Versar, Inc.; Laboratory Technician, Occoquan Watershed Monitoring Laboratory and Emory University; Teaching Assistant, University of Georgia.

d. North Harris

James Leslie Neville, Welding Technology, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$15,316 beginning January 16, 2009.

Education: A.A.S., Lone Star College System, Major: Welding & EPA.

Experience: Temporary Full-Time Instructor, Lone Star College-North Harris; Building Equipment Mechanic, United States Post Office; Welding Instructor, Lone Star College-North Harris; Lab Technologist III, Smith International Inc.; Machine Maintenance, Drillex, Inc.; Machinist, Conroe Pipe Company & Daily Oil Tool.

Carrie Mae Johnson, Automotive Technology, Instructor

Effective: 4.5-month contracted employee at an annual pro-rated (70%) salary of \$15,316 beginning January 16, 2009.

Education: A.A.S., Lone Star College System, Major: Automotive Technology.

Experience: Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College – Montgomery & North Harris; Automotive/Diesel Instructor, Universal Technology Institute; Auto Mechanic, Montgomery Ward & Sears; Owner/Technician, Carrie Auto Repair Shop.

c. System Office

Karen R. Palmer, Director, Grants Projects

Effective: Twelve-month contracted employee at an annual salary of \$57,289 beginning February 3, 2009.

Education: M.P.A. & B.S., Southern Illinois University at Carbondale, Majors: Public Affairs and Food and Nutrition.

Experience: Director of Resource Development and Grants Administration, Lone Star College-Montgomery; Proposal Development Specialist, University of Houston College of Technology; Campaign Coordinator, Judge Margaret Mirabal for Texas Supreme Court; Executive Recruiter, MRI Telecommunications; Assistant to the Director, Houston Advanced Research Center.

Gail LoPiccolo, Director, Health Occupations

Effective: Twelve month contracted employee at an annual salary of \$77,250 beginning January 9, 2009.

Education: M.A. & B.A., Western Michigan University, Major: Biology.

Experience: Professor & Department Chair, Interim Dean of the Natural Science and Health Professions Division, and Part-Time Coordinator of Health Occupations, Lone Star College-Montgomery & System Office.

Siobhan Fleming, Associate Vice Chancellor, Research & Institutional Effectiveness

Effective: Twelve-month contracted employee at an annual salary of \$100,000 beginning February 9, 2009.

Education: Ph.D., University of Oregon, Major: Education Policy and Management; M.A., Pepperdine University, Major: Communication; B.A., University of St. Thomas, Major: English.

Experience: Interim Associate Vice Chancellor, Dean, and Professional Analyst II, Lone Star College System, Kingwood & Montgomery; Lead Researcher/Principal Investigator, National University of Ireland; Senior Research Analyst, Rice University & Houston A+ Challenge; Assistant Professor, Cazenovia College.

Linda Head, Associate Vice Chancellor, Workforce Development

Effective: Twelve-month contracted employee at an annual salary of \$105,198 beginning February 15, 2009.

Education: M.S., University of Houston, Major: Occupational Education-Training & Development; B.S., Indiana University of Pennsylvania, Major: Business Administration-Human Resources.

Experience: Interim Associate Vice Chancellor-Workforce Development & Corporate College, Dean for Workforce Development, Continuing Education & Conroe Center, Dean for Business, Technology and Social Science, and Director/Professor-Computer Information Technology, Lone Star College System, Montgomery & Tomball; Adjunct Faculty, Lone Star College-Montgomery & Tomball and San Jacinto Community District.

Personnel Report and Consideration No. 2 (ACTION ITEM 24) Board Meeting 3-5-09

Request: Consideration of Resignations

Chancellor's

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

Kingwood

Candi M. Seaback, Professor, Associate Degree Nursing
Effective February 1, 2009

System Office

Bonnie O. Longnion, Executive Director, Resource Development & Administration
Effective January 15, 2009

Stephen B. Wooten, Project Director, Construction
Effective January 31, 2009

University Center

Lonna Jane Beers, Professor, Reference Librarian
Effective January 31, 2009

Staff Resource: Rand Key

832-813-6522

Personnel Report and Consideration No. 3 (ACTION ITEM 25) Board Meeting 3-5-09

Request: Consideration of Approval of Commissioning of Peace Officers

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

Lone Star College-CyFair
William Felts
Patrick McNeil

Rationale: These officers are eligible to be commissioned by this Board because they:

1. Have a current license from the Texas Commission on Law Enforcement Officer Standards and Education;
2. Have taken and filed the oath required of peace officers; and
3. Possess a sufficient number of college credit hours to meet the minimum standard for a Lone Star College System peace officer.

Fiscal Impact: None

Staff Resource: Rand Key 832-813-6522