MINUTES OF THE
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES
LONE STAR COLLEGE SYSTEM
CENTRAL SERVICES AND TRAINING CENTER
TRAINING AND DEVELOPMENT CENTER BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TEXAS 77381-4356
March 7, 2013
5:00 p.m.

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

ABSENT:  Ms. Stephanie Marquard

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

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

Mr. Adam entered the meeting at 5:02 p.m.

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

IV. INTRODUCTIONS, SPECIAL GUESTS AND RECOGNITIONS:

Marian Burkhart introduced the Chancellor’s Faculty Technology Innovation Grant (CFTIG) winners.
The grant was established to support pioneering faculty in the development, deployment or
implementation of new and emerging technologies in teaching and learning to increase student
success. The first grant is for a project known as Bod-Pod which will allow students to use the
modern method of air-displacement plethysmography with Bod-Pod technology to assess body
composition. The team consists of LSC-Montgomery – Brad Mitchell, Scott Hankosky, Melissa
Jackson, Joe Trackey, Julie Harless, Antha Iyer, Helen McDowell, Linda Crow, Trey Broadhurst,
Nishi Mathew, Tim Mousel and Kevin McKinney. Brad Mitchell, Julie Harless, and their Dean, Katy
Gronlund were introduced. The second grant was awarded to Daniel Kainer, LSC-Montgomery and
Antonius Bom, LSC-Tomball for the GREEN SPACE. The project will construct a solar/wind
turbine hybrid system to run LSC-Montgomery’s bio refinery operations. Daniel Kainer was
introduced. The 21st Century Classroom is a project that will build a prototype classroom that
integrates media and technology, provides multiple ways to display content, both electronic and print,
and facilitates frequent collaboration in group work. LSC-Tomball’s Jackie C Thomas, Jr., Latoya
Hardman, and Caroline Jamroz will participate. Jackie Thomas was introduced. The Review
Committee consisting of David Birch, LSC-Tomball, Fiona Campbell, LSC-Kingwood, Brian Crawford, LSC-North Harris, Barbara Eckenfels, LSC-Montgomery, James Seymour, LSC-CyFair, and Daria Willis, LSC-University Park were thanked for their work on the grants Nithyanantha Sevanthinathan shared that Lone Star College System was the first Texas Community College to receive the Senator Paul Simon Award Open Doors for Comprehensive Campus Internationalization for 2013. Dr. Austin Lane introduced Norseman Hernandez, one of three Distinguished Faculty Award recipients for 2013 named by The Texas Association of Chicanos in Higher Education (TACHE).

Mr. Vogt entered the meeting at 5 14 p.m.

V. WORKSHOP: No Workshop

VI. CLOSED SESSION: At 5 15 p.m Mr. Bates convened the Board in closed session, in accordance with Section 551.001 et. seq. of the Texas Government Code under one or more of the following provision(s) of the Act:

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

Mr. Wolfe entered the meeting at 5 54 p.m.

VII. RECONVENE REGULAR MEETING: Mr. Bates reconvened the open meeting at 6 20 p.m.

VIII. APPROVAL OF THE MINUTES OF THE FEBRUARY 7, 2013 WORKSHOP AND REGULAR MEETING AND THE MINUTES OF THE FEBRUARY 20, 2013 SPECIAL BOARD OF TRUSTEES MEETING, upon a motion by Priscilla Kelly and a second to the motion by David Vogt, the Board approved the minutes of the February 7, 2013 Workshop and Regular Meeting with Bob Wolfe and Bob Adam abstaining. Upon a motion by Linda Good and a second to the motion by Priscilla Kelly, the Board approved the minutes of the February 20, 2013 Special Board of Trustees Meeting.

IX. CITIZENS DESIRING TO ADDRESS THE BOARD:

John Burghduff, representing American Federation of Teachers, addressed executive compensation.

Joe Ramirez, representing HESI, discussed discrimination against Hispanics at Lone Star College System.

Elizabeth Jensen requested assistance in determining costs and eliciting information concerning the Jakarta, Indonesia program.

Barry Cohen, representing the National Algae Association, addressed a problem with damaged and missing equipment and requested the Board of Trustees assistance in resolving the problem.

X. SPECIAL REPORTS AND ANNOUNCEMENTS:
1 Chancellor The Chancellor presented a legislative update concerning items that are now before the Texas Senate and House

2 College Presidents None

3 Vice Chancellors Juanita Chrysanthou introduced Dr Luzelma Canales, Executive Director, Resource Development and Grants Dr Canales presented the Achieving the Dream (ATD) Update Lone Star College System is one of fourteen colleges selected as an ATD Leader College in 2012 This enables Lone Star College System to have priority in competitive grant funding, national recognition as a leader in student success and completion, and gives Lone Star College System an opportunity to serve as a mentor college

4 Faculty Senate Presidents James Seymour, the President of the LSC-CyFair Faculty Senate, presented an overview and summary of the role, purpose and responsibility of the Faculty Senate, faculty representation, and the relationship between the Faculty Senate and the Board of Trustees

XI. CONSIDERATION OF THE CONSENT AGENDA: Item number 8 was removed from the agenda to be considered separately Mr Bates proceeded with the Consent Agenda David Vogt made a motion to approve Action Items 1 through 7 Bob Adam seconded the motion and the Board unanimously passed the Consent Agenda A copy is attached as Exhibit “B”

XII. POLICY CONSIDERATIONS:

1 Consideration of the Approval of Joint Election Agreements with Humble Independent School District, Tomball Independent School District, MUD 185, San Jacinto County, Montgomery County and an Election Services Agreement with Montgomery County and Agreement with Harris County (ACTION ITEM 1): the Board unanimously approved the Joint Election Agreements with Humble Independent School District, Tomball Independent School District, MUD 185, San Jacinto County, Montgomery County and an Election Services Agreement with Montgomery County and Agreement with Harris County This item was passed in the Consent Agenda A copy is attached as Exhibit “C”

XIII. FINANCIAL REPORTS AND CONSIDERATIONS:

1 Monthly Financial Statements Ms Cindy Gilliam explained the disparity between the projected income and the actual income It was determined that there was a timing issue, because all income had not been submitted by January 31 Ms Gilliam also explained that auxiliary income is larger this year because of our relationship with our business partners at University Park This income pays for 35% of University Park’s annual budget

2 Consideration of Adoption of Resolutions Authorizing Signatories for the System’s Accounts with Frost Bank and Comerica Bank (ACTION ITEM 2): the Board unanimously approved the designation of Cynthia F Gilliam, Vice Chancellor Administration & Finance/Chief Financial Officer, Tammy Cortes, Associate Vice Chancellor Administration & Finance, Mary Mbeche, Professional Analyst, Mary “Katy” Holloway, Accountant Debt Management, the authorized signatories to the System’s accounts with Frost Bank and Comerica Bank This item was passed in the Consent Agenda A copy is attached as Exhibit E

3 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Child Care Services for LSC-CyFair, LSC-Kingwood, LSC-Montgomery
and LSC-North Harris (ACTION ITEM 3): the Board authorizes the Chancellor or designee to negotiate and execute contracts to purchase child care services for LSC-CyFair, LSC-Kingwood, LSC-Montgomery, and LSC-North Harris for an estimated amount of $968,000 for the initial two years and a total of $2,500,000 over the five year period from the following vendors LSC-Cy-Fair, LSC-Kingwood, LSC-North Harris, YMCA of Greater Houston, 2600 North Loop West, Suite 300, Houston, TX 77092, Estimated Two Year Amount $ 752,000, Montgomery, Interfaith of the Woodlands, 4242 Interfaith Way, The Woodlands, TX 77381, Estimated Two Year Amount $ 216,000

This item was passed in the Consent Agenda A copy is attached as Exhibit “F”

4 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Internet Services for the System ACTION ITEM 4: the Board unanimously authorized the Chancellor or designee to negotiate and execute contracts for the purchase of internet services for the System from Phonoscope Light Wave Inc, 6101 Westline Drive, Houston, TX 77036, and TW Telecom Holdings, Inc., 10475 Park Meadows Drive, Littleton, TX, 80214. The estimated cost of this purchase is $276,000 over the initial two (2) year period and a total of $650,000 over the five year period This item was passed in the Consent Agenda A copy is attached as Exhibit “G”

5 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Change Order #2 with CF Jordan Construction for the Purchase of Construction Services for LSC-Cypress Center (ACTION ITEM 5) the Board authorized the Chancellor or designee to negotiate and execute Change Order #2 for the purchase of construction services for LSC-Cypress Center from CF Jordan Construction, 9801 Westheimer, Suite 320, Houston, TX 77042, for an estimated amount of $895,900, increasing the total contract to an estimated amount of $15,291,400 This item was passed in the Consent Agenda A copy is attached as Exhibit “H”

XIV. BUILDING AND GROUNDS REPORTS:

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

XV. PERSONNEL REPORTS AND CONSIDERATIONS:

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

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

3 Board of Trustees’ Annual Performance review of Chancellor and any Proposed Addenda to the Chancellor’s Contract (ACTION ITEM 8): upon a motion by Priscilla Kelly and a second by David Holsey, the Board unanimously approved Chancellor Carpenter’s annual review Ms Kelly reported that every Trustee rated the Chancellor as Outstanding Ms Kelly thanked Chancellor Carpenter for his dedication and outstanding service Bob Adam commented that Chancellor Carpenter exhibits the highest ethical standards Chairman Bates reported that the
Board gave Chancellor Carpenter a unanimous Vote of Confidence Lone Star College System and all Community Colleges are well represented by the Chancellor in dealing with state legislative issues A copy is attached as Exhibit “L”

XVI. SUGGESTED FUTURE AGENDA ITEMS:

The Board requested a report concerning the algae equipment addressed by Barry Cohen

In the June 6 Board of Trustees meeting, the first agenda item will be the swearing in of the newly elected Trustees The second item will be the reorganization of the Board in light of the election Chairman Bates has asked Bob Adam to serve as Chair for the reorganization committee and Priscilla Kelly and Bob Wolfe to serve as members of the committee

XVII. ADJOURNMENT: There being no further business, the meeting was adjourned at 7 09 p m

ATTEST

[Signature]
Board of Trustees, Chair

[Signature]
Board of Trustees, Secretary
Exhibit "A"

Certification of Posting of Notice to the March 7, 2013 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 4th day of March, 2013 in a place convenient to the public in the Administration Office of the Central Services and Training Center, on all college campuses and on the system website as required by Section 551.002 et seq., Texas Government Code. Special notice of the meeting was provided to the news media as required by Section 551.001 et seq., Texas Government Code.

Given under my hand this the 4th day of March, 2013

Richard Carpenter
Chancellor
Consideration of Consent Agenda

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

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

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

### Tally of Action Items

<table>
<thead>
<tr>
<th>#</th>
<th>Action Item</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td># 1</td>
<td>Consider Joint Election Agreements</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td># 2</td>
<td>Consider Adopt Res Auth Signatories Frost/Comerica</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 3</td>
<td>Auth Chan/Neg/Exec/Purch Ccare LSC-CF,KW,MC,NH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 4</td>
<td>Auth Chan/Neg/Exec/Purch Internet Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 5</td>
<td>Auth Chan/Neg/Exec Change Order #2 LSC-CC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 6</td>
<td>Ratify Appointments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 7</td>
<td>Accept Resignations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td># 8</td>
<td>Annual Performance Review of Chancellor</td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>
**Policy Report and Consideration No. 1**  
**ACTIVITY ITEM 1**  
**Board Meeting 3-7-13**

**Request**
Consideration of the Approval of Joint Election Agreements with Humble Independent School District, Tomball Independent School District, MUD 185, San Jacinto County, Montgomery County and an Election Services Agreement with Montgomery County and Agreement with Harris County

**Chancellor’s Recommendation.**
That the Board of Trustees adopt the resolutions to hold joint elections with Humble Independent School District, Tomball Independent School District, MUD 185, San Jacinto County, Montgomery County and an Election Service Agreement with Montgomery County and an Agreement with Harris County which provide for the sharing of facilities, election officials, election equipment and expenses

**Rationale**
The sharing of facilities, election officials, election equipment and expenses will result in greater convenience for voters and is permitted under Section 271.002(a) of the Texas Election Code.

**Fiscal Impact**
Approximately $250,000 based on previous election costs of the college system. Funds are available in the 2012-2013 operating budget

**Staff Resource**
Helen Clougherty  
832-813-6514
Report: Monthly Financial Statements

The financial statements for the month ended January 31, 2013 are presented for Board review
% OF BUDGETED EXPENDITURES USED

JANUARY
- DECEMBER
- NOVEMBER
- OCTOBER
- SEPTEMBER

07-08  08-09  09-10  10-11  11-12  12-13

7%  8%  7%  7%  6%  7%
9%  8%  8%  8%  9%  8%
9%  8%  9%  7%  8%  7%
5%  5%  5%  5%  6%  5%
7%  7%  7%  7%  7%  7%
HOW MUCH DO WE NEED IN RESERVES?

REVENUES

EXPENDITURES

JANUARY
DECEMBER
NOVEMBER
OCTOBER
SEPTEMBER

JANUARY
DECEMBER
NOVEMBER
OCTOBER
SEPTEMBER
TYPES OF STUDENT REVENUES - FALL & SPRING SEMESTERS

- 100%
- 80%
- 60%
- 40%
- 20%
- 0%
- -20%

07-08 08-09 09-10 10-11 11-12 12-13

CORPORATE COLLEGE
NON-CREDIT
STATE DEDUCTIONS
FEES-ALL STUDENTS

- DUAL CREDIT
- OUT OF STATE/INTERNATL
- OUT OF DISTRICT
- IN-DISTRICT
## Statement of Revenues and Expenditures

### General and Auxiliary Funds
For the Five Months Ended January 31, 2013
Unaudited

### REVENUES

<table>
<thead>
<tr>
<th>Source</th>
<th>BUDGET</th>
<th>FISCAL YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>$66,500,000</td>
<td>$29,503,050</td>
<td>44.37%</td>
<td>$27,912,112</td>
<td>44.16%</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>97,930,000</td>
<td>80,701,406</td>
<td>82.41%</td>
<td>74,790,119</td>
<td>79.42%</td>
</tr>
<tr>
<td>Taxes</td>
<td>105,520,000</td>
<td>72,615,123</td>
<td>68.82%</td>
<td>74,073,055</td>
<td>75.70%</td>
</tr>
<tr>
<td>Investments</td>
<td>325,000</td>
<td>140,658</td>
<td>43.29%</td>
<td>65,038</td>
<td>13.13%</td>
</tr>
<tr>
<td>Other</td>
<td>5,395,000</td>
<td>1,928,613</td>
<td>35.75%</td>
<td>1,800,957</td>
<td>34.50%</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>3,260,000</td>
<td>-</td>
<td>0.00%</td>
<td>1,216,605</td>
<td>3.92%</td>
</tr>
<tr>
<td>Total Current Operations Revenues</td>
<td>278,930,000</td>
<td>184,888,890</td>
<td>66.29%</td>
<td>178,763,486</td>
<td>67.70%</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>11,000,000</td>
<td>3,460,677</td>
<td>31.46%</td>
<td>2,700,300</td>
<td>27.00%</td>
</tr>
<tr>
<td>Total Revenues</td>
<td>289,930,000</td>
<td>188,349,567</td>
<td>64.96%</td>
<td>181,463,786</td>
<td>66.22%</td>
</tr>
<tr>
<td>Reserves</td>
<td>6,700,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Revenues and Reserves</td>
<td>296,630,000</td>
<td>188,349,567</td>
<td>62.50%</td>
<td>181,463,786</td>
<td>65.57%</td>
</tr>
</tbody>
</table>

### EXPENDITURES

<table>
<thead>
<tr>
<th>Category</th>
<th>BUDGET</th>
<th>FISCAL YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction-Academic</td>
<td>72,713,675</td>
<td>29,214,147</td>
<td>40.18%</td>
<td>27,920,923</td>
<td>39.34%</td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>27,951,393</td>
<td>11,961,473</td>
<td>42.79%</td>
<td>11,486,643</td>
<td>42.61%</td>
</tr>
<tr>
<td>Public Service</td>
<td>789,385</td>
<td>270,562</td>
<td>34.28%</td>
<td>302,326</td>
<td>28.13%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>47,877,618</td>
<td>15,425,244</td>
<td>32.25%</td>
<td>15,266,005</td>
<td>34.16%</td>
</tr>
<tr>
<td>Student Services</td>
<td>38,042,286</td>
<td>13,068,461</td>
<td>34.35%</td>
<td>10,831,414</td>
<td>33.73%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>32,856,540</td>
<td>10,369,981</td>
<td>31.26%</td>
<td>9,407,878</td>
<td>34.28%</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>29,105,809</td>
<td>12,374,887</td>
<td>42.52%</td>
<td>11,890,895</td>
<td>41.60%</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>23,119,375</td>
<td>7,076,629</td>
<td>30.61%</td>
<td>7,857,898</td>
<td>33.60%</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>1,563,829</td>
<td></td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Educational and General Expenses</td>
<td>273,980,000</td>
<td>99,661,384</td>
<td>36.38%</td>
<td>94,962,982</td>
<td>37.07%</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td>4,300,000</td>
<td>92,176</td>
<td>2.14%</td>
<td>135,866</td>
<td>3.58%</td>
</tr>
<tr>
<td>Internally Designated</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Auxiliary</td>
<td>11,000,000</td>
<td>3,903,543</td>
<td>35.49%</td>
<td>2,411,165</td>
<td>24.11%</td>
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<tr>
<td>Total Expenditures</td>
<td>289,280,000</td>
<td>103,567,103</td>
<td>35.83%</td>
<td>97,511,013</td>
<td>36.12%</td>
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<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>7,350,000</td>
<td></td>
<td>0.00%</td>
<td>1,767,925</td>
<td>26.00%</td>
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</tbody>
</table>

### NET INCREASE (DECREASE) IN FUND BALANCES

<table>
<thead>
<tr>
<th>Category</th>
<th>BUDGET</th>
<th>FISCAL YEAR ACTUAL</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Funds</td>
<td>0</td>
<td>85,135,230</td>
<td>81,895,713</td>
<td></td>
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<tr>
<td>Auxiliary Funds</td>
<td>0</td>
<td>(442,866)</td>
<td>289,135</td>
<td></td>
</tr>
</tbody>
</table>

### TOTAL NET INCREASE (DECREASE) IN FUND BALANCES

$0 $84,692,464 $82,184,848
LONE STAR COLLEGE SYSTEM

Balance Sheet
January 31, 2013
Unaudited

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals</th>
<th>Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$ 54,727,056</td>
<td>($ 51,811,242)</td>
<td>$ -</td>
<td>$ 2,915,814</td>
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<tr>
<td>Accounts receivable, net</td>
<td>34,397,941</td>
<td>46,966,811</td>
<td>4,557,442</td>
<td>85,922,194</td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>105,350,541</td>
<td>106,727,646</td>
<td>1,114</td>
<td>212,079,301</td>
<td></td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,924,507</td>
<td>-</td>
<td>-</td>
<td>2,924,507</td>
<td></td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>44,164</td>
<td>-</td>
<td>-</td>
<td>44,164</td>
<td></td>
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<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>-</td>
<td>582,760,036</td>
<td>-</td>
<td>582,760,036</td>
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</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$ 197,444,209</strong></td>
<td><strong>$ 684,643,251</strong></td>
<td><strong>$ 749,667,261</strong></td>
<td><strong>$ 1,631,754,721</strong></td>
<td></td>
</tr>
</tbody>
</table>

LIABILITIES AND FUND BALANCES

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>$ 22,129,353</td>
<td>$ 3,100,039</td>
<td>2,839,098</td>
<td>$ 28,068,490</td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>27,009,024</td>
<td>12,833,211</td>
<td>-</td>
<td>39,842,235</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>6,288,186</td>
<td>330,453</td>
<td>-</td>
<td>6,618,639</td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td>-</td>
<td>11,738,514</td>
<td>-</td>
<td>11,738,514</td>
</tr>
<tr>
<td>Bonds payable</td>
<td>-</td>
<td>601,582,703</td>
<td>-</td>
<td>601,582,703</td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>6,222,281</td>
<td>-</td>
<td>6,222,281</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>55,426,563</strong></td>
<td><strong>635,807,201</strong></td>
<td><strong>2,839,098</strong></td>
<td><strong>694,072,862</strong></td>
</tr>
</tbody>
</table>

FUND BALANCES

| Unrestricted | 142,017,646 | - | 464,418,798 | 606,436,444 |
| Restricted | | | | |
| Non grant agreements | - | (464,167) | - | (464,167) |
| Restricted for construction | - | 19,816,705 | 280,949,407 | 300,766,112 |
| Debt service | - | 29,483,512 | 1,459,958 | 30,943,470 |
| **TOTAL FUND BALANCES** | **142,017,646** | **48,836,050** | **746,828,163** | **937,681,859** |

**TOTAL LIABILITIES AND FUND BALANCES** | **$ 197,444,209** | **$ 684,643,251** | **$ 749,667,261** | **$ 1,631,754,721** |
# LONE STAR COLLEGE SYSTEM
## SUMMARY OF INVESTMENTS
### AS OF JANUARY 31, 2013

<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV12/31/2012</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 01/31/2013</th>
<th>Ending BV 01/31/2012</th>
<th>Weighted Avg Purchase Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td>155,825</td>
<td>2,611</td>
<td>0</td>
<td>0</td>
<td>158,436</td>
<td>126,200</td>
<td></td>
</tr>
<tr>
<td>POOLS</td>
<td>16,260,725</td>
<td>19,517,494</td>
<td>3,211,993</td>
<td>6,789</td>
<td>32,566,226</td>
<td>57,811,761</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>40,619,556</td>
<td>17,006,226</td>
<td>0</td>
<td>6,226</td>
<td>57,625,782</td>
<td>25,030,234</td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>9,061,880</td>
<td>5,938,217</td>
<td>0</td>
<td>2,894</td>
<td>15,000,098</td>
<td>5,006,550</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>66,097,985</td>
<td>42,464,548</td>
<td>3,211,993</td>
<td>15,909.42</td>
<td>105,350,541</td>
<td>100,968,316</td>
<td>0.31%</td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>10,170,228</td>
<td>421</td>
<td>0</td>
<td></td>
<td>10,170,648</td>
<td>5,031,923</td>
<td></td>
</tr>
<tr>
<td>DEBT SERVICE POOLS</td>
<td>13,150,680</td>
<td>18,517,193</td>
<td>2,112</td>
<td></td>
<td>31,667,873</td>
<td>32,375,601</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>6,379,173</td>
<td>3,031</td>
<td>0</td>
<td>3,031</td>
<td>6,382,204</td>
<td>4,997,193</td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>53,495,860</td>
<td>7,127</td>
<td>0</td>
<td>7,127</td>
<td>53,502,987</td>
<td>60,188,114</td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>5,002,797</td>
<td>1,136</td>
<td>0</td>
<td>1,136</td>
<td>5,003,933</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>88,198,738</td>
<td>18,528,908</td>
<td>0</td>
<td>13,406</td>
<td>106,727,646</td>
<td>102,592,831</td>
<td>0.22%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>154,296,725</td>
<td>60,993,456</td>
<td>3,211,993</td>
<td>29,216</td>
<td>212,078,187</td>
<td>203,561,147</td>
<td>0.27%</td>
</tr>
</tbody>
</table>
Exhibit “E”

Financial Report and Consideration No. 2  (ACTION ITEM 2)  Board Meeting 3-7-13

Request: Consideration of Adoption of Resolutions Authorizing Signatories for the System’s Accounts with Frost Bank and Comerica Bank

Chancellor’s Recommendation: That the Board of Trustees adopt resolutions to designate Cynthia F Gilliam, Vice Chancellor Administration & Finance/Chief Financial Officer, Tammy Cortes, Associate Vice Chancellor Administration & Finance, Mary Mbeche, Professional Analyst; Mary “Katy” Holloway, Accountant Debt Management, the authorized signatories to the System’s accounts with Frost Bank and Comerica Bank.

Rationale: Board Policy designates the Vice Chancellor Administration & Finance/Chief Financial Officer as the System’s Investment Officer and authorizes her to delegate authority for investment activities. It is appropriate for the above positions to have signatory authority over the System’s accounts with Frost Bank and Comerica Bank due to the job responsibilities of their respective positions.

Fiscal Impact: No change in financial resources.

Staff Resource: Cynthia Gilliam 832-813-6512
Exhibit “F”

Financial Report and Consideration No. 3  (ACTION ITEM 3)  Board Meeting 3-7-13

Request

Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Child Care Services for LSC-CyFair, LSC-Kingwood, LSC-Montgomery and LSC-North Harris

Chancellor’s Recommendation

That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute contracts to purchase child care services for LSC-CyFair, LSC-Kingwood, LSC-Montgomery, and LSC-North Harris for an estimated amount of $968,000 for the initial two years and a total of $2,500,000 over the five year period from the following vendors:

<table>
<thead>
<tr>
<th>Locations</th>
<th>Vendor</th>
<th>Estimated 2-Year Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LSC-Cy-Fair, LSC-Kingwood, LSC-North Harris</td>
<td>YMCA of Greater Houston 2600 North Loop West, Suite 300 Houston, TX 77092</td>
<td>$ 752,000</td>
</tr>
<tr>
<td>Montgomery</td>
<td>Interfaith of the Woodlands 4242 Interfaith Way, The Woodlands, TX 77381</td>
<td>$ 216,000</td>
</tr>
</tbody>
</table>

Rationale

On-campus child care services are essential for students attending class or in the library. Outsourcing these services will enable the campuses to provide child care for children of students at an affordable cost. The child care centers will be available Monday through Friday during peak day hours. YMCA and Interfaith of The Woodlands will supply the staff and maintain responsibility for registration and enrollment for all participants. The campuses will provide the facility and equipment required to operate the child care centers. In addition, the YMCA and Interfaith of The Woodlands will be responsible for carrying liability insurance and complying with all child care laws.

This purchase is in compliance with the requirements of Texas Education Code §44 031. A Request for Proposal (RFP #230) was issued to thirty-six (36) registered suppliers, appropriately advertised and two (2) responses were received Interfaith of The Woodlands bid on the Montgomery campus only. Child care services are specialized services that are area specific. Both vendors have a favorable record of previous services provided.

Vendor proposals were evaluated based on price, company profile and
experience, proposed staff, certifications, quality control plan, past performance, HUB plan, long term cost and principal place of business. The award recommendation is based on the highest overall scoring for each campus.

To accommodate college growth, new campuses may be added to the contract based on the best value obtained from the recommended vendors.

The term of the award is for a period of two years with the option to renew for three additional one-year terms based on mutual consent and satisfactory vendor performance. Pricing is firm for the initial two year term with reasonable adjustments to be considered for each renewal option. Documentation is required to support any increase. The agreement may be cancelled with 30 days written notice by either party.

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

**Staff Resource**
Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 4  (ACTION ITEM 4)  Board Meeting 3-7-13

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Internet Services for the System

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute contracts for the purchase of internet services for the System from Phonoscope Light Wave Inc., 6101 Westline Drive, Houston, TX 77036, and TW Telecom Holdings, Inc., 10475 Park Meadows Drive, Littleton, TX, 80214. The estimated cost of this purchase is $276,000 over the initial two (2) year period and a total of $650,000 over the five year period.

Rationale: Employees conducting normal business, developing curriculum and providing instruction throughout the System rely heavily on the Internet to provide access to research databases, special websites and text books.

The selection of two different providers with two physically separate service entry point locations, LSC-System Office and LSC-University Park, will reduce the risk of outages across the entire system. There is a need to maintain a minimum of 1000 mbps for both locations to provide backup/fail-over internet connection as necessary. Both vendors will provide internet services simultaneously to the entire college system. In the event of an outage or emergency, one provider will cover the load minimizing any disruption of services.

The initial term of the contract will be two (2) years with an option to renew for an additional three (3) one-year periods.

This purchase is in compliance with the requirements of Texas Education Code 44.031(a). A request for proposal (RFP #237) was sent to fifty-one registered bidders and appropriately advertised, and three responses were received. The awards could not be based on low bid alone. Proposals were evaluated based upon qualifications, experience, implementation timeline, quality plan, HUB plan, completeness and thoroughness of the proposal and value added options.

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

Staff Resource: Link Aander 832-813-6832
Financial Report and Consideration No. 5  (ACTION ITEM 5)  Board Meeting 3-7-13

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Change Order #2 with CF Jordan Construction for the Purchase of Construction Services for LSC-Cypress Center

Chancellor’s Recommendation: That the Board of Trustees authorize the Chancellor or designee to negotiate and execute Change Order #2 for the purchase of construction services for LSC-Cypress Center from CF Jordan Construction, 9801 Westheimer, Suite 320, Houston, TX 77042, for an estimated amount of $895,900, increasing the total contract to an estimated amount of $15,291,400

Rationale: At the May 2010 Board meeting, CF Jordan Construction was approved as the general contractor to provide construction services for LSC-Cypress Center located at 19710 Clay Road for an estimated amount of $13,680,000. The project was put on hold in Fall 2010 and resumed in August 2012 following the resolution of permitting issues with Harris County.

Change Order #1 was issued in August 2012 in the amount of $715,500 to cover costs related to delaying the project, additional costs for material price escalations, relocating the building on the site and accelerating the current schedule. This change order increased the total estimated contract amount to $14,395,500.

During the construction permitting phase, the Harris County Permitting and Infrastructure Department (HCPID) required a more thorough Traffic Impact Analysis (TIA) to be performed for Clay and Fry Roads and the Clay and Fry Road Intersection.

As a result of the TIA, additional design work was required for improvements to mitigate traffic around the center. The contractor’s pricing of the additional and revised construction documents has resulted in an estimated $895,900 of additional costs which include the following:

- improvements on Fry and Clay Roads for extending turn lanes
- addition of left turns and through lanes at the intersection
- addition of a traffic signal at the center entrance
- relocation of the building to extend car loading on and off the campus
- changes to the location of entrance driveways
Approval of Change Order #2 for an estimated amount of $895,900 is required to complete construction prior to the Fall 2013 semester

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

**Staff Resource:** Cindy Gilliam 832-813-6512
Exhibit “I”

Building and Grounds Report

Report: Construction Projects Update

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

- **LSC-Cypress Center**
  - The installation of the roof has been completed.
  - Installation of the exterior masonry walls is in progress and will be complete in March. The central plant building exterior masonry is complete.
  - Mechanical, electrical, data, and plumbing overhead work are complete.
  - Chillers, boilers and HVAC equipment are scheduled to arrive in March.
  - Design drawings for the area road improvements required by Harris County have been submitted for permit approval. Construction of the improvements at the Fry and Clay Roads intersection will begin in May. All road projects will be complete in August prior to the start of classes.
  - Furniture has been selected and will be ordered in March.
  - The project is scheduled to be substantially complete by August 1, 2013 in time for the fall 2013 semester.

- **LSC-University Park**
  - Construction documents are underway for the LSC Physics & Chemistry Laboratories on level 6 of building 13. This project is scheduled to be complete in time for the Fall 2013 semester.
  - Construction documents are complete for the YMCA Child Care project with renovations to portions of the former Visitor’s Center building scheduled to be completed in May. The Construction Manager at Risk (CMAR) for this project has advertised for bids and a Guaranteed Maximum Price (GMP) is expected in early March.
  - Construction documents are underway for the renovations on level 3 of building 10. The CMAR for this project has advertised for bids and a Guaranteed Maximum Price (GMP) is expected in early March.
  - Engineering services proposals are being prepared for lighting, electrical and miscellaneous repairs to LSC Parking Garage #9. The CMAR for this project is preparing to advertise for structural repairs to the garage and a GMP is expected in late March.

Revenue Bond Project Summary

- **Energy and Manufacturing Institute Building (EMI) at University Park**
  - Final stages of plan check are underway at Harris County. The Contractor will mobilize as soon as building permits are made available.
- The final Guaranteed Maximum Price was presented to the Board in February and a contract has been issued to the CMAR based on the initial GMP
- Coordination efforts are underway with MUD 286 and CenterPoint Energy regarding utility service needs and necessary service agreements

**Auxiliary Project Summaries**

- **LSC-North Harris**
  - Replace Chillers at Greenspoint Center
    - A construction contract was awarded at the December 2012 Board meeting to purchase and install replacement chillers

- **LSC-Kingwood**
  - Office of Technology Services – Server room and Conference Room
    - Bids are being solicited at this time and are due February 25
    - Construction will be undertaken during the month of March

**Repair and Replacement Projects**

- **LSC-North Harris**
  - Install Canopy at Main Entrance to Campus
    - Project awarded  Construction expected to be completed in late April
  - Replace Air Handler Units in Fine Arts Building and Winship
    - Project bids are being evaluated
  - Replace VAV boxes
    - Project scope has been redefined  Quotes for evaluation and repairs to the boxes have been solicited

- **LSC-Kingwood**
  - Catwalk Installation
    - Project is out for bid

- **LSC-Tomball**
  - Replace Condenser Water Pumps
    - Project awarded  Work to be completed by early May
  - Replace Water Softener
    - Project complete

- **LSC-Montgomery**
  - Elevator Repair/Replace – Building F
    - Procurement options for the project have been identified
  - Replace Chilled Water Filtration System
    - Equipment is scheduled for delivery in March
  - Sealant Work – Library Building
    - Project out for quotes
LSC-University Park
- Roof Anchors
  - Request for pricing complete and firm selected
  - Design for system in progress
- Stairwell Pressurization
  - Design documents have been received Preparation for contractor bid selection has commenced
- Courtyard Lighting
  - Fixtures are on order Installation scheduled for April.

LSC-System Office
- Replace Metal Roof
  - Project is under design
- Replace Air Coils – Three Rooftop Air Handlers
  - Project out for bid

Status Report on Architectural Design Services for Construction-Related Projects:

At the May 2012 regular Board meeting, the Board of Trustees authorized the Chancellor or designee to negotiate and execute a contract for the purchase of architectural design services for System renovation projects in an estimated amount of $600,000 over a three (3) year term. The System will negotiate with the first ranked firm for each category based on a defined scope of work. If the System is unable to negotiate a fair and reasonable price, or the firm is unable to meet the System’s project schedule, negotiations will end with that firm and proceed with the next highest ranked firm until a price and schedule can be agreed upon. To ensure the Board has visibility of these purchases, a brief summary of projects $100,000 or more is included in the Facilities Planning and Construction Report each quarter.

There were no projects $100,000 or more awarded during this past quarter.

Status Report on Engineering Design Services for Construction Related Projects:

At the June 2012 regular Board meeting, the Board of Trustees authorized the Chancellor or designee to negotiate and execute a contract for the purchase of engineering design services for System renovation projects in an estimated amount of $750,000 over a three (3) year term. The System will negotiate with the first ranked firm for each category based on a defined scope of work. If the System is unable to negotiate a fair and reasonable price, or the firm is unable to meet the System’s project schedule, negotiations will end with that firm and proceed with the next highest ranked firm until a price and schedule can be agreed upon. To ensure the Board has visibility of these purchases, a brief summary of projects $100,000 or more is included in the Facilities Planning and Construction Report each quarter.

There were no projects $100,000 or more awarded during this past quarter.
Status Report on the Area Job Order Contract (AJOC) Purchases for Construction Related Projects:

At the August 2012 regular Board Meeting, the Board of Trustees approved the purchase of construction services for the System from approved purchasing cooperative program contractors. This approval authorized the system to use the AJOC method for individual projects up to $250,000 and to make collective purchases not to exceed $1,000,000 for FYI 2012-13. Projects that exceed $250,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects $100,000 to $250,000, a brief summary of these projects is included in the Facilities Planning and Construction Report each quarter.

There were no projects $100,000 to $250,000 awarded during this past quarter.

Status Report on the Repair and Replacement (R&R) Projects for the System:

At the August 2012 regular Board Meeting, the Board of Trustees approved the purchase of annual construction services for R&R projects for the System in an amount not to exceed $4,200,000 for FY 2012-13. This approval authorized the System to purchase construction services for projects up to $250,000. Projects that exceed $250,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the R&R projects $100,000 to $250,000, a brief summary of these projects is included in the Facilities Planning and Construction Report each quarter.

There were no projects $100,000 to $250,000 awarded during this past quarter.
Exhibit “J”

Personnel Report and Consideration No. 1 (ACTION ITEM 6)  Board Meeting 3-7-13

Request: Consideration of Ratification of Appointments

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

Rationale: These contractual appointments include ratification of Administrators and Faculty from the LSC-System Office, LSC-Montgomery, LSC-North Harris, LSC-CyFair, LSC-University Park, LSC-Tomball, and LSC-Kingwood

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

Staff Resource: Rand Key  832-813-6522
a. LSC- System Office

William Herrera, HR Director, Employee Relations & Diversity

Effective 12 month contracted employee at an annual salary of $90,000 beginning January 28, 2013

Education M S, Organizational Development, University of Texas at Austin, B S, Industrial Technology, A S, Computer Science, Purdue University

Experience Consultant, ERS International, Corporate Senior HR Manager, TPI, Director Corporate ER/HR/LR, Director Employee Relations, Senior Manager Employee Relations, SYSCO Corporation; HR Business Partner Supply Chain, HR Manager, Sara Lee, Director HR, Tri-Star Corporation

b. LSC–Montgomery

Wesley Baucke, Instructor, Geology

Effective 4 5 month contracted employee at an annual salary of $14,798 beginning January 14, 2013

Education M.S, Geology, Oklahoma State University; B.S Geology, Sam Houston State University

Experience Adjunct Instructor, Geology, Lone Star College- Montgomery, Geology Teaching Assistant, Oklahoma State University, Geology Teaching Assistant, Sam Houston State University, Business Analyst, Conoco Phillips, Core Analyst II, Core Laboratories

Britt Kristin Michelsen, Instructor, Political Science

Effective 4 5 month contracted employee at an annual salary of $14,798 beginning January 14, 2013

Education Ph D., Political Science, M A, American Studies, B A, Philosophy, University of Hawaii at Manoa

Experience Adjunct Instructor, Government, Lone Star College-Montgomery, Business Analyst/Associate Knowledge Management Consultant, Lascaux Consulting, Senior Analyst/Project Manager, International Business Systems, Technical Writer and Marketing Writer, Baker Hughes INTEQ

c. LSC- Conroe Center

Rebecca Duncan- Ramirez, Director

Effective 12 month contracted employee at an annual salary of $69,360 beginning January 16, 2013
Education  
M A, Instructional Leadership, Sam Houston State University; B B A, Sul Ross State University; A A, Liberal Arts, San Jacinto College

Experience  
Interim Director, Lone Star College-Conroe Center; Program Manager-School Partnerships, College Connections Advisor, Lone Star College-Montgomery; Teacher, Stewart Creek Elementary, Montgomery ISD

d. LSC–North Harris

Tiffany Burton, Instructor, Cosmetology  
Effective  
12 month contracted employee at an annual salary of $30,998 beginning January 28, 2013

Education  
B B A, University of St. Thomas

Experience  
Adjunct Faculty, Cosmetology, Lone Star College-North Harris, Educator, Regency Beauty Institute

Joseph Gaul, Instructor, Welding  
Effective  
4 5 month contracted employee at an annual salary of $14,307 beginning January 14, 2013

Education  
B S, Kinesiology, University of Houston; A A., General Studies, San Jacinto College North

Experience  
Teacher, Welding, New Caney High School, Part-Time Instructor, Welding, San Jacinto College North

Kristyan Gilmore, Instructor, Government  
Effective  
4 5 month contracted employee at an annual salary of $17,008 beginning January 14, 2013

Education  
J D, Howard University; M A, Government, Regent University, B.A., Sociology & Criminology, University of Oklahoma

Experience  
Adjunct Faculty, Government, Lone Star College-North Harris, Graduate Assistant, Regent University, Litigation Support Attorney, Providus, Contract Review Team Lead, Kellogg Brown & Root

Jami Hughes, Instructor, Speech  
Effective  
4 5 month contracted employee at an annual salary of $15,780 beginning January 14, 2013
Education: MFA, Acting, Louisiana State University, B.F.A., Theatre, Sam Houston State University

Experience: Adjunct Faculty, Drama, Lone Star College-North Harris, Director of Musical Theatre, Theatre Arts Instructor, Klein Collins High School, Director of Musical Theatre and Dance, Associate Professor of Theatre, Lon Morris College

Randi Jones, CC Instructor, EMS
Effective: 12 month contracted employee at an annual salary of $37,850 beginning January 16, 2013

Education: M.S., Agricultural Education, B.S., Agricultural Services and Development, Tarleton State University, A.S., Emergency Medical Services, Kilgore College, A.A., General Agriculture, Tyler Junior College

Experience: Paramedic, Cypress Fairbanks Volunteer Fire Department, Emergency Care Center Technician, Cypress Fairbanks Medical Center; Paramedic, Trinity Mother Francis Health System

Carol Johnson, Assistant Professor, Biology
Effective: 10 5 month contracted employee at an annual salary of $33,801 beginning January 16, 2013

Education: Ph.D., Biology, Texas A&M University; M.A., Biology, Sam Houston State University, B.S., Biology Texas Southern University

Experience: Adjunct Faculty, Biology, Chemistry, Physics, & Kinesiology, Lone Star College-North Harris, National Science Foundation GK-12 Fellow, Lamar Alternative High School

Ericka Landry, Assistant Professor, HUMD
Effective: 12 month contracted employee at an annual salary of $35,511 beginning January 16, 2013

Education: M.Ed., Houston Baptist University, B.B.A., University of Arkansas

Experience: Adjunct Faculty, English, Lone Star College-North Harris, Teacher, Program Director, Substitute Teacher, Aldine ISD

Carol Ann Moses, Instructor, Psychology
Effective: 4 5 month contracted employee at an annual salary of $15,668 beginning January 14, 2013
Connie Noeller, Assistant Professor, Ad Nursing
Effective 12 month contracted employee at an annual salary of $35,511 beginning January 7, 2013

Education: M S, Nursing, Texas Woman’s University, B A, Nursing, Prairie View A&M University; A.S., Montgomery College ADN

Experience: RN, Conroe Regional, RN, Kingwood Medical Center, RN, Preferred Emergency Room

Janina Rafalska, Instructor, Geology
Effective 4 5 month contracted employee at an annual salary of $17,008 beginning January 14, 2013

Education: Ph D, Organic Geochemistry, University of Oklahoma; M.S., Sedimentary Geology, University of Wroclaw

Experience: Consultant, Petroleum Geochemistry, University of Utah, Advisor, Geochemistry, CG &G, EX-GEO, Petroleum Geochemist, AMOCO/BP, Source-Migration-Reservoir Group

Perry Sellers, Assistant Professor, Accounting
Effective 10 5 month contracted employee at an annual salary of $29,410 beginning January 16, 2013

Education: M S, Accounting, B B A, Accounting, Texas A&M University

Experience: Professor, Accounting, Lone Star College-North Harris, Senior Manager, National Strategic Tax Review, Deloitte Tax LLP, Manager, State Income Tax/ Franchise Tax, Arthur Anderson

Javaid Siddiqi, Instructor, Engineer Tech
Effective 4 5 month contracted employee at an annual salary of $14,307 beginning January 14, 2013

Education: B S, Mechanical Engineering, N E D University of Engineering and Technology
Experience: Engineering Tech, Lone Star College-University Park, Executive Mechanical Engineer, Pakistan National

Michael Tran, Instructor, AD Nursing
Effective: 4 5 month contracted employee at an annual salary of $14,798 beginning January 14, 2013

Education: M S, Adult Clinical Nurse Specialist, B.S, Nursing, Texas Woman’s University

Experience: Adjunct Faculty, Nursing LVN, Lone Star College-North Harris, Research Nurse-Neurosurgery, University of Texas Medical School, CVICU Staff Nurse, Memorial Herman Hospital, TMC, MSIMU Staff Nurse, Harris County Hospital District, LBJ

Krystal Woolery, Professor, Emergency Med Services
Effective: 12 month contracted employee an annual salary of $35,295 beginning January 16, 2013

Education: Paramedic Certificate, Lone Star College-North Harris

Experience: CTA, Lone Star College-North Harris EMS, Paramedic-In-Charge, Montgomery County Hospital District, Paramedic-In-Charge, Towns County EMS

e. LSC- Greenspoint Center

Mignette Dorsey, Assistant Professor, English
Effective: 10 5 month contracted employee at an annual salary of $29,410 beginning January 16, 2013

Education: M A, English Literature, B.A, English Literature, University of Houston

Experience: Adjunct Faculty, English, Lone Star College-North Harris, Adjunct Faculty, English, Lone Star College-CyFair; Writer in Residence, Writers in Schools (WITS), Volunteer Literacy Instructor, Christian Outreach Center

Ginger Fray, Assistant Professor, English
Effective: 10 5 month contracted employee at an annual salary of $29,410 beginning January 16, 2013
Education  M.A., English, Sam Houston State University, Teaching Certificate, Central Connecticut State University, B.A., English/Spanish, Sam Houston State University

Experience  Adjunct Faculty, English, Lone Star College-Tomball, Adjunct Faculty, English, Lone Star College-University Park, Online Teaching Certification Instructor, Educational Service Center Region 4, Secondary English/Journalism Instructor, CyFair School District

f. LSC-CyFair

Douglas Caesar, Director, Campus Services
Effective  12 month contracted employee at an annual salary of $91,800 beginning February 1, 2013

Education  B.S., Criminal Justice, University of Houston

Experience  Interim Campus Director, Manager of User Services, Lone Star College-CyFair; PC\LAN Tec IV, Lone Star College System

Christopher Paulk, Instructor, Engineer Tech
Effective  4.5 month contracted employee at an annual salary of $14,307 beginning January 16, 2013

Education  B.S., Mechanical Engineering, New Mexico State University

Experience  Associate Professor, Engineering, Lone Star College-CyFair, Engineer Technologist, PSE Services; Mechanical Engineer, CRC-Evans; Drilling Technician/Rig Supervisor, ExxonMobil Development Corporation

g. LSC-University Park

Kari Breitigam, Instructor, Arts
Effective  4.5 month contracted employee at an annual salary of $14,765 beginning January 14, 2013

Education  M.A., Fine Arts, Indiana State University, B.A., Fine Arts, Ohio State University
Experience  Graduate Teaching Assistant, Indiana State University, Gallery Attendant, Art Instructor, Swope Art Museum, Education Docent, Wexner Center for the Arts

Kristie Musgrove, Instructor, English
Effective  4 5 month contracted employee at an annual salary of $14,798 beginning January 14, 2013

Education  M A , English, University of Texas at Arlington, B S , Dance, Texas State University

Experience  Adjunct Faculty, English, Lone Star College-University Park, Adjunct Instructor, English, Teaching Assistant, University of Texas at Arlington, Adjunct Instructor, English, Tarrant County College

Randy Sparks, Director, Contact Center
Effective  12 month contracted employee at an annual salary of $73,929 beginning January 17, 2013

Education  B S , Technical Management, DeVry University, A A , Network Administration, San Jacinto College, A A , Security Administration, Community College of the Air Force

Experience  User Services Manager, Service Desk Manager, Lone Star College-System Office; User Services Manager, Lone Star College-Montgomery, Call Center Support Representative, Universal Computer Systems

h. LSC- Tomball

Ira Goldknopf, Instructor, Chemistry
Effective  4 5 month contracted employee at an annual salary of $17,008 beginning January 14, 2013

Education  Ph.D , Biochemistry, Kansas State University, B A , Chemistry, Hunter College

Experience  Adjunct Faculty, Chemistry, Lone Star College-Montgomery, President and Chief Scientific Officer, Power3 Medical Products, Inc , Co-Founder, Chief Scientific Officer and Director, Advanced Bio/Chem, Founder, VP R&D, FlowGenix Corporation

Patrick Gilbert, Professor, Political Science
Effective  9 month contracted employee at an annual salary of $22,383 beginning January 16, 2013
Education  M Ed, Professional Studies, Capella University; B A, Political Science, Prairie View A&M

Experience  Adjunct Instructor, Political Science Lone Star College-Tomball, Adjunct Instructor, Political Science, Blinn College, Inman Scholar, Lyndon B Johnson School of Public Affairs

i. LSC- Kingwood

Catherine Nwankwo, Assistant Professor, AD Nursing
Effective  10 5 month contracted employee at an annual salary of $29,410 beginning January 7, 2013

Education  M S, Nursing, Texas Woman’s University, B S, Nursing Texas Woman’s University

Experience:  Adjunct Faculty, Nursing, Lone Star College-Kingwood; Registered Nurse, St. Luke’s Episcopal Hospital, Registered Nurse, Memorial Hermann Hospital; Registered Nurse, The Methodist Hospital

Daniel Tatarzyn, Instructor, ESOL
Effective  4 5 month contracted employee at an annual salary of $15,148 beginning January 7, 2013

Education  B A, History, University of Pittsburgh

Experience:  Adjunct Instructor, ESOL, Lone Star College-Kingwood, Adjunct Instructor, ESOL, Houston Community College;

Morgan Grace, Instructor Speech
Effective  4 5 month contracted employee at an annual salary of $14,508 beginning January 14, 2013

Education  M A, Communication Studies, B A, Communication Studies, Texas Tech University

Experience:  Adjunct Instructor, Speech and Communications, Lone Star College-Kingwood; Lecturer, Management, Rice University, Dean, Basser College, University of South Wales
Exhibit “K”

Personnel Report and Consideration No. 2  (ACTION ITEM 7)  Board Meeting 3-7-13

Request:  Consideration of Resignations

Chancellor’s Recommendation:

LSC-North Harris

Bryan Barrows, Professor, Speech
Effective February 1, 2013

Karen Parker, Ref Librarian/Professor
Effective February 1, 2013

LSC-Greenspoint Center

Sarah David, Director, Career Services
Effective January 18, 2013

LSC-University Park

Jodie Lynn Ellis, Project Director, Facilities
Effective January 9, 2013

LSC-Northwest Hospital

Patricia Crotwell, Professor, AD Nursing
Effective January 16, 2013

Staff Resource: Rand Key  832-813-6522
Exhibit “L”

Personnel Report and Consideration No. 3   (ACTION ITEM 8)   Board Meeting 3-7-13

Request: Board of Trustees’ Annual Performance Review of Chancellor and any Proposed Addenda to the Chancellor’s Contract

Recommendation: Acceptance of the Board of Trustees’ annual performance review of the Chancellor and proposed addenda to the Chancellor’s contract