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
September 4, 2014
5:00 p.m.

PRESENT:  Dr. David Holsey, Chair
Mr. Bob Wolfe, Vice Chair
Mr. David Vogt, Assistant Secretary
Ms. Stephanie Marquard
Mr. Robert Adam
Dr. Kyle Scott
Dr. Ron Trowbridge

ABSENT:  Ms. Priscilla Kelly, Secretary
Ms. Linda Good

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

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

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

IV. INTRODUCTIONS, SPECIAL GUESTS AND RECOGNITIONS: Dr. Head introduced new faculty senate presidents Kim Carter, LSC-Tomball, Kiwana Francis, LSC-North Harris, Paula Khalaf, LSC-University Park and Sherry Young, LSC-Kingwood.

Dr. Audre Levy, president of LSC-CyFair introduced Mr. Omar De La Cruz, who became the 20,000th student to enroll at the LSC-CyFair campus on Saturday, August 23, 2014.

V. CLOSED SESSION: At 5:27 p.m. Dr. Holsey convened the Board in closed session, in accordance with Section 551.001 et. seq. of the Texas Government Code under one or more of the following provision(s) of the Act:

Section 551.071 - Consultation with Attorney
Mr. Wolfe entered the meeting at 6:34 p.m.

VI. **RECONVENE REGULAR MEETING:** Dr. Holsey reconvened the open meeting at 6:36 p.m.

VII. **WORKSHOP:** Dr. Keri Rogers, vice chancellor of academic affairs introduced executive director of the Honors College Dr. Katie Caruso. Dr. Caruso introduced the directors of the Honors College at each college campus; David Kennedy, LSC-Montgomery; Dr. Steven Prewitt, LSC-Tomball; Dr. David Putz, LSC-Kingwood; Jason LaPres, LSC-University Park; Brian Kyser, LSC-North Harris; and Esther Robinson, LSC-CyFair. She gave a presentation on the inaugural Honors College at LSC which is a system-wide, advanced academic environment to prepare Lone Star graduates for the most competitive university programs and careers.

VIII. **APPROVAL OF THE MINUTES OF THE AUGUST 7, 2014 WORKSHOP AND REGULAR MEETING:** upon a motion by Dr. Trowbridge and a second to the motion by Dr. Scott, the board approved the minutes of the August 7, 2014 Workshop and Regular Meeting with the following correction, that Mr. Wolfe convened the Board in closed session. Ms. Marquard and Dr. Holsey Abstained.

IX. **CITIZENS DESIRING TO ADDRESS THE BOARD:**

Dr. John Burghduff spoke on behalf of the American Federation of Teachers about agenda item #3, Ad Valorem Tax Rate.

X. **SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. **Chancellor:** Dr. Head introduced Shawn Arrajj with the Community Impact Newspaper.

Chancellor Head stated that convocation went very well a couple of weeks ago and thanked Trustees Priscilla Kelly, Linda Good and Dr. Trowbridge for attending.

LSCS is recognized as the 4th top producer of associates degree and LSCS ranks in the top ten in education, nursing, health professional and Liberal Arts and Sciences, Humanities and General Studies degrees according to the annual survey published by Community College Week of the top 100 degree producers.

Chancellor Head reported the fall semester is up by 6% as compared to this day last year; LSC-University Park with a 26% increase, LSC-Tomball is up 6%, LSC-North Harris is up 1%, LSC-Montgomery is up 4%, LSC-Kingwood is up 8% and LSC-CyFair is up 4%.
LSC is showing the largest increase in enrollment for community colleges in the state of Texas.

2. **College Presidents:** Dr. Lee Ann Nutt, acting president of LSC-Tomball gave a presentation on LSC Service Learning: Students in Action. All campuses have implemented programs with Service Learning as a teaching method which combines community service with academic instruction as it focuses on critical, reflective thinking and civic responsibility.

3. **Vice Chancellors:** None.

4. **Faculty Senate Presidents:** Dr. Craig Livingston, faculty senate president for LSC-Montgomery, spoke about shared governance, endorsement of teaching along with scholarship and the need to reassess academic measurement.

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

**XII. CURRICULUM REPORTS AND CONSIDERATIONS:**

1. **Consideration of Approval of a Level 1 Workforce Education Certificate in Massage Therapy (24 credit hours) for Implementation at Lone Star College North Harris for spring 2015. Close current CET (non-credit) Certificate in Massage Therapy (ACTION ITEM 1):** the board unanimously approves the development of the Level 1 Workforce Education certificate in Massage Therapy and closes the CTE certificate in Massage Therapy. This item was passed in the Consent Agenda. A copy is attached as Exhibit “C”.

**XIII. FINANCIAL REPORTS AND CONSIDERATIONS:**

1. **Monthly Financial Statements:** Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended July 31, 2014. A copy is attached as Exhibit “D”.

2. **Consideration of Approval of the Renewal of the Appointment of Mike Sullivan, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the System (ACTION ITEM 2):** the board unanimously approves the renewal of the appointment of Mike Sullivan, Harris County Tax Assessor-Collector to collect System property taxes in Harris County, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to collect the System’s property taxes levied in Montgomery and San Jacinto Counties, for the tax year 2014 (fiscal year 2014-15). This item was passed in the Consent Agenda. A copy is attached as Exhibit “E”.
3. Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Tax Year 2014 and Directing the Assessment and Collection Thereof (ACTION ITEM 3): upon a motion made by Dr. Trowbridge and a second by Dr. Scott the board unanimously approves setting the tax rate for the 2014 Maintenance and Operations (M&O) component of the ad valorem tax rate at $.0765/$100 valuation and the Interest and Sinking (I&S) component for the 2014 tax rate at $0.0316/$100 valuation, for a total tax rate of $0.1081/$100 valuation. A copy is attached as Exhibit “F”.

4. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Professional Services for Geotechnical Engineering and/or Materials Testing for LSC-Creekside Satellite Center (Creekside) and LSC-East Aldine Satellite Center (Aldine) (ACTION ITEM 4): the board unanimously authorizes the Chancellor or designee to negotiate and execute contracts for the purchase of professional services for geotechnical engineering and/or materials testing for Creekside and Aldine from Aviles Engineering Corporation, 5790 Windfern Road, Houston, TX 77041, in the total amount of $340,000 which includes $175,000 and $165,000 for Creekside and Aldine, respectively. In the event the System is unable to negotiate a contract, it is recommended that the negotiations be terminated with Aviles Engineering Corporation and initiated with the second highest-ranked firm, Kenall Inc. 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 a Contract for the Purchase to Purchase Construction Manager at Risk (CMAR) Services for the LSC-East Aldine Satellite Center (Aldine) Contingent Upon Finalization of Funding (ACTION ITEM 5): the board unanimously authorizes the Chancellor or designee to negotiate and execute a contract to purchase CMAR services for Aldine, contingent and conditioned upon finalization of funding, with the highest-ranked firm, Bartlett Cocke General Contractors, 4540 Kendrick Lane, Suite 120, Houston Texas 77032. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H”.

6. Consideration of Approval to Purchase Multi-Purpose and Colored Paper for the System (ACTION ITEM 6): the board unanimously approves the purchase of multi-use and color paper for the System from Bosworth Papers, Inc., 6300 West by Northwest, Suite 100, Houston, TX 77040, for an estimated amount of $195,000 annually and a total not-to-exceed amount of $975,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “I”.

7. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for LSC-Creekside Satellite Center (ACTION ITEM 7): the board unanimously authorizes the Chancellor or designee to negotiate and execute the final GMP contract with Durotech, Inc., 11931 Wickchester Lane, Suite 205, Houston Texas 77043, in the amount of $20,262,000 for the construction of Creekside. This item was passed in the Consent Agenda. A copy is attached as Exhibit “J”.

4
8. Consideration of Approval to Ratify the Purchase of Financial Aid Consulting Services for the System (ACTION ITEM 8): the board unanimously ratifies the purchase of financial aid consulting services from Financial Aid Services (FAS), 180 Interstate North Parkway, Suite 550, Atlanta, GA 30339, in an amount not-to-exceed $130,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K”.

XIV. BUILDING AND GROUNDS REPORTS:

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

XV. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 9): the Board unanimously ratified the appointments with the added correction. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M”.

2. Consideration of Acceptance of Resignations (ACTION ITEM 10): the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N”.

XVI. SUGGESTED FUTURE AGENDA ITEMS: None.

XVII. ADJOURNMENT: There being no further business, the meeting was adjourned at 7:23 p.m.

ATTEST:

[Signatures]

Board of Trustees, Chair

Board of Trustees, Secretary
Certification of Posting of Notice to the September 4, 2014
Workshop and Regular Meeting of the
Lone Star College System’s
Board of Trustees

I, Stephen C. Head, Chancellor of the Lone Star College System, do hereby certify that a notice of this meeting was posted on Friday the 29th day of August, 2014 in a place convenient to the public in the Administration Office of the Central Services and Training Center, on all college campuses and on the system website as required by Section 551.002 et seq., Texas Government Code. Special notice of the meeting was provided to the news media as required by Section 551.001 et seq., Texas Government Code.

Given under my hand this the 29th day of August, 2014.

LONE STAR COLLEGE SYSTEM

_____________________
Stephen C. Head
Chancellor
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 Description</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Separate Action</th>
<th>Board Separate Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Approve Workforce/Edu/Cert/Massage/Therapy/LSC-NH</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>2</td>
<td>Approve Renewal HCty/MCty Tax Assessors</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>3</td>
<td>Approve Resolution Fixing/Levying Ad Valorem Taxes</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>4</td>
<td>Authorize Chan/Neg/ExecPurch/Geotech/Engin/Mat/Test</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>5</td>
<td>Authorize Chan/Neg/ExecPurch/CMAR/LSC-Aldine</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>6</td>
<td>Authorize Chan/Neg/ExecPurch/Multi/Pr/Geotech/Engin/Mat/Test</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>7</td>
<td>Authorize Chan/Neg/Exec GMP Contr/CMAR/Creekside</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>8</td>
<td>Approve Ratification Purch/Financial Aid/Consult/Svcs</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>9</td>
<td>Ratify Appointments</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
<tr>
<td>10</td>
<td>Accept Resignations</td>
<td>______</td>
<td>______</td>
<td>______</td>
</tr>
</tbody>
</table>
Curriculum Report and Consideration No. 1  (ACTION ITEM 1)  Board Meeting 9-4-14

Request: Consideration of approval of a Level 1 Workforce Education certificate in Massage Therapy (24 credit hours) for implementation at Lone Star College-North Harris for Spring 2015. Close the current CTE (non-credit) certificate in Massage Therapy.

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

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

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

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

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

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

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

Staff Resource: Penny Westerfeld 281-765-7999
Rand W. Key 832-813-6522
Report: Monthly Financial Statements

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

How much do we need in reserves? The diagram shows the revenues and expenditures for different months. It includes data for September, October, November, December, January, February, March, April, May, and June. The chart compares the revenues and expenditures across these months, indicating the percentage each contributes to the overall reserves.
## LONE STAR COLLEGE SYSTEM

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

### REVENUES:

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

### EXPENDITURES:

<table>
<thead>
<tr>
<th></th>
<th>BUDGET</th>
<th>ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Instruction-Academic</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>29,722,805</td>
<td>28,488,357</td>
<td>95.8%</td>
<td>26,413,884</td>
<td>92.2%</td>
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<tr>
<td>Public Service</td>
<td>808,825</td>
<td>722,698</td>
<td>89.4%</td>
<td>659,559</td>
<td>79.5%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>53,639,832</td>
<td>41,114,968</td>
<td>76.7%</td>
<td>37,218,861</td>
<td>78.8%</td>
</tr>
<tr>
<td>Student Services</td>
<td>42,926,099</td>
<td>32,260,392</td>
<td>75.2%</td>
<td>29,170,811</td>
<td>79.0%</td>
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<tr>
<td>Institutional Support</td>
<td>33,218,426</td>
<td>26,733,618</td>
<td>80.5%</td>
<td>23,586,177</td>
<td>78.9%</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>33,300,948</td>
<td>25,987,213</td>
<td>78.0%</td>
<td>26,784,045</td>
<td>80.7%</td>
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<tr>
<td>Staff Benefits</td>
<td>17,786,440</td>
<td>22,732,479</td>
<td>127.8%</td>
<td>18,749,106</td>
<td>80.9%</td>
</tr>
<tr>
<td>Growth Contingency</td>
<td>1,328,000</td>
<td>-</td>
<td>0.0%</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Educational and General Expenditures</strong></td>
<td>287,740,000</td>
<td>247,155,680</td>
<td>85.9%</td>
<td>229,230,649</td>
<td>83.7%</td>
</tr>
<tr>
<td>Repair, Replacement and Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Internally Designated</td>
<td>4,800,000</td>
<td>1,834,607</td>
<td>38.2%</td>
<td>1,326,909</td>
<td>30.9%</td>
</tr>
<tr>
<td>Auxiliary</td>
<td>14,700,000</td>
<td>10,291,388</td>
<td>70.0%</td>
<td>7,597,647</td>
<td>69.1%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>307,240,000</td>
<td>259,281,675</td>
<td>84.4%</td>
<td>238,155,205</td>
<td>82.3%</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>10,550,000</td>
<td>6,843,695</td>
<td>80.9%</td>
<td>5,106,061</td>
<td>80.9%</td>
</tr>
<tr>
<td><strong>Total Expenditures and Transfers</strong></td>
<td>317,790,000</td>
<td>266,125,370</td>
<td>83.4%</td>
<td>243,261,266</td>
<td></td>
</tr>
</tbody>
</table>

### NET INCREASE (DECREASE) IN FUND BALANCES

|                         | General Funds |  | Auxiliary Funds |  |  |
|-------------------------|---------------|  |                |  |  |
| **General Funds**       | 0             |  | 24,218,351     |  | 31,011,924 |
| **Auxiliary Funds**     | 0             |  | 1,260,468      |  | 660,203   |
| **TOTAL NET INCREASE (DECREASE) IN FUND BALANCES** | $0 |  | $25,478,819 |  | $31,672,127 |
### LONE STAR COLLEGE SYSTEM

#### Balance Sheet

**July 31, 2014**

*Unaudited*

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash</td>
<td>$(13,521,810)</td>
<td>$17,552,279</td>
<td>-</td>
<td>$4,030,469</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>15,551,250</td>
<td>3,403,988</td>
<td>4,631,847</td>
<td>23,587,085</td>
</tr>
<tr>
<td>Investments</td>
<td>96,524,338</td>
<td>91,735,514</td>
<td>-</td>
<td>188,259,852</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>5,636,016</td>
<td>-</td>
<td>-</td>
<td>5,636,016</td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>38,086</td>
<td>-</td>
<td>-</td>
<td>38,086</td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td>-</td>
<td>583,055,434</td>
<td>-</td>
<td>583,055,434</td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>772,207,343</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$104,227,880</strong></td>
<td><strong>$695,747,215</strong></td>
<td><strong>$776,839,190</strong></td>
<td><strong>$1,576,814,285</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES AND FUND BALANCES</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>$10,146,791</td>
<td>$6,267,545</td>
<td>1,892,731</td>
<td>$18,307,067</td>
</tr>
<tr>
<td>Deferred revenues</td>
<td>4,369,987</td>
<td>4,857,273</td>
<td>-</td>
<td>9,227,260</td>
</tr>
<tr>
<td>Accrued compensable absences payable</td>
<td>7,908,334</td>
<td>327,727</td>
<td>-</td>
<td>8,236,061</td>
</tr>
<tr>
<td>Accrued interest payable</td>
<td>-</td>
<td>12,562,288</td>
<td>-</td>
<td>12,562,288</td>
</tr>
<tr>
<td>Bonds payable</td>
<td>-</td>
<td>627,802,126</td>
<td>-</td>
<td>627,802,126</td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>7,519,581</td>
<td>-</td>
<td>7,519,581</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>22,425,112</strong></td>
<td><strong>659,336,540</strong></td>
<td><strong>1,892,731</strong></td>
<td><strong>683,654,383</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FUND BALANCES:</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>81,802,768</td>
<td>-</td>
<td>458,605,779</td>
<td>540,408,547</td>
</tr>
<tr>
<td>Restricted</td>
<td>Non grant agreements</td>
<td>-</td>
<td>13,396</td>
<td>-</td>
</tr>
<tr>
<td>Restricted for construction</td>
<td>-</td>
<td>29,637,484</td>
<td>314,910,401</td>
<td>344,547,885</td>
</tr>
<tr>
<td>Debt service</td>
<td>-</td>
<td>6,759,795</td>
<td>1,430,279</td>
<td>8,190,074</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCES</strong></td>
<td><strong>81,802,768</strong></td>
<td><strong>36,410,675</strong></td>
<td><strong>774,946,459</strong></td>
<td><strong>893,159,902</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL LIABILITIES AND FUND BALANCES</th>
<th>General &amp; Auxiliary</th>
<th>Restricted</th>
<th>GASB 34/35 Reporting &amp; Investment In Plant</th>
<th>Memorandum Totals Current Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$104,227,880</td>
<td>$695,747,215</td>
<td>$776,839,190</td>
<td>$1,576,814,285</td>
<td>$1,576,814,285</td>
</tr>
</tbody>
</table>
## LONE STAR COLLEGE SYSTEM
### SUMMARY OF INVESTMENTS
#### AS OF JULY 31, 2014

<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 06/30/14</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Ending BV 07/31/2014</th>
<th>Ending BV 07/31/2013</th>
<th>Weighted Avg. Purchase Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>POOLS</td>
<td>29,430,437</td>
<td>1,692,053</td>
<td>11,624,503</td>
<td>3,198</td>
<td>19,497,987</td>
<td>8,426,817</td>
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<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>61,235,018</td>
<td>2,013,592</td>
<td>5,029,060</td>
<td>13,931</td>
<td>58,219,549</td>
<td>63,266,719</td>
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</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,104,188</td>
<td>2,319</td>
<td>2,319</td>
<td>15,106,507</td>
<td>15,017,408</td>
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</tr>
<tr>
<td>BONDS</td>
<td>3,411,923</td>
<td>807</td>
<td>807</td>
<td>3,411,116</td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>109,181,565</td>
<td>3,707,963</td>
<td>16,654,370</td>
<td>20,254.39</td>
<td>96,235,159</td>
<td>86,874,624</td>
<td>0.28%</td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>35,013,471</td>
<td>2,222</td>
<td>2,222</td>
<td>35,015,693</td>
<td>5,110,040</td>
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<tr>
<td>DEBT SERVICE POOLS</td>
<td>34,485,069</td>
<td>232,099</td>
<td>232,099</td>
<td>34,717,168</td>
<td>29,070,544</td>
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<tr>
<td>COMMERCIAL PAPER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>6,399,902</td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>7,523,705</td>
<td>381,095</td>
<td>944,502</td>
<td>871</td>
<td>6,960,298</td>
<td>18,703,316</td>
<td></td>
</tr>
<tr>
<td>MONEY MARKET ACCOUNT</td>
<td>15,039,031</td>
<td>3,324</td>
<td>3,324</td>
<td>15,042,355</td>
<td>5,009,708</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td>92,061,276</td>
<td>618,740</td>
<td>944,502</td>
<td>238,516</td>
<td>91,735,514</td>
<td>64,293,509</td>
<td>0.19%</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>201,242,841</td>
<td>4,326,703</td>
<td>17,598,871</td>
<td>258,771</td>
<td>187,970,673</td>
<td>151,168,133</td>
<td>0.24%</td>
</tr>
</tbody>
</table>
Request: Consideration of Approval of the Renewal of the Appointment of Mike Sullivan, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the System

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

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

Fiscal Impact: No change in financial resources

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

Chancellor’s Recommendation: That the Board of Trustees set the tax rate for the 2014 Maintenance and Operations (M&O) component of the ad valorem tax rate at $.0765/$100 valuation and the Interest and Sinking (I&S) component for the 2014 tax rate at $0.0316/$100 valuation, for a total tax rate of $0.1081/$100 valuation.

Rationale: The chief tax appraisers from Harris, Montgomery and San Jacinto Counties have submitted certified tax rolls. An effective tax rate of $0.1081 and a rollback tax rate of $0.1146 have been calculated and have been submitted for publication. The proposed tax rate represents a $0.0060 reduction in the M&O rate and a $0.0019 reduction in the I&S rate.

The proposed rate is the net effective tax rate as published. The proposed rate of $0.1081/$100 valuation is estimated to generate tax revenues sufficient to support the operations of the System as well as to pay bonded debt obligations for the 2014-15 fiscal year. Taxable properties include approximately $4.4 billion of new properties. Tax revenues produced from new properties provide the additional revenue needed to support the 2014-15 adopted budget. This results in no increase to the average tax assessment of property currently on the tax rolls.

Fiscal Impact: A tax rate of $0.1081 per $100 of taxable valuation will support approximately 37% of the System’s operating budget and approximately 87% of the System’s debt service requirements for fiscal year 2014-15. The remainder of the debt service requirements is funded from investment earnings and pledged operating revenues.

Staff Resource: Dr. Steve Head 832-813-6515
Cindy Gilliam 832-813-6512
RESOLUTION AND ORDINANCE

A RESOLUTION AND ORDINANCE FIXING AND LEVYING
AD VALOREM TAXES FOR THE
LONE STAR COLLEGE SYSTEM
FOR THE YEAR 2014 AND DIRECTING THE ASSESSMENT AND COLLECTION THEREOF:

WHEREAS, the Board of Trustees of the Lone Star College System find that it is necessary to levy a tax for the tax year 2014 for all lawful expenses of the System. In carrying out the duties and responsibilities placed upon said System by law, a tax must be levied to provide the revenue requirements of the operating budget and the outstanding bonds for the ensuing year; and

WHEREAS, the Board of Trustees of said System further find that all things prerequisite to the passing of this resolution and ordinance including all notices of hearings, consideration of budget, and all other things have been done and performed; and

WHEREAS, the Board of Trustees of said System further find the taxes for the year 2014 hereinafter levied therefore are necessary to pay all lawful expenses of the System and carry out the duties and obligations placed upon said System by law and to provide the required sinking fund on outstanding bonds proposed to be issued for such purposes during the ensuing years;

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

The tax rate for 2014 tax year be established at a rate of $0.1081 per hundred dollars valuation at 100% market value: That out of the above-established tax rate, $0.0765 be used for maintenance and operations; and $0.0316 be used for debt service

PASSED AND APPROVED this 4th day of September, 2014.

David Holsey, Chair
LSCS Board of Trustees

David Vogt, Asst. Secretary
LSCS Board of Trustees
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Professional Services for Geotechnical Engineering and/or Materials Testing for LSC-Creekside Satellite Center (Creekside) and LSC-East Aldine Satellite Center (Aldine)

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

Rationale: Geotechnical engineering and materials testing services are required by the International Building Code and include some of the following: foundation construction observations, soil compaction testing and inspections, concrete strength testing and mix designs, post-tensioning and reinforcing steel inspections, fireproof testing, structural steel and welding inspections.

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

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

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

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

Request:  Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Contracts to Purchase Professional Services for Geotechnical Engineering and/or Materials Testing for LSC-Creekside Satellite Center (Creekside) and LSC-East Aldine Satellite Center (Aldine)

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

Rationale:  Geotechnical engineering and materials testing services are required by the International Building Code and include some of the following: foundation construction observations, soil compaction testing and inspections, concrete strength testing and mix designs, post-tensioning and reinforcing steel inspections, fireproof testing, structural steel and welding inspections.

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

Staff Resource:  Cindy Gilliam  832-813-6512
Financial Report and Consideration No. 6 (ACTION ITEM 6) Board Meeting 9-4-14

Request: Consideration of Approval to Purchase Multi-Use and Color Paper for the System

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

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

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

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

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

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 7  (ACTION ITEM 7)    Board Meeting 9-4-14

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

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

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

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

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

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

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

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

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

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

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

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

Staff Resource: Juanita L. Chrysanthou 832-813-6504
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.
2013 Revenue Bond Project Summary

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

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

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

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

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

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

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

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

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

2014 Federal New Markets Tax Credit Program Project Summary

LSC-East Aldine Satellite Center

- Building programming efforts are currently underway.
- The Construction Manager at Risk (CMAR) selection and consideration of approval is scheduled for the September board meeting.
- The geotechnical firm selection and approval is scheduled for consideration of approval at the September board meeting.
- Site due diligence and survey work for the land transfer is underway.
### Personnel Report and Consideration No. 1  (ACTION ITEM 9)  Board Meeting 9-4-14

<table>
<thead>
<tr>
<th>Request:</th>
<th>Consideration of Ratification of Appointments.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor’s Recommendation:</td>
<td>That the contractual appointments listed on the following pages be ratified for the positions indicated.</td>
</tr>
<tr>
<td>Rationale:</td>
<td>These contractual appointments include ratification of Administrators and Faculty from the LSC-CyFair, LSC-Montgomery, and LSC-System Office</td>
</tr>
<tr>
<td>Fiscal Impact:</td>
<td>Positions and salaries have been budgeted for 2013-2014.</td>
</tr>
<tr>
<td>Staff Resource:</td>
<td>Rand Key 832-813-6522</td>
</tr>
</tbody>
</table>
a. LSC-CyFair
   Bridgette Sellers, Associate Dean
   Effective: 12 month contracted employee at an annual salary of $63,976 beginning July 16, 2014

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

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

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

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

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

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

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

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

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

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

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

**James Storfer, Sr. Project Director, Construction**

**Effective:** 12 month contracted employee at an annual salary of $84,502 beginning July 1, 2014

**Education:** B.S., Environmental Design, Texas A&M University

**Experience:** Director of Project Management, Project Coordinator, Cypress-Fairbanks Independent School District; Staff Architect, PBK Architects Inc.

**Jan Thornton, Sr. Human Resources Manager**

**Effective:** 12 month contracted employee at an annual salary of $63,976 beginning July 14, 2014

**Education:** B.S., Food and Nutrition, Michigan State University

**Experience:** Director, Human Resources Division, Manager of Employment and Support Services, Section Director of Employment, Recruiting Administrator, Selection System Administrator, Staff Development Administrator, Assistant Selection System Administrator, Human Resources Specialist, Classification Analyst, Clerk, Secretary, Texas Department of Criminal Justice

**Chrisula Watts, Human Resources Executive Director – Employee Relations**

**Effective:** 12 month contracted employee at an annual salary of $103,082 beginning July 14, 2014

**Education:** M.B.A, M.S., Human Resources, University of Phoenix; B.A., Sociology, Auburn University

**Experience:** Regional Director of Human Resources, Brookdale Senior Living/ Horizon Bay Senior Living; Director, Business, Habitat for Humanity; Employment Specialist, Workshops Inc.; Human Resources Specialist, Jefferson County DHR; Director, Human Resources, Northport Health Services
Request: Consideration of Resignations

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

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

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

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

Staff Resource: Rand Key 832-813-6522