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 6, 2012
5:00 p.m.

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

ABSENT:  Mr Robert Adam
Ms Stephanie Marquard

I. CALL TO ORDER:  Mr Bates called the workshop and regular meeting of the Board of Trustees to
order at 5:04 p.m. after determining that a quorum was present

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

Ms Good entered the meeting at 5:06 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:  Chancellor Carpenter
introduced Lone Star College’s three new faculty senate presidents: Daria Willis, LSC-University
Park, John Barr, LSC-Kingwood and David Birch, LSC-Tomball. Dr Keri Rogers, interim vice
chancellor for academic affairs announced LSC-Online received the award for the 2012 Sloan-
Consortium Effective Practice Award - Comprehensive Online Student Support Services

V. WORKSHOP:  Juanita Chrysanthou, interim vice chancellor for student success presented progress
on Strategic Goal 5.5, to promote an inclusive workplace that celebrates and values all

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
VII. RECONVENE REGULAR MEETING: Mr Bates reconvened the open meeting at 6 44 p.m

VIII. APPROVAL OF THE MINUTES OF THE AUGUST 2, 2012 PUBLIC HEARING AND WORKSHOP AND REGULAR MEETING, upon a motion by Dr Holsey and a second to the motion by Ms Good, the Board approved the minutes of the August 2, 2012 Public Hearing and Workshop and Regular Meeting

IX. CITIZENS DESIRING TO ADDRESS THE BOARD:

Johnny Mata with the Greater Houston Coalition for Justice addressed the Board concerning alleged perceptions of employment disparity at Lone Star College

Massey Villarreal, a member of the Chancellor's Hispanic Advisory Council to Lone Star College, reported on the Council's work to date

Kim Stelter addressed the Board concerning her perception of her husband's treatment at LSC-Montgomery

Larry Loomis-Price, LSC-Montgomery faculty member, addressed the Board concerning faculty grievances at LSC-Montgomery

Dr John Burghduff speaking on behalf of the American Federation of Teachers, asked that the Board to consider allowing employee grievances be appealed to the Board

X. SPECIAL REPORTS AND ANNOUNCEMENTS:

1 Chancellor Carpenter reported that though community college enrollments across the state, as well as the nation, are declining, Lone Star College’s enrollment is up 1%, to 77,695 for credit enrollment. LSC-CyFair’s enrollment is 18,857, a 3% decline. LSC-Kingwood’s enrollment is 11,930, a 1% decline, LSC-Montgomery’s enrollment is 13,197, a 2% decline, LSC-North Harris’ enrollment is 18,738, a 2% increase and LSC-University Park’s enrollment is 5,550, a 26% increase.

The Chancellor welcomed 31 new full-time faculty, noting that one-third are minorities. These new hires are in response to the Board’s direction to maintain the full-time to part-time ratio.

Chancellor Carpenter stated that the last legislative session, Rider 2 would give mid-biennium growth money to community colleges for the first time. As the largest and fastest growing community college in the state, we would receive the lion’s share of these reallocated funds. Lone Star lobbied heavily for a stop gap measure that would give us less money but strongly lessen the damage to those colleges who would lose money, particularly small rural colleges. We were able to convince the speaker and the lieutenant governor to a 3% hold harmless. The governor agreed, but only if all 50 community colleges were in agreement. Lone Star would have received $3,200,000 under this scenario. Two colleges refused to go along, so the Rider reverted with Lone Star receiving $3,600,000

2 College Presidents: None
3 Vice Chancellors: Juanita Chrysanthou, interim vice chancellor for student success gave a report on the Veteran’s Excellence Conference hosted by Texas Workforce Commission and Lone Star College Veteran’s Affairs Center which took place at LSC-University Park on August 31, 2012

4 Faculty Senate Presidents: Gordon Carruth, LSC-Montgomery faculty senate president gave a presentation on the growth and changes at Lone Star College In 1972, 1 college, no university or additional centers, 3 partner ISDs and 613 students Today, 6 colleges, 2 University centers, 6 additional centers, 11 partner ISDs, 77,695 students and partnerships in Vietnam, Kosovo, Brazil and Indonesia

XI. CONSIDERATION OF THE CONSENT AGENDA: Items number 6, 7 and 12 were recommended to be considered separately. Mr. Bates proceeded with the Consent Agenda. Dr. Holsey made a motion to approve Action Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 16, and 17. Mr. Forestier seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit “B”

XII. POLICY CONSIDERATIONS:

1 Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section VI.D.08 (SECOND READING) (ACTION ITEM 1): The Board unanimously approved the recommended revision of the Lone Star College System Board Policy Section VI.D.08 - Student Travel. This item was passed in the Consent Agenda. A copy is attached as Exhibit “C”

2 Consideration of Approval of the 2013-14 and 2014-15 Academic Calendars (ACTION ITEM 2): The Board unanimously approved the 2013-14 and 2014-15 official academic calendars. This item was passed in the Consent Agenda. A copy is attached as Exhibit “D”

XIII. FINANCIAL REPORTS AND CONSIDERATIONS:

1 Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor for administration and finance, presented the monthly financial statements for the month ended July 31, 2012. A copy is attached as Exhibit “E”.

2 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Printing Services for Business Cards and Stationery for the System (ACTION ITEM 3): The Board unanimously authorized the Chancellor or his designee to negotiate and execute an agreement to purchase printing services for business cards and stationery for the System from Marfield Corporate Stationery Inc., 1225 E. Crosby Road, Suite B-1, Carrollton, TX 75006 for an estimated annual amount of $71,000, for a total amount of $213,000 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “F”

3 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Agreements to Purchase Customized Training Services for LSC-Corporate College Clients (ACTION ITEM 4): The Board unanimously authorized the Chancellor or his designee to negotiate and execute agreements to purchase customized training services in multiple disciplines for LSC-Corporate College clients from Rockwell Automation, Numbers and Colors, Startegic IP Licensing, Inc. (PetroEd), Society of Manufacturing Engineers, Moresteam.com, LLC, The Quality Group, Maxfield Productivity Consultants, Inc., and Talascend,
Six Sigma us, EBRC, The Taligens Group, LLC, Trinity Training & Development, L P, Consulfiques, GE Inspection Technologies, L P, and Technical Laboratory Systems, Inc for an estimated amount of $1,250,000 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “G”

4 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Electronic Payments Automation Services for the System (ACTION ITEM 5); the Board unanimously authorized the Chancellor or his designee to negotiate and execute a contract for electronic payments automation services from Commerce Bancshares, Inc., dba Commerce Bank, 811 Main Street, Kansas City, MO 64105. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H”

5 Consideration of Approval of the Ninth Supplemental Resolution Authorizing the Issuance of Lone Star College System Revenue Financing Bonds, Series 2012B, Providing for the Security and Payment Thereof, Setting Certain Parameters for the Bonds, Authorizing the Chancellor and/or Vice Chancellor for Administration and Finance/CFO to Approve the Amount, the Interest Rate, Price and Terms Thereof and Certain Other Procedures and Provisions Relating Thereto, Authorizing the Execution and Delivery of a Bond Purchase Agreement, a Paying Agent/Registrar Agreement and Related Agreements Pertaining to Such Bonds, Approving the Preparation and Distribution of an Official Statement, and Enacting Other Provisions Relating Thereto (ACTION ITEM 6); upon a motion by Dr. Holsey and a second to the motion by Mr. Forester, the Board unanimously approved authorizing the issuance of approximately $20 million in Variable Rate Revenue Financing System Bonds, Series 2012B. A copy is attached as Exhibit “I”

6 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Architectural Services for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 7); upon a motion by Dr. Holsey and a second to the motion by Ms. Kelly, the Board authorized the Chancellor or his designee to negotiate and execute a contract for architectural services for the design of the EMI building at LSC-University Park with Morris Architects, 1001 Fannin St., Suite 300, Houston, Texas 77002, at a fair and reasonable price. If negotiations cease for any reason, the System will proceed to negotiate with the second ranked firm, Rees Associates. Mr. Bates abstained. A copy is attached as Exhibit “J”

7 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Waste Disposal Services for the System (ACTION ITEM 8); the Board unanimously authorized the Chancellor or his designee to negotiate and execute an agreement to purchase waste disposal services from BFI Waste Services of Texas, L P dba Republic Services of Houston, 8101 Little York, Houston, Texas 77016, for a total estimated amount of $1,450,000 over the three-year term. This item was passed in the Consent Agenda. A copy is attached as Exhibit “K”

8 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Pest Control Services for the System (ACTION ITEM 9); the Board unanimously authorized the Chancellor or his designee to negotiate an agreement to purchase pest control services from Cypress Creek Pest Control, P.O. Box 690548, Houston, Texas 77269, for an estimated amount of $140,000 over five years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L”
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Amendment to the Contract with Convergint Technologies, LLC to Purchase Additional Card Access (Employee Badging) Equipment and Services (ACTION ITEM 10): the Board unanimously authorized the Chancellor or his designee to negotiate and execute an amendment to the contract with Convergint Technologies, LLC, 1420 North Sam Houston Parkway East #190, Houston, Texas 77032, to purchase additional card access (employee badging) equipment and services for an estimated amount of $620,000, bringing the total estimated contract value to $2,620,000 plus an additional annual maintenance fee of $52,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M”.

Consideration of Approval of a One-Year Contract Extension with Global Laser, Inc. to Purchase Additional Ink and Toner Cartridges and Printer Maintenance (ACTION ITEM 11): the Board unanimously approved a one-year extension with Global Laser, Inc., 5805 Chimney Rock, Suite A, Houston, Texas 77081 to purchase additional ink cartridges and printer maintenance in an estimated amount of $600,000, bringing the total estimated contract amount to $2,200,000 over the four-year contract period. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N”.

Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Tax Year 2012 (ACTION ITEM 12): upon a motion by Dr. Holsey and a second to the motion by Mr. Wolf, the Board unanimously set the tax rate for the 2012 Maintenance and Operations (M&O) component of the ad valorem tax rate at $0.0863/$100 valuation and the Interest and Sinking (I&S) component for the 2012 tax rate at $0.0335/$100 valuation, for a total tax rate of $0.1198/$100 valuation. A copy is attached as Exhibit “O”.

Consideration of Approval of Renewal of the Appointment of Don Sumners, CPA, 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 13): the Board unanimously approved to renew the appointments of Don Sumners, Harris County Tax Assessor Collector to collect 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 2012 (fiscal year 2012-13). This item was passed in the Consent Agenda. A copy is attached as Exhibit “P”.

Consideration of Approval of Investment Broker Dealer List for 2012-13 (ACTION ITEM 14): the Board unanimously approved the Investment Broker Dealer List for 2012-13. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q”.

XIV. BUILDING AND GROUNDS REPORTS:

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

XV. PERSONNEL REPORTS AND CONSIDERATIONS:

Consideration of Ratification of Appointments (ACTION ITEM 15): the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S”.

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2 **Consideration of Acceptance of Resignations (ACTION ITEM 16):** the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T”

3 **Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 17):** the Board unanimously approved the commissioning of the following peace officers for Lone Star College System, LSC-CyFair, LaQuinta Fanise Moore and Nona Louise Perkins, and LSC-University Park, Manuel Perez. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U”

XVI. **SUGGESTED FUTURE AGENDA ITEMS:** None

XVII. **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:35 p.m.

**ATTEST**

[Signatures]

Board of Trustees, Chair

Board of Trustees, Secretary
Certification of Posting of Notice to the September 6, 2012
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 Friday the 31st day of August, 2012 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 31st day of August, 2012

[Signature]
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.

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<td>Approve 2013-14, 2014-15 Academic Calendars</td>
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<td>Approve One-Year Contract Extension w/Global Laser</td>
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<td>Approve Resolution Fixing/Levying Ad Valorem Taxes</td>
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<td>Approve Commissioning Peace Officers</td>
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Policy Report and Consideration No. 1 (ACTION ITEM 1)  Board Meeting 9-6-12

Request: Consideration of Approval of the Recommended Revision of the Lone Star College System Board Policy Section VI D 1 08 (SECOND READING) (ACTION ITEM 1)

Chancellor’s Recommendation: That the Board of Trustees approves the recommended revisions of the Lone Star College System Board Policy Section VI D 1 08

Rationale: The recommended policy changes will (1) ensure greater safety for all employees and students engaged in student travel, and (2) bring consistency and compliance with state law in (a) specifying required modes of travel, (b) the required use of safety devices, (c) requirements in passenger capacity, (d) qualifications for persons providing the transportation and (e) limitations in the use of private vehicles

Fiscal Impact: None

Staff Resource: Richard Carpenter 832-813-6515
Brian Nelson 832-813-6655
VI.D.1.08 – Student Travel

This policy will apply to travel by students to reach an activity or event that is located 25 miles or more away from the LSCS College of departure and when any of the following circumstances apply

a. The activity/event is funded by the System, or
b. The travel is by vehicle owned or leased/rented by the System, or
c. The activity or event is required by a registered student organization, or
d. The travel is undertaken under the direction of a college, department, class (credit or non-credit), college office, study abroad program, a college-scheduled sports event or competition, or a recognized student organization or their representatives

Travel is considered to be "funded by the System" whenever a college-maintained budget item or fund is created and used to pay part or all of the expenses associated with the activity or event. Travel is considered to be funded by the System even if the trip is arranged by an outside tour company for a college-sponsored trip and individual travelers must pay their own travel-related expenses to the travel company.

Travel is considered to be "required by a registered student organization" when the travel is a part of the organization's official activities, including attendance and participation at conventions, workshops, athletic events, and non-athletic competitions.

This policy does not apply to purely social or optional events organized by a registered student organization or an optional course activity recommended by a faculty member.

Within five (5) business days of the activity and/or event, individuals or groups intending to travel under this policy will complete and submit the following documents to the appropriate Dean or to his/her designee, as appropriate

a. Student Travel Request Form, which must be approved by the LEO or designee, and
b. Trip Plan, and
c. Trip Roster, and
d. The applicable Participant Release Form, and
e. Authorization for Medical Treatment

Approved modes of transportation used for student travel shall include, but not limited to, commercial airlines, college-owned or leased cars or vans, and commercially owned and operated buses or vans.

A driver who is transporting students in college-owned or leased/rented vehicles must

a. Be an employee of LSCS or be approved to transport students by the LEO or designee,
b. Possess a valid driver’s license appropriate for the vehicle to be driven (a driver of a commercial motor vehicle must have a commercial driver’s license), and
c Have a satisfactory driving record that was reviewed by the College within six months of the scheduled transportation of the students

The driver shall ensure that the number of passengers does not exceed the designated capacity of the vehicle and that each passenger is secured by a seat belt. A driver shall not drive for more than three (3) consecutive hours without taking a fifteen-minute break or relief from driving.

Should private student vehicles be used for student travel, the following shall apply:

a LSCS students are not covered by LSCS vehicle insurance and cannot be LSCS approved drivers. If adult students (18 years or older) choose to drive their own private vehicle or if adult students (18 years or older) choose to ride with another adult student (18 years or older), those are personal choices.

b An LSCS employee must not arrange for students to drive other students.

c All adult student driver(s) (18 years or older) must sign a waiver explaining that when they drive their own private vehicle(s), they are responsible and that LSCS has no liability if damages occur.

d Private student vehicle accident(s) will be covered by the student’s liability/comprehension insurance policy.

e In all cases where an adult student driver (18 years or older) chooses to drive/ride in private transportation, that circumstance must be described in the Travel Waiver Form.

f All private adult student drivers (18 years or older) must be provided with directions to the intended destination.

The Chancellor may establish procedures to further implement this section.
Policy Report and Consideration No. 2 (ACTION ITEM 2) Board Meeting 9-6-12

Request: Consideration of Approval of the 2013-14 and 2014-15 Academic Calendars

Chancellor’s Recommendation: That the Board of Trustees approves the proposed calendars

Rationale: The calendars outline the major events for the 2013-14 and 2014-15 scholastic years and comply with the Common Calendar guidelines established by the Texas Higher Education Coordinating Board. The proposed academic calendars have been reviewed and approved by the System Calendar Committee, the Council for Academic and Student Affairs and was approved by the Executive Council College system policy requires the Board of Trustees to approve the official academic calendars

Fiscal Impact: None

Staff Resource: Keri Rogers 832-813-6597
Lone Star College System 2013-2014 Academic Calendar

Fall Semester 2013

Registration begins
Full payment due for pre-registered Fall classes
Faculty Return
Last Day to Register
Weekday Classes Begin
Labor Day Holidays (no classes)
Friday evening, Saturday & Sunday Classes Begin
Official Day
Last day to drop and receive a "W"
Thanksgiving Holidays (colleges close at 4:30 p.m. November 27)
Full payment due for pre-registered Dec Mini-Term
Final Exams
Last Day to Register/Pay for Winter Mini-Term
Winter Mini-Term (3 week)
Winter Mini-Term (4 week)
Winter Holidays (offices closed)
Winter Holidays for Mini-Term
Last day to drop and receive a "W" for 3 week Mini-Term
Last day to drop and receive a "W" for 4 week Mini-term
Grades due in MyLoneStar (4 pm) for 3 week Mini-Term
Grades due in MyLoneStar (4 pm) for 4 week Mini-Term

Spring Semester 2014

Registration begins
Offices Open
Full payment due for pre-registered Spring classes
Faculty Return
Last Day to Register/Pay for Spring
Weekday Classes Begin
Friday evening, Saturday & Sunday Classes Begin
MLK Holiday (colleges closed)
Official Day
Mid-Semester Break (offices closed March 10-14) (Technology maintenance window)*
Last day to drop and receive "W"
Spring Holiday (offices closed)
Final Exams
Grades due in MyLoneStar (4 pm)
Commencement

Summer Semester 2014

Registration Begins (May Mini-Term and Summer)
Full payment due for pre-registered May Mini-Term classes
Last Day to Register/Pay for May Mini-Term
Mini-term
Full payment due for pre-registered summer classes
Memorial Day Holiday
Last Day to Register/Pay for Summer 1 and Full Length Summer Courses
Grades due in MyLoneStar (4pm) for May Mini-Term
First Summer Session
Weekend Classes Begin

April 10
August 16
August 19
August 24
August 26
Aug 31-Sept 2
Sept 6-8
September 9
November 11
November 28-Dec 1
December 6
December 9-15
December 13
December 16 – January 5
December 16 – January 12
December 19 – January 1
December 25 and January 1
December 30
January 3
January 7
January 14
November 18
January 2
January 4
January 6
January 11
January 13
January 17-19
January 20
January 27
March 10-16
April 4
April 18-20
May 5-11
May 13
May 9-10
March 5
May 2
May 9
May 12-June 1
May 16
May 24-26
May 30
June 3
June 2 – July 8
June 6-8

EC Approval June 13, 2012
Last day to drop and receive "W" for 1st summer: June 25
Independence Day Holiday (no classes, offices closed): July 3-6
Last Day to Register/Pay for Summer II: July 9
Grades due in MyLoneStar (4pm) for Summer I: July 10
Second Summer Session (July 10- August 17): July 10 – August 17
Last day to drop and receive a "W" for 2nd summer: August 5
Grades due in MyLoneStar (4pm) for Summer II: August 19

**Fall 2014 Semester**

Registration Starts: April 9
Faculty Return: August 18
First class day: August 25

*Computer Maintenance period, will include the online course management system, Web content management system, human resources, finance, and student services (applications, e-mail, records, etc.)*

**Number of Class Meeting Times (Fall Semester)**

- Monday classes: 14 + 1 final
- Tuesday classes: 15 + 1 final
- Wednesday classes: 15 (day), 14 (evening) + 1 final
- Thursday classes: 14 + 1 final
- Friday classes: 14 (day), 13 (evening) + 1 final
- Saturday classes: 13 + 1 final
- Sunday classes: 13 + 1 final
- Monday & Wednesday classes: 29 (day) 28 (evening) + 1 final
- Tuesday & Thursday classes: 29 + 1 final
- Monday, Wednesday & Friday classes: 43 + 1 final

**Number of Class Meeting Times (Spring Semester)**

- Monday classes: 14 + 1 final
- Tuesday classes: 15 + 1 final
- Wednesday classes: 15 + 1 final
- Thursday classes: 15 + 1 final
- Friday classes: 14 + 1 final
- Saturday classes: 14 + 1 final
- Sunday classes: 14 + 1 final
- Monday & Wednesday classes: 29 + 1 final
- Tuesday & Thursday classes: 30 + 1 final
- Monday, Wednesday & Friday classes: 43 + 1 final

EC Approval June 13, 2012
Lone Star College System 2014-2015 Academic Calendar

**Fall Semester 2014**

- Registration begins
- Full payment due for pre-registered Fall classes
- Faculty Return
- Last Day to Register
- Weekday Classes Begin
- Labor Day Holidays (no classes)
- Friday evening, Saturday & Sunday Classes Begin
- Official Day
- Last day to drop and receive a "W"
- Thanksgiving Holidays (colleges close at 4:30 p.m. November 26)
- Full payment due for pre-registered Dec Mini-Term classes
- Final Exams
- Last Day to Register/Pay for Winter Mini-Term
- Winter Mini-Term (3 week)
- Winter Mini-Term (4 week)
- Winter Holidays (offices closed)
- Last day to drop and receive a "W" for 3 week Mini-Term
- Winter Holidays for Mini-Term
- Last day to drop and receive a "W" for 4 week Mini-term
- Grades due in MyLoneStar (4pm) for 3 week Dec Mini-Term
- Grades due in MyLoneStar (4pm) for 4 week Dec Mini-Term

**Spring Semester 2015**

- Registration begins
- Offices Open
- Faculty Return
- Full payment due for pre-registered Spring classes
- Last Day to Register/Pay for Spring
- Weekday Classes Begin
- Friday evening, Saturday & Sunday Classes Begin
- MLK Holiday (colleges closed)
- Official Day
- Mid-Semester Break (Offices closed March 9-13) (Technology maintenance window)*
- Last day to drop and receive "W"
- Spring Holiday (colleges closed)
- Final Exams
- Commencement
- Grades due in MyLoneStar (4pm)

**Summer Semester 2015**

- Registration Begins (May Mini-Term and Summer)
- Full payment due for pre-registered May Mini-Term classes
- Last Day to Register/Pay for May Mini-Term
- Mini-term
- Full payment due for pre-registered summer classes
- Memorial Day Holiday
- Last Day to Register/Pay for Summer 1 and Full Length Summer Courses
- Grades due in MyLoneStar (4pm) for May Mini-Term

**EC Approval June 13, 2012**
Summer Term begins  
First Summer Session  
Weekend Classes Begin  
Last day to drop and receive "W" for 1st summer  
Independence Day Holiday (no classes, offices closed)  
Last Day to Register/Pay for Summer II  
Grades due in MyLoneStar (4pm) for Summer I  
Second Summer Session (July 9- August 16)  
Last day to drop and receive a "W" for 2nd summer  
Summer Term Ends  
Grades due in MyLoneStar (4pm) for Summer II  

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Term begins</td>
<td>June 1</td>
</tr>
<tr>
<td>First Summer Session</td>
<td>June 1 – July 7</td>
</tr>
<tr>
<td>Weekend Classes Begin</td>
<td>June 5-7</td>
</tr>
<tr>
<td>Last day to drop and receive &quot;W&quot; for 1st summer</td>
<td>June 24</td>
</tr>
<tr>
<td>Independence Day Holiday (no classes, offices closed)</td>
<td>July 2-5</td>
</tr>
<tr>
<td>Last Day to Register/Pay for Summer II</td>
<td>July 8</td>
</tr>
<tr>
<td>Grades due in MyLoneStar (4pm) for Summer I</td>
<td>July 9</td>
</tr>
<tr>
<td>Second Summer Session (July 9- August 16)</td>
<td>July 9 – August 16</td>
</tr>
<tr>
<td>Last day to drop and receive a &quot;W&quot; for 2nd summer</td>
<td>August 3</td>
</tr>
<tr>
<td>Summer Term Ends</td>
<td>August 16</td>
</tr>
<tr>
<td>Grades due in MyLoneStar (4pm) for Summer II</td>
<td>August 18</td>
</tr>
</tbody>
</table>

**Fall 2015 Semester**

Registration Starts  
Faculty Return  
First class day  

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Starts</td>
<td>April 8</td>
</tr>
<tr>
<td>Faculty Return</td>
<td>August 17</td>
</tr>
<tr>
<td>First class day</td>
<td>August 24</td>
</tr>
</tbody>
</table>

*Computer Maintenance period, will include the online course management system, Web content management system, human resources, finance, and student services (applications, e-mail, records, etc)

**Number of Class Meeting Times (Fall Semester)**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Tuesday classes</td>
<td>15 + 1 final</td>
</tr>
<tr>
<td>Wednesday classes</td>
<td>15 (day), 14 (evening) + 1 final</td>
</tr>
<tr>
<td>Thursday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Friday classes</td>
<td>14 (day), 13 (evening) + 1 final</td>
</tr>
<tr>
<td>Saturday classes</td>
<td>13 + 1 final</td>
</tr>
<tr>
<td>Sunday classes</td>
<td>13 + 1 final</td>
</tr>
<tr>
<td>Monday &amp; Wednesday classes</td>
<td>29 (day) 28 (evening) + 1 final</td>
</tr>
<tr>
<td>Tuesday &amp; Thursday classes</td>
<td>29 + 1 final</td>
</tr>
<tr>
<td>Monday, Wednesday &amp; Friday classes</td>
<td>43 + 1 final</td>
</tr>
</tbody>
</table>

**Number of Class Meeting Times (Spring Semester)**

<table>
<thead>
<tr>
<th>Classes</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Tuesday classes</td>
<td>15 + 1 final</td>
</tr>
<tr>
<td>Wednesday classes</td>
<td>15 + 1 final</td>
</tr>
<tr>
<td>Thursday classes</td>
<td>15 + 1 final</td>
</tr>
<tr>
<td>Friday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Saturday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Sunday classes</td>
<td>14 + 1 final</td>
</tr>
<tr>
<td>Monday &amp; Wednesday classes</td>
<td>29 + 1 final</td>
</tr>
<tr>
<td>Tuesday &amp; Thursday classes</td>
<td>30 + 1 final</td>
</tr>
<tr>
<td>Monday, Wednesday &amp; Friday classes</td>
<td>43 + 1 final</td>
</tr>
</tbody>
</table>

EC Approval June 13, 2012
Report: Monthly Financial Statements

The financial statements for the month ended July 31, 2012 are presented for Board review
HOW MUCH DO WE NEED IN RESERVES?

REVENUES

July
June
May
April
March
February
January
December
November
October
September

EXPENDITURES

July
June
May
April
March
February
January
December
November
October
September
## LONE STAR COLLEGE SYSTEM

### Statement of Revenues and Expenditures
General and Auxiliary Funds
For the Eleven Months Ended July 31, 2012
Unaudited

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>92% OF FISCAL YEAR</th>
<th>% ACTUAL TO BUDGET</th>
<th>PRIOR YEAR ACTUAL</th>
<th>% ACTUAL TO BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BUDGET</strong></td>
<td></td>
<td></td>
<td>7/31/2011</td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$63,210,000</td>
<td>$57,348,197</td>
<td>90.73%</td>
<td>$51,847,434</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>94,170,000</td>
<td>90,206,971</td>
<td>95.79%</td>
<td>75,464,462</td>
</tr>
<tr>
<td>Taxes</td>
<td>97,830,000</td>
<td>102,262,113</td>
<td>104.51%</td>
<td>96,823,391</td>
</tr>
<tr>
<td>Investments</td>
<td>500,000</td>
<td>268,193</td>
<td>53.64%</td>
<td>258,632</td>
</tr>
<tr>
<td>Other</td>
<td>5,220,000</td>
<td>3,469,789</td>
<td>66.47%</td>
<td>3,665,429</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>3,100,000</td>
<td>121,605</td>
<td>3.92%</td>
<td>2,786,546</td>
</tr>
<tr>
<td>Reserves</td>
<td>2,700,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Current Operations Revenues</strong></td>
<td>266,750,000</td>
<td>253,676,868</td>
<td>95.10%</td>
<td>230,885,894</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>10,000,000</td>
<td>6,125,482</td>
<td>61.25%</td>
<td>5,671,811</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>276,750,000</td>
<td>259,802,350</td>
<td>93.88%</td>
<td>236,557,705</td>
</tr>
</tbody>
</table>

### EXPENDITURES

| **Instruction-Academic** | 66,352,829 | 63,169,750 | 95.20% | 59,689,948 | 90.31% |
| **Instruction-Workforce** | 27,882,812 | 23,838,925 | 89.74% | 24,039,634 | 92.54% |
| **Public Service** | 1,069,614 | 711,490 | 66.52% | 772,565 | 70.24% |
| **Academic Support** | 45,082,847 | 33,765,156 | 74.90% | 34,621,411 | 78.88% |
| **Student Services** | 31,108,723 | 26,413,355 | 84.91% | 22,073,657 | 73.18% |
| **Institutional Support** | 27,438,612 | 22,083,783 | 80.48% | 21,265,391 | 77.05% |
| **Plant Operation and Maintenance** | 32,669,993 | 25,766,067 | 78.87% | 24,613,276 | 79.03% |
| **Staff Benefits** | 23,628,908 | 19,854,502 | 84.03% | 12,409,121 | 89.41% |
| **Growth Contingency** | 955,562 | | | |
| **Total Educational and General Expenditures** | 256,150,000 | 217,623,028 | 84.96% | 199,485,003 | 83.04% |
| **Repair, Replacement and Other Internally Designated** | 3,800,000 | 1,235,291 | 32.51% | 1,411,476 | 42.64% |
| **Auxiliary** | 10,000,000 | 4,914,011 | 49.14% | 4,463,636 | 55.80% |
| **Total Expenditures** | 269,950,000 | 223,772,330 | 82.89% | 205,360,115 | 81.64% |
| **Other Changes - Debt Service & Fund Transfers** | 6,800,000 | 4,978,733 | 73.22% | 4,165,004 | 68.73% |

### NEI INCREASE (DECREASE) IN FUND BALANCES

| **General Funds** | | | | |
| **Auxiliary Funds** | | | | |
| **TOTAL NEI INCREASE (DECREASE) IN FUND BALANCES** | $0 | $31,051,287 | | $27,032,586 |
LONE STAR COLLEGE SYSTEM

Balance Sheet
July 31, 2012
Audited

ASSETS

<table>
<thead>
<tr>
<th></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>$11,991,933</td>
<td>$10,645,717</td>
<td>$5,524,598</td>
<td>$1,346,216</td>
<td></td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>9,022,324</td>
<td>26,681,036</td>
<td>1,002</td>
<td>41,227,958</td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td>77,297,578</td>
<td>74,294,872</td>
<td>-</td>
<td>151,593,452</td>
<td></td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,715,484</td>
<td>-</td>
<td>2,715,484</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>37,370</td>
<td>37,370</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td></td>
<td>602,105,802</td>
<td></td>
<td>602,105,802</td>
<td></td>
</tr>
<tr>
<td>Capital assets net</td>
<td>722,862,629</td>
<td>722,862,629</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td><strong>$101,064,689</strong></td>
<td><strong>$692,435,993</strong></td>
<td><strong>$728,388,229</strong></td>
<td><strong>$1,521,888,911</strong></td>
<td></td>
</tr>
</tbody>
</table>

LIABILITIES AND FUND BALANCES

LIABILITIES

<table>
<thead>
<tr>
<th></th>
<th>$15,466,706</th>
<th>$5,291,750</th>
<th>-</th>
<th>$20,758,456</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts payable</td>
<td>4,739,112</td>
<td>18,996,190</td>
<td>-</td>
<td>23,735,302</td>
</tr>
<tr>
<td>Deferred payments</td>
<td>6,330,365</td>
<td>334,546</td>
<td>-</td>
<td>6,664,911</td>
</tr>
<tr>
<td>Accrued interest</td>
<td>12,743,884</td>
<td>-</td>
<td>12,743,884</td>
<td></td>
</tr>
<tr>
<td>Bonds payable</td>
<td>588,770,575</td>
<td>-</td>
<td>588,770,575</td>
<td></td>
</tr>
<tr>
<td>Assets held in custody for others</td>
<td>-</td>
<td>6,651,222</td>
<td>-</td>
<td>6,651,222</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>26,536,183</strong></td>
<td></td>
<td>-</td>
<td><strong>659,324,350</strong></td>
</tr>
</tbody>
</table>

FUND BALANCES

<table>
<thead>
<tr>
<th></th>
<th>$74,528,506</th>
<th>-</th>
<th>465,462,869</th>
<th>539,991,375</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Restricted</td>
<td>-</td>
<td>- 755,129</td>
<td>755,129</td>
<td></td>
</tr>
<tr>
<td>Nongrant agreements</td>
<td>-</td>
<td>- 485,631</td>
<td>485,631</td>
<td></td>
</tr>
<tr>
<td>Loans</td>
<td>-</td>
<td>- 30,689,784</td>
<td>261,318,804</td>
<td>292,008,588</td>
</tr>
<tr>
<td>Restricted for constr</td>
<td>-</td>
<td>- 27,717,282</td>
<td>1,606,556</td>
<td>29,323,838</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCES</strong></td>
<td><strong>74,528,506</strong></td>
<td>-</td>
<td><strong>728,388,229</strong></td>
<td><strong>862,564,561</strong></td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES AND FUND BALANCES**

<p>|                      | <strong>$101,064,689</strong> | <strong>$692,435,993</strong> | <strong>$728,388,229</strong> | <strong>$1,521,888,911</strong> |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Endng BV 06/30/2012</th>
<th>Total Buys</th>
<th>Total Sells</th>
<th>Interest/Dividends</th>
<th>Endng BV 07/31/2012</th>
<th>Endng BV 07/31/2011</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td>139 573</td>
<td>0</td>
<td>783</td>
<td>0</td>
<td>138 790</td>
<td>252 040</td>
</tr>
<tr>
<td>POOLS</td>
<td>35 174 457</td>
<td>83 503</td>
<td>6 714 929</td>
<td>6 451</td>
<td>28 543 032</td>
<td>35 536 302</td>
</tr>
<tr>
<td>AGENCIES</td>
<td>2 000 000</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2 000 000</td>
<td>7 000 000</td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>26 586 072</td>
<td>4 542</td>
<td>0</td>
<td>4 542</td>
<td>26 590 614</td>
<td>5 000 000 00</td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>15 000 000</td>
</tr>
<tr>
<td>SOUTHSIDF MONEY MARKET</td>
<td>20 019 527</td>
<td>5 617</td>
<td>0</td>
<td>5 617</td>
<td>20 025 144</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td><strong>83,919,627</strong></td>
<td><strong>93,663</strong></td>
<td><strong>6,715,712</strong></td>
<td><strong>16,610 22</strong></td>
<td><strong>77,297,580</strong></td>
<td><strong>62,788,342</strong></td>
</tr>
<tr>
<td><strong>DEBT SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>5 050 763</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5 050 763</td>
<td>5 009 144 00</td>
</tr>
<tr>
<td>DFRT SERVICE POOLS</td>
<td>19 117 955</td>
<td>199 240</td>
<td>0</td>
<td>4 036</td>
<td>19 317 193</td>
<td>17 311 403</td>
</tr>
<tr>
<td>AGENCIES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMMERCIAL PAPER</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5 000 000</td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>52 362 300</td>
<td>10 184</td>
<td>2 445 567</td>
<td>10 184</td>
<td>49 926 917</td>
<td>86 687 842 00</td>
</tr>
<tr>
<td><strong>Total / Average</strong></td>
<td><strong>76,531,015</strong></td>
<td><strong>209,424</strong></td>
<td><strong>2,445,567</strong></td>
<td><strong>14,229</strong></td>
<td><strong>74,294,872</strong></td>
<td><strong>114,008,389</strong></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>160,450,642</strong></td>
<td><strong>303,087</strong></td>
<td><strong>9,161,279</strong></td>
<td><strong>30,831</strong></td>
<td><strong>151,592,452</strong></td>
<td><strong>176,796,731</strong></td>
</tr>
</tbody>
</table>
Financial Report and Consideration No. 3  (ACTION ITEM 4)  Board Meeting 9-6-12

Request
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Agreements to Purchase Customized Training Services for LSC-Corporate College Clients

Chancellor's Recommendation:
That the Board of Trustees approves the purchase of customized training services in multiple disciplines for LSC-Corporate College clients from the providers listed below for an estimated amount of $1,250,000 over three years

- Rockwell Automation
- Numbers and Colors
- Strategic IP Licensing, Inc (PetroEd)
- Society of Manufacturing Engineers
- Moresteam com LLC
- The Quality Group
- Maxfield Productivity Consultants, Inc
- Talascend
- Six Sigma us
- EBRC
- The Taligens Group, LLC
- Trinity Training & Development, L P
- Consultiqes
- GE Inspection Technologies, LP
- Technical Laboratory Systems, Inc

Rationale
LSC-Corporate College partners with global corporations to provide customized training, open enrollment courses, and professional seminars. The program’s focus is on energy, computer technology and advanced manufacturing sectors, but also provides training for other industries including retail, hospitality, primary education, health care and non-profit.

The training is delivered based on client specifications and may be conducted through instructor-led workshops or self-paced online programs. The instructors that provide the training are required to have knowledge and experience in the instructional area of the training. Depending on the type of training, additional requirements may apply including certifications in many areas, including LEAN manufacturing, Six Sigma, safety, OSHA, business process review, leadership, petroleum industry and computer technology. Provider fees vary depending upon the overall qualifications and experience in the field of expertise, market demand for the services, deliver of instruction (on-site or online instruction), required training materials and customized curriculum requirements.
The term of the award will be for a period of three years beginning September 2012 with the option to renew for two (2) additional one-year terms at the System’s discretion and with mutual consent. The System reserves the right to cancel the contract with thirty (30) days written notice.

In compliance with the requirements of Texas Education Code 44.031, a request for proposals was issued to eighty-five (85) instructional manufacturing and leadership training providers and fifteen (15) responses were received. All fifteen providers are qualified and it is recommended to approve the purchase of training services and materials from all fifteen respondents.

**Fiscal Impact:**

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

**Staff Resource:**

Rand Key

832-813-6522
### Financial Report and Consideration No. 2  (ACTION ITEM 3)  Board Meeting 9-6-12

<table>
<thead>
<tr>
<th>Request</th>
<th>Consideration of Approval to authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Printing Services for Business Cards and Stationery for the System</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chancellor’s Recommendation</td>
<td>That the Board of Trustees approves the purchase of printing services for business cards and stationery for the System from Marfield Corporate Stationery Inc., 1225 E Crosby Road, Suite B-1, Carrollton, TX 75006, for an estimated annual amount of $71,000, for a total estimated contract amount of $213,000 over three years</td>
</tr>
<tr>
<td>Rationale:</td>
<td>Business cards, letterhead, envelopes, labels, note cards and note pads are used by faculty and staff in their daily business operations. This purchase will include printing services to supply these products for the System. The current business process for ordering these products will be streamlined through the utilization of a customized website for online ordering. This process will reduce the turnaround time to receive the cards and will also reduce the use of staff resources required for the current purchase order and payment process. The contract term will be for a period of three (3) years beginning October 1, 2012 through September 30, 2015 with an option to extend for two (2) additional one-year terms at the System’s discretion and mutual consent. The System reserves the right to cancel the contract with thirty (30) days written notice.</td>
</tr>
<tr>
<td>In compliance with the provisions of Texas Education Code 44.031, a request for proposals was issued to nineteen (19) printing vendors and thirteen (13) responses were received. Three (3) of the respondents did not provide sufficient information for evaluation and the proposals were deemed unresponsive. The recommendation for award is based on the proposal that provides the best value to the System in terms of cost, quality of the work, service levels, and the ability to provide an effective online order and payment process. The projected annual cost for these services is based on spending over the previous two years.</td>
<td></td>
</tr>
<tr>
<td>Fiscal Impact.</td>
<td>Funds for this purchase are included in the FY 2012-13 budgets for the System. Funds for subsequent years will be included in future proposed budgets.</td>
</tr>
<tr>
<td>Staff Resource:</td>
<td>Ray Laughter</td>
</tr>
</tbody>
</table>

832-813-6621
Financial Report and Consideration No. 4 (ACTION ITEM 5) Board Meeting 9-6-12

Request. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Electronic Payments Automation Services for the System

Chancellor's Recommendation. That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for electronic payments automation services from Commerce Bancshares, Inc., dba Commerce Bank, 811 Main Street, Kansas City, MO 64105

Rationale The System’s accounts payable department is in the process of converting to an electronic format for payments to its vendors to replace physical checks. Several financial institutions offer a mechanism to pay vendors via a bank card if the vendor accepts this method of payment. An advantage of this solution is that it creates an additional revenue stream for the System by generating rebates. In addition, the costs associated with printing and mailing checks such as postage, ink and toner, bank fees, envelopes and check stock will be reduced.

Commerce Bank will assist the System in implementing this solution at no cost and commits to a three month completion timeline. There will be vendors unwilling to accept payments electronically due to a fee that will be charged by Commerce Bank. For those vendors, Commerce Bank will assist the System in developing an Automated Clearing House method of payment. The System will accommodate vendors requesting a physical check.

The contract term is for an initial three (3) years with two (2) optional one-year renewals. The System reserves the right to cancel the contract with a thirty (30) day written notice.

This purchase is in compliance with the provisions of the Texas Education Code §44.031. A Request for Proposals (RFP #201) was advertised and three (3) responses were received. Proposals were evaluated and ranked based on the financial impact, the company profile including history and experience providing similar services, qualifications, references, level of participation by Historically Underutilized Businesses, location of the home office and thoroughness of the proposal. It is recommended that the contract be awarded to the provider with the highest score, Commerce Bank.

Fiscal Impact. LSCS will receive revenue sharing rebates monthly based on the total amount of payments made to vendors via the bank card. The amount of potential revenues cannot be determined until vendors willing to
participate in the program are identified

Staff Resource:  Cindy Gilliam  832-813-6512
Financial Report and Consideration No. 6 (ACTION ITEM 7) Board Meeting 9-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Architectural Services for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or his designee to negotiate and execute a contract for architectural services for the design of the EMI building at LSC-University Park with the highest ranked firm at a fair and reasonable price. A recommendation of the firm to be awarded the contract for services will be presented to the Board during its September regular Board meeting. If negotiations cease for any reason, the System will proceed to negotiate with the 2nd ranked firm.

Rationale: The EMI Building will be used to provide customized training, continuing education and college credit courses to support the needs of the energy and manufacturing industries. The facility will be designed to house state-of-the-art equipment in order to deliver hands-on training with equipment and machinery currently utilized in the industry.

In compliance with the provisions of Texas Government Code 2254.004, a request for statement of qualifications was advertised and ninety (90) interested architectural firms responded. A pre-proposal conference was held and twenty-five (25) firms were represented. A total of fourteen (14) responses were received.

The initial evaluation of proposals was conducted based on credentials and experience of assigned staff, the firm’s previous experience with similar projects, the ability to meet the project timeline, the firm’s relevant references, level of participation by Historically Underutilized Businesses and location of the firm’s home office. The five (5) firms receiving the highest scores were invited to present a proposal to a System committee. The presentations were scored using the same criteria as the initial evaluation, plus a score for the thoroughness of the presentation. It is recommended that the firm with the highest scores be awarded the contract for services. Final firm rankings will be provided to the Board at its September regular Board meeting.

Fiscal Impact: Funds for this purchase are available from the Revenue Financing System Bonds, Series 2012b.

Staff Resource: Cindy Gilliam 832-813-6512
Rand Key 832-813-6522
Financial Report and Consideration No. 5  (ACTION ITEM 6)  Board Meeting 9-6-12

Request

NINTH SUPPLEMENTAL RESOLUTION AUTHORIZING THE ISSUANCE OF LONE STAR COLLEGE SYSTEM REVENUE FINANCING SYSTEM BONDS, SERIES 2012B, PROVIDING FOR THE SECURITY AND PAYMENT THEREOF, SETTING CERTAIN PARAMETERS FOR THE BONDS, AUTHORIZING THE CHANCELLOR AND/OR VICE CHANCELLOR FOR ADMINISTRATION AND FINANCE/CFO TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, AND TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATING THERETO, AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT, A PAYING AGENT/REGISTRAR AGREEMENT AND RELATED AGREEMENTS PERTAINING TO SUCH BONDS, APPROVING THE PREPARATION AND DISTRIBUTION OF AN OFFICIAL STATEMENT, AND ENACTING OTHER PROVISIONS RELATING THERETO

Chancellor’s Recommendation

That the Board of Trustees approve the resolution authorizing the issuance of approximately $20 million in Variable Rate Revenue Financing System Bonds, Series 2012B

Rationale.

The Administration has determined it is favorable to the System to fund the approved Workforce Project by issuing approximately $20 million in Series 2012B Revenue Bonds. It is anticipated that the 2012B Bonds will be initially marketed at a fixed rate for a short period of time (i.e. 3 to 5 year rate). After the short term fixed rate period (the "initial rate period"), Board approval will be required for the next determined interest rate period. Such a financing structure gives the System more budget flexibility, while the Workforce Project is being completed versus paying a 25 to 30 year interest rate. Also, the 2012B Bonds create additional call flexibility for the System.

This resolution will allow the Chancellor or Vice Chancellor of Administration & Finance / CFO to sell the 2012B based on favorable market conditions

Fiscal Impact:

The current pledged revenue stream will support the debt service requirements of this bond issue

Staff Resource

Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 7  (ACTION ITEM 8)  Board Meeting 9-6-12

Request:  
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Waste Disposal Services for the System

Chancellors Recommendation:  
That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement to purchase waste disposal services from BFI Waste Services of Texas, LP dba Republic Services of Houston, 8101 Little York, Houston, TX 77016, for a total estimated amount of $1,450,000 over the three-year term

Rationale  
Waste disposal services, including the rental of containers and scheduled pickups, are required for all System locations to provide a clean and safe environment. The waste disposal containers will be placed at the direction of the facility plant directors and will be emptied per the campus requirements.

The agreement will include additional pricing for special events/projects and container upgrades, additions or trade-ins. The pricing is based on monthly rental fees of various-sized containers and the associated pick-up rates. The cost for additional containers is estimated to be $1,920 annually and $5,760 over the three-year term.

The term of the contract will be for a period of three (3) years effective September 2012 through September 2015 with two (2) optional one-year renewals. The System reserves the right to cancel the contract with a thirty-day written notice.

This purchase is in compliance with the requirements of Texas Education Code §44.031. A Request for Proposals was advertised and three (3) responses were received. Proposals were evaluated based on price, references, experience, quality, past performance, long-term cost, level of participation by Historically Underutilized Businesses, completeness of proposal and other relevant factors. It is recommended the agreement be awarded to the proposal receiving the highest score, BFI Waste Services of Texas.

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

Staff Resource:  
Cindy Gilham  
832-813-6512
Financial Report and Consideration No. 8 (ACTION ITEM 9) Board Meeting 9-6-12

Request

Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Pest Control Services for the System

Chancellor’s Recommendation

That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement to purchase pest control services from Cypress Creek Pest Control, P O Box 690548, Houston, TX 77269, for an estimated amount of $140,000 over five years

Rationale

The System requires monthly pest control inspections and treatments in all restrooms, entrances, walkways, exits, exterior building perimeters, common, vending, maintenance, and food service areas

The agreement will include additional pricing for mosquito control

The contract term will be for a period of (5) years effective September 2012 through September 2017. The System reserves the right to cancel the agreement with a thirty (30) day written notice

This purchase is in compliance with the requirements of Texas Education Code §44.031. A Request for Proposals was advertised and two (2) responses were received. Proposals were evaluated based on price, total cost, references, quality, experience, past performance, level of participation by Historically Underutilized Businesses, and completeness and thoroughness of the proposal. It is recommended the bid be awarded to the proposal receiving the highest score, Cypress Creek Pest Control

Fiscal Impact

Funds for this purchase are included in the FY 2012-13 System budgets. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Cindy Gilliam 832-813-6512
Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Amendment to the Contract with Convergint Technologies LLC to Purchase Additional Card Access (Employee Badging) Equipment and Services

Chancellor's Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an amendment to the contract with Convergint Technologies LLC, 1420 North Sam Houston Parkway East #190, Houston, TX 77032, to purchase additional card access (employee badging) equipment and services for an estimated amount of $620,000, bringing the total estimated contract value to $2,620,000 plus an estimated annual maintenance fee of $52,000

Rationale Section: On December 2, 2010, the Board of Trustees authorized the purchase of card access services from Convergint Technologies LLC for an estimated amount of $2,000,000, plus the estimated annual maintenance fee of $52,000. These services were required to support the card access and security systems across the college system.

The System has conducted progress meetings with the vendor to identify additional requirements for card access that were not included in the original scope of work. These additional requirements will provide the needed infrastructure for the success of the One Card Security Access system. The procurement of equipment and services will be done in six phases for a complete system-wide implementation.

Initially, licenses, cameras, printers, materials and related services will be purchased to complete employee badging for LSC-North Harris Health Professions Building, Victory Center, Atascocita Center, EMCID Center, Fairbanks Center, Conroe Center, Tomball Health Science Center and Greenspoint Center.

Subsequently, student badging, and integration with the System’s web application will be implemented. Additional features will be activated followed by twelve months of support services after successful commissioning of the card access and security systems.

Fiscal Impact: Funds for this purchase are available from the 2008 general obligation bonds.
Financial Report and Consideration No. 10  (ACTION ITEM 11)  Board Meeting 9-6-12

Request: Consideration of Approval of a One-Year Contract Extension with Global Laser, Inc to Purchase Additional Ink and Toner Cartridges and Printer Maintenance

Chancellor’s Recommendation: That the Board of Trustees approves a one-year contract extension with Global Laser, Inc 5805 Chimney Rock, Suite A, Houston, Texas 77081, to purchase additional ink and toner cartridges and printer maintenance in an estimated amount of $600,000, bringing the total estimated contract amount to $2,200,000 over the four-year contract period

Rationale: On March 5, 2009, the Board of Trustees approved the purchase of ink and toner cartridges and printer maintenance in an estimated amount of $400,000 annually, for a total contract amount of $800,000 over the two-year term. This purchase included an option to renew for three additional one-year terms.

On November 4, 2010, the Board of Trustees approved extending the contract for a third year in an estimated amount of $600,000, and an additional increase of $200,000 for year two, bringing the total estimated contract amount to $1,600,000 over the three-year period.

This request is to extend the contract for a fourth year for an estimated amount of $600,000, bringing the total estimated contract amount to $2,200,000 over the four-year contract period.

This purchase is required to ensure that computer printers and fax machines operate effectively across the System.

In compliance with the provisions of Texas Education Code 44.031, the initial award was completed through a formal competitive process (RFP # 09-052)

Fiscal Impact: Funds for the purchase are included in the FY 2012-13 budgets for the System

Staff Resource: Cindy Gilliam 832-813-6512
Financial Report and Consideration No. 11  (ACTION ITEM 12)  Board Meeting 9-6-12

Request:  Consideration of Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Tax Year 2012 and Directing the Assessment and Collection Thereof

Chancellor's Recommendation  That the Board of Trustees sets the tax rate for the 2012 Maintenance and Operations (M&O) component of the ad valorem tax rate at $0.0863/$100 valuation and the Interest and Sinking (I&S) component for the 2012 tax rate at $0.0335/$100 valuation, for a total tax rate of $0.1198/$100 valuation

Rationale:  The chief tax appraisers from Harris, Montgomery, and San Jacinto Counties have submitted certified tax rolls. An effective tax rate of $0.1219 and a rollback tax rate of $0.1286 per $100 of taxable valuation have been calculated and have been submitted for publication. The proposed tax rate of $0.1198 represents a $0.0012 decrease in the M&O rate and no change in the I&S rate. This rate is estimated to generate tax revenues sufficient to support the operations of the System as well as to pay bonded debt obligations for the 2012-13 fiscal year.

Fiscal Impact:  A tax rate of $0.1198 per $100 of taxable valuation will support approximately 39% of the System’s Operating Budget and approximately 86% of the System’s Debt Service Requirements for fiscal year 2012-13. The remainder of the debt service requirements is funded from operating revenues.

Staff Resource:  Richard Carpenter  832-813-6515
Cindy Gilliam  832-813-6512
Financial Report and Consideration No. 13  (ACTION ITEM 14)  Board Meeting 9-6-12

Request
Consideration of Approval of Investment Broker Dealer List for 2012-13

Chancellor’s Recommendation:
That the Board of Trustees approves the Investment Broker Dealer List for 2012-13

Rationale:
The Public Funds Investment Act requires that the Board approve those firms authorized to transact investment business with the System.

Each of the recommended brokers (see attached list) is currently authorized to transact business with the System. In compliance with System policy and state law, each has been provided a copy of the System’s Investment Policy. The System has completed the recertification process for each of the recommended broker dealers documenting their understanding of the Public Funds Investment Act and the suitability of investments according to the System’s Investment Policy.

Fiscal Impact
None

Staff Resource.  Cindy Gilham  832-813-6512
Lone Star College System
Investment Broker Dealer List
September 2012 through August 2013

Broker/Dealer Services

Deutsche Bank Alex Brown
Mr Larry Burns
700 Louisaana, Suite 1500
Houston, TX 77002
832 239 3311
832 239 3333 Fax
larry.burns@db.com
angie.thompson@db.com

UBS Financial Services/Paine Webber
Mr Richard Ebert
10001 Woodloch Forest Drive, Suite 100
The Woodlands, TX 77382
281 362 6360
281 362 6340 Fax
richard.ebert@ubs.com

Wells Fargo Brokerage Services, LLC
Ms Patty Fougerat
Institutional Brokerage & Sales
111 Congress Avenue, Thrid Floor
Austin, TX 78701
877 417 9349
512 344 7514
866 972 8601 Fax
patricia.e.fougerat@wellsfargo.com

Coastal Securities
Tony Sekaly
555 San Felipe St, Ste 2200
Houston, TX 77056-2725
800 681 4121
tonys.ekaly@coastalsecurities.com

Duncan Williams, Inc
Stephen Capoferri
11458 W Travelers Way Circle
Houston, TX 77065-4982
866 394 0236
scapo@bloomberg.net

Rice Financial Products Co
Carol Mackoff
208 S LaSalle St, Ste 1338
Chicago, IL 60604-1319
877 855 2739
apex.mom@bloomberg.net

Morgan Keegan & Co., Inc
Polly Moore
2801 Via Fortuna, Ste 650
Austin, TX 78746-7907
512 306 2503
polly.moore@morgankeegan.com

Depository Services

Wells Fargo Bank N A
Ms Sibt Stewart – Officer
Senior Relationship Manager
4801 Southwest Parkway, Bldg 1
Suite 175, 1st Floor
Austin, TX 78735-8954
512 899 2124
877 433 7542 Fax
sibt.stewart@wellsfargo.com

Custodial Services

Frost National Bank Capital Markets
Dr Jeff Beckel
100 West Houston Street
P O Box 1600
San Antonio, TX 78296
800 438 4891 ext 56147
800 220 4111 Fax
jbeckel@bloomberg.net
Building and Grounds Report

Report: Construction Projects Update

The District's plant operations and facilities department has provided a summary report of the District's construction projects. See attached report.
General Obligation Bond Project Summaries – 2008 Election:

- **LSC-Kingwood**
  - Project is complete

- **LSC-Tomball – Renovation**
  - Project is complete

- **LSC-CyFair**
  - The punch list items for the Student Services/Classroom Building are substantially complete
  - Installation of the exterior building sun shades for the balconies of the Science Building is complete
  - The first floor renovation in the Library Building for the new Center for Student Life is complete. Final commissioning activities continue on the audio visual feature wall and gaming activities will be complete in September

- **LSC-Cypress Center**
  - Construction permit drawings were submitted to the County on July 2. We anticipate an expedited review and approval by the County with the intent of commencing construction in late August. The General Contractor (GC) is assembling the team of subcontractors and developing phased schedules for mobilization and plans for expediting the construction schedule.
  - The project is scheduled to be substantially complete by August 2013 in time for the Fall 2013 semester

- **LSC-University Park**
  - Construction of the new library, tutoring center, and assistive technology center on level 8 of building 12 is complete
  - Demolition has started on level 7 of building 13 for the LSCS classroom build-out. Construction is scheduled to be substantially complete by the end of the calendar year.
  - Construction of the machine shop in the Central Plant Building to support the workforce development programs is substantially complete.

- **LSC- Highway Signage**
  - Installation of 18 of the 20 signs within the second phase of the project has been completed. We continue to work with the County on permits associated with the Atascocita signage.
Revenue Bond Project Summary

- **LSC-University Park**
  - Workforce Programs Building (Energy Manufacturing Institute)
    - Architect Selection – A recommendation will be presented to the Board of Trustees at its September regular board meeting
    - Construction Manager at Risk Selection – A recommendation will be presented to the Board of Trustees at its October regular board meeting

**Repair and Replacement Projects:**

- **LSC-North Harris**
  - Parking Lot Striping
    - Complete

- **LSC-Kingwood**
  - Concrete Coating for Sidewalks
    - Complete
  - Facilities Office Renovation
    - Complete
  - Parking Lot Striping
    - Complete
  - Retrofit Variable Air Velocity Boxes with Thermistors
    - Complete
  - Install Door Closers
    - Complete

- **LSC-Tomball**
  - Electrical Grounding Repair
    - Testing complete Results being review
  - Replace Tile in South Building
    - Complete
  - Commons Furniture Replacement
    - Complete, except receipt for of replacement tables for those damaged in shipment
  - Replace Dimmer System/Light Fixtures In Teaching Theater
    - Installation complete and resolution of punch list items is underway
  - Demolition of House- Creek Side
    - Complete

- **LSC-Montgomery**
  - Install Sump Pumps in Fire Pits
    - Complete
- Install Electrical/Power Quality Equipment on Buildings and Equipment
  - Analysis is underway
- Replace Filter System for Central Plant #1
  - Design is complete. Lead time for equipment is approximately 12 weeks
  - Work is scheduled during the winter break
- Repair or replace Air Flow Dampers In Four Buildings
  - Complete
- Paint Central Plant
  - Complete
- Bldg F Roof Repair and Building Sealant Work
  - Complete
- Lightening Protection at Central Plant
  - Complete

- The University Center
  - Seal Atrium Windows
    - Complete

- LSC-CyFair
  - Planning for a New Arts Pavilion is under development that would move several kiln processes for ceramics instruction out of the building
    - Complete
  - Heating, Air Conditioning, and Ventilation Modifications in Arts Building
    - Complete
  - Utility Vehicle Storage Building
    - Complete
  - Cyber Café Construction
    - Work is complete

- LSC-University Park
  - Door Hardware Upgrades
    - Installation complete, resolution of punch list items is underway
  - Break Room Accessibility Renovations
    - Complete
  - Sidewalk Lighting in Courtyard
    - Installation of electrical and basics complete
    - Fixtures to be ordered Sept 1, 2012
  - Replace Temporary Power Feed To Building 12
    - Complete

- LSC- System Office
  - Heating Ventilation and Air Conditioning Modifications at Police Dispatch Center
    - Complete
  - Re-Slope Parking Lot at Community Bldg to meet Americans Disabilities Act (ADA) Requirements
    - Complete
Status Report on the Area Job Order Contract (AJOC) Purchases for Construction Related Projects:

At the August 2011 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 $200,000 and to make collective purchases not to exceed $1,000,000 for FY 2011-12. Projects that exceed $200,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under $200,000, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

❖ The projects listed below were awarded to Dura Pier
  ◆ Projects under $25,000 Complete at Time of Report
    ▪ LSC-University Park – Ceiling Repair – $12,302
    ▪ LSC-Montgomery – Adjust Slope of Concrete at Entrance to Bldg C - $5000
    ▪ LSC-Tomball – Demolition of residential dwelling on the site of the future Creekside satellite - $15,000
  ◆ Projects over $25,000 Complete at Time of Report
    ▪ LSC – Montgomery – Concrete Entrances - $40,396
    ▪ LSC- University Park – Call Center - $124,848

❖ The projects listed below were awarded to Alpha Construction
  ◆ Projects under $25,000 Complete at Time of Report
    ▪ LSC-Montgomery - Installation of Sliding Door - $21,247
  ◆ Projects over $25,000 Complete at Time of Report
    ▪ LSC-North Harris - Ramp at Student Services Building - $45,000
    ▪ LSC-Cy Fair – Installation of Utility Vehicle Storage Facility - $63,377

❖ The projects listed below were awarded to Millennium Project Solutions (MPS)
  ◆ Projects over $25,000 Complete at Time of Report
    ▪ LSC-North Harris – Sidewalk and Drainage Improvements - $28,573
    ▪ LSC-Montgomery – Renovation - $153,123
    ▪ LSC-System Office – Parking Lot Re-Sloping - $31,975

❖ The projects listed below were awarded to Kellogg Brown & Root (KBR)
  ◆ Projects over $25,000 Complete at Time of Report
    ▪ LSC-Cy Fair – Faculty Dining Renovations - $48,969
    ▪ LSC-Cy Fair – Open CASA Lab Storefront - $28,993
    ▪ LSC- Cy Fair – Cyber Cafe Renovation - $36,814
Status Report on Architectural Design Services for Construction-Related Projects

At the August 2009 regular Board meeting, the Board of Trustees approved the purchase of professional architectural services for construction projects for an amount not to exceed $250,000 over a period of three years from five architectural firms. To ensure the Board has visibility of these purchases, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- The project listed below were awarded to O C +A
  - LSC-North Harris – Health Professions Building Instructional Roof Design – $9,000

- The project listed below was awarded to Hill+Swart
  - LSC-North Harris – Math Lab Design – $14,000

- The project listed below was awarded to Hutt Zollars
  - LSC-Cy Fair – Utility Vehicle Storage Facility – $17,000

Status Report on Engineering Design Services for Construction Related Projects

At the August 2009 regular Board meeting, the Board of Trustees approved the purchase of professional engineering services for construction projects for an amount not to exceed $500,000 over a period of three years from five engineering firms. To ensure the Board has visibility of these purchases, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- The projects listed below were awarded to Smith, Seckman & Reid
  - LSC-Kingwood – Administration Building Air Handler Unit Evaluations – $30,500
  - LSC-Kingwood – Classroom Building A – Air Handler Unit Replacements – $31,700
  - LSC-Kingwood – Administration Building Air Handler Unit #3 Evaluation – $6,000
  - LSC-System Office – Rooftop Air Handler Unit Evaluation & Associated Ductwork – $9,500

- The projects listed below were awarded to Marshall Engineering
  - LSC-Montgomery – Sump Pump for Fire Valve Pits – $8,839
  - LSC-University Park – Commons Booster Pump – $9,095
  - LSC-Cy Fair – Air Quality Evaluation – $8,001
  - LSC-Cy Fair – Heating Ventilation and Air Conditioning Design for Fine Arts Building – $5,521

- The projects listed below were awarded to Bovay Engineering
  - LSC-North Harris – Replace Air Handlers, Academic Building – $14,900
  - LSC-North Harris – Parking Lot Lighting Design – $5,300
Request: Consideration of Ratification of Appointments

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

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

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

Staff Resource: Rand Key 832-813-6522
Debra Kuhl, Dean, Instruction

Effective: Twelve month contracted employee at an annual salary of $92,500 beginning August 13, 2012

Education: Ed D, Higher Education Administration and Leadership, University of Arkansas-Fayetteville, M BA & BBA, Management, College of Saint Francis, B S, History, Texas A&M University-Texarkana, A A, Liberal Arts, Joliet Junior College

Experience: Vice President of Instruction, Galveston College, Dean of Instruction, Clarendon College, Adjunct Faculty, Farley Dickerson University, Graduate Adjunct Faculty, Georgian Court University, Multiple positions, Ameritech

Jennifer Teague, Associate Professor, Business

Effective: Ten and one-half month contracted employee at an annual salary of $55,831 beginning August 20, 2012

Education: M BA, University of Houston, B A, General Studies, University of St Thomas

Experience: Adjunct Faculty, University of Phoenix, and Kaplan University, Assistant Professor, Norwegian School of Management BI, Senior Compliance Analyst, Lecturer, Robert Gordon University (UK), Tutor, University of Aberdeen (UK), Senior Internal Auditor, Apache Corporation, Financial Analyst, Ferguson Camp Poll, PC

Valerie Jefferson, Associate Professor, Education

Effective: Ten and one-half month contracted employee at an annual salary of $55,831 beginning August 20, 2012

Education: M S, Counseling & M S, Adult Education, Northern Illinois University, B A, Criminal Justice, Aurora University, A S, General Ed, Kishwaukee Community College

Experience: Academic Counseling/Advising, and Coordinator-Transfer Center/Multi Initiatives, and Student Retention & Success, Rock Valley Community College, Retention Specialist, and College Orientation Course Instructor, Elgin Community College, Career Planning Instructor, Northern Illinois University

Milosz Kucharski, Associate Professor, Political Science

Effective: Ten and one-half month contracted employee at an annual salary of $57,241 beginning August 20, 2012
**Education**  Ph D, M A, & B A, Political Science, University of California-Davis

**Experience**  Lecturer, Instructor, and Teaching Assistant, University of California

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**Troy Gambernardi, Associate Professor, Biology**

**Effective**  Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 20, 2012

**Education**  Ph D, Molecular Biology, University of Texas Health Science Center-San Antonio, B S, Biology, University of Texas-San Antonio

**Experience**  Assistant Professor, and Adjunct Assistant Professor, Grand Rapids Community College, Visiting Assistant Professor, and Adjunct Assistant Professor, Grand Valley State University, Curriculum Specialist-Biomedicine, Davenport University, Research Scientist, and Postdoctoral Fellow, Van Andel Research Institute, Graduate Student, and Senior Research Assistant, The University of Texas Health Science Center-San Antonio, Senior Research Assistant, The University of Texas M D Anderson Cancer Center-Houston, Associate Scientist, Rio Vista International Inc, Undergraduate Student Research, University of Texas-San Antonio

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**Bo Cui, Associate Professor, Machining**

**Effective**  Ten and one-half-month contracted employee at an annual salary of $50,776 beginning August 20, 2012

**Education**  M S, Mechanical Engineering, Lamar University, B S, Mechanical Design & Manufacturing, Shangdon Institute of Technology

**Experience**  Temporary Full-Time Assistant Professor, Temporary Full-Time Instructor, Temporary Full-Time Assistant Professor & Instructor, and Adjunct Faculty, Lone Star College-CyFair, Machine Tool Engineer, AMS Automation, Service Engineer, Vanguard Machinery, Engineer, Victor Industrial, Teaching Assistant, Lamar University

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b. **LSC-Kingwood**

**Ngangnang Njowo, Instructor, Sociology**

**Effective**  4 5-month contracted employee at a semester pro-rated (70%) salary of $15,738 beginning August 20, 2012

**Education**  M A, Sociology, Texas Southern University, B A, Journalism, University of Yaounde
Experience  Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Kingwood, Legal Assistant/Litigation Support, Conoco-Phillips, Legal Assistant, Shell Oil Company

Kari McMurray, Assistant Professor, Developmental English

Effective  Ten and one-half month contracted employee at an annual salary of $48,806 beginning August 20, 2012

Education  M S, Adult/Organizational Learning and Leadership, & B G S, General Studies, University of Idaho

Experience  Instructor, Michigan State University, and Henry Ford Community College, Substitute Teacher, Temporary School Staff, Inc, Administrative Assistant II, ProQuest, and University of Idaho, Instructor/Graduate Teaching Assistant, Student Athlete Tutor, Writing Center Tutor, Virtual Facilitator, Notetaker, Test Administrator, and Office Assistant II, University of Idaho, English Teacher, Colegio Mesoamericano-Guatemala, ESL Intern, Moscow Junior High, Tutor, Literacy Council of the Palouse, Senior Staff Member, Camp Cayuga, Department Aid III, Michigan State University, Assistant Business Manager, Doner Advertising

Anthony Carreras, Assistant Professor, Philosophy

Effective  Ten and one-half month contracted employee at an annual salary of $56,093 beginning August 20, 2012

Education  Ph D, Philosophy, Rice University, M A, Philosophy, Georgia State University, B A Philosophy, Drew University

Experience  Instructor, Rice University, Georgia State University, and Houston Community College

Heather Scherr, Assistant Professor, Biology

Effective  Ten and one-half month contracted employee at an annual salary of $47,848 beginning August 1, 2012

Education  M S, Biology, Gerstner Sloan-Kettering Graduate School of Biomedical Sciences, B S, Biology-Cellular/Molecular & B A, Liberal Arts, University of Texas-Austin

Experience  Adjunct Faculty, Lone Star College-Kingwood, Part-Time Technician, and Undergraduate Research, University of Texas-Austin

Nathalie Vega-Rhodes, Assistant Professor, Math
Effective Ten and one-half month contracted employee at an annual salary of $50,776 beginning August 20, 2012

Education M S & B A, Mathematics, University of Houston, A A , Theatre, San Jacinto College

Experience College Preparatory Adjunct, and Adjunct Instructor, Math Lab Supervisor, Part-Time Program Coordinator, and Part-Time Writer’s Center Lab Manager, San Jacinto College, Adjunct Instructor, Houston Community College, and College of Mainland

Timothy Dean, Assistant Professor, Respiratory

Effective Twelve-month contracted employee at an annual salary of $55,208 beginning August 20, 2012

Education B S, Clinical Services Management, Texas Tech University Health Science Center, A A , General Studies, Alvin Community College

Experience Advanced Respiratory Therapist, Texas Children’s Hospital, and St Luke’s Episcopal Hospital, Respiratory Clinical Instructor, Alvin Community College, Part-Time Respiratory Care Practitioner, Clear Lake Regional Medical Center

c LSC-Montgomery

Sandi Johnson, Instructor, English

Effective 9-month contracted employee at a semester pro-rated (70%) salary of $30,466 beginning August 20, 2012

Education M A, English & B A, English/Professional Writing and Philosophy, Mount Mary College

Experience Temporary Full-Time Instructor, Adjunct Faculty, and Tutor, Lone Star College-Montgomery, Permanent Substitute Teacher, Klein ISD, Contract Editor, Houston Modern Luxury Magazine, Writer & Editor, Milwaukee Courier Newspaper, Writer & Consultant, SMAG Media

Jacquelyn Harrah, Instructor, English

Effective 9-month contracted employee at a semester pro-rated (70%) salary of $30,466 beginning August 29, 2012

Education M A & B A, English, San Jose State University

Experience Temporary Full-Time Instructor, Adjunct Faculty, Lone Star College-Montgomery, Tomball, and Kingwood, Executive Director, Adoptions International
Mission, Adjunct Faculty, Houston Community College, In-House Publication Specialist, Hoover Institution Press, Fourth Grade Reading Specialist, Juana Briones Elementary School, English Instructor, Junshin Joshi Gakuen (Tokyo Japan), Instructor/Tutor, San Jose State University

Eiki Isomura, Instructor, Music

**Effective** 9-month contracted employee at a semester pro-rated (70%) salary of $35,016 beginning August 20, 2012

**Education**  D M A , Conducting & B M , Music Theory, University of Michigan, M M , Music, University of Arizona

**Experience** Part-Time Assistant Conductor/Coach/Accompanist, Opera in the Ozarks, Part-Time Conductor, Part-Time Assistant Conductor, University of Michigan, Part-Time Guest Music Director, Horace Mann Theatre Company, Part-Time Conductor, Arizona Repertory Theatre, Part-Time Conductor, Part-Time Assistant Conductor, University of Arizona

Patrice West, Instructor, Criminal Justice

**Effective** 9-month contracted employee at a semester pro-rated (70%) salary of $30466 beginning August 20, 2012

**Education**  M S , Security Studies & B S , Criminal Justice, Sam Houston State University

**Experience** Adjunct Faculty, Lone Star College-Montgomery, Teaching Assistant, and Part-Time Hirsch School Teacher Workshop, McKay Foundation Instructor, Sam Houston State University, Elementary Teacher, and Secondary Substitute Teacher, Montgomery ISD, HISD, WISD, and CISD

Mary Lasco, Associate Professor, English

**Effective** 4 5-month contracted employee at a semester pro-rated salary of $25,011 beginning August 20, 2012

**Education**  Ph D , English, Texas A&M University, M A , English, Arizona State University, B A , English, University of Texas-Austin

**Experience** Adjunct Faculty, Lone Star College-Montgomery, Lecturer, Part-Time Lecturer, and Part-Time Graduate Assistant, Texas A&M University-College Station, Instructor, and Adjunct Instructor, Colorado State University-Fort Collins, Part-Time Graduate Assistant, Arizona State University
Michele Richey, Assistant Professor, Sociology

Effective: Ten and one-half month contracted employee at an annual salary of $54,148 beginning August 20, 2012

Education: M.A., Sociology, University of Colorado-Colorado Springs, M.A., Higher Education Administration, New York University Steinhardt School of Education, B.A., Psychology and Sociology, New York University College of Arts and Sciences

Experience: Program Coordinator II, University of Houston, Area Coordinator, and Resident Hall Director, University of Colorado-Boulder, Assistant Director, University of Colorado-Colorado Springs, Resident Hall Director, Seattle University, Resident Assistant, New York University, Resident Advisor, University of Massachusetts-Amherst

Helen McDowell, Assistant Professor, Biology

Effective: Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 29, 2012

Education: Ph.D., Biology & B.S., Biology and Chemistry, Dundee Institute of Technology

Experience: Temporary Full-Time Assistant Professor, Adjunct Faculty, Lone Star College-Montgomery, Post-Doctoral Research Fellow, University of Dundee, Lecturer, School of Science & Engineering, and Dundee Institute of Technology

Justin Chance, Assistant Professor, Emergency Medical Services

Effective: Twelve-month contracted employee at an annual salary of $55,000 beginning August 29, 2012

Education: A.A.S., Emergency Medical Technology, San Jacinto College

Experience: Instructor, Adjunct Faculty, Lone Star College-Montgomery, ER Tech, Conroe Regional Medical Center, Jail Medic, Montgomery County Sheriff’s Office, Flight Paramedic, MedFlight International, In-Charge Field Training Officer, Harris County Emergency Services District 1, EMT-Basic, American Medical Response

Mark Marotto, Assistant Professor, Music

Effective: Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 20, 2012
Educational background: D.M.A., Choral Conducting, University of Michigan, M.M., Orchestral Conducting, National Music University-Romania, B.A., Marketing and Management, Duke University

Experience: Interim Director, Eastern Michigan University, and Rowan University, Graduate Student Instructor, University of Michigan, Adjunct Lecturer, Pepperdine University Summer Program-Switzerland, Guest Conductor and Assistant Conductor, Bern University Chorus-Switzerland, Artistic Director, Windsor Classic Chorale-Canada, Le Louverain Festival-Switzerland, and Cheseaux Choir-Switzerland, Artistic Director and Founder, Voix d Espérance (Voice of Hope)-Switzerland, Guest Conductor, Lausanne Youth Choir-Switzerland, and Le Motet de Genève and Orchestre de la Prieure-Switzerland, Assistant Conductor, Lausanne City Choir-Switzerland

Timothy Campbell, Associate Professor, Drama

Effective: Ten and one-half month contracted employee at an annual salary of $54,148 beginning August 20, 2012

Educational background: M.F.A., Theatre, The University of Oklahoma, B.S., Music, University of Colorado-Boulder

Experience: Managing and Artistic Director, and Instructor, Temple Civic Theatre, Adjunct Instructor, University of Mary Hardin Baylor, Graduate Teaching Assistant, University of Oklahoma, Theatre Teacher/Director, Round Rock High School, and Ahref Elsik High School

George Jackson, Assistant Professor, Education

Effective: Ten and one-half month contracted employee at an annual salary of $54,148 beginning August 29, 2012

Educational background: M.A., Curriculum & Instruction, University of Texas-San Antonio, B.S., Liberal Arts, Excelsior College

Experience: Adjunct Instructor, University of Texas-San Antonio, Director-Theatre Arts & Chorale Activities, Saegert 6th Grade Center, Teacher & Dyslexia Interventionist, New Frontiers Charter School, Academic Instructor, Southwest Louisiana Marine Institute, Executive Director, Heritage International Christian Church, Contract Management, Diversified Progressive Management Group

Fiona Ross, Associate Professor, Political Science

Effective: Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 22, 2012
Education  Ph D, Political Science, University of Pittsburgh, B A, Politics, University of Strathclyde

Experience  Associate Professor, and Assistant Professor, University of Bristol, Assistant Professor, Bucknell University, Pre-doctoral Fellow, Teaching Fellow, and Teaching Assistant, University of Pittsburgh

d  LSC-North Harris

My Le, Assistant Professor, Math

Effective  Ten and one-half month contracted employee at an annual salary of $50,776 beginning August 20, 2012

Education  M S & B S, Mathematics, University of Houston, A A, General Math & Science, Lone Star College System

Experience  Instructor, Adjunct Faculty, and Tutor, Lone Star College-North Harris, Teaching Assistant, Research, Math Tutor, University of Houston, Math Teacher, Middle School and High School-Vietnam

John Maynard, Associate Professor, Biology

Effective  Ten and one-half month contracted employee at an annual salary of $49,782 beginning August 20, 2012

Education  M P, Physiology, M S, Biological Science and Animal Science, & B A, Spanish Language and Literature, North Carolina State University

Experience  Professor-Anatomy and Physiology, Horry Georgetown Technical College, Group Fitness Instructor, North Carolina State University

Anupma Gupta, Assistant Professor, Biology

Effective  Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 20, 2012

Education  Ph D, Veterinary Anatomy, Texas A&M University

Experience  Adjunct Faculty, Lone Star College-North Harris, Teaching Assistant, Texas A&M University, Teaching/Laboratory Assistant, IIT-India, Post-Doctoral Fellow, UT Health Science Center-Houston, Scientist Histo Pathology, Manager and Scientist Development Biology, Sr Scientific Group Leader, and Drug Target Prioritization and Analysis, Lexicon Pharmaceuticals
Kelly Jacobs, Assistant Professor, Political Science

Effective  Ten and one-half month contracted employee at an annual salary of $49,782 beginning August 20, 2012

Education  M L A & B A, Political Science, University of St Thomas

Experience  Adjunct Faculty, Lone Star College-North Harris, Houston Community College, San Jacinto College, and University of St Thomas, Legal Assistant, Law Offices of George O Jacobs, Financial Advisor, Merrill Lynch, Legislative Intern, Mayor Bill White’s Office of government Affairs, Research Assistant, University of St Thomas, Congressional Intern, Congressman Chris Bell

LSC-Tomball

Mirosława Marłysz, Assistant Professor, Professional Office Technology

Effective  Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 20, 2012

Education  D C & B S, Human Biology, Texas Chiropractic College

Experience  Temporary Full-Time Instructor, and Adjunct Faculty, Lone Star College-Tomball, Doctor of Chiropractic Medicine, Olde Oaks Chiropractic

Kyle Solak, Associate Professor, English

Effective  Ten and one-half month contracted employee at an annual salary of $58,358 beginning August 20, 2012

Education  Ph D, English, University of Houston, M A, English, University of New Orleans, B A, English, University of Texas-Austin

Experience  Adjunct Professor, Houston Community College, and Houston Baptist University, Teaching Fellow, University of Houston, Language Arts Teacher, Jefferson Community School, and St Louis Cathedral School

Ajai Cribbs, Associate Professor, Developmental Math

Effective  Ten and one-half month contracted employee at an annual salary of $50,776 beginning August 20, 2012

Education  M S, Applied Mathematics, University of Alabama-Birmingham, B S, Mathematics, University of Alabama-Huntsville
Experience  Professor, San Jose College, Mathematics Training Instructor, Silicon Valley Leadership Group, Temporary Assistant Professor, Los Rios Community College District, Adjunct Instructor, Heald College, EXCEL Teaching Assistant, University of Central Florida, EO Research Intern, NASA Marshall Space Flight Center

Jamee Kastler, Assistant Professor, AD Nursing

Effective  Ten and one-half month contracted employee at an annual salary of $50,776 beginning August 20, 2012

Education  M S N , Nursing, Walden University, A S , Nursing, Excelsior College

Experience  Hospital Educator, HealthSouth, Staff Nurse, Barnes Jewish St Peters Hospital, Case Manager/Staff RN, BJC Home Care Services, Floor/Charge Nurse, Barnes Jewish Hospital South, Triage Nurse, St Joseph Medical Park Pediatrics, Pediatric Nurse, Unity Private Duty Services, Floor Nurse and House Supervisor, Surrey Place

Tom Lescarbeau, Associate Professor, Surgical Tech

Effective  Twelve-month contracted employee at an annual salary of $55,028 beginning August 1, 2012

Education  B S , Occupational Education, Westfield State College, A S , Health Science, Berkshire Community College

Experience  Program Coordinator-Surgical Technology, C H McCann Technical School, Certified Surgical First Assistant/Certified Surgical Technologist, Berkshire Medical Center, Certified Surgical Technologist, North Adam Regional Hospital, Elliot Hospital, and Southwestern Vermont Medical Center, Surgical Technologist-Perioperative Aid, Berkshire Medical Center/Hillcrest Hospital, Personal Computer Sales/Service Representative, NorthEast Consulting, Inc

LSC-System Office

Keri Rogers, Interim Vice Chancellor, Academic Affairs

Effective  Twelve-month contracted employee at an annual salary of $171,000 beginning August 1, 2012

Education  Ph D , Higher Education, University of North Texas, M A , Interdisciplinary Studies, & B S , Mathematics, West Texas A&M University

Experience  Assistant Vice President-Academic Affairs, Associate Dean-College of Arts and Sciences, Director-First-Year Experience, and Director-Lowman Student Center & Student Activities, Sam Houston State University, Director-Jack B Kelley Student Center, Director-Student Activities, and Coordinator-Student Organizations, West Texas
A&M University, Coordinator-Leadership Development, and Graduate Assistant, University of North Texas

William Derwostyp, Information Security Officer

Effective Twelve-month contracted employee at an annual salary of $95,000 beginning August 16, 2012

Education A A , Electronics Repair, Elaine P Nunez Institute

Experience Technology Security Officer, and Security Administration Manager/Interim-Director Technology Infrastructure, University of Southern Mississippi, Manager Production Operation/Security, Administaff Services, L P , Manager-Network Integration Center, Senior Systems Engineering Consultant, Manager-Systems Engineers, and Manager-Engineering Support, Compucom Systems, Inc
Personnel Report and Consideration No. 2  (ACTION ITEM 16)  Board Meeting 9-6-12

Request:  Consideration of Resignations

Chancellor’s Recommendation:

LSC-CyFair

Charles Hathaway, Associate Professor, Fire Science
   Effective August 31, 2012

Jo Thibodeau-Fey, Dean, Instruction
   Effective August 2, 2012

Jessica Armenta, Professor, Biology
   Effective August 31, 2012

Ronald Jones, Professor, Drama
   Effective August 31, 2012

Sergio Sarmiento, Professor, Geology
   Effective August 1, 2012

Cynthia Robertson, Director, Radiologic Tech
   Effective August 1, 2012

LSC-Kingwood

Collier Patton, Professor, Speech
   Effective August 2, 2012

Susan Ouren, Professor, Interior Design
   Effective August 31, 2012

LSC-Montgomery

Paulett Golden, Professor, English
   Effective August 31, 2012

LSC-North Harris

Yegan Satik, Professor, Math
   Effective July 31, 2012
Pablo Martinez, Associate Professor, English
   Effective August 31, 2012

Jeanne Qualcy, Professor, Health Information Technology
   Effective August 31, 2012

Michael Harman, Professor, Biology
   Effective August 31, 2012

LSC-University Park

Ronald Brown, Executive Director, Education Partnerships & P16
   Effective August 15, 2012

Jennifer Murillo, Executive Director, Portal Services
   Effective August 1, 2012

Shannon Hilts, System Director, Veterans Affairs
   Effective August 16, 2012

Staff Resource. Rand Key          832-813-6522
Exhibit "U"

Personnel Report and Consideration No. 3 (ACTION ITEM 17)  Board Meeting 9-6-12

Request: Consideration of Approval of Commissioning of Peace Officers

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

Lone Star College – CyFair
LaQuitta Fanise Moore  
Nona Louise Perkins

Lone Star College–University Park
Manuel Perez

Rationale: These officers are eligible to be commissioned by this Board because they
1. Have a current license from the Texas Commission on Law Enforcement Officer Standards and Education,
2. Have taken and filed the oath required of peace officers, and
3. Possesses a sufficient number of college credit hours to meet the minimum standard for a Lone Star College System peace officer

Fiscal Impact: None

Staff Resource: Rand Key  832-813-6522