MINUTES OF THE  
WORKSHOP AND REGULAR MEETING OF THE BOARD OF TRUSTEES  
LONE STAR COLLEGE SYSTEM  
LSC-UNIVERSITY PARK  
COMMONS BUILDING  
SYDNEY ROOM  
20515 STATE HIGHWAY 249  
HOUSTON, TEXAS 77070  
December 6, 2012  
5 00 p m

PRESENT  
Mt Randy Bates, Chair  
Dr David Holsey, Vice Chair  
Ms Priscilla Kelly, Secretary  
Mt David Vogt, Assistant Secretary  
Mt Robert Adam  
Mt Thomas Forester  
Ms Linda Good  
Ms Stephanie Marquard  
Mr Bob Wolfe

I CALL TO ORDER. Mt Bates called the workshop and regular meeting of the Board of Trustees to order at 5 03 p m after determining that a quorum was present.

II PLEDGE OF ALLEGIANCE. Mt Wolfe 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.”

reading in freshman 1301 English and 1301 History. Students participated in related projects in class and across campus, including presentations by the author, who visited LSC-CyFair and LSC-Fairbanks. This experience was very successful and plans are being developed for the next common book project.

**V** WORKSHOP: Shah Ardalan, president of LSC-University Park, introduced Mike Mathews, Chief Strategist for Innovation LSC-University Park who shared an update on the Educational Positioning System, LSCS's winning entry in the Department of Education's 2012 National Education Start-Up Challenge in Innovation for all U.S. Colleges and Universities. This initiative has been renamed My Data Button.

Dr. Carpenter noted that this represents a paradigm shift. Historically, institutions of education have considered student academic data property of the institution. This transfers ownership of student data to the student.

**VI** CLOSED SESSION: At 5:31 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 6:57 p.m.

**VIII** APPROVAL OF THE MINUTES OF THE November 1, 2012 WORKSHOP AND REGULAR MEETING: upon a motion by Ms. Kelly and a second to the motion by Ms. Good, the Board approved the minutes of the November 1, 2012 Workshop and Regular Meeting.

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

Mr. Joe Ramirez spoke regarding news articles about LSCS.

Mr. Ronald Trowbridge, a citizen, addressed the Board concerning the potential legal costs associated with personnel actions.

Dr. John Burghduff, on behalf of the American Federation of Teachers, spoke in favor of the task force being formed to resolve employee conflicts. He also spoke about EEOC and free speech issues on campus.

Ms. Rebecca Waters, a student at LSC-Montgomery, spoke about the reassignment of Dr. Larry Loomis-Price to another campus.

Dr. Larry Loomis-Price spoke about the termination of a LSC-Montgomery faculty member and his own reassignment to another campus.

**X** SPECIAL REPORTS AND ANNOUNCEMENTS:
Chancellor The Chancellor announced that that Lone Star College System has been designated nationally as an Achieve the Dream Leader College The letter of notification stated that “Lone Star has demonstrated measureable gains on important student success metrics over a three year period Congratulations on your accomplishments” He stated that we are very proud of that as there is no higher priority than student success for our district and the Board

Chancellor Carpenter said that as chair elect for the Texas Association of Community Colleges (TACC) and as chairman of the TACC legislative committee we have been working on our legislative agenda for the upcoming session opening on January 8, 2013 Last week he served as a panelist in Austin at the Texas Association of Business Higher Education Summit with Senator Zaffirini, Commissioner Raymund Paredes and Senator Kel Seliger, who is the incoming chairman of the Senate Committee on Higher Education The discussion centered around linking higher education funding to specific performance metrics The student success metrics for which TACC is advocating for passage by this legislature haves been endorsed by the Texas Higher Education Coordinating Board, the Texas Association of Business, our statewide student success council with the Gates Foundation and endorsed unanimously by the Greater Houston Partnership

Chancellor Carpenter stated that he had participated in a panel discussion last week with Commissioner Paredes and two university presidents at Texas A&M - College Station, sponsored by the Texas Tribune, on the cost of obtaining a college degree and Governor Rick Perry’s push for a $10,000 degree He noted that that goal is currently attainable when a student utilizes dual credit in high school, community college credit, online courses and university curriculum Some say that not everyone wants to go to a community college yet 78% of those graduating from universities this year will have transferred community college credits into that university Students are already doing this and we argue that it’s time the Legislature do the same Dr Carpenter stated that we are cautiously optimistic that the upcoming session will treat community colleges more favorably than the last session

College Presidents None

Vice Chancellors Dr Keri Rogers, vice chancellor of academic affairs, acknowledged and thanked the 21 faculty and staff members that served on the Learning Management System Evaluation Committee This was a very intensive process with the committee spending many hours evaluating learning management systems and arranging for other faculty and staff at each college to have the opportunity to participate in demonstrations and test drive the top recommended systems

Ray Laughter, vice chancellor of external affairs, presented an update on the LSCS Foundation and their record setting year Last spring we had our 40th anniversary celebration and the Star Gala had record attendance and record revenue Recently we held our employee annual campaign, the first in many years We went from 8% employee participation in payroll deduction going to scholarships and program funds to 27% which represents an increase of about $50,000 in payroll deductions The second largest fundraiser is the annual LSCS Foundation Golf Tournament was a couple of weeks ago and set another record raising over $140,000

Faculty Senate Presidents Dr John Barr, LSC-Kingwood faculty senate president spoke about LSCS’s very successful participation in Model U N
XI  **CONSIDERATION OF THE CONSENT AGENDA**  Item number 3 was removed from the agenda to be considered separately. Mr Bates proceeded with the Consent Agenda. Mr Adam made a motion to approve Action Items 1, 2, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20 and 21. Dr Holsey seconded the motion and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit "B".

XII  **POLICY CONSIDERATIONS.**

1  Consideration for New Lone Star College System Board Policy Section V B 3.07 (SECOND READING) (ACTION ITEM 1), the Board unanimously approved the new Lone Star College System Board Policy V B 3.07. This item was passed in the Consent Agenda. A copy is attached as Exhibit "C".

2  Consideration of Approval of Intention to Establish a Lone Star College Branch Campus in Jakarta, Indonesia (ACTION ITEM 2), the Board unanimously approved Lone Star College System to pursue the establishment of a branch campus in Jakarta, Indonesia and further pursue SACS (Southern Association of Colleges and Schools) accreditation and the THECB (Texas Higher Education Coordinating Board) approval to add this branch campus under the umbrella of the Lone Star College System. 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 October 31, 2012. A copy is attached as Exhibit "E". Ms Gilliam introduced Diane Novak, associate vice chancellor of accounting. Ms Novak leads the team on earning the Certificate of Achievement for Excellence in Financial Reporting for the comprehensive annual financial report (CAFR) from the Government Finance Officers Association of the United States and Canada. Quoting from the GFOA material, "the Certificate of Excellence is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management. The reports are judged by an impartial panel to meet the highest standards of the program including demonstrating a constructive spirit of full disclosure and clearly communicating our financial story to the community." Ms Novak said that Lone Star College System is in the top 6% nationally as there are only 69 out of the 1,132 community colleges nationally that receive this award. Of all the national awards Texas receives 20% of those awards and we are really proud that Lone Star is one of the elite that is recognized for their financial reporting. This is the eighth consecutive year that we have won this award. She thanked the chancellor and the Board for their support for maintaining the highest standards of professionalism and transparency in our financial operations. Ms Novak recognized members of the finance and administration team that have made this possible and are committed to the best bottom line possible which is a successful student, Carin Hutchins, associate vice chancellor of business support services, Tammy Cortes, associate vice chancellor of administration and finance, Donna Hyppolite, director of internal audit and Stephanie March, director of accounting.

2  Consideration of Approval and Acceptance of the Comprehensive Annual Financial Report (CAFR) and the Independent Auditor’s Reports (ACTION ITEM 3), upon a motion by Ms Kelly and a second by Ms Marquard, the Board unanimously approved and accepted the recommendation of the Board Audit Committee regarding acceptance of the Comprehensive.
Annual Financial Report and the independent auditor's reports. A copy is attached as Exhibit "E".

3. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Water Treatment Maintenance Services for the System (ACTION ITEM 4); the Board unanimously authorized the Chancellor or designee to negotiate and execute an agreement to purchase water treatment maintenance services for the system from Chem-Aqua P.O. Box 152170, Irving, TX 75015, for an estimated $660,000 over the five year term. 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 to Purchase Classification and Compensation Services for the System (ACTION ITEM 5); the Board unanimously authorized the Chancellor or his designee to negotiate and execute a contract to purchase classification and compensation services for the System from Evergreen Solutions, LLC, 2852 Remington Green Circle, Suite 101, Tallahassee, FL 32308, in the estimated amount of $120,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit "H".

5. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for the Purchase and Implementation of a Learning Management System for the System (ACTION ITEM 6); the Board unanimously authorized the Chancellor or his designee to negotiate and execute an agreement for the purchase and implementation of a Learning Management System for the System with D2L Ltd., 715 Saint Paul Street, Baltimore, MD 21202, in an amount not to exceed $5,500,000 over a five year term. This item was passed in the Consent Agenda. A copy is attached as Exhibit "I".

6. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Recycling Services for the System (ACTION ITEM 7); the Board unanimously authorized the Chancellor or his designee to negotiate and execute an agreement for recycling services for the System from IM Green, 9210 Emmott Road, Suite B, Houston, TX 77040, for a five year term. Recycling services will be provided at no cost to and the System will receive 70% revenue sharing applied to the value of recycled materials sold in commodities markets. This item was passed in the Consent Agenda. A copy is attached as Exhibit "J".

7. Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Interpreter Services for the System (ACTION ITEM 8); the Board unanimously authorized the Chancellor or his designee to negotiate and execute an agreement for interpreter services for the System from Ilancock, John, Esquivel, Lee & Puckett d/b/a Communication Axess Ability Group (CAAG), 1445 N Loop West, Suite 310, Houston, TX 77008, SignShares, 99 Detering Street, Suite 160, Houston, TX 77007, and Network Interpreting Service, Inc (NIS), 1650 Overland Avenue, Suite 6, Burley, ID 83318. 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 a Contract for Additional Telecommunication Services for the System (ACTION ITEM 9); the Board unanimously authorized the Chancellor or his designee to negotiate and execute a contract for additional telecommunication services for the System in an estimated annual amount of $350,000 for the remaining three (3) years of a contract term from Windstream (PAETEC), 600 Willowbrook Office Park, Fairport, NY 14450, Consolidated Communications, 350 S Loop 336W, Conroe, TX 77384, AT&T, 600 W Loop South, Bellaire, TX 77401, and
Century Link Communications, 312 Higgins Street, Humble, TX 77338 This item was passed in the Consent Agenda A copy is attached as Exhibit “L”

9 Consideration of Approval to Purchase Additional Human Patient Simulators and Other Medical Equipment for the System's Nursing Programs (ACTION ITEM 10) the Board unanimously approved the purchase of additional human patient simulators and other medical equipment for the System for an estimated annual cost of $300,000 from Laerdal Medical Corporation, 167 Myers Corners Road, Wappingers Falls, NY 12590 and an estimated annual cost of $50,000 from Pocket Nurse, 200 First Street, Ambridge, PA 18008 The total amount of purchases is estimated to be $700,000 for the remaining two years of the five-year award This item was passed in the Consent Agenda A copy is attached as Exhibit “M”

10 Consideration of Approval to Purchase Additional Internet Services and Authorize the Chancellor or Designee to Negotiate and Execute Contract Amendments (ACTION ITEM 11) the Board unanimously approved the purchase of additional internet services for the System from TW Telcom Holdings, 7060 Empire Central, Houston, TX 77040, increasing the annual cost from $72,000 to $85,659 for years four and five This brings the total estimated cost of the services to $773,058 over the five (5) year term This item was passed in the Consent Agenda A copy is attached as Exhibit “N”

11 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Services to Replace Two Chillers at LSC-Greenspoint (ACTION ITEM 12) the Board unanimously authorized the Chancellor or designee to negotiate and execute a contract for the purchase of construction services to replace two chillers at LSC-Greenspoint from C-Air-S Mechanical, Inc., 8430 Fawndale, Houston, TX 77040, in the estimated amount of $362,000, which includes a performance and payment bond allowance of $8,000 This item was passed in the Consent Agenda A copy is attached as Exhibit “O”

12 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Professional Services for Materials Testing for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 13) the Board unanimously authorized the Chancellor or his designee to negotiate and execute a contract for the purchase of professional services for materials testing for the Energy and Manufacturing Institute (EMI) building at LSC-University Park with Aviles Engineering Corporation, 5790 Windfern Road, Houston, TX 77041, for an estimated amount of $150,000 This item was passed in the Consent Agenda A copy is attached as Exhibit “P”

13 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Initial Guarantee Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for the Energy and Manufacturing (EMI) Building at LSC-University Park (ACTION ITEM 14) the Board unanimously authorized the Chancellor or his designee to negotiate and execute the initial GMP contract with Tellepsen Builders, L.P., 777 Benmar Drive, Suite 400, Houston, TX 77060, in the amount of $13 million for the EMI building to be located at LSC-University Park This item was passed in the Consent Agenda A copy is attached as Exhibit “Q”

14 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Manager at Risk (CMAR) Services and Subsequent Guaranteed Maximum Price (GMP) Agreements for Renovations at LSC-University Park (ACTION ITEM 15) the Board unanimously authorized the Chancellor or his designee to
negotiate and execute a contract for the purchase of CMAR services and the subsequent GMP agreements for renovations at LSC-University Park for an estimated amount of $15 million over a period of two years from JE Dunn Construction Company, 10350 Richmond Avenue, Suite 900, Houston, TX 77042. If negotiations cease for any reason, the System will proceed to negotiate with the 2nd ranked firm, Durotech. This item was passed in the Consent Agenda. A copy is attached as Exhibit “R”.

15 Consideration of Approval to Renew a Contract to Purchase Investment Advisor Services for the System (ACTION ITEM 16): the Board unanimously approved a one year renewal of the contract to purchase investment advisor services from Valley View Consulting, L.L.C., 2428 Carters Mill Road, Huddleston, VA 24101, for an estimated fee, based on the value of the investment portfolio of $60,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S”.

16 Consideration of Authorization for the Chancellor to Negotiate and Execute a Grant of a Utility Easement for Water Lines to West Harris County Regional Water Authority (WHCRWA) at LSC-Cypress Center (ACTION ITEM 17): the Board unanimously authorized the Chancellor to negotiate and execute a grant of a utility easement for water lines to WHCRWA at LSC-Cypress Center. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T”.

17 Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Necessary Agreements and Easements with Wet and Dry Utility Providers for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park (ACTION ITEM 18): the Board unanimously authorized the Chancellor or designee to negotiate and execute required wet and dry utility agreements and easements for the EMI building at LSC-University Park. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U”.

XIV BUILDING AND GROUNDS REPORTS

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

XV PERSONNEL REPORTS AND CONSIDERATIONS

1 Consideration of Ratification of Appointments (ACTION ITEM 19): the Board unanimously ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “W”.

2 Consideration of Acceptance of Resignations (ACTION ITEM 20): the Board unanimously accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X”.

3 Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 21): the Board unanimously approved the commissioning of the following peace officers for Lone Star College System, LSC-CyFair, Kyle Fredericksen and Robert E. Risher, LSC-Kingwood, Christopher D. Grego, LSC-Tomball, Howell M. Pemberton and Philip Blunt, and LSC-University Park, Sandra N. Joachim. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Y”.

XVI SUGGESTED FUTURE AGENDA ITEMS: None.
ADJOURNMENT: There being no further business, the meeting was adjourned at 7:42 p.m.

ATTEST

[Signatures]

Board of Trustees, Chair

Board of Trustees, Secretary
Exhibit “A”

Certification of Posting of Notice to the December 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 Monday the 3rd day of December, 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 3rd day of December, 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.

Tally of Action Items

<table>
<thead>
<tr>
<th>#</th>
<th>Action Item</th>
<th>Consent Agenda</th>
<th>Chancellor Recommended Action</th>
<th>Board Separate Action</th>
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<tr>
<td># 1</td>
<td>Approve New Board Policy VB 3 07 Subs Change</td>
<td>X</td>
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<tr>
<td># 2</td>
<td>Approve Intention to Establish Branch Campus/Jakarta</td>
<td>X</td>
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<td># 3</td>
<td>Approve Annual Financial Rept/Ind Auditors’ Report</td>
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<td>Approve Internet Svcs &amp; Authorize Chan/Neg/Amend</td>
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<td>#20</td>
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<td>#21</td>
<td>Ratify Appointments</td>
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Policy Consideration No. 1  (ACTION ITEM 1)  Board Meeting 12-6-12

Request
Consideration for new Lone Star College System Board Policy Section V B 3 07 (SECOND READING) (ACTION ITEM 1)

Chancellor’s Recommendation:
That the Board of Trustees approves the new Lone Star College System Board Policy Section V B 3 07

Rationale:
This new policy consideration is required by SACS and will provide (i) clarification of the responsibilities of any employee that initiates or implements changes in existing LSCS programs and activities and (ii) the reporting of substantive policy changes to SACS

Fiscal Impact:
None

Staff Resource:
Richard Carpenter  832-813-6515
Keri Rogers  832-813-6597
Brian Nelson  832-813-6655
V.B.3.07 Substantive Change

Employees with responsibility for initiating, reviewing, approving, or allocating resources to make changes in any of the institution’s programs or activities, whether academic or non-academic, are expected to remain knowledgeable of current rules and requirements. Individuals involved in proposing and implementing substantive changes are required to coordinate their efforts with the Executive Council and the SACS-COC liaison. Notification of substantive changes will be submitted to, and approved by, accrediting or approval agencies prior to implementation of the changes. All substantive changes must come before the Executive Council for final action.
Exhibit “D”

Policy Consideration No. 2  (ACTION ITEM 2)  Board Meeting 12-6-12

Request  Consideration of Approval of Intention to Establish a Lone Star College Branch Campus in Jakarta, Indonesia

Chancellor’s Recommendation  That the Board of Trustees approve Lone Star College System pursuing the establishment of a Branch Campus in Jakarta, Indonesia and further pursuing SACS (Southern Association of Colleges and Schools) accreditation and THECB (Texas Higher Education Coordinating Board) approvals to add this branch campus under the umbrella of the Lone Star College System

Rationale  The Lone Star College System has been approached by the Putera Sampoerna Foundation of Indonesia to partner in offering transfer and workforce associate degrees, short term certificates for immediate entry into the workforce, and corporate and open enrollment training. Because of the scope of this proposed partnership, it is necessary to establish a branch campus with its own faculty and administrative organization, its own budgetary and hiring authority, and an educational program that offers the full complement, as needed, of degrees and certificates. The Putera Sampoerna Foundation has studied and met with many US and foreign colleges and universities looking for a partner institution that would be effective in helping to effect and sustain positive change in a country with a 6-7% annual economic growth, fueled in part by Houston based oil and gas companies, paired with unemployment linked to an underprepared workforce.

The Putera Sampoerna Foundation selected the Lone Star College System because of the compatibility of missions, values and purpose, because LSCS has an outstanding reputation and is one of the United States’ largest and fastest growing community colleges, because of the community and workforce development record, because of the academic success of graduates who transfer to complete their degrees, and because LSCS is recognized, and being sought after, by emerging economies worldwide to partner for workforce development training. It was mutually established that the Lone Star College System will provide programs which allow Indonesian students to achieve the academic mobility needed to help move the country toward the educational, economic, employment and social goals that bring about positive and sustainable growth.

In addition to supporting Houston based companies workforce needs locally, this model will create a positive revenue stream for LSCS while
using no local (Texas) tax monies. This partnership allows LSC to enrich the existing International and Study Abroad programs, creates opportunities for both faculty and student exchange, and makes it possible for LSC to achieve, in part, Core Curriculum Multicultural Competencies and Perspectives.

It is recognized that community colleges have a great impact on the national economy. That knowledge and practice are now being recognized on an international basis. A recent report released by the McKinsey Global Institute provides insight into Indonesia’s economy and the long-term prospects for addressing the country’s skills gaps and raising the standard of living. The Lone Star College System is well-positioned to have an impact on introducing a different model of education, the two-year community college, to Indonesia.

Effective January 1, 2013, the Board of Trustees intends to establish a Branch Campus of Lone Star College in Jakarta, Indonesia.

**Fiscal Impact**

No local funds will be used to fund this partnership.

**Staff Resource**

Richard Carpenter 832-813-6515
Donetta Goodall 832-813-6807
Financial Report and Consideration No. 1

Report: Monthly Financial Statements

The financial statements for the month ended October 31, 2012 are presented for Board review.
HOW MUCH DO WE NEED IN RESERVES?
# LONE STAR COLLEGE SYSTEM

## Statement of Revenues and Expenditures

**General and Auxiliary Funds**

For the Two Months Ended October 31, 2012

Unaudited

## Revenues

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<tr>
<th>Description</th>
<th>Budget</th>
<th>Fiscal Year Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
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<td>State Appropriations</td>
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<td>$17,057,486</td>
<td>25.63%</td>
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<td>Tuition and Fees</td>
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</tr>
<tr>
<td>Investments</td>
<td>$225,000</td>
<td>$47,135</td>
<td>14.50%</td>
<td>$15,916</td>
<td>3.19%</td>
</tr>
<tr>
<td>Other</td>
<td>$5,395,000</td>
<td>$720,671</td>
<td>13.36%</td>
<td>$752,617</td>
<td>14.42%</td>
</tr>
<tr>
<td>Tuition/Growth Contingency</td>
<td>$3,000,000</td>
<td>0.00%</td>
<td>0.00%</td>
<td>$121,605</td>
<td>3.92%</td>
</tr>
<tr>
<td><strong>Total Current Operations Revenues</strong></td>
<td>$278,930,000</td>
<td>$60,706,528</td>
<td>21.76%</td>
<td>$56,817,566</td>
<td>21.52%</td>
</tr>
<tr>
<td>Auxiliary Revenues</td>
<td>$11,000,000</td>
<td>$1,239,589</td>
<td>11.27%</td>
<td>$1,319,098</td>
<td>13.19%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$289,930,000</td>
<td>$61,946,117</td>
<td>21.37%</td>
<td>$58,136,664</td>
<td>21.21%</td>
</tr>
<tr>
<td>Reserves</td>
<td>$6,700,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues and Reserves</strong></td>
<td>$296,630,000</td>
<td>$61,946,117</td>
<td>20.88%</td>
<td>$58,136,664</td>
<td>21.01%</td>
</tr>
</tbody>
</table>

## Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>Fiscal Year Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instruction-Academic</td>
<td>$77,111,139</td>
<td>$12,200,430</td>
<td>16.90%</td>
<td>$9,783,069</td>
<td>13.92%</td>
</tr>
<tr>
<td>Instruction-Workforce</td>
<td>$27,251,740</td>
<td>$4,557,631</td>
<td>18.19%</td>
<td>$4,044,637</td>
<td>15.10%</td>
</tr>
<tr>
<td>Public Service</td>
<td>$89,033</td>
<td>$98,441</td>
<td>11.06%</td>
<td>$99,946</td>
<td>9.27%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>$46,166,065</td>
<td>$5,882,051</td>
<td>12.74%</td>
<td>$4,662,624</td>
<td>10.37%</td>
</tr>
<tr>
<td>Student Services</td>
<td>$38,370,793</td>
<td>$4,677,586</td>
<td>12.19%</td>
<td>$3,617,150</td>
<td>11.25%</td>
</tr>
<tr>
<td>Institutional Support</td>
<td>$32,187,700</td>
<td>$1,695,415</td>
<td>11.37%</td>
<td>$2,814,612</td>
<td>10.32%</td>
</tr>
<tr>
<td>Plant Operation and Maintenance</td>
<td>$30,429,568</td>
<td>$5,019,747</td>
<td>16.50%</td>
<td>$4,624,274</td>
<td>16.30%</td>
</tr>
<tr>
<td>Staff Benefits</td>
<td>$22,176,662</td>
<td>$2,871,694</td>
<td>12.59%</td>
<td>$5,204,577</td>
<td>22.23%</td>
</tr>
<tr>
<td>Growth Contingencies</td>
<td>$3,000,000</td>
<td></td>
<td>0.00%</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Educational and General Expenditures</strong></td>
<td>$273,980,000</td>
<td>$39,402,995</td>
<td>14.38%</td>
<td>$34,850,839</td>
<td>13.61%</td>
</tr>
<tr>
<td>Repair Replacement and Other</td>
<td>$4,300,000</td>
<td>$1,426,000</td>
<td>0.33%</td>
<td>$1,032,100</td>
<td>0.27%</td>
</tr>
<tr>
<td>Internally Designated</td>
<td>$11,000,000</td>
<td>$1,293,413</td>
<td>11.76%</td>
<td>$1,040,176</td>
<td>10.40%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$289,280,000</td>
<td>$40,711,609</td>
<td>14.07%</td>
<td>$35,901,335</td>
<td>13.30%</td>
</tr>
<tr>
<td>Other Changes - Debt Service &amp; Fund Transfers</td>
<td>$7,350,000</td>
<td>0.00%</td>
<td>0.00%</td>
<td>$1,767,925</td>
<td>25.88%</td>
</tr>
</tbody>
</table>

## Net Increase (Decrease) in Fund Balances

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget</th>
<th>Fiscal Year Actual</th>
<th>% Actual to Budget</th>
<th>Prior Year Actual</th>
<th>% Actual to Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Funds</td>
<td>0</td>
<td>21,289,272</td>
<td>20.78%</td>
<td>20,188,481</td>
<td></td>
</tr>
<tr>
<td>Auxiliary Funds</td>
<td>0</td>
<td>(53,824)</td>
<td></td>
<td>278,922</td>
<td></td>
</tr>
<tr>
<td><strong>Total Net Increase (Decrease) in Fund Balances</strong></td>
<td>$0</td>
<td>$21,235,448</td>
<td></td>
<td>$20,467,403</td>
<td></td>
</tr>
</tbody>
</table>
**Balance Sheet**  
October 31, 2012  
Unaudited

### ASSETS

<table>
<thead>
<tr>
<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>$ 11,962,851</td>
<td>$(13,837,072)</td>
<td>$</td>
<td>$(1,874,221)</td>
</tr>
<tr>
<td>Accounts receivable, net</td>
<td>116,072,203</td>
<td>48,732,491</td>
<td>(1,100,807)</td>
<td>163,703,887</td>
</tr>
<tr>
<td>Investments</td>
<td>69,609,456</td>
<td>79,083,475</td>
<td>890</td>
<td>148,693,821</td>
</tr>
<tr>
<td>Prepaid and deferred expenses</td>
<td>2,940,470</td>
<td>-</td>
<td>2,940,470</td>
<td>2,940,470</td>
</tr>
<tr>
<td>Inventories, at cost</td>
<td>37,989</td>
<td>602,105,802</td>
<td>37,989</td>
<td>602,105,802</td>
</tr>
<tr>
<td>Amount to be provided for retirement long-term debt</td>
<td></td>
<td>754,114,823</td>
<td></td>
<td>754,114,823</td>
</tr>
<tr>
<td>Capital assets, net</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL ASSETS**  
$ 200,622,969  
$ 716,084,696  
$ 753,014,906  
$ 1,669,722,571

### LIABILITIES AND FUND BALANCES

### LIABILITIES

| Accounts payable | 12,001,936 | 5,894,983 | 3,785,464 | 21,682,383 |
| Deferred revenues | 104,266,644 | 42,974,396 | (6,241,898) | 140,999,342 |
| Accrued compensable absences payable | 6,279,389 | 323,266 | 6,602,655 |
| Accrued interest payable | 5,279,235 | 5,279,235 |
| Bonds payable | 601,795,036 | 601,795,036 |
| Assets held in custody for others | 5,877,111 | 5,877,111 |

**TOTAL LIABILITIES**  
122,547,969  
662,144,227  
(7,456,434)  
782,335,762

### FUND BALANCES

| Unrestricted | 78,075,000 | - | 468,506,241 | 546,581,241 |
| Restricted | - | (395,466) | - | (395,466) |
| Non grant agreements | - | 485,631 | - | 485,631 |
| Loans | - | 26,304,116 | 285,505,141 | 311,809,257 |
| Restricted for construction | - | 27,516,188 | 1,459,958 | 29,906,146 |

**TOTAL FUND BALANCES**  
78,075,000  
53,940,469  
755,471,340  
887,486,809

**TOTAL LIABILITIES AND FUND BALANCES**  
$ 200,622,969  
$ 716,084,696  
$ 753,014,906  
$ 1,669,722,571

Subject to change pending completion of the August 31, 2012 audit
<table>
<thead>
<tr>
<th>Description</th>
<th>Ending BV 09/30/2012</th>
<th>Total Buy</th>
<th>Total Sell</th>
<th>Interest/Dividends</th>
<th>Ending BV 10/31/2012</th>
<th>Ending BV 10/31/2011</th>
<th>Weighted Avg Purchase Yield</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASH</td>
<td>150,656</td>
<td>6,703</td>
<td>0</td>
<td>0</td>
<td>137,359</td>
<td>106,823</td>
<td></td>
</tr>
<tr>
<td>BONDS</td>
<td>8,371,702</td>
<td>1,251,361</td>
<td>813,943</td>
<td>2,261</td>
<td>8,780,110</td>
<td>23,839,690</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td>2,000,000</td>
<td>0</td>
<td>2,000,000</td>
<td>7,000</td>
<td></td>
<td>12,000,000</td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>50,617,550</td>
<td>5,135</td>
<td>5,005,916</td>
<td>10,565</td>
<td>45,008,229</td>
<td>15,009,208</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>2,385,860</td>
<td></td>
</tr>
<tr>
<td>SOUTHMOON MONEY MARKET</td>
<td>20,056,657</td>
<td>4,428</td>
<td>4,065,337</td>
<td>4,428</td>
<td>15,054,718</td>
<td>10,002,579</td>
<td></td>
</tr>
<tr>
<td><strong>Total Average</strong></td>
<td>81,778,264</td>
<td>1,742,841</td>
<td>12,096,164</td>
<td>24,252,104</td>
<td>69,098,908</td>
<td>62,548,363</td>
<td>0.49%</td>
</tr>
<tr>
<td><strong>DEBT-SERVICE &amp; CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CERTIFICATE OF DEPOSIT</td>
<td>5,060,238</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5,060,238</td>
<td>5,022,428</td>
<td></td>
</tr>
<tr>
<td>DEBT-SERVICE POOLS</td>
<td>3,711,264</td>
<td>3,199,070</td>
<td>0</td>
<td>699</td>
<td>4,070,273</td>
<td>4,556,706</td>
<td></td>
</tr>
<tr>
<td>AGENCIES</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>4,992,167</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></td>
<td></td>
</tr>
<tr>
<td>CAPITAL PROJECTS POOLS</td>
<td>49,943,140</td>
<td>20,000,538</td>
<td>0</td>
<td>0.510</td>
<td>69,953,978</td>
<td>69,529,688</td>
<td></td>
</tr>
<tr>
<td><strong>Total Average</strong></td>
<td>58,718,230</td>
<td>30,309,515</td>
<td>0</td>
<td>19,577</td>
<td>79,088,475</td>
<td>84,099,709</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>129,596,494</td>
<td>42,052,356</td>
<td>12,096,164</td>
<td>43,830</td>
<td>148,057,393</td>
<td>147,057,148</td>
<td>0.36%</td>
</tr>
</tbody>
</table>
Exhibit “F”

Financial Report and Consideration No. 2 (ACTION ITEM 3)  Board Meeting 12-6-12

Request:  Consideration of Approval and Acceptance of the Comprehensive Annual Financial Report (CAFR) and the Independent Auditors’ Reports

Chancellor’s Recommendation:  That the Board of Trustees considers the recommendation of the Board Audit Committee regarding acceptance of the Comprehensive Annual Financial Report and the independent auditors’ reports

Rationale:  The CAFR for fiscal years ended August 31, 2012 and 2011 and the independent auditors’ reports thereon are presented for Board review and acceptance. The independent auditing firm of MFR, P C has issued an unqualified or “clean” opinion on the System’s financial statements and federal financial assistance programs. As required by the Texas Higher Education Coordinating Board, the CAFR will be filed with various state agencies by January 1, 2013.

The reports are scheduled to be reviewed by the Board of Trustees Audit Committee prior to the December 6, 2012 Board meeting

Fiscal Impact:  None

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

**Financial Report and Consideration No. 3 (ACTION ITEM 4)  Board Meeting 12-6-12**

**Request:** Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement to Purchase Water Treatment Maintenance 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 water treatment maintenance services from Chem-Aqua, P.O. Box 152170, Irving, TX 75015, for an estimated $660,000 over the five year term

**Rationale:** Water treatment maintenance services are required for the boiler, chiller condensers/towers and chilled and hot water closed loops. These services also include delivering and managing all chemical inventories, monthly chemical testing and system monitoring, chemical feed adjustments, and control equipment maintenance and calibrations for the System’s water systems.

It is recommended the agreement be awarded to the vendor receiving the highest score, Chem-Aqua. The contract term will be for a period of five (5) years effective December 2012 through December 2017, with the option to cancel with a thirty-day notice. Initial water treatment services are required in an estimated amount of $88,000 for campuses whose chemical level tests were low.

This purchase is in compliance with Texas Education Code §44.031 (a) The Request for Proposals (RFP #214) was issued to five (5) water treatment maintenance service providers and three (3) responses were received. Vendor proposals were evaluated based on purchase price, water treatment program offered, vendor qualifications/experience, vendor quality control plan, the long term costs, vendor references, Historically Underutilized Business (HUB) Plan, the completeness and thoroughness of the proposal, and principal place of business.

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

**Staff Resource**

Cindy Gilliam  
832-813-6512
Financial Report and Consideration No. 4  (ACTION ITEM 5)  Board Meeting 12-6-12

Request

Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract to Purchase Classification and Compensation Services for the System

Chancellor’s Recommendation:

That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract to purchase classification and compensation services for the System from Evergreen Solutions, LLC, 2852 Remington Green Circle, Suite 101, Tallahassee, FL 32308, in the estimated amount of $120,000

Rationale

Employee classification and performance are key issues that impact LSCS’s future success as a quality academic institution. It is a priority for the System to design a classification system that is easy to understand and communicate. It is also critical that the system be easily administered and readily updated as market and inflationary changes warrant.

An appropriate broad classification and grading structure covering all System positions is required. It is also important to determine how the System’s current pay structures could be updated to accommodate the revised class and grading structure and provide a realistic basis for determining market position and staff compensation. The desired end result is to provide a total compensation package that facilitates recruitment and retention. A critical step towards reaching this goal is the development of a job classification and grading system that addresses concerns with internal equity while providing the groundwork for maintaining a level of competitiveness within the relevant labor markets.

The contract award may be extended through the completion of the project including requests for additional follow-up work.

This purchase is in compliance with the requirements of Texas Education Code § 44.031 (a). The Request for Proposals (RFP #221) was issued to fifteen (15) compensation and classification studies providers and five (5) responses were received. Vendor proposals were evaluated based on experience and qualifications, ability to meet System needs, staff qualifications, fee structure and overall long term cost, the quality of proposed services, vendor references and location. The top three (3) scoring vendors were invited to an interview/presentation. The award recommendation is to the highest scoring vendor offering the best value as reflected in the attached evaluation tabulation.

Fiscal Impact:

Funds for this purchase are included in the approved FY 2012-13 operating fund budgets.
RFP #221 – Compensation and Classification Services

Interview/Presentation Evaluation

<table>
<thead>
<tr>
<th>Vendors</th>
<th>Evergreen</th>
<th>Fox Lawson</th>
<th>MGI*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Proposal (inclusive of all options for a comprehensive assessment)</td>
<td>$120,000</td>
<td>$197,000</td>
<td>$147,000</td>
</tr>
<tr>
<td>Interview Evaluation Criteria</td>
<td>Maximum Points</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cost</td>
<td>15</td>
<td>12</td>
<td>8</td>
</tr>
<tr>
<td>Qualifications/Commitment of Assigned Personnel</td>
<td>20</td>
<td>19</td>
<td>18</td>
</tr>
<tr>
<td>Project Approach</td>
<td>20</td>
<td>19</td>
<td>16</td>
</tr>
<tr>
<td>Additional Value Add Solution</td>
<td>10</td>
<td>8</td>
<td>6</td>
</tr>
<tr>
<td>Previous Relevant Experience with Compensation and Classification</td>
<td>15</td>
<td>15</td>
<td>14</td>
</tr>
<tr>
<td>Resource Expectation from LSCS</td>
<td>10</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>Timeline and how it will be achieved</td>
<td>5</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Thoroughness and Completeness of Presentation</td>
<td>5</td>
<td>5</td>
<td>3</td>
</tr>
<tr>
<td>Total Points</td>
<td>100</td>
<td>90</td>
<td>76</td>
</tr>
</tbody>
</table>
Financial Report and Consideration No. 5  (ACTION ITEM 6)  Board Meeting 12-6-12

Request
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for the Purchase and Implementation of a Learning Management System for the System

Chancellor’s Recommendation
That the Board of Trustees approves the negotiation and execution of an agreement for the purchase and implementation of a Learning Management System for the System with D2L Ltd, 715 Saint Paul Street, Baltimore, MD 21202, in an amount not to exceed $5,500,000 over a five year term. In addition, should negotiations with D2L, Ltd be terminated, authorization is requested to negotiate with the second ranked firm, Blackboard, 650 Massachusetts Ave N W 6th Floor, Washington, DC 20001-3796

Rationale
The Learning Management System (LMS) is a web-based teaching and learning tool for course development, delivery, and management. It allows instructors to manage courses, deliver content, monitor student participation and assess performance. Students are able to interact with each other as well as the instructors resulting in a broader online learning community resource.

In compliance with Texas Education Code 44 031 (a), a Request for Proposals (RFP #198) was issued to fifteen (15) firms and four (4) vendor proposals were received. The determination of the proposal representing best value was based on a comprehensive process involving the participation of an evaluation committee of twenty-two faculty and staff, subsequent vendor demonstrations for faculty, staff and students at each campus and a survey to assess the merits of the proposed LMS.

The evaluation of proposals was conducted in three (3) phases: an initial proposal evaluation, a WebEx remote demonstration by all four (4) respondents followed by the survey and a presentation/interview of the two highest-ranked vendors, Blackboard and D2L, Ltd.

D2L, Ltd was selected as the vendor providing the online LMS solution that would best meet the needs of the System. Factors used in the evaluation included the features and tools incorporated in the proposal to maximize a positive student experience, company experience with learning management tools, quality of services, ability to meet System academic needs, the incorporation of a Historically Underutilized Business plan, total anticipated costs and the completeness of proposals.

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

Staff Resource:
Keri Rogers 832-813-6597
Link Alander 832-813-6832
Financial Report and Consideration No 6  (ACTION ITEM 7)  Board Meeting 12-6-12

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

Chancellor's Recommendation: That the Board of Trustees approves the Chancellor or designee to negotiate and execute an agreement for recycling services for the System from IM Green, 9210 Emmott Road, Suite B, Houston, TX 77040, for a five year term. Recycling services will be provided at no cost and the System will receive 20% revenue sharing applied to the value of recycled materials sold in commodities markets.

Rationale: The purpose of the Request for Proposals process was to identify a recycling company that would partner with the System and share the revenue generated from recycling the System’s paper, plastics, aluminum cans and other recyclables. A revenue sharing account will be set up for each college campus and center and all collected proceeds will be utilized for student scholarships for educational programs relating to environmental issues. The program is intended to provide an educational perspective on reducing the carbon footprint and increase recycling rates. IM Green is a not-for-profit organization that will supply recycle materials collection containers at no cost.

The term of this agreement will be for three (3) years beginning January 2013 with the option to renew for two additional one-year terms based upon mutual consent.

This purchase is in compliance with the requirements of Texas Education Code §44.031 (a) The Request for Proposals (RFP #211) was issued to six (6) recycling services providers and three (3) responses were received. Vendor proposals were evaluated based on the rate of return for recycled materials, vendor references, vendor experience, vendor presentations, quality control plan, vendor past performance, Historically Underutilized Business plan, the completeness and thoroughness of the proposal and value-added services to recycle other materials such as non-aluminum metals and clothing. It is recommended to award the contract to IM Green, the vendor with the highest evaluation score.

Fiscal Impact: The System will save an estimated $12,000-$15,000 annually on container costs and the projected revenue in year one is $9,000.

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

Financial Report and Consideration No. 7  (ACTION ITEM 8)  Board Meeting 12-6-12

Request
Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute an Agreement for Interpreter Services for the System

Chancellor’s Recommendation
That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute an agreement for interpreter services for the System from the vendors listed below, for an estimated annual cost of $225,000 and an estimated total cost of $1,125,000 over five years

Hancock, Jahn, Esquivel, 1445 N Loop West, Suite 310,
Lee & Puckett Houston, TX 77008
d/b/a Communication Axess
Abiility Group (CAAG)

SignShares 99 Detering Street, Ste 160,
99 Detering Street, Ste 160, Houston, TX 77007

Network Interpreting Service, Inc 1650 Overland Ave, Ste 6,
(NIS) Burley, ID 83318

Rationale
Throughout the System departments require the use of professional interpreter services to fulfill the needs of hearing impaired students, staff and clients of the System. These services include sign language, oral, tactile and video remote interpreting (VRI) service. The service providers will employ professional interpreters with state and/or national certifications and follow the nationally established standards and practices for interpreters for the deaf and hard of hearing.

The award for these services will be for a period up to five years beginning in December 2012 through December 2017 based on funding availability and satisfactory vendor performance. The agreement may be cancelled with a thirty (30) day written notice. The total estimated annual cost of $225,000 is based on historical use of these services.

This purchase is in compliance with the requirements of Texas Education Code §44.031 (a). The Request for Proposals (RFP #220) was issued to nineteen (19) interpreter service providers and five (5) responses were received. Proposals were evaluated based on vendor experience and qualifications, ability to meet System needs, staff credentials, fee structure and overall long term cost, quality control for proposed services, past performance, references and vendor location.
Fiscal Impact Funds for this purchase are available from the approved FY 2012-13 budgets. Funds for subsequent years will be included in future proposed budgets.

Staff Resource Juanita Chrysanthou 832-813-6504
Exhibit “L”

Financial Report and Consideration No. 8 (ACTION ITEM 9)  Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for Additional Telecommunication Services for the System

Chancellor’s Recommendation: That the Board of Trustees approves the purchase of additional telecommunication services for the System in an estimated annual amount of $350,000 for the remaining three (3) years of the contract term from the vendors listed below. This increases the total estimated cost of these services to $1,550,000 for the five year term.

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<thead>
<tr>
<th>COMPANY</th>
<th>ESTIMATED ANNUAL EXPENSES</th>
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<tr>
<td>Windstream (PAETEC)</td>
<td>$144,000</td>
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<tr>
<td>600 Willowbrook Office Park</td>
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<tr>
<td>Fairport, NY 14450</td>
<td></td>
</tr>
<tr>
<td>Consolidated Communications</td>
<td>$50,000</td>
</tr>
<tr>
<td>350 S Loop 336W</td>
<td></td>
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<tr>
<td>Conroe, TX 77384</td>
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<tr>
<td>AT&amp;T</td>
<td>$66,000</td>
</tr>
<tr>
<td>6500 W Loop South</td>
<td></td>
</tr>
<tr>
<td>Bellaire, TX 77401</td>
<td></td>
</tr>
<tr>
<td>Century Link Communications</td>
<td>$60,000</td>
</tr>
<tr>
<td>312 Higgins St</td>
<td></td>
</tr>
<tr>
<td>Humble, TX 77338</td>
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<tr>
<td>Growth Contingency</td>
<td>$30,000</td>
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Total Estimated Annual Cost $350,000

Rationale: Basic telecommunication service is necessary for the daily operations of the System. Local trunk service provides telephone dial tone to the campuses. Service fees, regulatory fees or telecommunication surcharges are regulated by the State of Texas and other governmental agencies and are not included within the total contract amount.

On December 2, 2010, The Board of Trustees approved the purchase of Telecommunication Services for the System in an estimated annual
amount of $250,000 for a total of $750,000 over three (3) years. The approval also included the option to renew for two (2) additional one-year periods for a not-to-exceed amount of $1,250,000 over the five (5) year term. This request is to increase the contract amount for years 3, 4 and 5 to an estimated annual amount of $350,000 bringing the total estimated cost to $1,550,000 for the 5 year period. This increase is required due to the additional demand for services resulting from System growth. The added locations are identified in the attached location chart (highlighted in grey).

The original purchase of telecommunication services was in compliance with Texas Education Code 44.031 (a) through the Request for Proposals process (RFP #103).

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

**Staff Resource:** Link Alander

832-813-6842
## Telecommunication Serviced Locations

<table>
<thead>
<tr>
<th>Service Locations</th>
<th>AT&amp;T</th>
<th>Consolidated Communications</th>
<th>Windstream (PAETEC)</th>
<th><strong>Century Link</strong></th>
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<td>LSC-Kingwood</td>
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<td>LSC-EMCID</td>
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<td>LSC-Montgomery</td>
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<td>LSC-University Center</td>
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<td>LSC-North Harris</td>
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<td>LSC-CyFair</td>
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<td>LSC-Greenspoint</td>
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<td>LSC-Fairbanks</td>
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<td>LSC-Tomball</td>
<td></td>
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<td>LSC-Carver Center</td>
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<td>LSC-Conroe Center (Longview)</td>
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<td>LSC-Conroe Center (New)</td>
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<td>LSC-Peakwood</td>
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<td>LSC-System Office</td>
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<td>LSC University Park</td>
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<td>LSC-Victory Center</td>
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<td>LSC-Tomball Health Science</td>
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<td>LSC-Atascocita Center</td>
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<td>LSC-Montgomery Firestation</td>
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<tr>
<td>LSC-North Harris Transportation</td>
<td></td>
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<td></td>
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</table>

**Only Vendor able to provide services at these regulated locations**

Locations added since original contract
Financial Report and Consideration No. 9  (ACTION ITEM 10)  Board Meeting 12-6-12

Request: Consideration of Approval to Purchase Additional Human Patient Simulators and Other Medical Equipment for the System's Nursing Programs

Chancellor's Recommendation: That the Board of Trustees approves the purchase of additional human patient simulators and other medical equipment for the System for an estimated annual cost of $300,000 from Laerdal Medical Corporation, 167 Myers Corners Road, Wappingers Falls, NY 12590, and an estimated annual cost of $50,000 from Pocket Nurse, 200 First Street, Ambridge, PA 18008. The total amount of purchases is estimated to be $700,000 for the remaining two years of the five-year award.

Rationale: On June 4, 2009, The Board of Trustees approved the purchase of human patient simulators and medical equipment from Laerdal Medical Corporation in the annual amount of $206,735, and from Pocket Nurse in the annual amount of $20,723. The original term of the agreement was for one year with the option to extend for four (4) additional one-year terms. The agreement can be cancelled with or without cause by either party with a thirty-day written notice.

The growth in student enrollment and the opening of new college facilities have increased demand for additional nursing program equipment. Computerized patient simulators and equipment provide realistic clinical experience for students. Real case scenarios using the simulators significantly add to the learning environment as clinical situations can be practiced and errors corrected in the safe setting of the learning laboratory.

The original purchase was in compliance with the provisions of Texas Education Code 44.031(a) through the Request for Proposals process (RFP #09-091).

Fiscal Impact: Funds for this purchase are included in the approved FY 2012-13 budgets and the Nursing Reduction Shortage Program (NRSP) Grant awarded to the System. Funds for subsequent fiscal years will be included in future proposed budgets.

Staff Resource: Keri Rogers  832-813-6597
Financial Report and Consideration No. 10 (ACTION ITEM 11)  Board Meeting 12-6-12

Request: Consideration of Approval to Purchase Additional Internet Services and Authorize the Chancellor or Designee to Negotiate and Execute Contract Amendments

Chancellor's Recommendation: That the Board of Trustees approves the purchase of additional internet services for the System from TW Telecom Holdings, 7060 Empire Central, Houston, TX 77040, increasing the annual cost from $72,000 to $85,659 for years four and five. This brings the total estimated cost of the services to $773,058 over the five (5) year term.

Rationale: On December 3, 2009, the Board of Trustees approved the purchase of internet services from TW Telecom Holdings in the annual amount of $72,000, and from Cogent Communications in the annual amount of $77,148, for a combined amount not to exceed $745,740 over five (5) years.

Additional internet services from TW Telecom Holdings are required due to the increased use of video in the classroom and internet based instructional tools. The internet connection at LSC-UP will be increased from 500MB to 800MB. Internet Services from Cogent Communications will remain the same in the annual amount of $77,148 for years four and five.

The original purchase of internet services was done in compliance with Texas Education Code 44.031 (a) through the Request for Proposal process (RFP #10-040).

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

Staff Resource: Link Alander  832-813-6832
Financial Report and Consideration No. 11 (ACTION ITEM 12)  Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Services to Replace Two Chillers at LSC-Greenspoint

Chancellor's Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of construction services to replace two chillers at LSC-Greenspoint from C-Air-S Mechanical, Inc., 8430 Fawndale, Houston, TX 77040, in the estimated amount of $362,000, which includes a performance and payment bond allowance of $8,000

Rationale: This project includes the replacement of two roof top air cooled chillers at LSC-Greenspoint. The existing chillers are currently not operating at full capacity due to condenser equipment failure. The existing equipment will not be able to meet the cooling demand for the building next summer without significant risk of disruptions to classes and services due to full equipment failure.

This purchase is in compliance with the requirements of Texas Government Code 2267.151-155. The request for competitive sealed proposals (CSP #222) was issued to sixteen (16) vendors and five (5) proposals were received. The evaluation of proposals was based on the proposal cost, vendor experience and references, vendor history completing similar projects, quality control plan, the incorporation of a Historically Underutilized Business plan, the safety record, the experience of assigned personnel and the vendor’s ability to complete the project in the required timeframe. It is recommended the contract be awarded to the highest-ranked proposal which was submitted by C-Air-S Mechanical, Inc.

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

Staff Resource: Steve Head 281-618-5444
               Cindy Gilliam 832-813-6512
Exhibit "P"

Financial Report and Consideration No. 12 (ACTION ITEM 13)  Board Meeting 12-6-12

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

Chancellor's Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of professional services for materials testing for the EMI building at LSC-University Park with Aviles Engineering Corporation, 5790 Windfern Road, Houston, TX 77041, for an estimated amount of $150,000

Rationale: At the September 2012 Board meeting, the Board approved a resolution authorizing the issuance of approximately $20 million in revenue bonds to fund the construction of the EMI building at LSC-University Park. Construction is scheduled to begin in January 2013. Materials testing services are required by the International Building Code and include the following: foundation construction observations, soil compaction testing and inspections, concrete strength testing and mix designs, post-tensioning and reinforcing steel inspections, fireproof testing, structural steel and welding inspections, curtain wall and waterproofing inspections.

In compliance with Texas Government Code Chapter 2254 (Professional Services Procurement Act), a Request for Qualifications (RFQ #223) was issued to twenty-three (23) materials testing firms and eight (8) responses were received. Proposals were evaluated based on firm credentials, experience of assigned staff, previous firm experience providing similar services for similar projects, client references, the incorporation of a Historically Underutilized Business plan and the location of the office providing the services. The final selection of the highest-ranked firm, Aviles Engineering Corporation, was based on the demonstrated competence and qualifications to perform the services for a fair and reasonable price.

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

Staff Resource: Cindy Gilliam 832-813-6512
<table>
<thead>
<tr>
<th>Evaluation Criteria</th>
<th>Max Pts</th>
<th>Aviles Engineering Corporation</th>
<th>DAE/Geotech &amp; Associates</th>
<th>Earth Engineering</th>
<th>Johnson &amp; Wong Engineers</th>
<th>Terracon Consultants</th>
<th>Paradigm Consultants</th>
<th>Austin- Reed Engineers</th>
<th>Fugro Consultants</th>
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<td>Credit/wاExperience of Assigned Staff (proposed personnel, organization chart, &amp; resumes)</td>
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<td>Previous firm experience with providing similar services for similar projects</td>
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<td>15</td>
<td>16</td>
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<td>13</td>
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<td>Ability to respond promptly/availability of key staff for the project (available equipment, available staff, approach, response times)</td>
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<td>14</td>
<td>11</td>
<td>11</td>
<td>12</td>
<td>11</td>
<td>12</td>
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<td>Three relevant client references within past 2 years</td>
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<td>10</td>
<td>10</td>
<td>10</td>
<td>9</td>
<td>10</td>
<td>9</td>
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<tr>
<td>History of use of HUB Firms and proposed % of work to be performed by HUB firms</td>
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<td>15</td>
<td>15</td>
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<td>15</td>
<td>4</td>
<td>5</td>
<td>15</td>
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<td>Location of office providing services under the RFQ</td>
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Exhibit “Q”

Financial Report and Consideration No. 13  (ACTION ITEM 14)  Board Meeting 12-6-12

Request:  Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute the Initial Guaranteed Maximum Price (GMP) Contract with the Construction Manager at Risk (CMAR) for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute the initial GMP contract with Tellepsen Builders, L P, 777 Benmar Drive, Suite 400, Houston, TX 77060, in the amount of $13 million for the EMI building to be located at LSC-University Park

Rationale: At the October 2012 Board meeting, the Board of Trustees approved Tellepsen Builders, L P to provide CMAR services for the construction of the EMI building at LSC-University Park. Tellepsen solicited proposals from subcontractors for the construction work based on the design development drawings prepared by Morris Architects. Bids were provided to Tellepsen from subcontractors in the middle of November and an initial GMP was prepared. The value of construction will not exceed the amount of the initial GMP. A final GMP is scheduled to be presented to the Board in February 2013

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

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

Financial Report and Consideration No. 14 (ACTION ITEM 15) Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute a Contract for the Purchase of Construction Manager at Risk (CMAR) Services and Subsequent Guaranteed Maximum Price (GMP) Agreements for Renovations at LSC-University Park

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute a contract for the purchase of CMAR services and the subsequent GMP agreements for renovations at LSC-University Park for an estimated amount of $15 million over a period of two years from JE Dunn Construction Company, 10350 Richmond Ave., Suite 900, Houston, TX 77042. If negotiations cease for any reason, the System will proceed to negotiate with the 2nd ranked firm, Durotech.

Rationale: Additional renovations at LSC-University Park will be necessary as the LSCS student population grows and educational and corporate partners join the LSC-UP community. Benefits of using the CMAR method include a shorter time span to complete the project and economies of scale achieved by combining various projects into a larger single contract.

The CMAR will provide pre-construction services which include coordinating the construction documents, performing constructability reviews, creating critical path schedules, and providing budget and cost consultation. During construction, the CMAR will act as the general contractor, assuming the risk of subcontracting the work, which will be competitively bid and guaranteeing completion of each project.

The CMAR delivery method is an acceptable construction delivery method per Government Code Chapter 2267 Subchapter F. In accordance with the code, a one-step process was used to select the CMAR by releasing a request for proposals and evaluating each respondent based on published selection criteria that included the proposed fee, experience/reputation, quality of goods and services, incorporation of a Historically Underutilized Business plan, safety record, proposed lead personnel, financial capability, and company profile. The proposals were sent to forty (40) general contractors and seven (7) responses were received. The top three (3) contractors with the highest overall evaluation scores were invited to a presentation/interview. It is recommended that JE Dunn, the firm with the highest presentation/interview score, be awarded the contract for services.
Fiscal Impact: Funds for this purchase are available from the 2008 general obligation bonds, 2012 revenue bonds and auxiliary funds

Staff Resource: Cindy Gilliam 832-813-6512
Shah Ardalan 832-813-6847
# CMAR #197A – LSC-University Park

## Interview Evaluation

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<tr>
<th>Criteria</th>
<th>Maximum Points</th>
<th>J E Dunn</th>
<th>Durotech</th>
<th>Morganti</th>
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<td>Cost Score</td>
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<td>Project Experience</td>
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<td>HUB</td>
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<td>Project Approach</td>
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<td>Thoroughness of</td>
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Financial Report and Consideration No. 15  (ACTION ITEM 16)  Board Meeting 12-6-12

Request
Consideration of Approval to Renew a Contract to Purchase Investment Advisor Services for the System

Chancellor’s Recommendation.
That the Board of Trustees approves a one year renewal of the contract to purchase investment advisor services from Valley View Consulting, LLC, 2428 Carters Mill Road, Huddleston, VA, 24104, for an estimated fee, based on the value of the investment portfolio, of $60,000

Rationale
In December 2010, the Board of Trustees approved a two-year contract to purchase investment advisor services from Valley View Consulting for a fee based on the value of the investment portfolio. The fee was estimated to be in the range of $80,000 to $120,000. With the completion of bond projects, the amount available for investing has been reduced, resulting in a current estimate of $60,000.

The Texas Public Funds Investment Act (PFIA) allows the original contract term to be no more than two years. The PFIA also allows renegotiations and renewals of contracts up to a maximum of every two years. This request is to renew the contract for one additional year.

The investment advisor consults or advises governmental entities or private companies in present and future investment plans. Valley View Consulting has actively managed the System’s investments from operating and construction funds. The firm has attained improved earnings rates and has provided improvement recommendations to the College System’s investment strategy. It is therefore recommended to extend the contract with Valley View Consulting one additional year based on reasonable fees and favorable performance.

The initial purchase of these services was in compliance with the provisions of Texas Education Code 44.031 (a) through the Request for Proposals process (RFP #91).

Fiscal Impact.
Earnings rates are measured by benchmarking the average yield of the College System’s investments to the 90-day Treasury Bill. The increase in the earnings rates on investments from the Operating and Construction Funds of the College System has resulted in approximately $800,000 additional revenue during the term of the original two-year agreement. If the contract is approved for renewal, we anticipate the College System’s average earnings rate will continue to be above the benchmark.
| Staff Resource | Cindy Gilliam | 832-813-6512 |
Exhibit “T”

Financial Report and Consideration No. 16 (ACTION ITEM 17)  Board Meeting 12-6-12

Request: Consideration of Authorization for the Chancellor to Negotiate and Execute a Grant of a Utility Easement for Water Lines to West Harris County Regional Water Authority (WHCRWA) at LSC-Cypress Center

Chancellor’s Recommendation: That the Board of Trustees authorizes the Chancellor to negotiate and execute a grant of a utility easement for water lines to WHCRWA at LSC-Cypress Center

Rationale: WHCRWA is constructing a regional water system to deliver Lake Houston surface water to the area. The easement is needed in order to connect the WHCRWA pipeline to the new Municipal Utility District 165 water pump station. Utility easements from the land owners are required in order to construct the pipelines. WHCRWA has requested easements on four separate tracts of land totaling 0.838 acres. These easements run east to west adjacent to a Harris County Flood Control easement and north to south adjacent to a Centerpoint electrical power easement on the west side of the LSCS-CyFair campus. WHCRWA will compensate the College System a total of $14,781 for the grant of such easements.

WHCRWA will construct, install, maintain and operate the underground water line in the easement tract, and will also restore the easement tract as nearly as possible to its condition prior to construction.

The College System reserves the right to use the surface of such easement tracts for any and all purposes except construction of fences, buildings and structures.

Fiscal Impact: Proceeds from the sale of such easements will be deposited into the capital projects fund from which the land was paid.

Staff Resource: Cindy Gilliam  832-813-6512
Financial Report and Consideration No. 17 (ACTION ITEM 18)  Board Meeting 12-6-12

Request: Consideration of Approval to Authorize the Chancellor or Designee to Negotiate and Execute Necessary Agreements and Easements with Wet and Dry Utility Providers for the Energy and Manufacturing Institute (EMI) Building at LSC-University Park

Chancellor's Recommendation: That the Board of Trustees authorizes the Chancellor or designee to negotiate and execute required wet and dry utility agreements and easements for the EMI building at LSC-University Park

Rationale
At the September 2012 Board meeting, the Board approved a resolution authorizing the issuance of approximately $20 million in revenue bonds to fund the construction of the EMI Building. Construction is scheduled to begin in January 2013.

Agreements and easements are required with CenterPoint Energy to provide primary electrical service and natural gas to LSC-University Park. Service agreements and easements are also required with Harris County MUD 286 and other utility providers. Pertinent documents will also need to be executed to vacate any unused easements previously granted to CenterPoint, MUD 286 and other utility providers.

Fiscal Impact: No cost is associated with the granting of these easements. Funds required for the installation of the associated electrical and mechanical infrastructure are available from the 2012 revenue bonds.

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

Building and Grounds Report

Report: Construction Projects Update

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

- **LSC-Kingwood**
  - The child care center opened November 5th

- **LSC-Cypress Center**
  - Survey work on the area road improvements required by Harris County has been completed and the associated design work is in progress. Construction of the traffic signal and turn lanes are planned for June 2013 to minimize impact on the neighboring elementary school traffic.
  - Installation of the foundation piers, grade beams and floor slab has been completed.
  - The site parking lots and entrances have been poured and underground piping, plumbing and electrical work are underway.
  - Delivery of the structural steel for the building is scheduled for mid-December with erection to begin shortly thereafter.
  - The project is scheduled to be substantially complete by August 1, 2013 in anticipation of the Fall 2013 semester.

- **LSC-University Park**
  - Construction of the new classrooms on level 7 of building 13 is underway. Walls have been framed and electrical conduits have been installed. HVAC Ductwork installation is currently underway. The project is scheduled to be complete by early January 2013.
  - Design efforts for physics & chemistry laboratories on level 6 of building 13 have commenced. This project is scheduled to be complete in anticipation of the Fall 2013 semester.

**Revenue Bond Project Summary**

- **Energy and Manufacturing Institute Building (EMI) at University Park**
  - The building program, floor layouts and associated details are complete. Construction documents are currently in progress.
  - An “Initial Guaranteed Maximum Price” (IGMP) is scheduled to be presented at the December 2012 Board meeting for consideration and approval.
  - Coordination efforts are underway with MUD 286 and CenterPoint Energy regarding utility service needs and necessary service agreements.
Auxiliary Project Summaries

- **LSC-University Park**
  - University of Houston (Building 12, Level 7) – Construction is underway, walls have been framed, electrical conduit has been installed and new ductwork is being installed. The project is scheduled to be complete by early January 2013
  - University of Houston (Building 10, Level 1) – The project is scheduled to be complete by early January 2013
  - FMC University (Building 9, Level 1) – Construction is underway. The project is scheduled to be complete in January 2013

- **LSC-North Harris**
  - Replace Chillers at Greenspoint Center
    - A contractor recommendation for the purchase and installation of the chillers is scheduled to be presented at the December 2012 Board Meeting for consideration and approval

- **LSC-Kingwood**
  - Office of Technology Services – Server Room and Conference Room
    - A design contract has been executed and design efforts are underway

Repair and Replacement Projects

- **LSC-North Harris**
  - Install Canopy at Main Entrance to Campus
    - Project is currently under design

- **LSC-Kingwood**
  - Supplemental Heating Ventilation and Air Conditioning Installation in the Administration Building
    - Work is scheduled for winter break
  - Catwalk Installation
    - Project is currently under design

- **LSC-Tomball**
  - Replace Water Heater
    - Design is complete
    - Estimated pricing for the project is being developed

- **LSC-Montgomery**
  - Elevator Repair/Replace – Building F
    - Existing elevator and traffic loads are being assessed
    - Project scope will be determined once studies are complete
  - Replace Chilled Water Filtration System
    - Equipment is on order
    - Pipe modifications are scheduled for winter break

- **LSC-University Park**
  - Roof Anchors
    - A request for design-build quotes will be solicited in early January 2013
  - Replace sidewalk lighting
    - Fixtures are on order
Status Report on Engineering Design Services for Construction Related Projects:

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

- The projects listed below were awarded to CAI Engineering
  - LSC-North Harris – Chiller Replacement – $14,600
- The projects listed below were awarded to Matrix Structural Engineers
  - LSC-University Park – Roof Anchor Design $5,800

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

At the August 2012 regular Board Meeting, the Board of Trustees approved the purchase of construction services for the System from approved purchasing cooperative program contractors. This approval authorized the system to use the AJOC method for individual projects up to $250,000 and to make collective purchases not to exceed $1,000,000 for FY1 2012-13. Projects that exceed $250,000 are to be presented to the Board of Trustees individually for consideration of approval. To ensure the Board of Trustees continues to have information regarding the AJOC projects under $250,000, a brief summary of projects is included in the Facilities Planning and Construction Report each quarter.

- No AJOC projects have been awarded to date (as of November 6) for FY 2012-13.
Exhibit “W”

Personnel Report and Consideration No. 1  (ACTION ITEM 19)  Board Meeting 12-6-12

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-Montgomery, LSC-North Harris, LSC-System Office, LSC-Tomball and LSC-University Park

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

Staff Resource:  Rand Key  832-813-6522
a. LSC – Montgomery

Christie Smith, Instructor, Computer IT

Effective 9 Month contracted employee at an annual pro-rated salary of $26,113 beginning October 1, 2012

Education M E, Instructional Technology, University of Houston, B B A, General Business, Sam Houston State University

Experience Information Processing/Professional Office Technology Instructor
LSC-North Harris, Corporate Trainer, Computer Science and Business
Instructor, Texas School of Business

Debra Kwiatkowski, Instructor, Chemistry

Effective 4 5 Month contracted employee at a pro-rated salary of $8,781, beginning October 16, 2012

Education M S, Chemistry, Stephen F Austin University, B S, Chemical Engineering, Louisiana State University, Baton Rouge, LA

Experience Sales Representative, National Chemsearch, Research Associate, M D Anderson Cancer Center, Math Teacher, Spring ISD, Graduate Student/Assistant Supplemental Instructor, Stephen F Austin State University, Chemistry/Physics Teacher Math Lab Instructor, Diboll ISD & Angelina College, Project/Chemical Engineer, Naval Surface Warfare Center, Pilot Plant Engineer, DCPD Pilot Plant, Exxon Industries

b. LSC – North Harris

Jason West, Instructor, EMS

Effective 12 month contracted employee at an annual salary of $56,103 beginning November 1, 2012

Education A S, Paramedicine, IVY Tech Community College of Indiana, Evansville, IN, Certificate of Paramedicine, University of Kentucky

Experience Paramedic Montgomery County Hospital District, ED Paramedic Creighton University Medical Center, Paramedic Sun Star Paramedics, Paramedic American Medical Response, Flight Paramedic LifeNet Air Medical Services

c LSC – System Office

Ronda F Rotelli, Chief Human Resources Officer
Effective 12 month contracted employee at an annual salary of $134,000 beginning November 1, 2012

Education  M A Business Management/Human Resources, Webster University, B B A Human Resources Management, California State University, Fullerton

Experience  Director, Human Resources, Friedkin Companies, Inc (Gulf States Toyota), North America HR Manager, Vopak North America, Vice President, HR Services, Unidynamics, Inc, Director, Human Resources, Houston Community College System, Director, Human Resources, Crane Elementary School District

Lisa Cowart, Associate Vice Chancellor, Human Resources (Total Compensation, Payroll and HRIS)

Effective 12 month contracted employee at an annual salary of $107,000, beginning November 5, 2012

Education  B S, Secondary Education, Lamar University, M ED Educational Administration, Southwest State University, Superintendent Certification, Stephen F Austin State University

Experience  Human Resources Systems Director Comp/Benefits/Records, Lone Star College System, Director of Human Resources, Huntsville ISD, Special Education Services Director, Splendora ISD, Educational Specialist for Curriculum and Instruction, Education Service Center Region VI, Director of Curriculum and Technology- Splendora ISD

Teresa Hudson, Executive Director, Human Resources (Talent Acquisition/Employee Services)

Effective 12 month contracted employee at an annual salary of $94,000 beginning November 5, 2012

Education  JD, Thurgood Marshall School of Law, Texas Southern University, B A Social Sciences/Human Resources Management, Tulane University

Experience  Associate Vice President, Human Resources, Leadership, Organizational Development & Training, College of the Mainland, AAP/EEO Advisor, Baker Hughes, Inc, Attorney (Employment Law), The HUDSON Law Group, Contract Attorney, Hudson Legal, AA/EEO Officer, University of Houston, IIR, Faculty Benefits, EEO/AA, Employee Relations, University of North Texas Health Science Center, HR Benefits, Tulane University, Texas Work Advisor, Texas Department of Human Services, Benefits Analyst, San Diego County Social Services
Michael Fiore, Executive Director, System Facilities

Effective 12 month contracted employee at an annual salary of $100,000 beginning November 15, 2012

Education  B A, Criminal Justice, Norwich University

Experience  Director, Global Facilities Management & Energy Programs, Director, Global Workplace Initiative Program Management Office, Director, North America Sites Services Delivery Manager, Director, Global Services Integration, Hewlett Packard, Director, Global Service Integration, Purchasing Manager, Compaq Computer Corporation, Corporate Purchasing Manager, Commodity Manager, Office Services Supply Base Manager, Digital Equipment Corporation

d  LSC – Tomball

Lisa Morales, Dean, Academic Initiative

Effective 12 month contracted employee at an annual salary of $85,000 beginning October 1, 2012

Education  Ph D, History, University of North Texas, M Ed, American History, Northwestern Oklahoma State University, B A, Economics, University of New Mexico, B M, Vocal Performance, Northwestern Oklahoma State University

Experience  Honors Program Coordinator, North Central Texas College, Conference on American Leadership Director, Instructor of History & Economics, Teaching Fellow, Adjunct Instructor of History, Adjunct Instructor of Music, University of Tulsa, Oklahoma, Adjunct Instructor of History, Economics & Education, Northwestern Oklahoma State University

c  LSC-University Park

Omar Ochoa, Director, CC Business Training/Sales

Effective 12 month contracted employee at an annual salary of $78,000 beginning November 1, 2012

Education  Executive Program, Wharton School of Business, University of Pennsylvania, M B A, Walton School of Business, University of Arkansas, B A, Foreign Languages, University of Dallas

Experience  Brand & Communications Director- Shell Lubricants, US Channel Marketing Director- Shell Lubricants, Global Marketing Director- Shell Lubricants, Sales Director, Sales Director- Shell Lubricants, Sales Manager, Honeywell International
Exhibit "X"

Personnel Report and Consideration No. 2  (ACTION ITEM 20)  Board Meeting 12-6-12

Request

Consideration of Resignations

LSC – Kingwood

Franklin Emeka, Instructor, Sociology
Effective October 30, 2012
Exhibit “Y”

Personnel Report and Consideration No. 3  (ACTION ITEM 21)  Board Meeting 12-6-12

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**

  Kyle Fredericksen
  Robert E Risher – Part time

**Lone Star College-Kingwood**

  Christopher D Griego – Part time

**Lone Star College-Tomball**

  Howell M Pemberton
  Phillip Blunt – Part time

**Lone Star College-University Park**

  Sandra N Joachim

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