

**REGULAR MEETING OF THE BOARD OF TRUSTEES  
NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT  
DISTRICT SERVICES AND TRAINING CENTER  
TRAINING AND DEVELOPMENT CENTER BOARD ROOM  
5000 RESEARCH FOREST DRIVE  
THE WOODLANDS, TEXAS 77381  
October 5, 2006  
6:00 p.m.**

- I.** Call to Order
- II.** Pledge of Allegiance
- III.** Certification of the Posting of the Notice of the Meeting
- IV.** Introductions, Special Guests, Recognitions
- V.** Approval of the Minutes of the September 7, 2006 Workshop Meeting and Regular Meeting, the September 20 Workshop Meeting and the September 26 Workshop Meeting.
- VI.** Citizens Desiring to Address the Board
- VII.** Special Reports and Announcements
  - 1. Chancellor
  - 2. College Presidents
  - 3. Vice Chancellors
  - 4. Faculty Senate Presidents
  - 5. Other
- Summary Report of Awards of Funding Proposals
- VIII.** Institutional Effectiveness Report
  - Student Profile Comparing Fall 2005 and Fall 2006
- IX.** Consideration of Consent Agenda

(The purpose of the consent agenda is to allow the Board to identify and approve action items which require no additional information or discussion and for which there is unanimous

approval. Trustees receive agenda materials one week in advance of the meeting to prepare for the business to be conducted.)

**X. Policy Reports and Considerations**

1. Consideration of the Proposed Amendment to Board Policy DKA (Local): Educational Assistance (**FIRST READING**)
2. Consideration of Approval for Board of Trustees Travel (**ACTION ITEM 1**)
3. Consideration of Approval of the Joint Election Agreement with San Jacinto County (**ACTION ITEM 2**)
4. Consideration of Approval of the Amended Order Calling Trustee and Bond Election and to Authorize the District Election Administrator to Amend Polling Places in the Order as Determined by the Counties (**ACTION ITEM 3**)
5. Consideration of Approval of the Amended Order Calling a Special Annexation Election (**ACTION ITEM 4**)

**XI. Financial Reports and Considerations**

1. Monthly Financial Statements
2. Quarterly Investment Report
3. Pre-approved Purchases of Technology Items Report for Period of March 2006 through August 2006
4. Consideration of Approval to Adopt Resolution for Sale of 8.7465 Acres Located West of Sorters Road and North of Kingwood College (**ACTION ITEM 5**)
5. Consideration of Approval to Replace Carpet and Cove Base at Kingwood College (**ACTION ITEM 6**)
6. Consideration of Approval to Purchase Dental Hygiene Supplies for Kingwood College (**ACTION ITEM 7**)
7. Consideration of Approval of Three Year Licensing Agreement of Westpack Products for the North Harris College Library (**ACTION ITEM 8**)
8. Consideration of Approval of Two Month Extension of Breath Alcohol Testing Services Agreement for North Harris College (**ACTION ITEM 9**)
9. Consideration of Approval of Area Job Order Contract (AJOC) Purchases for Construction Projects at North Harris College (**ACTION ITEM 10**)

10. Consideration of Approval for Catalog Information Systems Vendor (CISV) Purchase of Annual SMARTnet Maintenance for District (**ACTION ITEM 11**)
11. Consideration of Approval of Global Corporate Partner Membership Agreement for District (**ACTION ITEM 12**)
12. Consideration of Approval of Additional Retail Food Service Providers for District (**ACTION ITEM 13**)
13. Consideration of Ratification of Purchase to Print and Mail Star Newsletter for District (**ACTION ITEM 14**)
14. Consideration of Approval to Renew Annual Licenses of AutoDesk Software for District (**ACTION ITEM 15**)
15. Consideration of Approval to Extend Agreement for Web Development and Consulting Services for the District (**ACTION ITEM 16**)
16. Consideration of Approval to Enter into an Inter-local Agreement (Harmonic) with Harris County Public Library and Montgomery County Memorial Library System (**ACTION ITEM 17**)
17. Consideration of Approval to Renew Paper and Microform Periodical Subscription Services for District Libraries (**ACTION ITEM 18**)
18. Consideration of Approval to Renew Print Cartridge Services for the District (**ACTION ITEM 19**)
19. Consideration of Ratification of Legal Services for the District (**ACTION ITEM 20**)
20. Consideration of Authorization for Chancellor to Negotiate Donation of Property Agreement with The Woodlands Land Development Company (TWLDC) (**ACTION ITEM 21**)
21. Consideration of Acceptance of Gifts (**ACTION ITEM 22**)
22. Consideration of Approval of Lawn Maintenance Service Agreements for Willow Chase Center and The University Center (**ACTION ITEM 23**)
23. Consideration of Approval of an Interlocal Agreement between North Harris Montgomery Community College District (NHMCCD) and the City of Lake Jackson for Delivery of Breath Alcohol Testing Services (**ACTION ITEM 24**)

24. Consideration of Approval of Renewal of Interlocal Agreement between North Harris Montgomery Community College District (NHMCCD) and Harris County for Delivery of Breath Alcohol Testing Service (**ACTION ITEM 25**)

**XII.** Building and Grounds Report

1. Construction Projects Update

**XIII.** Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (**ACTION ITEM 26**)

2. Consideration of Acceptance of Resignations (**ACTION ITEM 27**)

3. Consideration of Approval of Commissioning of Peace Officers (**ACTION ITEM 28**)

**XIV.** Suggested Future Agenda Items

**XV.** Adjournment

The Board of Trustees, may at any time prior to adjournment, in accordance with Sections 551.001, et seq. of the Texas Government Code, move into Closed Session under 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 551.086 - Economic Development Negotiations

**Certification of Posting of Notice to the October 5, 2006  
Regular Meeting of the  
North Harris Montgomery Community College District's  
Board of Trustees**

I, John E. Pickelman, Chancellor of the North Harris Montgomery Community College District, do hereby certify that a notice of this meeting was posted on Monday, the 2nd day of October, 2006, in a place convenient to the public in the Administration Office of the District Services and Training Center and on all college campuses as required by Section 551.001 et seq., Texas Government Code.

Given under my hand this the 2nd day of October, 2006.

---

John E. Pickelman, Ph.D.  
Chancellor

**MINUTES OF THE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT  
DISTRICT SERVICES AND TRAINING CENTER  
TRAINING AND DEVELOPMENT CENTER BOARD ROOM  
5000 RESEARCH FOREST DRIVE  
THE WOODLANDS, TEXAS 77381  
September 7, 2006  
6:00 p.m.**

**PRESENT:** Mr. David McIver, Chair  
Mr. David Vogt, Vice Chair  
Ms. Maria Flotte O'Neill, Secretary  
Mr. John Fox, Assistant Secretary  
Dr. Martin Basaldua  
Mr. Randy Bates  
Dr. Richard Campbell  
Ms. Priscilla Kelly

**ABSENT:** Ms. Stephanie Marquard

- I. **CALL TO ORDER:** Mr. McIver called the Regular Board Meeting to order at 6:07 p.m. after determining a quorum was present.
- II. **PLEDGE OF ALLEGIANCE:** Mr. Bates led the Board and guests in reciting the Pledge of Allegiance.
- III. **CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING:** Chancellor Pickelman confirmed that the Notice for the meeting had been properly posted. No action was required. A copy is attached as Exhibit "A."
- IV. **INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS:** the Chancellor welcomed Tiffany Willams of the *Conroe Courier*; Wanda Strahan of the *Tomball/Spring Times*; Charlotte Lampe, citizen and candidate for Board of Trustee position 8; and Fred Blanton, citizen and candidate for Board of Trustee position 8.
- V. **APPROVAL OF THE MINUTES OF THE AUGUST 3, 2006 WORKSHOP MEETING AND REGULAR MEETING, AUGUST 24, 2006 WORKSHOP MEETING AND PUBLIC HEARING AND SPECIAL MEETING AND THE AUGUST 29 SPECIAL MEETING:** upon a motion by Mr. Fox and a second to the motion by Ms. Kelly, the minutes of the August 3, 2006 Workshop Meeting and Regular Meeting, August 24, 2006 Workshop Meeting and Public Hearing and Special Meeting and the August 29 Special Meeting were approved. Ms. Kelly abstained from the vote to approve the August 3, 2006 Workshop Meeting and Regular Meeting. Ms. O'Neill and Dr. Campbell abstained from the vote to approve the August 24, 2006 Workshop Meeting and Public Hearing and Special Meeting. Ms. O'Neill, Mr. Fox, and Dr.

Campbell abstained from the vote to approve the minutes of the August 29, 2006 Special Meeting.

**VI. CITIZENS DESIRING TO ADDRESS THE BOARD:** Mr. Fred Blanton, citizen and candidate for Board of Trustee position 8, addressed the Board. Mr. Blanton stated his concerns with regard to the homestead exemption for residents of the District who are over the age of 65 and/or are disabled, and suggested that a pay raise should not be given to employees of the District who are receiving a salary over \$75,000.

**VII. SPECIAL REPORTS AND ANNOUNCEMENTS:**

1. Chancellor: Dr. Pickelman announced that the Board of Trustees election and bond referendum will be held on November 7<sup>th</sup>. Citizens of Montgomery ISD will vote to determine whether or not they will join their neighboring school districts and become part of NHMCCD on November 7<sup>th</sup> also. A second public forum will be held on September 13<sup>th</sup> with Montgomery ISD residents.

2. College Presidents: Dr. David Sam, president of North Harris College, distributed folders containing the visual, applied and performing arts calendar for 2006-2007; a flyer showing photos taken at the annual NHMCCD retiree luncheon held on August 16<sup>th</sup>; and a flyer showing photos taken at a “re-TIE-ment event” held for Steve Megregian, former vice president of administrative services. Mr. Megregian announced that he would also be retiring his 30-year collection of ties and donated them to a one-day tie auction with all proceeds pledged toward an accounting scholarship in his name. The event garnered \$1,025. Dr. Sam distributed an enrollment report showing a 4.4% decrease in students served over same time last year. Data is being analyzed by college administrators to determine the factors contributing to the decline in enrollments, and necessary steps will be taken to adjust recruiting efforts accordingly. Dr. Sam noted that in mid August, 21 high school juniors from G.W. Carver High School started their third year of high school and their first year of college on the same day through an exceptional new North Harris College pilot program—Victory Early College High School. Serving north Houston, Victory Early College High School is based out of North Harris College’s Carver Center located next door to G.W. Carver High School. Any qualified student within Aldine ISD will be able to apply for the program as it expands.

Dr. Linda Stegall, president of Kingwood College, introduced and welcomed Dr. Bill Coppola, new vice president of instruction. Fall enrollment data shows a 2.5% increase in enrollments with a 9% increase in Hispanic students and a 15% increase in African-American students. Dr. Stegall distributed folders containing the *Teaching and Learning Newsletter* spotlighting new faculty; the *Kingwood College Happenings* spotlighting various activities on campus such as the “Welcome Back to the Woods” fall 2006 kick-off celebration where students enjoyed free food, music, and interactive games; and a copy of the schedule of broadcast seminars being offered on September 12<sup>th</sup> and 13<sup>th</sup> featuring the most powerful minds in business via satellite from Radio City Music Hall in New York City.

Dr. Ray Hawkins, president of Tomball College, distributed copies of the fall 2006 preliminary enrollment analysis. The report shows a 2.2% increase in headcount for Tomball College and a 5.2% increase in enrollments at the Willow Chase Center. The three ISDs with highest student enrollments are: Klein, Cy-Fair and Tomball. Dr. Hawkins noted that 61% of current students are female, with 39% being male.

Dr. Tom Butler, president of Montgomery College, distributed folders containing enrollment data which shows a 2.8% increase in enrollments; the *Conroe Center Newsletter* which spotlighted new programs in automotive technology and home technology integration and provided a schedule of classes being offered; the fall 2006 arts and culture calendar; and a magnet showing the 2006-07 film series being offered. Dr. Butler introduced Greg Ristow, associate professor of music and two music major students, Patrick McBain and Gwendolyn Rapoza, who performed a vocal exercise using iPod technology. This fall, the music department will begin providing iPods to music majors who will use the device to play volumes of music. "The iPod with its ability to store thousands of pieces of music is like a book to English majors," said Ristow. "We feel we should take advantage of the technology we have today to make it as easy as possible for our students to learn. If they have this ability to just pick up an iPod with all of their needed course materials on it and take it with them wherever they go, they will use it and they will benefit from it." One area where the MP3 player is bound to benefit is in courses like ear training, where students learn to notate music from audio assignments.

Dr. Diane Troyer, president of Cy-Fair College, distributed the fall 2006 enrollment analysis, showing an 8% growth in students served. Dr. Troyer noted that 736 new students enrolled at the Barker-Cypress campus this fall, and noted that minority student enrollments make up 56% of the total, with white student enrollments at 44%. Dr. Troyer reported that over 50% of students are age 21 years or younger. Distance Learning students served increased by 30.05%. Dr. Troyer introduced Claire Gunnels, professor and reference librarian. Professor Gunnels noted that Cy-Fair College is in partnership with the Harris County Library, and distributed a flyer showing the many co-sponsored activities being planned for the fall 2006 semester. Dr. Troyer announced the second annual Cy-Fest to be held on October 14, 2006, which is a day of free food, festivities and family fun for members of the community to see all the programs offered at the campus.

Vice Chancellors: Ms. Cindy Gilliam, vice chancellor of business affairs and CFO, reported that North Harris Montgomery Community College District has been awarded the Certificate of Achievement for Excellence in Financial Reporting for 2005 for its comprehensive annual financial report. The certificate of achievement was signed by the president and vice president of the Government Finance Officers Associations, and is the highest form of recognition in the area of governmental accounting and financial reporting. Its attainment represents a significant accomplishment by a governmental organization and its management. Ms. Gilliam

introduced: Ken Lynn, deputy vice chancellor of finance; Cindy Hiza, comptroller; Carin Hutchins, former director of internal audit, and current associate vice chancellor of business affairs, and Diane Novak, current director of internal audit, and thanked them for their good work

3. Faculty Senate President: Dorothy Reade, professor of developmental studies at North Harris College and faculty senate president, thanked the Board members for the 4% pay increase given to full time employees with a \$1200 minimum, and for the \$2 per credit hour pay increase for adjuncts.

**VIII. CONSIDERATION OF CONSENT AGENDA:** Mr. McIver proceeded with the Consent Agenda. The Board requested separate action for Action Items 5, 6, 7, and 24. Ms. O'Neill made a motion to approve Action Items 1, 2, 3, 4, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 25, 26, 27, 28, 29, and 30. Mr. Bates seconded the motion and the Board unanimously passed the Consent Agenda. A copy of the Consent Agenda is attached as Exhibit "B."

**IX. POLICY REPORT AND CONSIDERATION:**

1. Consideration of Approval for Board of Trustees Travel (ACTION ITEM 1): the Board authorized Randy Bates, Martin Basaldua and Richard Campbell to attend the Association of Community College Trustees Leadership Congress to be held in Orlando, Florida on October 11-14, 2006. This item was passed in the Consent Agenda. A copy is attached as Exhibit "C."
2. Consideration of Approval of the Joint Election Agreement with Harris County (ACTION ITEM 2): the Board approved the election agreement for the joint election in November which provides for the sharing of facilities, election officials, election equipment and expenses and outlines the specific responsibilities of each entity. This item was passed in the Consent Agenda. A copy is attached as Exhibit "D."

**X. CURRICULUM REPORT:**

Articulation and Joint Admission Agreements: Dr. Steve Head, executive vice chancellor, presented the report which indicated that NHMCCD has 247 high school articulation agreements with 29 ISDs, 871 tech prep plans with 25 ISDs, joint admissions agreements with five universities, and 132 university articulation agreements. A copy is attached as Exhibit "E."

**XI. FINANCIAL REPORTS AND CONSIDERATIONS:**

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor of business affairs and chief financial officer, presented the monthly financial statements. A copy is attached as Exhibit "F."

2. Consideration of Approval of Investment Broker Dealer List for 2006-2007 (ACTION ITEM 3): the Board of Trustees approved the investment broker dealer list for 2006-2007. This item was passed in the Consent Agenda. A copy is attached as Exhibit "G."
3. Consideration of Approval of Renewal of the Appointment of Paul Bettencourt, Harris County Tax Assessor-Collector, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to Collect Taxes Levied on Behalf of the District (ACTION ITEM 4): the Board renewed the appointments of Paul Bettencourt, Harris County Tax Assessor-Collector, to collect District property taxes in Harris County, and J.R. Moore, Jr., Montgomery County Tax Assessor-Collector, to collect District property taxes levied in Montgomery County, for the tax year 2006. This item was passed in the Consent Agenda. A copy is attached as Exhibit "H."
4. Consideration of Approval of Resolution to Establish a Limitation on the Total Amount of Taxes That May Be Imposed By NHMCCD on the Residence Homestead of an Individual 65 Years of Age or Older or Disabled (ACTION ITEM 5): upon a motion by Mr. Bates, and a second to the motion by Dr. Basaldua, the Board approved the resolution establishing a tax freeze on the homestead residence of individuals 65 years of age or older or disabled. Dr. Campbell abstained from the vote. A copy is attached as Exhibit "I."
5. Consideration of Approval of a Management Plan that Establishes Responsibilities and Guidelines for the Use of Interest Rate Swaps and Other Derivative Transactions (ACTION ITEM 6): after a presentation of the management plan that establishes responsibilities and guidelines for the use of interest rate swaps and other derivative transactions by Mel Schonhorst of RBC Capital Markets, the Board Chair recommended that the Board consider Action Items 6 and 7 as a single motion. Upon a motion by Mr. Bates and a second to the motion by Mr. Vogt, the Board approved the management plan that establishes responsibilities and guidelines for the use of interest rate swaps and other derivative transactions; approved the fourth supplemental resolution authorizing the execution and delivery of interest rate swap agreements related to the district's revenue bonds and an order authorizing the execution and delivery of interest rate swap agreements related to the district's general obligation bonds; approving counterparties therefore; delegating authority to enter into such interest rate swap agreements and approved certain other procedures and provisions related thereto. Dr. Campbell voted in opposition. A copy is attached as Exhibit "J."
6. Consideration of Approval Fourth Supplemental Resolution Authorizing the Execution and Delivery of Interest Rate Swap Agreements Related to the District's Revenue Bonds and an Order Authorizing the Execution and Delivery of Interest Rate Swap Agreements Related to the District's General Obligation Bonds; Approving Counterparties Therefore; Delegating Authority to Enter into Such Interest Rate Swap Agreements and to Approve Certain Other Procedures and Provisions Related Thereto (ACTION ITEM 7): after a presentation of the management plan that

establishes responsibilities and guidelines for the use of interest rate swaps and other derivative transactions by Mel Schonhorst of RBC Capital Markets, the Board Chair recommended that the Board consider Action Items 6 and 7 as a single motion. Upon a motion by Mr. Bates and a second to the motion by Mr. Vogt, the Board approved the management plan that establishes responsibilities and guidelines for the use of interest rate swaps and other derivative transactions; approved the fourth supplemental resolution authorizing the execution and delivery of interest rate swap agreements related to the district's revenue bonds and an order authorizing the execution and delivery of interest rate swap agreements related to the district's general obligation bonds; approving counterparties therefore; delegating authority to enter into such interest rate swap agreements and approved certain other procedures and provisions related thereto. Dr. Campbell voted in opposition. A copy is attached as Exhibit "K."

7. Consideration of Approval to Purchase Rack Distribution Services for Spring, Summer, and Fall 2007 for the District (ACTION ITEM 8): the Board approved the purchase of rack distribution services for Spring, Summer, and Fall 2007 to DistribuTech, in the amount of \$51,495 annually for a total amount of \$154,485 for three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit "L."
8. Consideration of Approval to Purchase Printing and Mailing of Credit Schedules and Mailers for Spring, Summer and Fall 2007 for the District (ACTION ITEM 9): the Board approved the purchase of printing and mailing services for Spring, Summer and Fall 2007 credit schedules and mailers in the amount of \$567,321 annually for a total of \$1,134,642 for two years from the following vendors: Trend Offset Printers for \$324,471, TriStar Web Graphics for \$56,100, National Mail Advertising Inc. for \$17,865 and United States Postal Service for \$168,885. This item was passed in the Consent Agenda. A copy is attached as Exhibit "M."
9. Consideration of Approval for Design of Corporate and Continuing Education Schedules for Tomball College (ACTION ITEM 10): the Board approved the purchase of design services for the Corporate and Continuing Education Schedules for Tomball College from the lowest bidder, Crane Graphic Design, in the amount of \$8,580 annually for a total of \$25,740 for three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit "N."
10. Consideration of Approval to Purchase Janitorial Services for Cy-Fair College (ACTION ITEM 11): the Board approved the purchase of janitorial services for Cy-Fair College from Bonded Maintenance Company, dba ABM Janitorial Services, in the amount of \$190,800 annually for a total of \$572,400 for three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit "O."
11. Consideration of Ratification of Replacement of Wall Talker Surfaces in Three Classrooms at Cy-Fair College (ACTION ITEM 12): the Board ratified the Texas Cooperative Purchasing Network (TCPN) Area Job Order Contracting (AJOC)

- replacement of wall talker surfaces at Cy-Fair College from Kellogg Brown & Root, Inc. (KBR), in the amount of \$50,336. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”
12. Consideration of Approval of Purchase of Online Core Reference Database Licenses for District (ACTION ITEM 13): the Board approved the purchase of online core reference database licenses from multiple vendors for the five college libraries in an amount not to exceed \$227,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q.”
  13. Consideration of Ratification of Additional Funds for Advertising Services for District (ACTION ITEM 14): the Board ratified the additional funds for advertising services for the District from Edge Creative Strategies, in the amount of \$70,000 for a total amount not to exceed \$260,000 annually. This item was passed in the Consent Agenda. A copy is attached as Exhibit “R.”
  14. Consideration of Approval to Extend Two Multi-Year Agreements for One Year for District (ACTION ITEM 15): the Board approved the extension of multi-year agreements for one year in the amount not to exceed \$585,000, for snack and beverage retail food and temporary employment staff. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S.”
  15. Consideration of Approval of Area Job Order Contract (AJOC) Purchases for Construction Related Projects for the District for the First Half of FY 2006-7 (ACTION ITEM 16): the Board approved the purchase of construction services for construction related projects for the District from Texas Cooperative Purchasing Network (TCPN) AJOC contractor, Kellogg Brown and Root Inc., in an amount not to exceed \$500,000 for the first half of FY 2006-07. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T.”
  16. Consideration of Approval of Purchase of Additional Commodity Internet and Internet2 Services for District (ACTION ITEM 17): the Board approved the purchase of additional commodity internet and internet2 services for the District from The University of Texas, Office of Telecommunication Services (UT-OTS) Networking,, in the amount of \$10,140 for a revised annual cost of \$39,408. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U.”
  17. Consideration of Approval to Enter into a Three Year Agreement for “mtvU” Program Service at North Harris College (ACTION ITEM 18): the Board approved a three year agreement for “mtvU” program service at North Harris College from MTV Networks on Campus Inc. (MTVN). This item was passed in the Consent Agenda. A copy is attached as Exhibit “V.”
  18. Consideration of Ratification of Digital Imaging Services for District Services and Training Center (DSTC) (ACTION ITEM 19): the Board ratified the Catalog Information Systems Vendor (CISV) purchase of digital imaging services for the Student Records Department at the DSTC from the lowest bidder, Engraphix Imaging

Systems Inc., in the amount of \$58,240. This item was passed in the Consent Agenda. A copy is attached as Exhibit “W.”

19. Consideration of Approval of Purchase of Additional Microsoft Software Licenses for the District (ACTION ITEM 20): the Board approved the purchase of additional Microsoft software licenses for the District from SHI Government Solutions, in the amount of \$12,000, bringing the total cost of the contract to \$146,400. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X.”
20. Consideration of Authorization for Chancellor to Negotiate Contract to Sell Land Located West of Sorters Road and North of Kingwood College (ACTION ITEM 21): the Board authorized the Chancellor or his designee to negotiate and execute a contract to sell 8.7465 acres located west of Sorters Road and north of Kingwood College for the fair market value to the City of Houston for a utility easement. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Y.”
21. Consideration of Approval to Purchase Professional Services for Construction Projects at North Harris and Tomball Colleges (ACTION ITEM 22): the Board approved the purchase of professional services for construction projects at North Harris and Tomball Colleges from Carter & Burgess, Inc. (CB), in an amount not to exceed \$100,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Z.”
22. Consideration of Approval to Purchase Professional Services for Multiple Construction Projects for North Harris and Montgomery Colleges (ACTION ITEM 23): the Board approved the purchase of professional services for multiple construction projects at North Harris and Montgomery Colleges from Redding Linden Burr (RLB), in an amount not to exceed \$58,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “aa.”
23. Consideration of Adoption of the Resolution and Ordinance Fixing and Levying Ad Valorem Taxes for the Year 2006 and Directing the Assessment and Collection Thereof (ACTION ITEM 24): upon a motion by Dr. Campbell and a second to the motion by Mr. Fox, the Board unanimously adopted a resolution establishing the 2006 tax rate for M&O at \$0.082/100 valuation, and I&S at \$0.347/100 valuation. This represents a 5% reduction in the M&O rate and a 3% increase overall. A copy is attached as Exhibit “bb.”
24. Consideration of Approval to Extend Lawn Services Agreement for One Year for Tomball College and District Services and Training Center (ACTION ITEM 25): the Board approved the extension of the lawn services agreement for one year for Tomball College and DSTC with H&H Design LLC, dba Hou-Scape, in the amount of \$134,390. This item was passed in the Consent Agenda. A copy is attached as Exhibit “cc.”

25. Consideration of Approval of Agreement with University of Texas Health Science Center for Employee Assistance Program for District (ACTION ITEM 26): the Board approved an agreement with the University of Texas Health Science Center (UT-HSC) for an Employee Assistance Program for the District in the amount of \$44,640. This item was passed in the Consent Agenda. A copy is attached as Exhibit “dd.”
26. Consideration of Approval of the NHMCCD Elective 457(b) Plan for the District (ACTION ITEM 27): the Board approved the adoption of the NHMCCD Elective 457 (b) plan for District employees. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ee.”

**XII. BUILDING AND GROUNDS REPORT:**

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

**XIII. PERSONNEL REPORTS AND CONSIDERATIONS**

1. Consideration Of Ratification Of Appointments (ACTION ITEM 28): the Board ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “gg.”
2. Consideration Of Acceptance Of Resignations (ACTION ITEM 29): the Board accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “hh.”
3. Consideration Of Approval Of Commissioning Of Peace Officers (ACTION ITEM 30): the Board approved the commissioning of the following peace officers for the North Harris Montgomery Community College District: North Harris College - Kristina Mari Gabriel, James Charles Gibson, and Carey L. West. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ii.”

**XIV. SUGGESTED FUTURE AGENDA ITEMS**: None. Mr. McIver provided an update on the progress of the Chancellor search. He announced that the Board would be interviewing search firms in the next two weeks.

**XV. ADJOURNMENT**: there being no further business, Mr. McIver adjourned the meeting at 7:43 p.m.

ATTEST:

---

Board of Trustees, Chair

---

Board of Trustees, Secretary

**BOARD OF TRUSTEES WORKSHOP  
NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT  
MARRIOTT HOUSTON AIRPORT  
MONTGOMERY ROOM  
18700 JFK BLVD.  
HOUSTON, TEXAS 77032  
September 20, 2006  
4:30 P.M.**

**PRESENT:** Mr. David McIver, Chair  
Mr. David Vogt, Vice Chair  
Mr. John Fox, Assistant Secretary  
Dr. Martin Basaldua  
Dr. Richard Campbell  
Ms. Stephanie Marquard

**ABSENT:** Mr. Randy Bates  
Ms. Maria Flotte O'Neill  
Ms. Priscilla Kelly

- I. **CALL TO ORDER:** Mr. McIver called the workshop meeting to order at 4:35 p.m.
- II. **CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING:**  
Mr. McIver noted that the agenda included a certification of the posting of the notice signed by Chancellor Pickelman.
- III. **INTERVIEW SEARCH FIRMS:** the Board members interviewed Dr. Bob Barringer with Gold Hill-Hunter Associates.
- IV. **CLOSED SESSION:** At 6:00 p.m. Mr. McIver convened the Board in closed session, in accordance with Sections 551.001, et seq. of the Texas Government Code under the following provision of the Act:  
Section 551.074 - Personnel Matters
- V. **RECONVENE OPEN MEETING:** Mr. McIver reconvened the workshop meeting in open session at 6:10 p.m. No action was taken
- VI. **ADJOURNMENT:** there being no further business, Mr. McIver adjourned the workshop meeting at 6:10 p.m.

**Special Reports and Announcement**

**Board Meeting: 10-5-06**

**Report: Summary Report of Awards of Funding Proposals**

The following report includes a list of the funding proposals that have been awarded during the 4<sup>th</sup> quarter (June 2006, July 2006, and August 2006). The first page of the report includes summary data for both the quarterly report and the cumulative report for the fiscal year 2005-2006.

<b><u>Awarded Grants</u></b>	<b>Quarter 4<sup>th</sup></b>	<b>Cumulative Quarters 1-4</b>
Total Amount of Awards:	\$3,643,644	\$7,092,893
Total Number of Grants Awarded:	14	34
NHMCCD is Fiscal Agent	13	33
<b><u>2005-2006 Summary</u></b>		<b>Cumulative</b>
Number of Awards		34
Amount of Awards		\$7,092,893
Number of Pending Proposals		8
Amount of Pending Proposals		\$3,983,917
Number of Proposals Not Funded		9
Amount of Proposals Not Funded		\$1,441,141
Total Number of Proposals Submitted		51
Total Amount of Proposals Submitted		\$12,517,951
Success Rate (34 out of 43 grants)		79%

## Grant Awards Received Between June 1, 2006 - August 31, 2006

### NHMCCD Grants

1. Grant Title: **Harris County Community Development**  
Source: **Harris County Community & Economic Development**  
Amount Awarded: **\$100,000**  
Date Awarded: **3/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Ray Laughter  
College: North Harris Montgomery Community College District  
Duration: 1 Year

#### Description and Outcomes:

North Harris Montgomery Community College District is a partner/provider with the Department of Community and Economic Development of Harris County, Texas. The primary activities of NHMCCD will assist in accomplishing the goals of Harris County, and they are:

#### Primary Activities:

- Conduct seminars, lectures, meetings and public hearings.
- Conduct educational seminars for local economic and community development professionals.
- Facilitate business specific tax incentive programs (tax abatements).
- Facilitate property specific tax incentive programs (historic site tax exemptions).
- Support the creation and expansion of local Foreign Trade Zones.
- Conduct workforce analysis.
- Compile economic and business related data.
- Stimulate, encourage, market, and develop business location and commercial activity in the County.

#### Secondary Activities:

- Interact with and support local and state officials, local economic development organizations, and chambers of commerce.
- Promote or advertise the County and its vicinity or conduct a solicitation program to attract conventions, visitors, and business.
- Interact with the Texas Department of Economic Development.

2. Grant Title: **Perkins Basic Grant**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$975,957**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Bonnie Longnion  
College: North Harris Montgomery Community College District  
Duration: 1 Year

Description and Outcomes:

These annual funds are used to support workforce education programs and students. The funds are allocated to the colleges to upgrade workforce curriculum, update equipment and provide support to workforce education students and special populations enrolled in workforce education programs and courses.

3. Grant Title: **Project GREAT**  
Source: **Texas Education Agency (TEA)**  
Amount Awarded: **\$384,000**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Anne Albarelli  
College: Cy-Fair College  
Duration: 1 Year

Description and Outcomes:

This funded project is a third-year continuation of the Texas Education Agency and Texas LEARNS grant for the regional Project GREAT Centers of Excellence in Texas. These centers, located in each of the eight regions across Texas, are responsible for professionally training adult education teachers and creating and implementing a credential program that would add credibility to the field of adult education. The goals for the 2006-2007 grant include:

- Coordinating regional training activities for adult education and family literacy programs;
- Meeting the local professional development needs for technical assistance, technology assistance, and scientific research based instruction;
- Managing regional Texas Adult Education Credential Model; and
- Integrating workforce skills into adult education.

4. Grant Title: **Project GREAT**  
Source: **Texas Education Agency (TEA)**  
Amount Awarded: **\$40,000**  
Date Awarded: **6/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Anne Albarelli  
College: Cy-Fair College  
Duration: 1 Year

Description and Outcomes:

Additional allocations for the current 2005-2006 Project GREAT grant were awarded to Cy-Fair College.

5. Grant Title: **Achieving the Dream**  
Source: **Houston Endowment, Inc.**  
Amount Awarded: **\$50,000**  
Date Awarded: **5/23/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Dr. Steve Head  
College: North Harris Montgomery Community College District  
Duration: 1 Year

Description and Outcomes:

The North Harris Montgomery Community College District has been selected as one of the ten higher education institutions in the Greater Houston area to join Achieving the Dream: Community Colleges Count, a national initiative to help more community college students succeed. The district will receive direct financial support from Houston Endowment, Inc. and assistance from national experts to help devise strategies to help more students, particularly students of color and low-income students, earn degrees, complete certificates or transfer to other institutions to continue their studies. Houston Endowment, Inc. has awarded NHMCCD a \$50,000 grant to plan and launch "Achieving the Dream" at its five colleges. The district will apply next year for an implementation grant worth up to \$400,000 over four years. Overall, Houston Endowment, Inc. has committed \$9 million toward a unified effort to increase college student success in the greater Houston area.

6. Grant Title: **Montgomery College Child Care Center**  
Source: **United Way**  
Amount Awarded: **\$4,000**  
Date Awarded: **9/1/2005**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Karen Palmer  
College: Montgomery College  
Duration: 1 Year
- Description and Outcomes:  
Funds provided free or reduced-fees for child care for economically challenged students at Montgomery College.

### **Partnership Grants**

7. Grant Title: **RX for ER: Prescriptions for Effective Retention**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$75,000**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Margaret R. Crider and Christine Salmon  
College: Tomball College  
External Partners: Northwest Vista, Texas State Technical College, Laredo College, and Amarillo College  
Duration: 1 Year
- Description and Outcomes:  
Rx for ER: Prescriptions for Effective Retention is a continuation project that focuses on best practices in retention via a website, [www.rx.nhmccd.edu](http://www.rx.nhmccd.edu). The intent for year three is to focus on data and marketing. The project staff will conduct focus groups studies for faculty and students, host a conference to disseminate and share information about best practices in retention, and improve the website to make it an invaluable resource for information about how to impact student retention.

8. Grant Title: **Gulf Coast Tech Prep Consortium**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$879,087**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Bob Lucas  
College: North Harris Montgomery Community College District  
External Partners: 79 School Districts and Nine Community Colleges  
Duration: 1 Year

Description and Outcomes:

The Gulf Coast Tech Prep Consortium is a partnership of seventy-nine area independent school districts, the nine community colleges located in the Gulf Coast Region, representatives from major universities, business and industry, government agencies, and labor. This consortium serves over 900,000 K-14 students in the Gulf Coast Region. With Tech Prep programs in sixty-nine of the seventy-nine Independent School Districts and all nine of the Community College Districts in this region, it is the goal of the Gulf Coast Consortium to assist school districts and colleges to work together to develop new and innovative programs, and to continually update Tech Prep programs utilizing the TEKS and WECM guidelines as well as facilitate statewide articulation. The primary focus of consortium activities for 2006-07 will be to continue to identify and recruit Tech Prep students. The consortium will work with Independent School Districts to assist in providing Tech Prep student information to registrars and/or reporting officials at area community colleges to successfully recruit and track students. Other recruiting activities include the development and dissemination of recruiting materials, working with recruitment and retention staff at community colleges, presentations to students and parents, linkages with the Closing the Gaps/GO Campaign, and a region-wide marketing campaign to increase awareness of the benefits of Tech Prep.

9. Grant Title: **Innovations for Online Nursing Students (IONS)**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$75,000**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Leslie Pafford (Tomball College), Barbara Cordell (Panola College), and Christine Salmon (Tomball College)  
College: Tomball College  
External Partners: Panola College, El Paso Community College District, Del Mar College, South Plains College, Texas Woman's University, Tomball Regional Hospital, The NET Consortium Houston, Galveston Area

Council, and NHMCCD Center for Teaching Distance Learning

Duration: 1 Year

Description and Outcomes:

IONS: Innovations for Online Nursing Students is a project designed to develop, pilot, and disseminate a unique model of distance education training for nursing faculty and to create an ongoing learning community to support nursing faculty as they become expert online educators.

10. Grant Title: **Resource Guide for Effective Advising to Technical Students**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$75,000**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Eileen Booher  
College: Cy-Fair College  
External Partners: Amarillo College and Southwest Texas Junior College  
Duration: 1 Year

Description and Outcomes:

Cy-Fair College in partnership with Amarillo College and Southwest Texas Junior College proposes to create a manual to assist advisors and counselors in advising students' concerning technical programs. The manual will be developed after an extensive review of current literature, Texas data and information from community colleges across the state to determine effective advising practice for technical education students. A website will be created with links to model advising programs throughout the state as well as a crosswalk of effective technical education advising models based on institution: size geographic location, student demographics served, advisor responsibility (faculty, counselor advisor, administrator etc.), and other factors identified by the research input for improvement will be solicited from throughout the state.

11. Grant Title: **Clinical Faculty Support**  
Source: **John S. Dunn Research Foundation**  
Amount Awarded: **\$23,100**  
Date Awarded: **7/31/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Nockie Zizelmann  
Colleges: Kingwood College, Tomball College, and North Harris College

External Partners: Houston-Galveston Area Council, College of the Mainland, Galveston College, Lee College, San Jacinto College, Texas Women's College, University of Texas Health Science Center – Houston, and University of Texas Medical Branch - Galveston

Duration: 1 Year

Description and Outcomes:

The John S. Dunn Research Foundation has provided funds to Houston-Galveston Area Council (HGAC) to disburse to ten educational institutions to support clinical faculty needs. Kingwood College, North Harris College and Tomball College received \$7700 each.

12. Grant Title: **North Harris College Educational Talent Search (ETS) Program**  
Source: **U.S. Department of Education TRIO Talent Search**  
Amount Awarded: **\$880,000**  
Date Awarded: **7/30/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: April Malone  
Colleges: North Harris College  
External Partners: Nimitz High School, Klein Forest High School, Klein Intermediate, Westfield High School, and Wells Intermediate.  
Duration: 4 Years

Description and Outcomes: The primary goal of North Harris College's talent search program during the four-year funding period is to empower and infuse 600 participants each year in the five target schools with academic skills and motivation necessary for secondary education retention and completion, financial aid application, and postsecondary education application and enrollment. The ETS objectives are designed to include measurable outcomes for each objective. The measurable outcomes will enable program staff to evaluate the extent to which each stated objective has been accomplished. The proposed objectives are ambitious but attainable taking into consideration the identified need, the plan of operation, the project budget and other resources

13. Grant Title: **Developing a Core Curriculum in Advanced Manufacturing**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$7,500**  
Date Awarded: **8/28/2006**  
Fiscal Agent: Southwest Texas College, Dick Whipple, Administrator  
Project Director: Marcy Bryan

NHMCCD Contact: Linda Head  
Colleges: Montgomery College  
External Partners: Southwest Texas College  
Duration: 1 Year

Description and Outcomes:

This is an important state initiative that is meant to reflect an industry movement for technicians to get broader skills sets during their workforce educational experience. The emphasis is on career development instead of job development. Southwest Texas Junior College leads this grant project and serves as the fiscal agent. Marcy Bryan is the project director and Dick Whipple is the supervising administrator of this program. Eight colleges will collaboratively develop the technical core curriculum in advanced manufacturing that will serve as the first year of the program. A THECB recognized Career Foundation Certificate will be associated with completion of this level. Completers of the first year will matriculate to colleges around the state that offer specialized advanced manufacturing programs at the associate degree level. The program goals and outcomes will additionally be linked to career and technology high school programs and university bachelor's degree programs. The participating colleges are Southwest Texas Junior College, Montgomery College of NHMCCD, Houston Community College, El Paso Community College, Weatherford College, Richland College, and Texas State Technical College (TSTC) – Harlingen. Linda Head will serve as Montgomery College's representative.

14. Grant Title: **Intensive English for Specific Technical Occupations**  
Source: **Texas Higher Education Coordinating Board**  
Amount Awarded: **\$75,000**  
Date Awarded: **8/28/2006**  
Fiscal Agent: North Harris Montgomery Community College District  
Project Director: Eileen Booher  
College: Cy-Fair College  
External Partner: Texas State Technical College  
Duration: 1 Year

Description and Outcomes:

The goal of this grant is to increase the success of students with barriers to educational achievement, including individuals with limited English proficiency. The successful completion of this project will allow students to move upward in a specific career path. Skills developed will include transferable career skills developed in conjunction with industry representatives.

**Report:** Credit Student Profile Comparing Fall 2005 and Fall 2006

**Goal:** Provide quality, accessible courses and programs of instruction which meet transfer, workforce development, and lifelong learning needs of students

**Indicator:** Semester credit hour student characteristics

Highlights of the report on the next page include:

- Overall, the district continues to grow, with students served increasing by 2.1% between fall 2005 and fall 2006, for a total of 46,058 students served.
- Nearly 40% of all NHMCCD students indicate that are black, Hispanic or Asian. The number of Hispanic students increased by 12.6% while the number of black students remained constant.
- More students are taking distance education courses, with course enrollments increasing by 5.4% to about 30% of all course enrollments.
- District-wide, the number of high school students taking courses for credit increased from 4,053 to 4,678, an increase of 15.4%
- Course enrollment in developmental courses decreased by -3.3% district wide.

Data in the following table reflect enrollment for all fall term classes.

<b>Staff</b>	Martha Oburn	832 813-6764
<b>Resource:</b>	Steve Head	832 813-6523

**North Harris Montgomery Community College District**  
**Credit Student Profile**  
 Comparing Fall 2005 to Fall 2006

	CY-FAIR		KINGWOOD		MONTGOMERY		NORTH HARRIS		TOMBALL		DISTRICT TOTALS		PERCENT CHANGE
	Fall 05	Fall 06	Fall 05	Fall 06	Fall 05	Fall 06	Fall 05	Fall 06	Fall 05	Fall 06	Fall 05	Fall 06	
<b>ALL STUDENTS SERVED</b>	<b>10,351</b>	<b>11,216</b>	<b>7,235</b>	<b>7,413</b>	<b>8,185</b>	<b>8,470</b>	<b>11,466</b>	<b>10,943</b>	<b>7,885</b>	<b>8,016</b>	<b>45,122</b>	<b>46,058</b>	<b>2.1%</b>
<b>ETHNICITY</b>													
White	4,930	4,975	4,787	4,719	6,161	5,989	3,897	3,391	5,390	5,154	25,165	24,228	-3.7%
Black	996	1,045	608	701	505	516	2,534	2,337	592	634	5,235	5,233	0.0%
Hispanic	2,472	2,947	1,057	1,151	1,028	1,218	3,205	3,431	1,070	1,198	8,832	9,945	12.6%
Asian	979	1,080	204	249	217	216	875	827	407	476	2,682	2,848	6.2%
Other	974	1,169	579	593	274	531	955	957	426	554	3,208	3,804	18.6%
<b>GENDER</b>													
Male	4,241	4,671	2,639	2,684	3,175	3,314	4,283	4,139	3,126	3,123	17,464	17,931	2.7%
Female	5,944	6,490	4,595	4,718	5,002	5,147	7,176	6,796	4,714	4,872	27,431	28,023	2.2%
Missing	166	55	1	11	8	9	7	8	45	21	227	104	
<b>RESIDENCY</b>													
In-District	8,970	9,540	6,481	6,591	7,270	7,622	10,621	10,109	7,350	7,427	40,692	41,289	1.5%
Out-of-District	1,061	1,251	608	638	756	636	506	443	362	393	3,293	3,361	2.1%
Out-of-State/Foreign	310	410	135	171	156	205	332	377	165	185	1,098	1,348	22.8%
Exemptions/Waivers	1	6	10	8	1	3	2	4	3	4	17	25	47.1%
Missing	9	9	1	5	2	4	5	10	5	7	0	35	
<b>CONCURRENT CREDIT <sup>1</sup></b>	<b>907</b>	<b>972</b>	<b>836</b>	<b>927</b>	<b>654</b>	<b>831</b>	<b>792</b>	<b>995</b>	<b>864</b>	<b>953</b>	<b>4,053</b>	<b>4,678</b>	<b>15.4%</b>
<b>AVERAGE AGE</b>	<b>23.4</b>	<b>23.6</b>	<b>24.8</b>	<b>24.5</b>	<b>24.5</b>	<b>24.3</b>	<b>25.6</b>	<b>25.1</b>	<b>24.2</b>	<b>24.0</b>	<b>24.5</b>	<b>24.6</b>	<b>0.4%</b>
<b>AVERAGE CREDIT HOURS</b>	<b>8.7</b>	<b>8.8</b>	<b>9.0</b>	<b>8.9</b>	<b>9.0</b>	<b>8.8</b>	<b>8.4</b>	<b>8.2</b>	<b>8.7</b>	<b>8.6</b>	<b>8.8</b>	<b>8.6</b>	<b>-1.4%</b>
<b>ENROLLMENTS</b>	<b>26,473</b>	<b>29,243</b>	<b>17,842</b>	<b>18,252</b>	<b>21,300</b>	<b>21,574</b>	<b>26,636</b>	<b>25,272</b>	<b>18,236</b>	<b>18,384</b>	<b>110,487</b>	<b>112,725</b>	<b>2.0%</b>
Workforce Education	2,803	3,201	2,829	2,737	2,028	2,069	5,533	5,510	2,310	2,183	15,503	15,700	1.3%
Academic	19,170	21,259	12,865	13,292	15,781	16,320	16,283	15,403	13,006	13,469	77,105	79,743	3.4%
Developmental	4,500	4,783	2,148	2,223	3,491	3,185	4,820	4,359	2,920	2,732	17,879	17,282	-3.3%
<b>ENROLLMENT PATTERNS <sup>2</sup></b>													
Distance Education <sup>3</sup>	1,567	2,033	3,854	3,911	2,513	2,899	2,886	2,479	2,232	2,435	13,052	13,757	5.4%
Day	17,894	19,324	11,764	11,007	14,299	14,015	16,962	16,785	12,716	11,783	73,635	72,914	-1.0%
Evening	5,939	6,520	1,900	1,997	4,063	4,053	5,859	5,206	2,991	2,860	20,752	20,636	-0.6%
Weekend	1,073	1,366	324	264	425	361	929	802	297	313	3,048	3,106	1.9%
Missing <sup>4</sup>	0	0	0	1,073	0	246	0	0	0	993	0	2,312	
<b>CONTACT HOURS</b>	<b>1,609,944</b>	<b>1,762,232</b>	<b>1,090,408</b>	<b>1,108,792</b>	<b>1,271,128</b>	<b>1,278,012</b>	<b>1,765,976</b>	<b>1,669,640</b>	<b>1,083,912</b>	<b>1,089,992</b>	<b>6,821,368</b>	<b>6,908,668</b>	<b>1.3%</b>
Workforce Education	227,600	244,832	236,224	228,320	158,288	155,404	492,720	476,432	174,224	162,096	1,289,056	1,267,084	-1.7%
Academic	1,094,184	1,210,536	731,704	755,608	893,416	919,472	946,040	895,944	725,512	755,512	4,390,856	4,537,072	3.3%
Developmental	288,160	306,864	122,480	124,864	219,424	203,136	327,216	297,264	184,176	172,384	1,141,456	1,104,512	-3.2%

Source: Data are from data warehouse files and reflect enrollment for all Fall term classes, regardless of which CB reporting term they fall into.

<sup>1</sup> Concurrent credit students are defined as those who had a dual credit tuition waiver in the Financial Aid files.

<sup>2</sup> Time of Day or Type of Delivery (determined by schedule and meeting types)

<sup>3</sup> Includes all types of flex and distance learning classes

<sup>4</sup>As of Spring 2006 coding for this section was changed. As a result, there are a number of sections with missing data.

**Consideration of Consent Agenda**

**Board Meeting 10-5-06**

**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 allow the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

Tally of  
Action Items:

	<u>Consent</u>	<u>Chancellor</u>	<u>Board</u>
	<u>Agenda</u>	<u>Recommended</u>	<u>Separate</u>
		<u>Separate Action</u>	<u>Action</u>
# 1 – Approve Travel	_____	_____	_____
# 2 – Approve Joint Election Agreement/San Jacinto Cty	_____	_____	_____
# 3 – Approve Amended Order Calling Election/Auth Elec Adm	_____	_____	_____
# 4 – Approve Amended Order Calling Special Annex Elec	_____	_____	_____
# 5 – Adopt Resolution/Sale/Land/KC	_____	_____	_____
# 6 – Approve Replacement/Carpet/Cove Base/KC	_____	_____	_____
# 7 – Approve Purchase/Dental Hygiene Supplies/KC	_____	_____	_____
# 8 – Approve Licensing Agreement/Westpack Products/NHC	_____	_____	_____
# 9 – Approve Extension Breath Alcohol Testing Agrmt/NHC	_____	_____	_____
#10 – Approve Purchases/Construction Projects/NHC	_____	_____	_____
#11 – Approve CISV Purchase/SMARTnet Maintenance	_____	_____	_____
#12 – Approve Global Corp Partner Membership Agreement	_____	_____	_____
#13 – Approve Retail Food Service Providers	_____	_____	_____
#14 – Approve Purchase/Print/Mail/Star Newsletter	_____	_____	_____
#15 – Approve License/AutoDesk Software	_____	_____	_____
#16 – Approve Agreement/Web Dev/Consulting Services	_____	_____	_____
#17 – Approve Agrmt/Harris Cty Lib/Montgomery Cty Lib Sys	_____	_____	_____





NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

EDUCATIONAL ASSISTANCE

DKA  
(LOCAL)

*EDUCATIONAL ASSISTANCE*

The District encourages employees to further their educational, professional and vocational development. Therefore, the District will reimburse eligible employees for allowable courses taken in the District pursuant to this policy.

*ELIGIBLE EMPLOYEES*

All full-time employees are eligible. Part-time employees who have completed a full twelve months of employment with the District are eligible.

*ELIGIBLE COURSES*

All NHMCCD for-credit courses are reimbursable under this policy. Continuing education classes that have been approved by the employee's supervisor may also be reimbursed.

*REIMBURSEMENT*

The District will reimburse 100% of the tuition and up to (~~current \$35~~) **\$100** for required related fees for eligible courses taken at NHMCCD, up to a maximum reimbursement of six (6) credit hours per term, not to exceed 18 hours in any year.



**Request:** Consideration of Approval of the Joint Election Agreement with San Jacinto County

**Chancellor's**

**Recommendation:** That the Board of Trustees approve the election agreement for a joint election with San Jacinto County which provides for the sharing of facilities, election officials, election equipment and expenses and outlines the specific responsibilities of each entity for the November 7<sup>th</sup> NHMCCD trustee and bond election .

**Rationale:** A small area in the Willis Independent School District is located within two county precincts in San Jacinto County. In previous trustee elections, the Montgomery County Elections Administrator has included Willis Independent School District voters residing in these precincts in the joint election agreement with the District. Montgomery County is unable to include these two precincts in the general election in November. Therefore, the District has been working with the San Jacinto Elections Administrator to enter into a joint election agreement with San Jacinto County. The agreement was recently finalized and provides for the county to conduct the Trustee and Bond election for eligible voters at the regular general election sites for those two precincts. The sharing of facilities, election officials, election equipment will result in greater convenience for voters and is permitted under Section 271.002(a) of the Texas Election Code.

**Fiscal Impact:** San Jacinto County has estimated that NHMCCD's proportionate expenses for the joint election will be \$6,856.30. Funds are included in the FY 2006-07 operating budget for the District.

**Staff Resource:** Judy Stubblefield 832-813-6514

**Request:** Consideration of Approval of the Amended Order Calling Trustee and Bond Election and to Authorize the District Election Administrator to Amend Polling Places in the Order as Determined by the Counties

**Chancellor's**

**Recommendation:** That the Board of Trustees approve the amended order calling the trustee and bond election on November 7, 2006.

**Rationale:** The Board of Trustees called the trustee and bond election on August 14, 2006. This amended order includes updates and corrections to the early voting and polling places to be used in Harris County and Montgomery County, adds San Jacinto County early voting and election day sites and makes administrative corrections related to the early voting by mail process naming both a district early voting clerk and a joint early voting clerk.

**Fiscal Impact:** The district received a revised cost estimate from Montgomery County for a total of \$134,452. This is an increase of \$7,237 to the district's share due to a reduced number of entities participating in the joint election. Harris County has finalized its cost analysis and estimates the District's proportionate share to be \$428,226.24. a reduction of \$96,774 from the original estimate. San Jacinto County has estimated the district's share of the election to be \$6,856.30. The total cost for the joint election expenses for trustee and bond election is estimated to be \$569,534.54.

**Staff Resource:** Judy Stubblefield 832-813-6514  
Renee Smith Byas 832-813-6508