

**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
November 2, 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 October 5, 2006 Workshop Meeting and Regular 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
- VIII.** Institutional Effectiveness Reports
 - 1. International Students by College, Fall 2006
 - 2. Concurrent Credit Students, 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 Approval of the Proposed Amendment to Board Policy DKA (Local): Educational Assistance (**SECOND READING**) (**ACTION ITEM 1**)

XI. Financial Reports and Considerations

1. Monthly Financial Statements
2. Consideration of Approval of Resolution Expressing Intent to Finance Expenditures to be Incurred (**ACTION ITEM 2**)
3. Consideration of Approval to Extend Multi-Year Agreements for One Year for District (**ACTION ITEM 3**)
4. Consideration of Approval to Extend Timeline for Spending of First Allotment of Technology Hardware and Software Purchases for District (**ACTION ITEM 4**)
5. Consideration of Ratification of Purchase of Electricity Services for District (**ACTION ITEM 5**)
6. Consideration of Ratification of Purchase of Cable Media and Consulting Services for District (**ACTION ITEM 6**)
7. Consideration of Approval to Purchase Microsoft Premier Support Services for District (**ACTION ITEM 7**)
8. Consideration of Approval to Purchase Annual Maintenance for VISTA Software and One Year License of Campus Edition Software for District (**ACTION ITEM 8**)
9. Consideration of Approval to Purchase Annual Maintenance Renewal of Schedule 25 Software (**ACTION ITEM 9**)
10. Consideration of Approval of Promotional Item Providers for District (**ACTION ITEM 10**)
11. Consideration of Approval to Purchase Printing and Mailing Services for Credit Schedule Postcards for District (**ACTION ITEM 11**)
12. Consideration of Approval of Five Year Agreement for Breath Alcohol Testing Services for North Harris College (**ACTION ITEM 12**)
13. Consideration of Approval to Purchase Additional Labor to Continue Variable Frequency Drive (VFD) Project for One Thousand Ton Chiller at North Harris College (**ACTION ITEM 13**)
14. Consideration of Approval of Catalog Information Systems Vendor (CISV) Purchase of Trunk Services for District (**ACTION ITEM 14**)

15. Consideration of Ratification of Purchase of Network Consulting Services for the District (**ACTION ITEM 15**)
16. Consideration of Approval to Purchase Procurement Process Review Consulting Services for District (**ACTION ITEM 16**)
17. Consideration of Approval of the US Communities Cooperative Purchase of Additional Office Furniture for the District Services and Training Center (DSTC) (**ACTION ITEM 17**)
18. Consideration of Approval to Purchase Newspaper Advertisements for the District (**ACTION ITEM 18**)
19. Consideration of Approval to Purchase Annual Maintenance for WebFocus Software for District (**ACTION ITEM 19**)
20. Consideration of Ratification of Purchase of Additional SMARTnet Maintenance for District (**ACTION ITEM 20**)
21. Consideration of Ratification of Contract to Sell Land Located West of Sorters Road and North of Kingwood College (**ACTION ITEM 21**)
22. Consideration of Acceptance of Gifts (**ACTION ITEM 22**)

XII. Building and Grounds Report

1. Construction Projects Update

XIII. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (**ACTION ITEM 23**)
2. Consideration of Approval of Commissioning of Peace Officers (**ACTION ITEM 24**)

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 November 2, 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 30th 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 30th day of October, 2006.

John E. Pickelman, Ph.D.
Chancellor

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

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

- I. CALL TO ORDER:** Mr. McIver called the meeting to order at 5:05 p.m.
- II. 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".
- III. CLOSED SESSION:** At 5:06 p.m. Mr. McIver convened the Board in closed session, in accordance with Section 551.001 et. seq. of the Texas Government Code under the following provision(s) of the Act:
- Section 551.072 - Deliberation Regarding Real Property
Section 551.074 – Personnel Matters.
- IV. RECONVENE OPEN MEETING:** Mr. McIver reconvened the open meeting at 5:40 p.m.
- V. CONFER WITH CHANCELLOR/STAFF:** Chancellor Pickelman provided certain information regarding operations of the District related to the upcoming TACCTA conference in Austin, and the University of Houston proposal to open a campus in northwest Houston. No action was taken.
- VI. ADJOURNMENT:** the meeting was adjourned at 6:00 p.m.

ATTEST:

Board Chair

Board Secretary

**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**

October 5, 2006

6:00 p.m.

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

ABSENT: Ms. Maria Flotte O'Neill, Secretary

- 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. McIver 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*; Anitra Brown of the *Houston Chronicle*; and Fred Blanton, candidate for Board of Trustee position 8.
- 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:** upon a motion by Ms. Kelly and a second to the motion by Mr. Fox, the minutes of the September 7, 2006 Workshop Meeting and Regular Meeting, the September 20 Workshop Meeting and the September 26 Workshop Meeting were approved. Ms. Marquard abstained from the vote to approve the minutes of the September 7, 2006 Workshop and Regular Meeting. Mr. Bates and Ms. Kelly abstained from the vote to approve the minutes of the September 20, 2006 Workshop Meeting. Mr. Bates abstained from the vote to approve the minutes of the September 26, 2006 Workshop Meeting.
- VI. **CITIZENS DESIRING TO ADDRESS THE BOARD:** none

VII. SPECIAL REPORTS AND ANNOUNCEMENTS:

1. Chancellor: Dr. Pickelman updated the Board on the status of the proposal to establish a University of Houston (UH) campus in the Tomball area, and indicated that objections were raised by both Sam Houston State University and Prairie View A&M. The Coordinating Board removed a provision that would allow lower level courses to be offered at the new campus because it would duplicate services offered by community college campuses in the area. Dr. Pickelman testified on behalf of community colleges. The proposal was withdrawn by UH. Officials at UH will present a new proposal in the near future.
2. College Presidents: Dr. David Sam, president of North Harris College (NHC), spotlighted three programs at NHC. On September 21st, NHC hosted a one-day information fair: "Exploring Professional Programs in Medicine and Allied Health Sciences." More than 16 renowned professional medical and health care schools attended to recruit students and to explain admission requirements, costs and procedures. NHC has an active medical and health sciences-professional program directed by Professor Susan Allan. NHC has completed the renovations of the new Medical Assisting lab and has a new medical assisting program. There is an open house set for Tuesday, October 17th, 6 to 8 p.m. Area doctor's offices and medical groups have been invited to tour the new facilities. On October 19th at 7:00 p.m., the Tuskegee airmen will make a special presentation at NHC. The community is invited to attend the free event.

Dr. Linda Stegall, president of Kingwood College, distributed folders containing *Kingwood Happenings*, which spotlighted the annual faculty recital and dessert reception, and the World Business Forum drawing scores of students, business people and community residents for two full days of presentations by internationally noted speakers. Dr. Stegall presented copies of the *Events & More* calendar of special events to be held at Kingwood College during the 2006-2007 academic year. The calendar contained artwork produced by Kingwood College students.

Dr. Ray Hawkins, president of Tomball College, introduced Dr. Frank Willingham, dean of instruction, who spotlighted several work force programs: 1) Veterinary Technonology - Tomball College Veterinary Technology students have achieved a 100 percent passing rate on state and national board exams for the 14th time out of the last 16 years. Dr. Willingham commended Dr. George Younger, director, for the many successes of the program and for being recognized year after year. 2) Occupational Therapy Assistant - a program that prepares students to work in the field of occupational therapy, helping clients with rehabilitative activities and exercises outlined in a treatment plan developed in collaboration with an occupational therapist. Dr. Terri Ruppert and Ms. Stephanie Johnson, professors of occupational therapy, were commended for the program having received seven commendations and no non-compliance recommendations during the accreditation visit. 3) Pharmacy Technology - a program designed to ready students for the national test required to obtain state licensure. The graduating class achieved a 100% pass rate on the Pharmacy

Technician Certification Examination. Dr. Hawkins commended Cindy Johnson, adjunct professor, for her leadership in the Future Farmers Association Student Organization, and for involving the students at the national level of the organization as well.

Dr. Tom Butler, president of Montgomery College, distributed the *2006 Strategic Planning Update* spotlighting accomplishments during 2005-2006 and the goals for 2006-2007. Dr. Butler commended Chase Waites, director and assistant professor of drama, for writing the stage adaptation of the *Texas Monthly* article on the 1966 University of Texas shooting spree: *96 Minutes*. The production will run October 13-14, 19-21, at 7:30 p.m. in the Montgomery College theatre. The production will be an entry in the Kennedy Center American College Theatre Festival to be held October 25-26 at San Jacinto College. A special performance will be held on October 12th with an evening reception and light refreshments beginning at 4:30 p.m. The special performance will be a free event for faculty, staff and students - and will also include musical performances and an art exhibit by Montgomery College faculty.

Dr. Diane Troyer, president of Cy-Fair College, distributed folders spotlighting a gubernatorial information forum held on September 26th in which students heard representatives for the four candidates for the Texas Governor's race. The forum was sponsored by the communications department and the forensic team. Dr. Troyer reported that dual credit enrollments for Fall 2006 were up by 65 students. Dr. Bob Williams, vice president for administrative services, Dr. Diana Pino, dean of student services, and Juan Castillo, director of business services, demonstrated the School Messenger System. The phone messaging system was first utilized to notify students about approaching payment deadlines for the Fall 2006 semester. The system has the potential to serve many departments and will pay for itself in less than two years, saving the college the cost of mailing postcards and other informational mailings during each semester.

3. Vice Chancellors: Dr. Steve Head, executive vice chancellor, introduced Dr. Nockie Zizelmann, associate vice chancellor of college services and Ms. Sandi Patton, counselor, professor, and district director of disability services. Ms. Patton presented an overview of district-wide accommodations that are provided to students with disabilities, and noted that NHMCCD is dedicated to providing access and services in compliance with the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973.

Mr. Ray Laughter, vice chancellor for external affairs, provided a copy of a letter from the Houston Airport System outlining the steps the airport has taken or will be taking to mitigate noise levels.

4. Faculty Senate President: Dr. Susan Edwards, professor of English and faculty senate president at Cy-Fair College, reported that an evaluation of the five year old District reorganization has taken place and noted that suggestions and modifications to the original plan are being considered. Dr. Edwards noted that student

organizations have been conducting membership drives and that student involvement in the organizations continues to be very strong and vital to the overall well-being of the campuses. Professor Edwards thanked the Board on behalf of all campuses for providing student activity funds to support student organizations.

5. Other:

Summary Report of Awards of Funding Proposals: Vice Chancellor of External Affairs, Ray Laughter, presented the report and noted that 14 grants were awarded during the fourth quarter totaling \$3,643,644. Mr. Laughter also noted that the Houston Endowment, Inc. has awarded NHMCCD a \$50,000 grant to plan and launch "Achieving the Dream" at its five colleges. The Perkins Basic Grant funds of \$975,957 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. A copy is attached as Exhibit "B."

VIII. INSTITUTIONAL EFFECTIVENESS REPORT:

Student Profile Comparing Fall 2005 and Fall 2006: the Board reviewed the report as presented showing that 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. A copy is attached as Exhibit "C."

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

X. POLICY REPORT AND CONSIDERATION:

1. Consideration of the Proposed Amendment to Board Policy DKA (Local): Educational Assistance (FIRST READING): the Board conducted the first reading of the proposed revisions to Board Policy DKA (Local): Educational Assistance. The Board expressed no objection to adding the proposed policy to the November Board Meeting agenda for consideration and action. A copy is attached as Exhibit "E."

2. Consideration of Approval for Board of Trustees Travel (ACTION ITEM 1): the Board authorized Martin Basaldua, Randy Bates, Richard Campbell, John Fox, Priscilla Kelly, Stephanie Marquard and David Vogt to attend the Texas Association of Community College Trustees and Administrators Conference to be held in Austin, Texas on October 30-31, 2006. This item was passed in the Consent Agenda. A copy is attached as Exhibit "F."

3. Consideration of Approval of the Joint Election Agreement with San Jacinto County (ACTION ITEM 2): the Board approved 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 7th NHMCCD trustee and bond election This item was passed in the Consent Agenda. A copy is attached as Exhibit “G.”
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): the Board 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. This item was passed in the Consent Agenda. A copy is attached as Exhibit “H.”
5. Consideration of Approval of the Amended Order Calling a Special Annexation Election (ACTION ITEM 4): the Board approved the amended order calling the special annexation election on November 7, 2006 for Montgomery Independent School District. This item was passed in the Consent Agenda. A copy is attached a Exhibit “I.”

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 “J.”
2. Quarterly Investment Report: Ms. Cindy Gilliam, vice chancellor of business affairs and chief financial officer, presented the quarterly investment report. A copy is attached as Exhibit “K.”
3. Pre-approved Purchases of Technology Items Report for Period of March 2006 through August 2006: the Board reviewed the report as presented. A copy is attached as Exhibit “L.”
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): the Board approved the resolution agreement between the District and The City of Houston in order to sell the 8.7465 acres located west of Sorters Road and North of Kingwood College. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M.”
5. Consideration of Approval to Replace Carpet and Cove Base at Kingwood College (ACTION ITEM 6): the Board of Trustees approved the purchase of new carpet and

cove base for Kingwood College from Texan Floor Service, the low bidder, in the amount of \$53,144. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”

6. Consideration of Approval to Purchase Dental Hygiene Supplies for Kingwood College (ACTION ITEM 7): the Board approved the purchase of dental hygiene supplies for Kingwood College in an amount not to exceed \$38,000 over two years from the following vendors: Bound Tree Medical LLC, Brazos Valley Dental Supply, Certol International LLC, Henry Schein, Inc., Northdent Patterson Dental Company. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O.”
7. Consideration of Approval of Three Year Licensing Agreement of Westpack Products for the North Harris College Library (ACTION ITEM 8): the Board approved a three year licensing agreement for Westpack products for the North Harris College library with Thompson West (Thomson-Gale), in the amount of \$9,588 annually for a total cost of \$28,764 over three years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”
8. Consideration of Approval of Two Month Extension of Breath Alcohol Testing Services Agreement for North Harris College (ACTION ITEM 9): the Board approved the two month extension of breath alcohol testing services between North Harris College and Chemco Analysis, Inc., in the amount of \$25,845. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Q.”
9. Consideration of Approval of Area Job Order Contract (AJOC) Purchases for Construction Projects at North Harris College (ACTION ITEM 10): the Board approved the purchase of construction services for two projects at North Harris College from Texas Cooperative Purchasing Network (TCPN) AJOC contractor, Kellogg Brown and Root Inc., in an amount not to exceed \$485,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “R.”
10. Consideration of Approval for Catalog Information Systems Vendor (CISV) Purchase of Annual SMARTnet Maintenance for District (ACTION ITEM 11): the Board approved the CISV purchase of SMARTnet annual maintenance for the District’s network from the lowest bidder, Troubadour, Ltd., in the amount of \$275,597. This item was passed in the Consent Agenda. A copy is attached as Exhibit “S”
11. Consideration of Approval of Global Corporate Partner Membership Agreement for District (ACTION ITEM 12): the Board approved the Global Corporate Partner Membership Agreement with Cuyahoga Community College District’s Global Corporate College, including a one-time membership fee of \$30,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit “T”
12. Consideration of Approval of Additional Retail Food Service Providers for District (ACTION ITEM 13): the Board approved the use of additional retail food service

- providers for the District in an amount not to exceed \$45,500 annually. This item was passed in the Consent Agenda. A copy is attached as Exhibit “U.”
13. Consideration of Ratification of Purchase to Print and Mail Star Newsletter for District (ACTION ITEM 14): the Board of Trustees ratified the purchase of printing and mailing services for *The Star Newsletter* in the amount of \$94,004 from the following vendors: TriStar Web Graphics for \$29,354 - printing services, National Mail Advertising Inc. for \$6,550 - mailing services, and United States Postal Service for \$58,100 – postage. This item was passed in the Consent Agenda. A copy is attached as Exhibit “V.”
 14. Consideration of Approval to Renew Annual Licenses of AutoDesk Software for District (ACTION ITEM 15): the Board approved the annual renewal of the AutoDesk licenses with AutoDesk, Inc., in the amount of \$33,795. This item was passed in the Consent Agenda. A copy is attached as Exhibit “W.”
 15. Consideration of Approval to Extend Agreement for Web Development and Consulting Services for the District (ACTION ITEM 16): the Board approved the extension of the original web development and consulting services agreement with ProLogic Corp., in the amount of \$33,280 for a total project cost of \$208,280. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X.”
 16. Consideration of Approval to Enter into an Interlocal Agreement (Harmonic) with Harris County Public Library and Montgomery County Memorial Library System (ACTION ITEM 17): the Board authorized the District to enter into an interlocal agreement with Harris County Public Library and Montgomery County Memorial Library System. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Y.”
 17. Consideration of Approval to Renew Paper and Microform Periodical Subscription Services for District Libraries (ACTION ITEM 18): the Board approved the renewal of paper periodical subscription services for District Libraries with Ebsco Subscription Services, in an amount not to exceed \$192,000 annually; and the purchase of microform periodical services from National Archive Publishing Company, in an amount not to exceed \$22,000 annually. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Z.”
 18. Consideration of Approval to Renew Print Cartridge Services for the District (ACTION ITEM 19): the Board approved the renewal of print cartridge services for the District from Laser Imaging Inc., and Global Laser Inc., in an estimated amount of \$220,000 annually. This item was passed in the Consent Agenda. A copy is attached as Exhibit “aa.”
 19. Consideration of Ratification of Legal Services for the District (ACTION ITEM 20): the Board ratified the purchase of legal services for the District from Darlene Kolaja, P.C., in the amount of \$38,500. This item was passed in the Consent Agenda. A copy is attached as Exhibit “bb.”

20. Consideration of Authorization for Chancellor to Negotiate Donation of Property Agreement with The Woodlands Land Development Company (TWLDC) (ACTION ITEM 21): the Board authorized the Chancellor or his designee to negotiate an agreement to accept the donation of property, designated as a “Forest Preserve / Wetlands Bank Mitigation Area” from The Woodlands Land Development Company. This item was passed in the Consent Agenda. A copy is attached as Exhibit “cc.”
21. Consideration of Acceptance of Gifts (ACTION ITEM 22): the Board of Trustees formally accepted and acknowledged gifts donated to the North Harris Montgomery Community College District in accordance with the donors’ wishes. This item was passed in the Consent Agenda. A copy is attached as Exhibit “dd.”
22. Consideration of Approval of Lawn Maintenance Service Agreements for Willow Chase Center and The University Center (ACTION ITEM 23): the Board approved the three year agreement for lawn maintenance services for Willow Chase Center and The University Center with Landscape Consultants of Texas, in the amount of \$22,128 annually for a total cost of \$66,384. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ee.”
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): the Board approved the interlocal agreement between NHMCCD and the City of Lake Jackson for the NHMCCD Law Enforcement Academy to provide breath alcohol testing services to the City of Lake Jackson. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ff.”
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): the Board renewed the interlocal agreement between NHMCCD and Harris County for the District to provide services for the Texas Department of Public Safety (DPS) Breath Alcohol Testing Program. This item was passed in the Consent Agenda. A copy is attached as Exhibit “gg.”

XII BUILDING AND GROUNDS REPORT:

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

XIII. PERSONNEL REPORTS AND CONSIDERATIONS:

1. Consideration of Ratification of Appointments (ACTION ITEM 26): the Board ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ii .”
2. Consideration of Acceptance of Resignations (ACTION ITEM 27): the Board accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “jj.”
3. Consideration of Approval of Commissioning of Peace Officers (ACTION ITEM 28): the Board approved the commissioning of the following peace officers for the North Harris Montgomery Community College District: Cy-Fair College: Thomas Carl Garrison, III and Larry W. McLendon - North Harris College: Andra Marcellus Gibson - Kingwood College: Isaiah Conway Jr. and Earl Wilbert Drummer Jr. This item was passed in the Consent Agenda. A copy is attached as Exhibit “kk.”
4. Consideration of the Selection of a Search Firm for the Chancellor Search (ACTION ITEM 29): upon a motion by Dr. Campbell, and a second to the motion by Dr. Balsadua, the Board unanimously selected the firm of Gold Hill and Associates to assist in conducting the chancellor search. A copy is attached as Exhibit “ll.”

XIV. SUGGESTED FUTURE AGENDA ITEMS: None.

XV. ADJOURNMENT: there being no further business, Mr. McIver adjourned the meeting at 7:05 p.m.

ATTEST:

Board of Trustees, Chair

Board of Trustees, Secretary

Report: International Students by College, Fall 2006

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

Indicator: International students enrolled in credit classes

The district serves students who were born outside of the United States. These include not only those who are immigrants or permanent residents, but also students attending on foreign student visas.

Highlights of the report on the next page include:

- Overall, the Fall 2006 number of international students in the district totals 1,674 students from 103 different countries. This represents an increase of 3.4% and is 4.1% of the total number of students enrolled district wide.
- About 29.4% of all international students are from one country, Mexico (492 students). Significant numbers of students are also from Columbia (85 students), Venezuela (84 students), Vietnam (62 students) Kenya and the Philippines (58 students each), and the Republic of Korea (56 students).
- North Harris College has the highest number of international students, 662, or 6.0% of their total student population. Cy-Fair's 554 international students represent 4.9% of their total students served.

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

Staff	Martha Oburn	832-813-6764
Resource:	Steve Head	832-813-6523

**North Harris Montgomery Community College District
International Students by College
Fall 2006**

COUNTRY	NHMCCD (Unduplicated)	CY-FAIR	KINGWOOD	MONTGOMERY	NORTH HARRIS	TOMBALL
Afghanistan	1				1	
Angola	3	2			2	1
Argentina	11		2	3	7	
Armenia	1		1			
Aruba	1			1		
Austria	1	1				
Bahamas	5	1		3	3	
Bangladesh	6	2		1	2	2
Belize	2			1		1
Bolivia	3	2	1	1		
Bosnia and Herzegovina	3	2		1		
Brazil	23	11	2	2	3	8
Bulgaria	3				3	
Burkina Faso	1	1				
Burma	1				1	
Cambodia (Kampuchea)	2			1	2	
Cameroon	8	1	1		5	1
Canada	34	8	6	10	6	8
Chad	3				3	
Chile	4	1		2	1	
China, People's Republic	23	10	3	4	10	1
Colombia	85	32	10	11	39	9
Costa Rica	5	2		1	3	1
Cote d'Ivoire	1	1				
Czech Republic	1		1			
Dominica	3	1	1			2
Dominican Republic	1		1		1	
Ecuador	11	3	2	7	3	
Egypt	2	1			1	
El Salvador	39	15	4	1	17	2
Eritrea	1	1				
Ethiopia	1	1				
Finland	1			1		
France	7	2		1	2	4
Gambia	1	1				
Germany	5		1	2	1	1
Ghana	3		1		2	
Guatemala	13	5	2	3	2	1
Guinea	1			1		
Honduras	16	5	3	1	5	3
Hong Kong	7	6	1			3
Hungary	1				1	
India	48	13	12	9	15	14
Indonesia	3	1	1	1		
Iran	5	1	2			2
Iraq	1		1			
Israel	1				1	
Italy	2	1	1			1
Jamaica	20	12		1	3	9
Japan	10	3	1	2	1	3
Jordan	7	4			3	
Kazakhstan	3	2				1
Kenya	58	25	8	5	26	13
Korea, Democratic People's Republic	1	1				
Korea, Republic of	56	44	2	5	4	5
Kuwait	2				2	
Kyrgyzstan	2			2		

**North Harris Montgomery Community College District
International Students by College
Fall 2006**

COUNTRY	NHMCCD (Unduplicated)	CY-FAIR	KINGWOOD	MONTGOMERY	NORTH HARRIS	TOMBALL
Lebanon	2	1			1	
Liberia	2	1				1
Libya	1				1	
Malaysia	3	1		2	1	1
Mali	1				1	
Mexico	492	102	41	70	253	56
Mongolia	1	1				
Montenegro	1					1
Morocco	2	1			1	
Nepal	32	1	5	3	29	1
Netherlands	4				2	2
New Zealand	1			1		
Nicaragua	5	1		1	3	
Nigeria	33	6	8	6	16	7
Norway	5		2	4		
Oman	1					1
Pakistan	47	6	8	6	29	8
Panama	2			1	1	
Peru	21	6	1	2	9	4
Philippines	58	7	8	15	26	12
Poland	9	3	2	4		2
Romania	1	1				
Russia	5	1	1	1	2	
Saint Kitts and Nevis	1				1	
Saudi Arabia	2	1		1		
Senegal	1	1				
Sierra Leone	1			1		
Singapore	7	5	1		2	
South Africa	5	2		1	1	1
Spain	1	1				
Sudan	1					1
Switzerland	1				1	
Syria	6	5		1	1	1
Taiwan	12	1	3	2	7	1
Tanzania	15	8	1	1	4	5
Thailand	12	1	5	4	4	2
Trinidad and Tobago	6	1	1	1	2	2
Turkey	6	4	1	1		
Turkmenistan	1	1				
Uganda	3	1	1		1	
United Kingdom	18	6	1	4	4	8
Uruguay	2	2				
Venezuela	84	30	11	17	24	13
Vietnam	62	21	8	3	31	13
Zambia	12	2	1	2	10	3
Zimbabwe	1		1		1	
Other Foreign	3	1		1	2	
Missing	119	96	13	5	10	10
Total	1,674	554	195	245	662	252

Note: Students taking classes at more than one college are counted once at each college.

International students are those whose residency code is one of the following:

- 40 - International Student
- 60 - Resides Out of Country
- 1F - International In-District Pending INS
- 2F - International Out-of-District Pending INS
- 1H - International In-District HS/GED
- 2H - International Out-of-District HS/GED

**North Harris Montgomery Community College District
International Students District Wide Comparison
Fall 2005 and Fall 2006**

COUNTRY	NHMCCD (Unduplicated)	
	Fall 2005	Fall 2006
Afghanistan		1
Albania	1	
Angola	1	3
Argentina	11	11
Armenia	1	1
Aruba		1
Australia	3	
Austria		1
Azerbaijan	1	
Bahamas		5
Bangladesh	1	6
Barbados	1	
Belgium	1	
Belize	2	2
Bolivia	5	3
Bosnia and Herzegovina	2	3
Brazil	18	23
British Virgin Islands	1	
Bulgaria	4	3
Burkina Faso	1	1
Burma	3	1
Cambodia (Kampuchea)	6	2
Cameroon	7	8
Canada	38	34
Chad	1	3
Chile	5	4
China, People's Republic	32	23
Colombia	109	85
Costa Rica	6	5
Cote d'Ivoire		1
Cuba	4	
Czech Republic	2	1
Denmark	2	
Dominica	2	3
Dominican Republic	1	1
Ecuador	10	11
Egypt		2
El Salvador	39	39
Eritrea	1	1
Ethiopia	1	1
Finland		1
France	10	7
Gambia	1	1
Germany	7	5
Ghana	1	3
Guatemala	15	13
Guinea	1	1
Haiti	1	
Honduras	21	16
Hong Kong	5	7
Hungary	2	1
India	45	48
Indonesia	4	3
Iran	7	5

**North Harris Montgomery Community College District
International Students District Wide Comparison
Fall 2005 and Fall 2006**

COUNTRY	NHMCCD (Unduplicated)	
	Fall 2005	Fall 2006
Iraq		1
Ireland	1	
Israel	3	1
Italy		2
Jamaica	19	20
Japan	9	10
Jordan	10	7
Kazakhstan	5	3
Kenya	60	58
Korea, Democratic People's Republic	3	1
Korea, Republic of	57	56
Kuwait		2
Kyrgyzstan	4	2
Laos	1	
Latvia	1	
Lebanon	2	2
Liberia	4	2
Libya		1
Macedonia	1	
Malaysia	3	3
Mali	1	1
Mexico	406	492
Mongolia	1	2
Morocco	3	2
Nepal	17	32
Netherlands	4	4
New Zealand	2	1
Nicaragua	4	5
Nigeria	42	33
Norway	2	5
Oman	2	1
Pakistan	78	47
Panama	2	2
Peru	24	21
Philippines	59	58
Poland	9	9
Romania	1	1
Russia	4	5
Saint Kitts and Nevis		1
Saudi Arabia	2	2
Senegal	2	1
Sierra Leone	2	1
Singapore	5	7
Somalia	1	
South Africa	4	5
Spain	2	1
Sudan	3	1
Sweden	3	

**North Harris Montgomery Community College District
International Students District Wide Comparison
Fall 2005 and Fall 2006**

COUNTRY	NHMCCD (Unduplicated)	
	Fall 2005	Fall 2006
Switzerland	2	1
Syria	5	6
Taiwan	15	12
Tanzania	18	15
Thailand	13	12
Trinidad and Tobago	4	6
Turkey	6	6
Turkmenistan	4	1
Uganda	3	3
Ukraine	1	
United Kingdom	14	18
Uruguay	2	2
Uzbekistan	2	
Venezuela	77	84
Vietnam	52	62
Yemen	1	
Zambia	11	12
Zimbabwe	1	1
Other Foreign	4	3
Missing	71	119
Total	1,617	1,674

Note: Students taking classes at more than one college are counted once at each college. International students are those whose residency code is one of the following:

- 40 - International Student
- 60 - Resides Out of Country
- 1F - International In-District Pending INS
- 2F - International Out-of-District Pending INS
- 1H - International In-District HS/GED
- 2H - International Out-of-District HS/GED

Report: Concurrent Credit Students, Fall 2006

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

Indicator: High School students taking concurrent credit classes

High school students are provided the opportunity to take college credit classes prior to high school graduation. Students may enroll in classes that are either restricted to high school students or are regularly scheduled classes at one of the colleges.

In the fall 2006 term, partial tuition waivers for concurrent students are provided.

Highlights of the report on the next page include:

- The district continues to provide access to high school students by providing concurrent credit classes and partial tuition waivers to 4,643 individual students. This represents an increase of 610 students or 15% compared to fall 2005.
- On average, concurrent credit students are taking 1.4 credit classes, the same as in fall 2005.
- School districts with over 100 high school students taking credit classes include Aldine, Conroe, Cy-Fair, Humble, Klein, Magnolia, Spring, and Tomball.
- The colleges with the highest numbers of concurrent credit students are Cy-Fair, with 972 students taking 1,120 classes, and Tomball College, with 953 students enrolled in 1,297 separate classes. Kingwood College had the highest number of course enrollments: their 927 students are taking 1,648 individual classes.
- All colleges increased the numbers of concurrent students.

Data in the following table reflect students and enrollment for the fall 2006 term classes.

Staff	Martha Oburn	832-813-6764
Resource:	Steve Head	832-813-6523

North Harris Montgomery Community College District
Concurrent Credit Students¹
Fall 2006

College	ISD	Fall 2006 Enrollment ²			Students ³		
		High School ⁴	College ⁵	Total	Fall 2006	Fall 2005	% Change
NHMCCD Total (Unduplicated)		5,449	1,035	6,484	4,643	4,033	15.1%
Cy-Fair	Cy-Fair	1,036	53	1,089	947	890	6.4%
	Aldine	3	2	5	5		
	Katy	1	8	9	5	1	
	Tomball		3	3	1	2	
	Humble		1	1	1		
	Splendora		1	1	1	3	
	Waller		1	1	1		
	Other ^o	11		11	11	11	
Totals		1,051	69	1,120	972	907	7.2%
Kingwood	Humble	1,284	81	1,365	725	707	2.5%
	New Caney	112	26	138	93	49	89.8%
	Splendora	70	18	88	72	52	38.5%
	Huffman		6	6	5	5	
	Conroe		7	7	3	3	
	Cleveland		4	4	3	2	
	Aldine	2		2	2	1	
	Willis	2		2	1		
	Spring		1	1	1		
	Tomball		1	1	1		
	Klein		1	1	1		
	Magnolia		1	1	1		
	Other ^o	20	12	32	19	17	11.8%
Totals		1,490	158	1,648	927	836	10.9%
Montgomery	Conroe	843	152	995	698	555	25.8%
	Willis	100	26	126	79	54	46.3%
	Montgomery		26	26	15	18	-16.7%
	Magnolia	2	17	19	11	10	10.0%
	Klein		18	18	8	4	
	Spring		10	10	6	5	
	Splendora	1	2	3	3	2	
	Aldine	1		1	1		
	Humble	1		1	1	2	
	Cleveland		2	2	1		
	Tomball		1	1	1		
	Other ^o	2	11	13	7	4	
Totals		950	265	1,215	831	654	27.1%

North Harris Montgomery Community College District
Concurrent Credit Students¹
Fall 2006

College	ISD	Fall 2006 Enrollment ²			Students ³		
		High School ⁴	College ⁵	Total	Fall 2006	Fall 2005	% Change
North Harris	Klein	350	12	362	337	258	30.6%
	Aldine	293	172	465	333	259	28.6%
	Spring	310	45	355	303	257	17.9%
	Cy-Fair	2	2	4	4	2	
	Conroe	3		3	2	3	
	Humble	2		2	2	3	
	North Forest	1		1	1		
	Tomball		1	1	1		
	Other ⁶	12	2	14	12	10	20.0%
	Totals		973	234	1,207	995	792
Tomball	Klein	177	163	340	310	240	29.2%
	Tomball	345	20	365	272	266	2.3%
	Magnolia	253	73	326	202	207	-2.4%
	Waller	112	4	116	70	53	32.1%
	Cy-Fair	69	34	103	64	63	1.6%
	Spring	7	5	12	10	7	42.9%
	Aldine	1	4	5	4	7	
	Splendora		3	3	3	4	
	Humble	2	1	3	2	1	
	Katy	2		2	1		
	Conroe	1		1	1	2	
	Willis	1		1	1		
	Montgomery	1		1	1	4	
	Other ⁶	17	2	19	12	10	20.0%
	Totals		988	309	1,297	953	864

¹Concurrent Credit Students: Concurrent credit students are those who have a dual credit tuition waiver in the Financial Aid file.

²Enrollment: Each student is counted once for each course taken.

³Students: Number of high school students taking at least one college-level course.

⁴High School: Enrollments in sections limited to high school students only.

⁵College: Enrollments in sections taught at colleges or centers.

⁶Other: Includes students whose ISD information is incomplete.

Consideration of Consent Agenda

Board Meeting 11-2-06

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 Amended Policy DKA (Local):Educational Asst	_____	_____	_____
# 2 – Approve Resolution Intent to Finance Expenditures	_____	_____	_____
# 3 – Approve Multi- Year Agreements	_____	_____	_____
# 4 – Approve Purchase Technology Hardware/Software	_____	_____	_____
# 5 – Ratify Purchase/Electricity Services	_____	_____	_____
# 6 – Ratify Purchase/Cable Media/Consulting Services	_____	_____	_____
# 7 – Approve Purchase Microsoft Premier Support Services	_____	_____	_____
# 8 – Approve Purchase Mtce/VISTA/Campus Edition Softwr	_____	_____	_____
# 9 – Approve Purchase Maintenance Schedule 25 Software	_____	_____	_____
#10 – Approve Purchase Promotional Items	_____	_____	_____
#11 – Approve Pur Printing/Mailing Svcs/Credit Sch Postcards	_____	_____	_____
#12 – Approve Agreement Breath Alcohol Testing Svc NHC	_____	_____	_____
#13 – Approve Purchase/Labor/Var Frequency Dr/Chiller/NHC	_____	_____	_____
#14 – Approve Purchase Trunk Services	_____	_____	_____
#15 – Ratify Purchase/Network Consulting Services	_____	_____	_____
#16 – Approve Purchase/Procurement Review Consulting Svc	_____	_____	_____
#17 – Approve Purchase/Office Furniture/DSTC	_____	_____	_____

Tally of
Action
Items
Continued:

<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>

#18 – Approve Purchase/Newspaper Advertisements

#19 – Approve Purchase/Maintenance/Webfocus Software

#20 – Ratify Purchase Additional SMARTnet Maitenance

#21 – Ratify Sale/Property/KC

#22 – Accept Gifts

#23 – Ratify Appointments

#24 – Approve Commissioning Peace Officers

Request: Consideration of Approval of the Proposed Amendment to Board Policy DKA (Local): Educational Assistance (**SECOND READING**)

Chancellor's

Recommendation: That the Board of Trustees approve the proposed amendment to Board Policy DKA (Local): Educational Assistance.

Rationale: North Harris Montgomery Community College District's (NHMCCD) current policy DKA (Local): Educational Assistance provides reimbursement of required fees, up to \$35 per term, for eligible courses taken at NHMCCD by eligible employees.

It is recommended that the reimbursement of fees be increased to \$100 per term. The District has not increased the fee reimbursement level since 1996. Fees for students have increased to \$68 for six (6) hours and additional fees related to individual courses have increased.

Fiscal Impact: \$4,400. Funds are available in the 2006-07 auxiliary budget for this program.

Resource: Steve Head 832-813-6522
Jean Grove 832-813-6698

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.

ADOPTED: 03/21/1996

AMENDED: 08/15/1996

1 OF 1

Financial Report and Consideration No. 1

Board Meeting 11-2-06

Report: Monthly Financial Statements

The financial statements for the month ended September 30, 2006 are presented for Board review.

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

STATEMENT OF CURRENT OPERATING FUNDS, EXCLUDING THE TECHNOLOGY FUND
 REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
 FOR THE ONE MONTH ENDED SEPTEMBER 30, 2006

	<u>BUDGET</u>	<u>8% OF FISCAL YEAR ACTUAL</u>	<u>% ACTUAL TO BUDGET</u>	<u>PRIOR YEAR ACTUAL 9/30/2005</u>	<u>% OF 08/31/06 ACTUAL</u>
REVENUES:					
STATE APPROPRIATIONS	\$ 49,100,000	\$ 5,893,603	12.00%	\$ 5,898,639	12.01%
TUITION AND FEES	39,930,000	17,639,010	44.17%	15,662,929	41.37%
TAXES	75,900,000	390,534	0.51%	87,934	0.12%
INVESTMENTS	1,290,280	147,401	11.42%	61,180	4.32%
OTHER	2,039,720	347,121	17.02%	14,969	0.62%
TOTAL EDUCATIONAL AND GENERAL REVENUES	168,260,000	24,417,669	14.51%	21,725,651	13.44%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	550,000	52,529	9.55%	32,968	5.99%
TOTAL REVENUES	168,810,000	24,470,198	14.50%	21,758,619	13.42%
EXPENDITURES:					
GENERAL ADMINISTRATION & STUDENT SERVICES	23,892,315	1,891,884	7.92%	1,439,338	6.68%
GENERAL INSTITUTIONAL	16,080,991	1,558,382	9.69%	700,075	6.08%
STAFF BENEFITS	9,363,733	996,991	10.65%	992,279	11.95%
RESIDENT INSTRUCTION GENERAL ACADEMIC PROGRAMS	65,221,064	4,906,939	7.52%	4,259,662	7.13%
RESIDENT INSTRUCTION VOCATIONAL-TECHNICAL PROGRAMS	24,247,263	1,730,083	7.14%	1,448,638	6.45%
LIBRARY	7,397,915	523,090	7.07%	454,067	6.59%
EXTENSION AND PUBLIC SERVICE	836,414	50,099	5.99%	40,789	5.12%
PHYSICAL PLANT OPERATION AND MAINTENANCE	19,492,305	2,316,586	11.88%	1,212,323	6.26%
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES	166,532,000	13,974,054	8.39%	10,547,171	7.00%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	1,250,000	3,984	0.32%	102,032	6.50%
TOTAL EXPENDITURES	167,782,000	13,978,038	8.33%	10,649,203	7.00%
OTHER CHANGES - DEBT SERVICE & FUND TRANSFERS	2,528,000	-	0.00%	-	0.00%
NET INCREASE (DECREASE) IN FUND BALANCES	\$ (1,500,000)	\$ 10,492,160		\$ 11,109,416	

NOTE:

Subject to change pending completion of the August 31, 2006 audit.

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

STATEMENT OF OPERATIONS - TECHNOLOGY FUND
 REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
 FOR THE ONE MONTH ENDED SEPTEMBER 30, 2006

	BUDGET	8 % OF FISCAL YEAR ACTUAL	% ACTUAL TO BUDGET	PRIOR YEAR ACTUAL 9/30/2005	% OF 08/31/06 ACTUAL
REVENUES:					
Technology fee	\$ 4,860,000	\$ 2,129,483	43.82%	\$ 2,086,004	43.71%
Investments	90,000	7,399	8.22%	7,531	8.46%
Miscellaneous	20,000	-	0.00%	9,341	19.16%
Total revenues & additions	<u>4,970,000</u>	<u>2,136,882</u>	<u>43.00%</u>	<u>2,102,876</u>	<u>42.83%</u>
EXPENDITURES:					
<u>Automated Library System</u>					
Salaries and Benefits	-	-	-	-	-
Services	245,660	102,038	41.54%	5,987	2.57%
Travel and Professional Development	5,300	-	0.00%	-	0.00%
Supplies	15,000	45	0.30%	-	0.00%
Communications	24,050	2,000	8.32%	2,001	8.34%
Total Dynix Library System	<u>290,010</u>	<u>104,083</u>	<u>35.89%</u>	<u>7,988</u>	<u>2.86%</u>
<u>Datatel Services</u>					
Salaries and Benefits	-	-	-	-	-
Services	789,554	413,896	52.42%	279,709	28.91%
Travel and Professional Development	17,500	-	0.00%	-	0.00%
Supplies	4,500	-	0.00%	-	0.00%
Communications	16,000	990	6.19%	683	4.92%
Equipment	135,456	-	0.00%	-	0.00%
Total Datatel Services	<u>963,010</u>	<u>414,886</u>	<u>43.08%</u>	<u>280,392</u>	<u>27.73%</u>
<u>E-Mail Services & Telecommunications</u>					
Administrative Salaries and related benefits	-	-	-	-	-
Services	810,590	135,625	16.73%	3,766	0.43%
Travel and Professional Development	54,600	-	0.00%	-	0.00%
Supplies	103,750	-	0.00%	-	0.00%
Communications	151,943	9,081	5.98%	-	0.00%
Equipment	386,503	20,079	5.20%	-	0.00%
Total E-Mail Services & Telecommunications	<u>1,507,386</u>	<u>164,785</u>	<u>10.93%</u>	<u>3,766</u>	<u>0.20%</u>
<u>Campus Support</u>					
Salaries and Benefits	-	-	-	-	-
Services	76,101	3,350	4.40%	-	0.00%
Supplies	12,195	33,250	272.65%	-	0.00%
Travel	-	-	-	-	-
Equipment	2,121,298	-	0.00%	-	0.00%
Total Campus Support	<u>2,209,594</u>	<u>36,600</u>	<u>1.66%</u>	<u>-</u>	<u>0.00%</u>
Total expenditures	<u>4,970,000</u>	<u>720,354</u>	<u>14.49%</u>	<u>292,146</u>	<u>5.60%</u>
NET INCREASE (DECREASE) IN FUND BALANCE	<u>\$ -</u>	<u>\$ 1,416,528</u>		<u>\$ 1,810,730</u>	

NOTE:

Subject to change pending completion of the August 31, 2006 audit.

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
BALANCE SHEET
SEPTEMBER 30, 2006**

ASSETS	Operating Funds			Loan Funds	Plant Funds		Debt Service		Agency Funds	Memorandum Totals Current Year
	Unrestricted	Auxiliary	Restricted		CIP	Investment in Fixed Assets	Interest and Sinking	Bond Payable		
Cash	\$ (10,639,311)	\$ 2,311,716	\$ (2,028,817)	\$ 485,631	\$ 1,944,570	\$ -	\$ 15	\$ -	\$ 1,787,350	\$ (6,138,846)
Accounts receivable (net of allowance for doubtful accounts)	3,098,935	532,949	10,403,523						397,296	14,432,703
Taxes receivable (net of allowance for doubtful accounts of \$1,916,955 and \$898,333 in the Current Unrestricted and Plant Retirement of Indebtedness Funds, respectively)	3,948,443						1,815,206			5,763,649
Due from grantor agency										
Due from other funds	21,630,022	143,867	6,558,604		15				134,376	28,466,884
Investments	48,468,397						2,880,039			51,348,436
Accrued interest receivable	173,535									173,535
Prepaid and deferred expenses	332,190								3,431	335,621
Deposits	87,883									87,883
Inventories, at cost		65,842								65,842
Land						42,313,685				42,313,685
Buildings						315,396,925				315,396,925
Leasehold Improvements						5,589,001				5,589,001
Library books						11,461,642				11,461,642
Furniture, Fixtures & Equipment						18,179,649				18,179,649
Capitalized Interest Costs						4,650,717				4,650,717
Construction In Progress						902,035				902,035
TOTAL ASSETS	\$ 67,100,094	\$ 3,054,374	\$ 14,933,310	\$ 485,631	\$ 1,944,585	\$ 398,493,654	\$ 4,695,260	\$ -	\$ 2,322,453	\$ 493,029,361
LIABILITIES AND FUND BALANCES										
LIABILITIES:										
Accounts payable	\$ 1,324,954	\$ 72,324	\$ 54,252	\$ -	\$ 4,408	\$ -	\$ -	\$ -	\$ 6,199	\$ 1,462,137
Accrued salaries	860,635	28,361	62,131						3,020	954,147
Due to other funds	12,416,868	1,669,644	12,872,712		141,216		353,362		1,013,082	28,466,884
Deferred revenues	3,956,577		1,384,940				1,815,206		530	7,157,253
Accrued compensable absences payable	3,930,300									3,930,300
Accrued Interest Payable							1,332,202			1,332,202
Bonds payable								230,378,939		230,378,939
Assets held in custody for others			559,275						1,299,622	1,858,897
TOTAL LIABILITIES	22,489,334	1,770,329	14,933,310		145,624	-	3,500,770	230,378,939	2,322,453	275,540,759
FUND BALANCES:										
Unrestricted	44,610,760									44,610,760
Auxiliary		1,284,045								1,284,045
Restricted										
Loans				485,631						485,631
Restricted for construction					1,798,961					1,798,961
Investment in fixed assets						398,493,654				398,493,654
Debt service							1,194,490			1,194,490
To be provided for debt service								(230,378,939)		(230,378,939)
TOTAL FUND BALANCES	44,610,760	1,284,045	-	485,631	1,798,961	398,493,654	1,194,490	(230,378,939)	-	217,488,602
TOTAL LIABILITIES AND FUND BALANCES	\$ 67,100,094	\$ 3,054,374	\$ 14,933,310	\$ 485,631	\$ 1,944,585	\$ 398,493,654	\$ 4,695,260	\$ -	\$ 2,322,453	\$ 493,029,361

NOTE:
Subject to change pending completion of the August 31, 2006 audit

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
STATEMENT OF CHANGES IN FUND BALANCES
FOR THE ONE MONTH ENDED SEPTEMBER 30, 2006**

	Operating Funds				Loan Funds	Plant Funds		Debt Service		Memorandum Totals Current Year
	Unrestricted	Auxiliary	Restricted	Total		CIP	Investment in Fixed Assets	Interest and Sinking	Bond Payable	
FUND BALANCES, September 1, 2006	\$ 32,702,072	\$ 1,350,237	\$ -	\$ 34,052,309	\$ 485,631	\$ 1,818,135	\$ 398,493,654	\$ 1,933,316	\$ (230,444,830)	\$ 206,338,215
REVENUES AND OTHER ADDITIONS:										
Current Funds revenue	26,009,217	415,558		26,424,775						26,424,775
Taxes	390,534			390,534				164,684		555,218
Federal grants and contracts			6,635,883	6,635,883						6,635,883
State grants and contracts			141,593	141,593						141,593
Local gifts, grants and contracts			73,557	73,557						73,557
Interest income	207,329			207,329				11,790		219,119
Revenue Bond debt service transfer from Operating Expended for plant facilities										
Bond proceeds										
Total revenues and other additions	<u>26,607,080</u>	<u>415,558</u>	<u>6,851,033</u>	<u>33,873,671</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>176,474</u>	<u>-</u>	<u>34,050,145</u>
EXPENDITURES AND OTHER DEDUCTIONS:										
Current Funds expenditures	14,698,392	481,750	6,851,033	22,031,175						22,031,175
Expended for plant facilities						19,174				19,174
Disposal of plant assets										
Administrative and collection costs								17,326		17,326
Revenue Bond debt service transfer to Interest & Sinking										
Bond Issuance cost										
Bond principal payments									65,891	65,891
Lease principal payments										
Bond interest expense								897,974		897,974
Bond agency fees										
Total expenditures and other deductions	<u>14,698,392</u>	<u>481,750</u>	<u>6,851,033</u>	<u>22,031,175</u>	<u>-</u>	<u>19,174</u>	<u>-</u>	<u>915,300</u>	<u>65,891</u>	<u>23,031,540</u>
(NON)MANDATORY TRANSFERS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CHANGES IN FUND BALANCE	<u>11,908,688</u>	<u>(66,192)</u>	<u>-</u>	<u>11,842,496</u>	<u>-</u>	<u>(19,174)</u>	<u>-</u>	<u>(738,826)</u>	<u>65,891</u>	<u>11,150,387</u>
FUND BALANCE, SEPTEMBER 30, 2006	<u>\$ 44,610,760</u>	<u>\$ 1,284,045</u>	<u>\$ -</u>	<u>\$ 45,894,805</u>	<u>\$ 485,631</u>	<u>\$ 1,798,961</u>	<u>\$ 398,493,654</u>	<u>\$ 1,194,490</u>	<u>\$ (230,378,939)</u>	<u>\$ 217,488,602</u>

**NOTE:
Subject to change pending completion of the August 31, 2006 audit.**

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
SUMMARY OF INVESTMENTS
AS OF SEPTEMBER 30, 2006**

	<u>Book Value</u>	<u>Market Value</u>	<u>Weighted Avg. Days To Maturity</u>	<u>Weighted Avg. Purchase Yield</u>
OPERATING UNRESTRICTED				
(Includes Renewal and Replacement Funds)				
US Government Agencies	\$ 20,748,687	\$ 20,517,525		2.82%
Logic	2,162	2,162		5.29%
Lone Star	10,970,480	10,970,480		5.15%
TexPool	13,704,560	13,704,560		5.26%
Overnight Sweep	3,042,508	3,042,508		4.85%
TOTAL	<u>48,468,397</u>	<u>48,237,235</u>	<u>72</u>	<u>4.16%</u>
OPERATING RESTRICTED				
Lone Star	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CONSTRUCTION IN PROGRESS				
Lone Star				
TexPool				
TOTAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
INTEREST & SINKING				
U. S. Treasury Bills	396,429	396,429		5.05%
Logic	1,081	1,081		5.29%
Lone Star	2,478,198	2,478,198		5.15%
TexPool	4,331	4,331		5.26%
TOTAL	<u>2,880,039</u>	<u>2,880,039</u>	<u>14</u>	<u>5.15%</u>
TOTAL INVESTMENTS	<u>\$ 51,348,436</u>	<u>\$ 51,117,274</u>	<u>69</u>	<u>4.22%</u>

Benchmark: 90 day U. S. Treasury Bill for Current Unrestricted and Restricted Funds 5.01%
 Benchmark: 1 year U. S. Global Agency for Construction in Progress and Interest
 & Sinking Funds 5.22%

Weighted Average pool funds use the daily average yield

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

INVESTMENT ACTIVITY REPORT

FOR THE MONTH ENDED SEPTEMBER 30, 2006

	Operating Unrestricted*	Avg Buy Yield	Operating Restricted	Avg Buy Yield	Construction In Progress	Avg Buy Yield	Interest & Sinking	Avg Buy Yield	Total	Avg Buy Yield
BEGINNING BOOK VALUE	\$ 61,400,928	4.33%	\$ 7,840	5.16%	\$ -		\$ 2,727,539	5.15%	\$ 64,136,307	4.37%
PURCHASES:										
Lone Star	431,967	5.15%	34	5.15%			150,853	5.15%	582,854	5.15%
Logic	9	5.29%					5	5.29%	14	5.29%
TexPool							19	5.26%	19	5.26%
Overnight Sweep	113,129,020	4.85%							113,129,020	4.85%
TOTAL PURCHASES	<u>113,560,996</u>	4.85%	<u>34</u>	5.15%	<u>-</u>		<u>150,877</u>	5.15%	<u>113,711,907</u>	4.85%
MATURITIES										
US Treasury Bills	7,000,000	4.92%							7,000,000	4.92%
Lone Star			7,874	5.15%					7,874	5.15%
Texpool	3,206,425	5.26%							3,206,425	5.26%
Overnight Sweep	116,307,186	4.84%							116,307,186	4.84%
TOTAL MATURITIES	<u>126,513,611</u>	4.96%	<u>7,874</u>	5.15%	<u>-</u>		<u>-</u>		<u>126,521,485</u>	4.96%
Premium / (Discount)	20,084						1,623		21,707	
Unrealized Gains (Losses)										
ENDING BOOK VALUE	<u>\$ 48,468,397</u>	4.16%	<u>\$ -</u>		<u>\$ -</u>		<u>\$ 2,880,039</u>	5.15%	<u>\$ 51,348,436</u>	4.22%
Beg. Unrealized Gains (Losses)	\$ (274,576)								(274,576)	
Unrealized Gains (Losses) Chg.	43,414								43,414	
ENDING MARKET VALUE	<u>\$ 48,237,235</u>		<u>\$ -</u>		<u>\$ -</u>		<u>\$ 2,880,039</u>		<u>\$ 51,117,274</u>	

*Includes Renewal & Replacement Fund

Financial Report and Consideration No. 2 (ACTION ITEM 2) Board Meeting 11-2-06

Request: Consideration of Approval of Resolution Expressing Intent to Finance Expenditures to be Incurred

Chancellor's Recommendation: That the Board of Trustees approve the Resolution that provides for reimbursement of expenditures from capital financing proceeds for the purchase of land at Montgomery College and for emergency repair of a chiller unit at North Harris College, such reimbursement not to exceed \$2,220,000.

Rationale: The District began a Facilities Master Plan study in the Spring of 2005 which ultimately resulted in an Order approved by the Board of Trustees calling for a Bond election to authorize the District to issue and sell \$249.6 million of General Obligation Bonds to construct, improve, renovate and equip certain District facilities and to purchase necessary sites therefore. The election is to be conducted on November 7, 2006.

Among the projects identified by the District during the Facilities Master Planning process were the purchase of land for expansion of Montgomery College and repairs to a chiller unit at North Harris College. The District has found it necessary to proceed with these projects prior to the election on November 7th to meet the land acquisition deadlines and to ensure that the North Harris College chiller repairs did not disrupt Fall classes.

State law and federal income tax regulations, recognizing that entities may encounter circumstances requiring expenditures in advance of a called referendum, allow for reimbursement of eligible expenditures from capital financing proceeds made not more than 60 days prior to Board authorization. The expenditures contemplated by the Resolution meet the eligibility criteria.

This resolution authorizes reimbursement from bond proceeds for a period of up to 2 years from the date of Board action. The 2 year reimbursement period may be extended by Board action for an additional 1 year period.

With approval of the resolution, the Board will have the option to reimburse the District's Operating Fund Balance from General Obligation Bonds, if the referendum is passed.

The Board also has the option to reimburse the Operating Fund Balance from Revenue Obligation Bonds should the Board decide to issue Revenue Bonds. The Board may also choose not to reimburse the Operating Fund Balance if it wishes.

Fiscal Impact: The expenditures will be paid from the District's Operating Fund Balance and, if not reimbursed within the allowable time periods, will remain an expenditure of the Operating Fund. Sufficient reserves currently exist from which to pay the expenditures.

Staff Resource: Cindy Gilliam 832-813-6512
Ken Lynn 832-813-6545

RESOLUTION EXPRESSING INTENT TO
FINANCE EXPENDITURES TO BE INCURRED

WHEREAS, North Harris Montgomery Community College District (the "District"), is authorized to issue obligations to finance its activities pursuant to the Texas Government Code and other laws of the State of Texas, the interest on which is excludable from gross income for federal income tax purposes ("tax-exempt obligations") pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"); and

WHEREAS, the District will make, or has made not more than 60 days prior to the date hereof, payments with respect to the acquisition, construction, reconstruction or renovation of the property listed on Exhibit A attached hereto; and

WHEREAS, the District desires to reimburse itself for the costs associated with the property listed on Exhibit A attached hereto from the proceeds of tax-exempt obligations to be issued subsequent to the date hereof; and

WHEREAS, the District reasonably expects to issue tax-exempt obligations to reimburse itself for the costs associated with the property listed on Exhibit A attached hereto.

NOW, THEREFORE, be it resolved that:

Section 1. The District reasonably expects to reimburse itself for all costs that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the acquisition, construction, reconstruction or renovation of the property listed on Exhibit A attached hereto from the proceeds of tax-exempt obligations to be issued subsequent to the date hereof.

Section 2. The District reasonably expects that the maximum principal amount of tax-exempt obligations issued to reimburse the District for costs associated with the property listed on Exhibit A attached hereto will not exceed \$2,220,000.

PASSED AND APPROVED this ____ day of _____, 2006.

Chair, Board of Trustees
North Harris Montgomery Community
College District

ATTEST:

Secretary, Board of Trustees
North Harris Montgomery Community
College District

(SEAL)

EXHIBIT A

DESCRIPTION OF PROPERTY

<u>Item or Fund--Described by Character, Type or Purpose</u>	<u>Amount--Described by Cost, Quantity or Size</u>
Land for Montgomery College expansion	not to exceed \$1,620,000
Emergency Repairs – North Harris College Chiller	not to exceed \$600,000

Financial Report and Consideration No. 3 (ACTION ITEM 3) Board Meeting 11-2-06

Request: Consideration of Approval to Extend Multi-Year Agreements for One Year for District

Chancellor's

Recommendation: That the Board of Trustees approve the extension of multi-year agreements for one year for an estimated amount of \$958,500 from the following vendors:

Educational Computer Systems, Inc.	1098-T Service
U.S. Foodservice, Inc.	Grocery Supplies
Willsie Company	Regalia Service
Communication Axxess Ability Group	Interpreter Service

Rationale: On November 3, 2005, the Board of Trustees approved the contract for 1098-T reporting services for the District and an agreement for grocery supplies for the District's food service units and the child development lab at North Harris College. Educational Computer Systems, Inc. provides the current year 1098-T information to the IRS and all students in the District's database. All reporting is in accordance with the Taxpayer Relief Act of 1997. U.S. Foodservice, Inc. provides grocery supplies, frozen and refrigerated foods, plastic and paper goods, and cleaning supplies. All products are used in either food preparation or purchased for resale. The prices for commodity food items are subject to monthly market forces.

On December 4, 2005, the Board approved the purchase of academic regalia for the District. The regalia is purchased for new faculty members and administrators.

The Board approved an agreement to provide interpreter services for the District on June 2, 2005. These professional interpreter services include sign language, oral, tactile, transcription and stenography services to fulfill the needs of hearing impaired students, staff and clients of the District.

These multi-year agreements were approved for a period of one (1) year with the option to extend for an additional one (1) year based upon mutual consent between the District and supplier, provided that funds are appropriated. Based upon satisfactory vendor performance, it is recommended to extend the agreements for an additional year; consent has been received from the suppliers.

Purchases will be made via the District's standard process of utilizing purchase orders and blanket purchase orders.

Fiscal Impact: Funds for this purchase are included in the approved FY 2006-2007 operating budgets for the District.

Staff Resource:

Kerri Duhon	832-813-6546
Steve Garner	832-813-6680
Johanna Boley	281-618-5443
John Fishero	281-357-3747
John O'Malley	281-312-1631
Jim Taylor	936-273-7225
Bob Williams	281-290-3936

**District Contract Extension
for Supplies & Services**

CONTRACT SUMMARY

<u>Vendor</u>	<u>Contract Extension Period</u>	<u>Estimated Amount for FY 2006-07</u>
<u>TRA Reporting Services</u> Educational Computer Systems, Inc. 181 Montour Run Road Corapolis, PA 15108	1 of 2 Renewal	\$43,000
<u>Faculty Academic Regalia</u> Willsie Company 6132 Bluff Point Drive Dallas, TX 75248	1 of 2 Renewal	\$16,500
<u>Grocery Supplies, Frozen/Refrigerated Foods Paper & Plastic Goods and Cleaning Supplies</u> The Premier Group Purchasing Organization / U.S. Foodservice, Inc. 111 Alliant Drive Houston, TX 77032	2 of 2 Renewals	\$731,000
<u>Interpreter Service Provider for the District</u> Hancock, Jahn, Esquivel, Lee & Puckett, LLC dba Communication ACESS Ability Group 1445 N. Loop W, Suite 310 Houston, TX 77008	1 of 3 Renewals	\$168,000

Financial Report and Consideration No. 4 (ACTION ITEM 4) Board Meeting 11-2-06

Request: Consideration of Approval to Extend Timeline for Spending of First Allotment of Technology Hardware and Software Purchases for District

Chancellor's

Recommendation: That the Board of Trustees approve the District's use of the remaining first allotment of technology hardware and software purchases through August 31, 2007.

Rationale: In August 2006, the Board of Trustees approved the purchase of technology hardware and software for the District over the first quarter of the fiscal year in an amount not to exceed \$1,400,000. This amount represented an estimate of the first quarter's technology purchases for all campuses. Through mid October, the District has made purchases in the amount of \$570,000. Accordingly, staff is requesting authorization to use the remaining amount of the allotment until fully utilized or until August 31, 2007. If this allotment is fully utilized and it is deemed necessary to purchase additional hardware and software purchases before the end of the fiscal year, a request for additional allotments will be presented to the Board as needed. To keep the Board informed of actual technology purchases, a summary of purchases by campus and amount will continue to be submitted to the Board quarterly.

Pre-approved purchases of technology items are essential to allow the District to benefit from favorable market price fluctuations and delivery options. The market pricing of technology is fast-paced and in many cases, the pricing is adjusted downward for a short, specified time frame. District policy requires purchases of \$25,000 or more to be approved by the Board of Trustees. To comply with policy, bids must be received approximately four weeks prior to the monthly board meeting in order to prepare the agenda item for the approval process. The technology market is such that prices fluctuate and product availability can be limited during that time frame. This technology purchasing plan allows the campuses to proceed with the purchase of available technology related products at the best pricing and delivery terms.

Quotes for each purchase will be obtained from at least three (3) Catalog Information System Vendors (CISV) or via the Department of Information Resources (DIR) cooperative and submitted to purchasing with a requisition.

The State of Texas Government Code Chapter 2157, Subchapter B and Board of Trustees Policy CF (Local) allow the District to purchase computer and computer-related equipment without competitive bidding from vendors which have been approved as CISV's by the State of Texas

General Services Commission and DIR vendors by the State of Texas Buildings and Procurement Commission (formerly General Services Commission). The Board approved the District's participation in the DIR cooperative on October 15, 1992.

Fiscal Impact: Funds for the technology purchases are included in the approved FY 2006-07 technology fund and operating fund budgets for each college.

Staff Resource: Kerri Duhon 832-813-6564

Financial Report and Consideration No. 5 (ACTION ITEM 5) Board Meeting 11-2-06

Request: Consideration of Ratification of Purchase of Electricity Services for District

Chancellor's Recommendation: That the Board of Trustees ratify the purchase of electricity services for the District from Energy for Schools (EFS), 5300 Hollister, Suite 200, Houston, TX 77040.

Rationale: On December 1, 2005 the Board of Trustees authorized the Chancellor or his designee to act on behalf of the Board to negotiate and enter into an agreement for electrical power purchases for the District subject to ratification by the Board of Trustees.

The District issued a Request for Proposals and subsequently received and evaluated five (5) proposals from Retail Electric Providers in January 2006. Due to favorable energy markets, the District executed three (3) short-term energy purchase agreements in January 2006 (30 days at \$.0774 per kWhr), February 2006 (90 days at \$.0830 per kWhr), and May 2006 (12 months at \$.08080 per kWhr) with EFS. The current agreement will expire in April 2007.

The energy market was continually monitored and indicative pricing analyzed. As a result of the monitoring of current and forward pricing, the District executed a 12 month purchase agreement with EFS at a fixed price of \$.093331 per kWhr with an additional 16 month purchase at a rate of \$.08933 per kWhr. The District's electrical power purchases are now in place until August 2009.

This agreement has features that effectively lower the energy rate including EFS pool participation discounts or rebates of \$.00175 per kWhr and various payment options including advance monthly or quarterly payments which if chosen can further reduce the energy price by \$.00125 per kWhr or \$.00175 per kWhr, respectively.

In December 2003, the Board of Trustees approved an interlocal agreement and resolution with Region IV's Energy for Schools Electrical Cooperative. Under Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, a local government may agree with another local government or with the state or a state agency to purchase goods and services. The local government that purchases the goods and services satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services.

Fiscal Impact:

Funds for this purchase are available from the approved FY 2006-07 operating budget for the District. Future purchases will be included in proposed budgets for the District.

Staff Resource:

Steve Garner	832-813-6680
Cindy Gilliam	832-813-6512
Kerri Duhon	832-813-6564

Media Consulting Services
For District Services and Training Center

BID TABULATION

<u>Vendor</u>	<u>Amount</u>
BrivicMedia, Inc.	\$2,400
The Perrault Company	\$3,200
Edge Creative Strategies	\$4,000

Request: Consideration of Approval to Purchase Microsoft Premier Support Services for the District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of premier support services for the District from Microsoft Corporation, One Microsoft SAMM D/4207, Redmond, WA 98052, in the amount of \$49,752.

Rationale: The District provides several mission critical services running on the Microsoft platform. These services include email for staff and faculty, web applications for students, faculty and staff, automated library services, and various other applications. To provide quality services, the District must support this technology by providing problem resolution services, proactive prevention resources, infrastructure support assistance, workshops, and online information sources.

The premier support services will provide up to 96 hours of problem solutions services, up to 40 hours of support assistance, support management services, information services, and one (1) onsite resource visit.

To receive the most favorable pricing for these services, it is recommended that the Board of Trustees approve the purchase of the premier support services via the State of Texas Department of Information Resources (DIR) cooperative. Local Government Code Section 2251.001 provides the legal authority for local governments to participate in the State of Texas purchasing programs. The District's participation in the Department of Information Resources (DIR) cooperative was approved by the Board on October 15, 1992.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 technology funds for the District.

Staff Resource:	Martha Oburn	832-813-6764
	Steve Head	832-813-6522
	Kerri Duhon	832-813-6564

Request: Consideration of Approval to Purchase Annual Maintenance for VISTA Software and One Year License of Campus Edition Software for District

Chancellor's

Recommendation: That the Board of Trustees approve the purchase of annual maintenance of VISTA software and a one year license for Campus Edition software from WebCT, Inc., 6 Kimball Lane, Lynnfield, MA 01940 in the amount of \$101,580.

Rationale: On December 5, 2002, the Board of Trustees approved the purchase of a perpetual license for VISTA software and professional services from WebCT. The purpose was to upgrade WebCT's Standard Edition software to WebCT VISTA. Migrating the Distance Learning Program to the VISTA platform provides the District with a more robust, enterprise-class instructional management system.

The District is running a VISTA pilot program with several faculty participating. This extensive pilot program has been in progress for several years in order to resolve issues with course migration, faculty preparation and Datatel integration. The additional one-year license of Campus Edition will enable a smooth migration to the VISTA platform which will be fully implemented by the end of December 2007.

Pursuant to Texas Education Code Subchapter B., Sec. 44.031 A(i) a sole source purchase is justified for an item for which competition is precluded because of the existence of a patent, copyright, secret process or monopoly. WebCT, a Blackboard Company, is the developer of the VISTA and Campus Edition software which is protected by copyright.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 operating and technology fund budgets for the District.

Staff Resource:

Martha Oburn	832-813-6764
Steve Head	832-813-6522
Kerri Duhon	832-813-6564

Request: Consideration of Approval to Purchase Annual Maintenance of Resource 25 Software and X25 Reporting Services for District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of annual maintenance of Resource 25 software and X25 reporting services for the District from CollegeNet, Inc., 805 Southwest Broadway, Suite 1600, Portland, OR 97205 in the amount of \$31,784.

Rationale: On August 1, 2002, the Board of Trustees ratified the purchase of Resource 25 scheduling software for the District from CollegeNet. This software is an automated solution for classroom and event scheduling and is fully integrated with the District's student system, Datatel Colleague. In addition, the District purchased X25 reporting services, which provide a graphical interface with R25 for space utilization reports.

Pursuant to Texas Education Code Subchapter B., Sec. 44.031 A(i) a sole source purchase is justified for an item for which competition is precluded because of the existence of a patent, copyright, secret process or monopoly. CollegeNet is the developer of this software which is protected by copyright.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 technology fund for the District.

Staff Resource:

Martha Oburn	832-813-6764
Steve Head	832-813-6522
Kerri Duhon	832-813-6564

Financial Report and Consideration No. 10 (ACTION ITEM 10) Board Meeting 11-2-06

Request: Consideration of Approval of Promotional Item Providers for District

Chancellor's

Recommendation: That the Board of Trustees approve the attached list of promotional item providers for the District for an estimated amount of \$450,000 annually.

Rationale: Various departments throughout the District require promotional products to use as giveaways for promotional events, employee motivation and fund-raising purposes. These occasions include but are not limited to high school promotions, college night, job fairs, college and district events, conferences, competitions, and golf tournaments. These items may bear district and college logo in order to build good will and offer unique opportunities to promote our institution through the endorsement of the students, employees and members of the public who choose to wear, use or carry these items. The varying requirements and timelines involved require a broad selection of pre-approved vendors be readily available to NHMCCD personnel.

The list contains the vendors approved by the Board of Trustees on December 1, 2005 and additional promotional product suppliers who responded to a Request for Qualification (RFQ) dated September 19, 2006. See attached Qualified Vendors List.

The qualified vendors list will be in place for a period of five (5) years beginning November 2006 through December 2011 at the District's discretion and by mutual consent.

For purchases that exceed \$2,500, quotes will be obtained from at least three vendors on the qualified list. Individual purchases with any of these companies which exceed \$25,000 will be presented to the Board of Trustees for approval. Purchases will be made via the District's standard process of utilizing purchase orders and blanket purchase orders. The estimated amount of \$450,000 is based on previous spending for promotional items.

Fiscal Impact: Funds for the purchase are available from the approved FY 2006-07 budgets for the District Services and Training Center and each college.

Staff Resource:

Ray Laughter	832-813-6621
Johanna Boley	281-618-5443
John Fishero	281-357-3747
John O'Malley	281-312-1631
Jim Taylor	936-273-7225
Bob Williams	281-290-3936
Kerri Duhon	832-813-6564

Promotional Products for District

Qualified Vendors List

Current Providers

A+Promotional Specialties
Ad-mirations Promotional & Specialty
Adventures in Advertising
Ad-Wear & Specialty
American Solutions for Business
Authentic Promotions.com
Bear's Wear, Inc.
Calfee Specialists
Couldn't Look Better (dba In Stitches)
Corporate Incentives, Inc.
Country Tyme Trophies
DBS Marketing & Promotions
Diamond Awards, Inc.
Detail Products, Inc.
Emerald City Promotions
4Imprint
Graphic Results
Gurka Consulting Services
LJF Associates, Inc.
LogoStuff, Inc.
Metromarketing Services
Mpressa
Proforma Print & Promotions
Proline Supply Co.
CCR Promotions (dba Shirts, Caps and More)
SWJ Southwest, Inc.
Texas Marking Products
The AdNov Group
TLC Adcentives, LLC
Wayne Enterprises, Inc.

Additional Providers

American Promotional Supply
Baudville Inc.
Buffalo Specialties, Inc.
Brown Industries, Inc.
Century Marking, Inc.
Donna's Printing
Design Works
Embroid Me – Cy-Fair area
Embroid Me – The Woodlands area
Gulf Coast Trophies
KJH Consultant Services
NW Digital Works
Shelby's Specialties
Successories, LLC
Trophy House, LLC
T-Shirts Ink & More

Financial Report and Consideration No. 11 (AGENDA ITEM 11) Board Meeting 11-2-06

Request: Consideration of Approval to Purchase Printing and Mailing Services for Credit Schedule Postcards for the District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of printing and mailing services for credit schedule postcards for the District in the amount of \$229,374 annually for a total of \$458,748 for two years from the following vendors:

Liberty Press	\$ 65,574	Printing and Mailing
United States Postal Service	\$ 163,800	Postage

Rationale: This purchase will consist of the printing and mailing of the postcards for credit schedules for the Spring, Summer, and Fall semesters. Printing services will include the use of high quality laser and color proofs of the entire publication for the District's review, a press check for final approval, and delivery of each publication to the designated location. Mailing services will consist of providing updated residence counts for each zip code, mail preparation, and delivery to the post office.

In addition, we are requesting the Board's approval to purchase postage for these printed materials. The United States Postal Service has estimated a total postage cost of \$163,800 based on a standard flat rate.

These printing and mailing services will be for a period of two years effective November 2006. The District reserves the right to cancel the agreement with 30 days written notice for any reason including vendor non-performance.

Proposals were sent to fifty-six (56) printing and mailing companies and nine (9) responses were received. The bid for these services was awarded to the lowest bidder. See attached Bid Tabulation.

Fiscal Impact: Funds for this purchase are included in the approved FY 2006-07 operating budgets for the District. Future purchases will be included in proposed budgets for the District.

Staff Resource: Ray Laughter 832-813-6621
Kerri Duhon 832-813-6564

**Printing and Mailing Services for Credit Schedule Postcards
for District**

BID TABULATION

<u>Company</u>	<u>Printing Post Card</u>	<u>Mailing</u>	<u>TOTAL (without Postage)</u>
Liberty Press	\$46,164	\$19,410	\$65,574
Wetmore & Company	\$52,065	\$30,321	\$82,386
Samaria Print Services	\$54,030	\$61,350	\$115,380
Greater Houston Publishers	\$58,530	No Bid	\$58,530
Southwest Precision Printing	\$60,102	No Bid	\$60,102
PrintMailers Inc.	\$64,470	\$37,050	\$101,520
Seema, Inc	\$66,000	\$25,101	\$91,101
National Mail Advertising Inc.	No Bid	\$22,912	\$22,912
Wright's Printing	\$72,741	No Bid	\$72,741

Financial Report and Consideration No. 12 (ACTION ITEM 12) Board Meeting 11-2-06

Request: Consideration of Approval of Five Year Agreement for Breath Alcohol Testing Services for North Harris College

Chancellor's Recommendation: That the Board of Trustees approve a five year agreement for breath alcohol testing services between North Harris College and Chemco Analysis, Inc., 1518 Kennoway Park Drive, Spring, TX 77379, in the amount of \$828,000.

Rationale: The Chemco agreement consists of the assignment of two (2) qualified technical supervisors who are certified by the Department of Public Safety Scientific Director. Services include the inspection, certification, calibration, and maintenance of all alcohol testing instruments. In criminal court trials, expert testimony will be provided concerning the test equipment and operators.

North Harris College requires the breath alcohol testing services in order to support the interlocal agreements with City of Lake Jackson and Harris County that were approved by the Board of Trustees on October 5, 2006.

Proposals were sent to twelve (12) breath alcohol service providers and one (1) response was received. Chemco Analysis, Inc. will provide these highly specialized and technical services. When the contract was originally awarded to Chemco over five years ago, the services were determined to be sole source. The market was tested to ensure that no other new providers had entered the market.

The term of the Chemco agreement will be for a period of five (5) years with basic fees as follows:

November 3, 2006 – November 2, 2007	\$ 13,500 per month
November 3, 2007 – November 2, 2008	\$ 13,500 per month
November 3, 2008 – November 2, 2009	\$ 13,900 per month
November 3, 2009 – November 2, 2010	\$ 13,900 per month
November 3, 2010 – November 2, 2011	\$ 14,200 per month

Fiscal Impact: Funds for this purchase are available from grant funds awarded to North Harris College.

Staff Resource: Johanna Boley 281-618-5443
Kerri Duhon 832-813-6564

Financial Report and Consideration No. 13 (ACTION ITEM 13) Board Meeting 11-2-06

Request: Consideration of Approval to Purchase Additional Labor to Continue Variable Frequency Drive (VFD) Project for One Thousand Ton Chiller at North Harris College

Chancellor's Recommendation: That the Board of Trustees approve the purchase of additional labor to continue the VFD Project for the one thousand ton chiller at North Harris College from Carrier Corporation, 100 South Belt Industrial Drive, Houston TX 77047, in the amount of \$25,280 for a total project cost of \$214,258.

Rationale: The VFD project for the one thousand ton chiller at North Harris College was scheduled to be performed in two phases. On February 2, 2006, the Board of Trustees approved the first phase of the project which consisted of the purchase of a new VFD from Carrier Corporation, the only respondent fully meeting the required specifications. The VFD was installed during spring 2006 to protect the chiller from power surges and reduced power causing disruption to the entire cooling system.

On March 2, 2006, the Board approved change order no. 1 to purchase the parts which were necessary to perform phase two of the project. The early purchase of the parts was necessary in order to obtain savings identified in the value engineering study and to avoid any future price increases. These parts were scheduled for installation in October or November 2006.

The project is ready to move forward with phase two. This purchase will consist of the labor to install the condenser and compressor parts, to perform chiller inspection and service, and to test the system in order to improve the VFD efficiency.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 repair and replacement budget for North Harris College.

Staff Resource:

Johanna Boley	281-618-5443
Steve Garner	832-813-6680
Kerri Duhon	832-813-6564

Financial Report and Consideration No. 14 (ACTION ITEM 14) Board Meeting 11-2-06

Request: Consideration of Approval of Catalog Information Systems Vendor (CISV) Purchase of Trunk Services for District

Chancellor's

Recommendation: That the Board of Trustees approve the CISV purchase of trunk services for the District from Southwestern Bell Telephone, LP, dba AT&T, 6500 West Loop South Zone 5.2 Bellaire, TX 77401 in an annual amount of \$129,108, for a total contract amount of \$387,324.

Rationale: The District currently has local trunk (telephone dial tone) service provided over eleven Integrated Services Digital Network Primary Rate Interface (ISDN-PRI) and one 24 Channel Digital T1 line. With increased growth, the District requires an additional PRI at District Services and Training Center (DSTC) and Kingwood College.

These trunk services will provide all District locations with local telephone dial tone except for Montgomery College and The University Center since their service area is not deregulated.

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.

The term of this agreement will be for a period of three (3) years, effective upon completion of implementation. During the implementation phase (approximately 60 days), the District will continue to use our current provider, Broadwing, for these services on a month-to-month basis.

Request for Proposals were solicited from four (4) CISV telephone vendors and two (2) responses were received. See attached Bid Tabulation.

Under Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, a local government may agree with another local government or with the state or a state agency, including the General Services Commission, to purchase goods and services. The local government that purchases the goods and services satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services.

Fiscal Impact: Funds for this purchase are included in the approved FY 2006-07 operating fund budgets for each college. Future purchases will be included in proposed budgets for the District.

Staff Resource:

Martha Oburn
Steve Head
Kerri Duhon

832-813-6764
832-813-6522
832-813-6564

Local Telephone Trunk Service
for the District

Bid Tabulation

Vendor	Monthly	Annually	Three (3) Years
Southwestern Bell, dba AT&T	\$10,759	\$129,108	\$387,324
Broadwing	\$11,837	\$142,044	\$426,132

Request: Consideration of Ratification of Purchase of Network Consulting Services for the District

Chancellor's Recommendation: That the Board of Trustees ratify the purchase of network consulting services for DSTC from Calence, LLC, 12808 West Airport Blvd., Suite 350A, Sugarland, TX 77478 in an amount not to exceed \$30,000.

Rationale: Calence assigned a skilled on-site engineer to provide up to 192 work hours of services on an as needed basis. These services include network security assignment and penetration or intrusion testing services for the District's computer and information systems including network, routers and computers. In addition, the consultant will assess the security of the District's equipment including the ability of unauthorized individuals to access this equipment.

It was essential to proceed with these services prior to the November Board meeting due to the recent departure of the District's Manager of Data and Voice services. The consultant will be used during the interim period until a replacement can be hired. It is necessary to have a higher level, skilled network technician in order to proactively monitor the network environment and reduce the risk of a crisis to the network.

According to District Board Policy, "the College District may contract for professional services rendered by a financial or technology consultant in the manner provided by Government Code 2254.003, in lieu of the methods provided by Education Code 44.031." The selection and award shall be based on demonstrated competence and qualifications to perform the services at a fair and reasonable price.

Calence specializes in network infrastructure and is experienced with the District's network architecture. In addition, a market analysis was performed and confirmed that the price quoted by Calence was within industry standards for the related work.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 operating budget for DSTC.

Staff Resource:

Martha Oburn	832-813-6764
Steve Head	832-813-6522
Kerri Duhon	832-813-6564

Financial Report and Consideration No. 16 (ACTION ITEM 16) Board Meeting 11-2-06

Request: Consideration of Approval to Purchase Procurement Process Review Consulting Services for District

Chancellor's

Recommendation: That the Board of Trustees approve the purchase of procurement process review consulting services for the District from Calyptus Consulting Group, Inc. 76 Bedford Street Suite 22, Lexington, MA 02420 in an amount of \$99,500.

Rationale: The procurement process review consulting services will consist of the review of the District's existing procurement and payment processes from the origination of a purchase through the payment for a purchase. The consultant will review procurement organizational structure, functions, and procedures and will perform a spend analysis. As a result of the review process, the consultant will recommend efficiencies and improvements in order to streamline processes, reduce overall processing time, recommend methods to improve service to our internal customers and achieve cost savings. The consultant noted that expected cost savings from this project are 5 – 8% of our total funds spent on goods and services annually (5% of the 2006-07 general fund budget, excluding personnel, equates to slightly more than \$2.1M). The savings will be achieved as the District implements the recommendations, so full savings will not necessarily be realized in the first year. In addition, the consultant's written report will identify control weaknesses, opportunities to enhance the use of technology, benchmarking, and best practices.

Bid proposals were sent to seven (7) procurement consulting firms and four (4) responses were received. The ranking of the proposals was not based solely on cost; proposals were evaluated on methodology of performing the review, respondent's qualifications, cost of services, timeline to complete project, and references.

Calyptus Consulting Group had the highest total awarded points. Calyptus offers strong experience in higher education, extensive procurement experience (all key staff assigned to this project are Certified Purchasing Managers), access to purchasing related documents including best practices in private and public entities, Historically Underutilized Business (HUB) experience, and creditable references. See attached Bid and Evaluation Tabulations.

Local Policy CFB allows the District to utilize a combination of criteria to include pricing, vendor references, quality and the extent to which the goods or services meet the District's needs when evaluating and selecting vendors the District will do business with.

Fiscal Impact: Funds for this purchase are available in the FY 2006-07 operating budget for the District.

Staff Resource:

Diane Novak
Carin Hutchins
Kerri Duhon

832-813-6544
832-813-6737
832-813-6564

**Consulting Services for Procurement Process Review
for District**

EVALUATION TABULATION

	Calyptus Consulting Group	PriceWaterhouseCoopers	Texas Association of School Business Officials	Mir, Fox & Rodriguez PC
Proposal	70	80	70	60 (not selected for further consideration)
Presentation	82	43	45	N/A
Total Points	152	123	115	N/A

BID TABULATION

VENDOR	TOTAL COST
Texas Association of School Business Officials	\$13,895
Mir, Fox & Rodriguez PC	\$39,100
Calyptus Consulting Group	\$99,500
PriceWaterhouseCoopers	\$255,000

Financial Report and Consideration No. 17 (ACTION ITEM 17) Board Meeting 11-2-06

Request: Consideration of Approval of the US Communities Cooperative Purchase of Additional Office Furniture for the District Services and Training Center (DSTC)

Chancellor's Recommendation: That the Board of Trustees approve the US Communities cooperative purchase of additional office furniture for DSTC from Debner & Company, 8020 Katy Freeway, Houston, Texas 77024 in the amount of \$54,802.

Rationale: Current office availability within DSTC is near maximum occupancy. The purchase of additional furniture is required to accommodate the Institutional Effectiveness Department and the new Business Intelligence Department of Information Technology (IT) which are being relocated to the subleased premises of the Houston Advanced Research Center (HARC).

The relocation of the Institutional Effectiveness Department will displace IT Application personnel currently on the first floor of HARC to the second floor. Additional modular workstations are required to provide office work areas for the IT Applications Department.

At the December 2002 Board of Trustees meeting, the Board approved an interlocal agreement and resolution with US Communities (USC) Government Purchasing Alliance (Contract RQ01-411313-16). Under Title 7, Intergovernmental Relations, Chapter 791, subchapter 791.025 of the Government Code, a local government may agree with another local government or with the state or a state agency, including the General Services Commission, to purchase goods and services. The local government that purchases the goods and services satisfies the requirement of the local government to seek competitive bids for the purchase of the goods and services.

Price discounts were made available through US Communities that coincide with previous furniture purchases.

Fiscal Impact: Funds for the purpose of this purchase are available from the 2000 Referendum general Obligation Bond, series 2003.

Staff Resource: Steve Garner 832 813-6680
Kerri Duhon 832-813-6564

Financial Report and Consideration No. 18 **(ACTION ITEM 18)** **Board Meeting 11-2-06**

Request: Consideration of Approval to Purchase Newspaper Advertisements for the District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of newspaper advertisements for the District from the attached list of local newspapers for an estimated amount of \$300,000.

Rationale: Newspaper advertisements are an avenue to reach potential students and provide them with information about the individual colleges. They also provide good and consistent exposure for the campuses. Advertisements are also used to market workforce programs and continuing education and advertise registration ads for Fall, Spring and Summer sessions. The colleges advertise in newspapers within their target market in order to reach potential students in their area.

In addition, the District purchasing department advertises public notices for competitive bids in order to comply with Education Code, Section 44.031 (g) that requires a notice to be published in the newspaper of the county in which the district's central administration office is located. The notice is required to indicate when and where responses to bids or proposals will be received and opened.

To comply with Board Policy DL Hiring Practices, all new and vacant employment positions are advertised and posted. A position is considered posted when it is placed on the District's Internet, Intranet or advertised externally via electronic or print media. Print media includes the posting of advertisements in local area newspapers.

The estimated amount is based on the previous year's expenditures for newspaper advertisements for the District.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 operating budget for the District.

Staff Resource:	Johanna Boley	281-618-5443
	John Fishero	281-357-3747
	John O'Malley	281-312-1631
	Jim Taylor	936-273-7225
	Bob Williams	281-290-3936
	Jean Grove	832-813-6698
	Steve Head	832-813-6522
	Kerri Duhon	832-813-6564

Local Area Newspapers

The Houston Chronicle	Houston Community Newspaper
Greensheet	Leader Newspaper
African-American News & Issues	The Bulletin
Montgomery County News	People Scene
Lake Conroe Splash	Various High School newspapers
The Villager	The Courier
North East News	That Texas Magazine
Houston Newcomer Guides	Tomball Tribune
Houston Employment Guide	Hispanic Outlook
The Daily Cougar – University of Houston	

Financial Report and Consideration No. 19 (ACTION ITEM 19) Board Meeting 11-2-06

Request: Consideration of Approval to Purchase Annual Maintenance for WebFocus Software for District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of annual maintenance and software assurance for WebFocus software for the District from Information Builders, Inc., P.O. Box 7247-7482, Philadelphia, PA 19170-748, in the amount of \$29,125.

Rationale: In May 2000, the Board of Trustees approved the purchase of WebFocus software for the District from Information Builders. This software is a powerful reporting tool with drill down capabilities that is used to create registration and course analysis reports. WebFocus builds a data warehouse and uses statistical routines to assist the research groups in studying the data and to assist normal users in querying and reporting information. This purchase will continue the District's existing annual maintenance and software assurance and will provide upgrades to new versions of the software that are released during the maintenance period.

Information Builders is an official Datatel partner and the software is fully integrated with the District's enterprise resource system, Colleague.

Pursuant to Texas Education Code Subchapter B., Sec. 44.031 A(i) a sole source purchase is justified for an item for which competition is precluded because of the existence of a patent, copyright, secret process or monopoly. Information Builders is the developer of the WebFocus software which is protected by copyright.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 technology fund budget for the District.

Staff Resource:

Martha Oburn	832-813-6764
Steve Head	832-813-6522
Kerri Duhon	832-813-6564

Financial Report and Consideration No. 20 (ACTION ITEM 20) Board Meeting 11-2-06

Request: Consideration of Ratification of Purchase of Additional SMARTnet Maintenance for District

Chancellor's Recommendation: That the Board of Trustees ratify the purchase of additional SMARTnet maintenance for the District's network from Troubadour, Ltd., 16365 Park Ten Place, Suite 150, Houston, TX 77084, in the amount of \$21,097 for a total cost of \$296,694.

Rationale: On October 5, 2006, the Board of Trustees approved the Catalog Information Systems Vendor (CISV) purchase of annual SmartNet maintenance for the District from Troubadour, Ltd. The District's network utilizes a number of Cisco switches in its infrastructure. These switches are highly specialized models. Failure of any of these switches will result in the network being down until the switch is replaced. This purchase upgraded the District's maintenance to include 24x7 coverage with 4-hour response time including on-site engineering support.

It was essential to proceed with purchase prior to the November Board meeting due to the recent departure of a key employee, Manager of Data and Voice Networks. Until a replacement is hired or a person is trained, this additional maintenance will provide support to the District's critical open networking system hardware. The on-site engineering will support any necessary repairs and replacement of switch equipment.

Fiscal Impact: Funds for this purchase are included in the approved FY 2006-07 technology fund budget for the District.

Staff Resource:	Martha Oburn	832-813-6764
	Steve Head	832-813-6522
	Kerri Duhon	832-813-6564

Financial Report and Consideration No. 21 (ACTION ITEM 21) Board Meeting 11-2-06

Request: Consideration of Ratification of Contract to Sell Land Located West of Sorters Road and North of Kingwood College

Chancellor's Recommendation: That the Board of Trustees approve the contract to sell 8.7465 acres located west of Sorters Road and north of Kingwood College to the City of Houston in the amount of \$265,300.

Rationale: On September 7, 2006 the Board of Trustees 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 to the City of Houston.

The final contract price of this property was negotiated at \$265,300, the fair market value based upon certified appraisal.

The City of Houston is in the process of securing property adjacent to the MUD #48 wastewater treatment plant for the purpose of expanding the plant's capacity and creating a buffer zone between the plant and all residential property. This 8.7465 acre tract abuts the current MUD #48 wastewater treatment plant. This construction project will expand the wastewater treatment plant from 400,000 gallons per day capacity to 2 million gallons per day. To meet the Texas Commission Environmental Quality requirements, a 150 foot buffer zone is required between the City's property and all residential property around the treatment plant.

Fiscal Impact: Proceeds from the sale will be placed in the Bond Construction Fund for future projects.

Staff Resource:

Steve Garner	832-813-6680
John O'Malley	281-312-1631
Cindy Gilliam	832-813-6512

Financial Report and Consideration No. 22 (ACTION ITEM 22) Board Meeting 11-2-06

Request: Consideration of Acceptance of Gifts

Chancellor's

Recommendation: That the Board of Trustees formally accept and acknowledge the following gifts donated to the North Harris Montgomery Community College District in accordance with the donors' wishes:

Elliptical exercise machine donated by Sandra Chastain to Tomball College.

Audio CD's donated by Jay Hargett to Tomball College.

Veterinary reference book donated by George Younger, DVM to Tomball College.

DVD of 2005 Houston Art Car Parade donated by Steffani Frideres to Tomball College.

Art books donated by Earl Staley to Tomball College.

Various textbooks and reference books donated by Marilyn Toler, Michael Capistran, Cheryl Bates, Tom Lovell, Connie Garrick, Edwin Theiss, Rosemary Brown, Brandon Thomas, Ruth Telschow to Tomball College.

Various books donated by Gail Garrett, Jeff Barber, Ralph Graham, Olia and Bill Palmer, Brian Dooley, Bill Butler, Janet Muzal, and Lynn Porter to North Harris College.

Rationale: In accordance with NHMCCD Board Policy BAA - Bequests and Gifts, the authority to accept gifts is vested solely with the Board of Trustees.

Fiscal Impact: None

Staff Resource: John Hooker 832-813-6636

Building and Grounds Report

Board Meeting 11-2-06

Report: Construction Projects Update

The District's plant operations and facilities department has provided a summary report of the District's construction projects. See attached report.



Monthly Facilities Planning and Construction Report

November 2, 2006

Bond Funded Projects

Projects funded from remaining bond funds include

- ❖ Tomball College - repairs to the entry columns
- ❖ Cy-Fair College - road entrance gates, way-finding signage, and water system improvements
- ❖ DSTC - installation of entrance security gates, entry canopy repairs and walkway tile repairs

These projects are currently in various stages of design or implementation.

Donation Agreement of Property with The Woodlands Land Development Company

The District is negotiating a Donation Agreement of Property with The Woodlands Land Development Company. The approximate seventy (70) acres The Woodlands Land Development Company will donate to the District is subject to wetlands covenants requiring that the land be maintained in its present natural state in perpetuity. The tract is of interest to the District for access to the newly acquired 55 acre land tract at Montgomery College.

Cy-Fair College Student Center Renovation

The construction of the project is completed. The College has accepted and occupied the space.

Kingwood College Property for Possible Future Center

The District is evaluating property in the Atascocita area for a possible future center. Demographic data from the Master Plan forecasted the Atascocita area to be a growing and densely populated area of the District.

North Harris College Electrical Infrastructure

The District-wide Facilities Condition Assessment identified many critical infrastructure projects. Insufficient power is being delivered to the Chiller Plant at NHC and has caused operating problems and equipment break downs. The electrical power distribution system at NHC is being evaluated for corrections.

Personnel Report and Consideration No. 1 (ACTION ITEM 23) Board Meeting 11-2-06

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 an Administrator and Faculty from Kingwood College and Tomball College.

Fiscal Impact: Positions and salaries have been budgeted for 2006-2007.

Staff Resource: Steve Head 832-813-6522
Jean Grove 832-813-6698

a. Kingwood College

William D. McClellan, Instructor, Speech

Effective: Temporary 4.5-month contracted employee at a pro-rated per semester salary of \$15,516 (80% workload) beginning September 10, 2006.

Education: M.S., University of North Texas, Major: Studies in Aging; B.S., Wright State University, Major: Communications.

Experience: Adjunct Faculty and Instructor, Kingwood College, NHMCCD; Instructor, Wheaton College; Associate Editor, Christian Family Magazine.

b. Tomball College

Leslie Pafford, Director, Nursing Program

Effective: Twelve-month contracted employee at an annual salary of \$70,049 beginning September 1, 2006.

Education: M.S.N., University of Texas Health Science Center, Major: Family Nurse Practitioner; B.S.N., University of Arkansas for Medical Science, Major: Nursing.

Experience: Associate Professor and Adjunct Faculty, Tomball College, NHMCCD; Family Nurse Practitioner, Memorial Herman Hospital; Staff Nurse, Spring Branch Hospital and U.S.N. Millington Naval Hospital.

Personnel Report and Consideration No.2 (ACTION ITEM 24) Board Meeting 11-2-06

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 North Harris Montgomery Community College District.

Cy-Fair College
Dana C. King
Terrence L. Watson

Tomball College
Larry R. Bitter
Kenneth D. Gibbs
James C. Stanley
Bobby J. Weatherly

Rationale: These officers are eligible to be commissioned by this Board because they:

1. Have current licenses from the Texas Commission on Law Enforcement Officer Standards and Education;
2. Have taken and filed the oath required of peace officers;
3. Have executed good and sufficient bonds in the sum of \$1,000 in accordance with the law; and
4. Possess a sufficient number of college credit hours to meet the minimum standard for an NHMCCD peace officer

Fiscal Impact: None

Staff Resource: Steve Head 832-813-6522