

**WORKSHOP AND 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
May 3, 2007
5:00 p.m.**

- I.** Call to Order
- II.** Pledge of Allegiance
- III.** Certification of the Posting of the Notice of the Meeting
- IV.** Workshop
- V.** Closed Session

The Board of Trustees, in accordance with Sections 551.001, et. Seq. of the Texas Government Code will move into Closed Session under the following provision(s) of the ACT:

Section 551.071 - Consultation With Attorney
Section 551.074 – Personnel Matters

- VI.** Reconvene Regular Meeting
- VII.** Introductions, Special Guests, Recognitions
- VIII.** Approval of the Minutes of the April, 5, 2007 Workshop and Regular Meeting and the April 12, 2007 Special Meeting
- IX.** Citizens Desiring to Address the Board
- X.** Special Reports and Announcements
 - 1. Chancellor
 - 2. College Presidents
 - 3. Vice Chancellors

4. Faculty Senate Presidents

XI. 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.)

XII. Policy Report and Consideration

1. Consideration of the Proposed Revised Board Policy CAK (Local): Investment and Cash Management Policy (**FIRST READING**)
2. Consideration of Approval for Board of Trustees Travel (**ACTION ITEM 1**)

XIII. Financial Reports and Considerations

1. Monthly Financial Statements
2. Consideration of Approval to Adopt a Fourth Supplemental Resolution Authorizing the Issuance, Sale and Delivery of North Harris Montgomery Community College District Revenue Financing System Bonds, Series 2007, for approximately \$31,000,000; and Approving and Authorizing Instruments and Procedures Relating Thereto (**ACTION ITEM 2**)
3. Consideration of Approval to Purchase the e-Refunds Module for the Commerce Management System (CMS) for the District (**ACTION ITEM 3**)
4. Consideration of Ratification of Purchase of Additional Search Firm Services for Dean of Technology at Cy-Fair College (**ACTION ITEM 4**)
5. Consideration of Approval to Extend Agreement for Purchase of Interpreter Services for the District (**ACTION ITEM 5**)
6. Consideration of Ratification of Purchase of Outdoor Advertising for North Harris College (**ACTION ITEM 6**)
7. Consideration of Approval to Renovate Entry Canopies at Tomball College (**ACTION ITEM 7**)
8. Consideration of Ratification to Revise Awarded Contract for Portion of Water System Improvements Project at Cy-Fair College (**ACTION ITEM 8**)

9. Consideration of Approval to Enter into The Cooperative Purchasing Network (TPCN) Cooperative Lease and Construction Contract for a Temporary Modular Building at Cy-Fair College (**ACTION ITEM 9**)
10. Consideration of Approval to Paint Interior and Exterior Spaces at Fairbanks Center, Cy-Fair College and District Services and Training Center (**ACTION ITEM 10**)
11. Consideration of Approval to Perform Non-destructive Infrared Subsurface Moisture Survey and Scaled Campus Site-plan Survey of all Non-metal Building Roofs in the District (**ACTION ITEM 11**)
12. Consideration of Approval to Renovate Multiple Rooms in Classroom Building A (CLA) at Kingwood College (**ACTION ITEM 12**)
13. Consideration of Acceptance of Gifts (**ACTION ITEM 13**)
14. Consideration of Authorization for the Chancellor or Designee to Negotiate and Execute a Contract for Domestic Water and Sanitary Services for North Harris College Subject to the Board of Trustee's Ratification (**ACTION ITEM 14**)
15. Consideration of Approval to Purchase Outdoor Trash Cans for North Harris College (**ACTION ITEM 15**)
16. Consideration of Approval of Datatel Migration Services for the District (**ACTION ITEM 16**)

XIV. Building and Grounds Report

Construction Projects Update

XV. Personnel Reports and Considerations

1. Consideration of Ratification of Appointments (**ACTION ITEM 17**)
2. Consideration of Acceptance of Resignations (**ACTION ITEM 18**)
3. Consideration of Approval of Commissioning of Peace Officers (**ACTION ITEM 19**)
4. Consideration of the Reappointment of Contractual Employees (Non-Faculty) (**ACTION ITEM 20**)

XVI. Special Consideration

Consideration of Acceptance of Retirement Letter from the Chancellor (**ACTION ITEM 21**)

XVII. Suggested Future Agenda Items

XVIII. 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 May 3, 2007
Workshop and 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 April, 2007, 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 April, 2007.

John E. Pickelman, Ph.D.
Chancellor

**MINUTES OF THE
WORKSHOP AND 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
April 5, 2007
5:00 p.m.**

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

ABSENT: Mr. Chris Daniel

- I. **CALL TO ORDER:** Chairman Bates called the Workshop and Regular Meeting to order at 5:10 p.m. after determining a quorum was present.
- II. **PLEDGE OF ALLEGIANCE:** Dr. Holsey 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. **WORKSHOP DISCUSSION:** no items.
- V. **CLOSED SESSION:** At 5:11 p.m. Mr. Bates 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 551.071 - Consultation with Attorney
Section 551.074 – Personnel Matters

Mr. John Fox arrived at 5:30 p.m. Ms. Stephanie Marquard left the meeting at 6:23 p.m.

- VI. **RECONVENE REGULAR MEETING:** Mr. Bates reconvened the open meeting at 6:25 p.m.
- VII. **INTRODUCTIONS, SPECIAL GUESTS, RECOGNITIONS:** Dr. Pickelman welcomed Tiffany Williams of the Conroe Courier and Kimberly Stauffer of the Houston

Chronicle. Dr. Pickelman introduced and welcomed Mr. Tom Hill, newly hired vice chancellor and chief information officer.

VIII. APPROVAL OF THE MINUTES OF THE MARCH 1, 2007 WORKSHOP AND REGULAR MEETING AND THE MARCH 2, 2007 RETREAT MEETING AND

WORKSHOP MEETING: upon a motion by Mr. Vogt and a second to the motion by Mr. Fox, the Board unanimously approved the minutes of the March 1, 2007 Workshop and Regular Meeting. Upon a motion by Ms. Kelly and a second to the motion by Dr. Holsey, the Board unanimously approved the minutes of the March 2, 2007 Retreat Meeting and Workshop Meeting.

IX. CITIZENS DESIRING TO ADDRESS THE BOARD: none

X. SPECIAL REPORTS AND ANNOUNCEMENTS

1. Chancellor: Chancellor Pickelman updated the Board on the status of the appropriation bill progress in the House and Senate. He indicated that current funding recommendations from the Legislature would result in twenty community colleges receiving less funding than the last biennium due to flat enrollments. NHMCCD will most likely receive a 10% increase due to enrollment growth if the current bills are passed. Dr. Pickelman expressed appreciation to all who contributed to the grant application process that led to the awarding of a \$1.6M Workforce Grant. The check was presented by the Chair of the Texas Workforce Commission during a reception where she noted how competitive the process was and that it is quite an honor for the college district to be chosen. The training grant will allow the District to partner with 12 local companies to provide advanced manufacturing training for more than 1,500 employees including skill upgrades for 850 existing workers and the creation of 680 new jobs. Dr. Richard Campbell, Ms. Priscilla Kelly, and Dr. Pickelman attended the Achieving the Dream Institute on March 28-30 in Santa Fe, New Mexico sponsored by the Houston Endowment. A report from the group attending will be presented to the Board at the May Board Workshop meeting. Board members are invited and encouraged to attend a naming ceremony for Mary Matteson Parrish at Montgomery College on May 9th at 6:00 p.m. and also the NHMCCD Foundation Gala to raise scholarship funds on April 28th.

2. College Presidents: Dr. Steve Head, executive vice chancellor and interim president at North Harris College, distributed a flyer with details for the North Harris College Carver Center and the African American Chamber of Commerce of Greater Houston Community Forum to be held on Thursday, April 19th from 6:00 p.m. to 7:30 p.m. Board members are invited and encouraged to attend. The forum is being conducted to hear about programs and services at the Carver Center, to share needs and ideas, and to meet administrators and staff.

Dr. Linda Stegall, president of Kingwood College, distributed copies of *Kingwood Happenings* spotlighting several student events on campus as well as the Kingwood College campaign – “Back in the Saddle” - for United Way. The event raised over \$8,800 from both employee pledges and campaign week special events. Dr. Stegall introduced Dr. Todd Miller, professor of music, and Mr. David Livingston, chairman,

board of directors, Kingwood Musical Arts Society. Dr. Miller reported that the community chorus, known as the Kingwood Area Grand Chorus, consists of members from college and community choirs. The group planned and prepared for a debut on March 9th at Carnegie Hall in New York City under the conductorship of Dr. Miller. The 160-member Chorus was accompanied by the New England Symphonic Ensemble and highlighted four guest soloists. The performance lasted 35 minutes and will be a memory to last a lifetime for those performing. Dr. Miller presented a video clip of the performance. The Kingwood Chorale and the Kingwood College Chamber Singers were joined by numerous community and church choirs, and after returning home from New York, the Chorus and Chamber Orchestra performed a “Homecoming Concert” on March 24th at Strawbridge United Methodist Church.

Dr. Ray Hawkins, president of Tomball College, introduced Ms. Sherri White, professor of drama, and commended her for her leadership. Ms. White reported that the Tomball College Drama students, who competed in the Texas Community college Speech and Theater Association’s Play Festival, won a superior rating for their presentation of the play, “The Dining Room.” Numerous awards were won by students for best actor, superior acting, excellent acting, critic’s superior technical awards, and director’s superior technical awards. Ms. White introduced students in attendance and commended them for their accomplishments.

Dr. Tom Butler, president of Montgomery College, distributed folders spotlighting the student newspaper – *The MC Voice*, and an article written about the Community College Day held in Austin on February 22nd. About 20 students and faculty traveled by bus to join almost 1,500 other students to visit with legislators about higher education costs. Adelante Day (which means “charge forward”) was held on March 2nd, and brought more than 350 area high school juniors and seniors to the college for a full day of activities. The day of activities was designed to encourage prospective first-generation college students to consider Montgomery College as a first step toward their ultimate academic or career goals. “Spring Fling ’07: Celebrating Nature in Our Community” was held on March 3rd. The event was a community-wide celebration offering fun and learning in the same venue. For many attendees, it was their first time on a college campus. On March 19-23, Montgomery College welcomed Dr. Abdelrahman A. Abdrabou, a Fulbright Visiting Scholar, and his wife for a weeklong event-filled visit. The activities allowed students, faculty and staff to gain knowledge about the Yemen culture and to increase understanding and awareness of the Muslim world. Healthier U Wellness Expo was held on March 29-30 and featured a job fair, book sale, chili cook-off, fun run, and silent auction. The event generated close to \$20,000 for student scholarships.

Dr. Diane Troyer, president of Cy-Fair College (CFC), invited Board members to attend the 5th Anniversary Celebration of the Fairbanks Center to be held on Thursday, May 3rd from 11:00 a.m.-1:00 p.m. Dr. Troyer distributed the newsletter, *Environmental Focus* – “a newsletter highlighting the environmental needs and accomplishments of the CFC community and planting the seed for a secure future.” CFC Emergency Services Education Center’s Chili Family Fest, is set for April 14 from 10 a.m. – 3:30 p.m., and is an annual fund-raising event that includes something for everyone in the family. Among the attractions are children’s activities, fire trucks, concessions, raffle and Life Flight

helicopter. All proceeds benefit the CFC Emergency Services Scholarship Fund. Dr. Troyer introduced Mr. Ted Lewis, dean of science and public service. Dr. Lewis reported that the Gulf Coast Regional Science Olympiad was held on March 31st with nearly 600 high school students participating. Dr. Lewis introduced several students from the CFC Student Wildlife Society. The group will enter a video in the 'Chill Out': Campus Solutions to Global Warming Contest on You Tube. The video explains that CFC was founded on incorporating the principles of environmental stewardship in landscaping and curricular initiatives. In doing so, the college creates a physical and academic environment that is a model for environmentally sustainable development. Students have restored native plants and grasses enabling the college to implement an 80% "no-mow" policy. This restoration effort assists in absorption of greenhouse gases. Additionally, students monitor the wildlife on campus and conduct other environmental initiatives.

3. Vice Chancellors: Mr. Ray Laughter, vice chancellor for external affairs, distributed brochures for the Foundation Gala to be held on April 28th at the Woodlands Waterway Marriott Hotel. The gala will honor Dr. Pickelman upon his retirement, and all proceeds will go toward a chancellor's legacy fund. Dr. Pickelman will decide which leadership program the proceeds will go toward supporting. It is expected that 800 or more guests will be in attendance and that approximately \$300,000 will be raised.

4. Faculty Senate Presidents: Mr. Dusty Capistran, professor of philosophy and faculty senate president at Cy-Fair College, updated the Board on the progress being made on the policy manual changes. He thanked the Board for their support and inclusiveness.

5. Other

a. Summary Report Of Awards Of Funding Proposals: Mr. Ray Laughter, vice chancellor for external affairs, presented the report and noted that seven funding proposals were awarded during the second quarter (December 2006, January 2007, and February 2007) totaling \$705,857. There are five pending proposals totaling \$858,060. A copy is attached as Exhibit "B."

b. Public Safety Report: Dr. Steve Head, executive vice chancellor and interim president at North Harris College, presented the public safety report, and noted that the officers of the NHMCCD Police Department are complying with the District policies prohibiting racial profiling. No patterns of arrest, citation or search targeting any ethnic group were revealed by the analysis of the data collected during 2006. A copy is attached as Exhibit "C."

XI. CONSIDERATION OF CONSENT AGENDA: Mr. Bates proceeded with the Consent Agenda. Action Items 17, 27, and 28 were recommended to be considered separately. Action Item 9, 10 and 26 were removed from the agenda. Dr. Campbell made a motion to approve Action Items 1, 2, 3, 4, 5, 6, 7, 8, 11, 12, 13, 14, 15, 16, 18, 19, 20, 21, 22, 23, 24, and 25. Ms. Kelly seconded the motion, and the Board unanimously passed the Consent Agenda. A copy is attached as Exhibit "D."

XII. CURRICULUM REPORT AND CONSIDERATION:

Consideration of Approval of an Advanced Technical Certificate (48 credits) Qualifying Individuals for the Certified Public Accountant (CPA) Exam for Implementation at Montgomery College Fall 2007 (ACTION ITEM 1): the Board approved an advanced technical certificate to prepare bachelor degreed individuals to sit for the CPA exam. This item was passed in the Consent Agenda. A copy is attached as Exhibit "E."

XIII. FINANCIAL REPORTS AND CONSIDERATIONS

1. Monthly Financial Statements: Ms. Cindy Gilliam, vice chancellor of business affairs and chief financial officer, presented the monthly financial statements. A copy is attached as Exhibit "F."
2. Quarterly Investment Report: Ms. Cindy Gilliam, vice chancellor of business affairs and chief financial officer, presented the monthly financial statements. A copy is attached as Exhibit "G."
3. Pre-approved Purchases of Technology Items for Period of December 2006 through February 2007 Report: Ms. Cindy Gilliam, vice chancellor of business affairs and chief financial officer, presented the report showing pre-approved purchases of technology items for the period of December 2006 through February 2007. A copy is attached as Exhibit "H."
4. Consideration of Approval to Purchase Training Materials and Services for Airport Planning and Management Programs at North Harris College (ACTION ITEM 2): the Board approved the purchase of training materials and services for the airport planning and management program managed by North Harris College for an estimated amount of \$300,000 over the contract term from the following providers: New Age Security Solutions, and Hendricks Training, Nettey & Associates. This item was passed in the Consent Agenda. A copy is attached as Exhibit "I."
4. Consideration of Approval of Texas Building and Procurement Commission's (TBPC) Texas Multiple Award Schedule (TXMAS) Cooperative Lease of Postage Meter for Mail Room at Cy-Fair College (ACTION ITEM 3): the Board approved a thirty six month lease of a postage meter for the mail room at Cy-Fair College with Pitney Bowes, in the amount of \$3,180 annually for a total of \$9,540 over the contract term. This item was passed in the Consent Agenda. A copy is attached as Exhibit "J."
5. Consideration of Approval to Purchase Pulmonary Function and Cardiopulmonary Exercise Equipment at Kingwood College (ACTION ITEM 4): the Board approved the purchase of pulmonary function and cardiopulmonary exercise equipment from Viasys Healthcare, in the amount of \$49,310. This item was passed in the Consent Agenda. A copy is attached as Exhibit "K."

6. Consideration of Ratification of Change Order No. 2 for Variable Frequency Drive (VFD) Project for One Thousand Ton Chiller at North Harris College (ACTION ITEM 5): the Board ratified change order No. 2 for the VFD project for the one thousand ton chiller at North Harris College from Carrier Corporation, in the amount of \$9,383 for a total project cost of \$223,641. This item was passed in the Consent Agenda. A copy is attached as Exhibit “L.”
7. Consideration of Approval to Extend Term of Food Service Agreement with Fazoli’s Italian Restaurant for Cafeteria and Catering Food Service at Montgomery College (ACTION ITEM 6): the Board approved the extension of the term of the food service agreement between the District and Presto Foods, LLC, DBA: Fazoli’s Italian Restaurant, for an additional two (2) years. This item was passed in the Consent Agenda. A copy is attached as Exhibit “M.”
8. Consideration of Approval to Purchase Application Service Provider (ASP) Services for WebCT Software for the District (ACTION ITEM 7): the Board approved the implementation of ASP services for the WebCT Software for the District from WebCT, Inc., a Blackboard Company, for an estimated amount of \$607,000 plus annual maintenance fees in the amount of \$205,700. This item was passed in the Consent Agenda. A copy is attached as Exhibit “N.”
9. Consideration of Approval of Texas Building and Procurement Commission’s (TBPC) Texas Multiple Award Schedule (TXMAS) Cooperative Lease of Copiers for Print Shop at North Harris College (ACTION ITEM 8): the Board approved the revised copier lease agreements for Math/Science Department at North Harris College with Oce Financial, for an additional amount of \$15 per month for a total cost of \$36,900 over the 60 month term. This item was passed in the Consent Agenda. A copy is attached as Exhibit “O.”
10. Consideration of Approval to Purchase Roofing Infrared Analysis Services for the District (ACTION ITEM 9): this item was removed from the agenda.
11. Consideration of Authorization for the Chancellor to Negotiate and Execute a Contract for the Purchase of Land at the Northwest Corner of West Lake Houston Parkway and Will Clayton Parkway for a Kingwood College Satellite Campus (ACTION ITEM 10): this item was removed from the agenda.
12. Consideration of Approval of Revised Copier Lease Agreements for Math/Science Department at North Harris College (ACTION ITEM 11): the Board approved the revised copier lease agreements for Math/Science Department at North Harris College with Oce Financial, for an additional amount of \$15 per month for a total cost of \$36,900 over the 60 month term. This item was passed in the Consent Agenda. A copy is attached as Exhibit “P.”

13. Consideration of Approval to Extend Timeline for Spending First Allotment of Construction Services Purchases for the District (ACTION ITEM 12): the Board approved the District's use of the remaining allotment of construction services purchases from Texas Cooperative Purchasing Network (TCPN) AJOC contractor, Kellogg Brown and Root Inc., through August 31, 2007. This item was passed in the Consent Agenda. A copy is attached as Exhibit "Q."
14. Consideration of Ratification of Purchase of Touring Services for College Connections Department at North Harris College (ACTION ITEM 13): the Board ratified the purchase of a tour package for a campus visit and cultural activity for the Educational Talent Search (ETS) and Student Support Services (SSS) Programs in the College Connections Department at North Harris College from Small Journeys, in the amount of \$28,340. This item was passed in the Consent Agenda. A copy is attached as Exhibit "R."
15. Consideration of Approval to Renew the Annual Maintenance and Amend the Services Agreement for the On-Line Applicant Tracking System for the District (ACTION ITEM 14): the Board approved the renewal of annual maintenance and the amendment of the original service agreement with PeopleAdmin, Inc., for a total annual expenditure of \$38,000. This item was passed in the Consent Agenda. A copy is attached as Exhibit "S."
16. Consideration of Acceptance of Gifts (ACTION ITEM 15): the Board formally accepted and acknowledged the 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 "T."
17. Consideration of Approval of Third Allotment of Technology Hardware and Software Purchases for the District (ACTION ITEM 16): the Board approved the third allotment of technology hardware and software purchases for the District in the amount of \$1,000,000 for a total purchase of \$3,150,000 for this fiscal year. This item was passed in the Consent Agenda. A copy is attached as Exhibit "U."
18. Consideration of the Selection of an Independent Audit Firm for the District (ACTION ITEM 17): Ms. O'Neill, chair of the Board Audit Committee, announced that the committee recommends naming the audit firm of McConnell & Jones LLP to perform the annual audit of the District beginning with the 2006-07 fiscal year. Upon a motion by Dr. Campbell and a second to the motion by Mr. Fox, the Board unanimously approved the selection. A copy is attached as Exhibit "V."
19. Consideration of Appointment of a Representative to the Board of Directors for Tax Incremental Reinvestment Zone (TIRZ) No. 11 and the Greater Greenspoint Redevelopment Authority (ACTION ITEM 18): the Board appointed Ms. Renee Smith Byas as the North Harris Montgomery Community College District (NHMCCD) representative on the Board of Directors of the Tax Increment

Reinvestment Zone, No. 11 and Greater Greenspoint Redevelopment Authority. This item was passed in the Consent Agenda. A copy is attached as Exhibit “W.”

20. Consideration of Ratification of a Grant of Utility Easements to CenterPoint Energy (ACTION ITEM 19): the Board ratified a grant of utility easements to CenterPoint Energy. This item was passed in the Consent Agenda. A copy is attached as Exhibit “X.”
21. Consideration of Approval of a Letter Agreement with DR Horton (ACTION ITEM 20): the Board approved the letter agreement between the District and DR Horton. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Y.”
22. Consideration of Approval of a Agreement with First Independent Rotor Services of Texas Regarding the Licensing of the Mollere Stacking Software Program (ACTION ITEM 21): the Board approved the proposed agreement with First Independent Rotor Services of Texas regarding the licensing of the Mollere Stacking Software Program. This item was passed in the Consent Agenda. A copy is attached as Exhibit “Z.”

XIV. BUILDING AND GROUNDS REPORT:

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

XV. PERSONNEL REPORTS AND CONSIDERATIONS

1. Consideration of Ratification of Appointments (ACTION ITEM 22): the Board ratified the appointments as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “bb.”
2. Consideration of Acceptance of Resignations (ACTION ITEM 23): the Board accepted the resignations as presented. This item was passed in the Consent Agenda. A copy is attached as Exhibit “cc.”
3. Consideration of the Reappointment of Full-time Faculty (ACTION ITEM 24): the Board approved the reappointment of full-time faculty as listed. This item was passed in the Consent Agenda. A copy is attached as Exhibit “dd.”
4. Consideration of Approval of Commissioning of Peace Officer (ACTION ITEM 25): the Board of Trustees approved the commissioning of the following peace officers for the North Harris Montgomery Community College District: Kingwood College - Ernest Rodriguez and North Harris College - Michael Lann Williamson. This item was passed in the Consent Agenda. A copy is attached as Exhibit “ee.”

5. Consideration of Approval of Recommended Finalist Candidates for the Chancellor's Position (ACTION ITEM 26): chairman Bates announced that Board action would be taken at a special meeting the following week.

XVI. SUPPLEMENTAL CONSIDERATIONS

1. Consideration of Ratification of the Filing of a Lawsuit, North Harris Montgomery Community College District vs. Attorney General of Texas (ACTION ITEM 27): the Board considered Action Items 27 and 28 together. Ms. Kelly made a motion to declare that emergency action is required and moved to ratify the filing of lawsuit: North Harris Montgomery Community College District vs. Attorney General of Texas and approve the recommended lawsuit against the Attorney General of Texas. Mr. Vogt made a second to the motion, and the motion passed unanimously. A copy is attached as Exhibit "ff."
2. Consideration of Approval of the Filing of a Lawsuit Against the Attorney General of Texas (ACTION ITEM 28): the Board considered Action Items 27 and 28 together. Ms. Kelly made a motion to declare that emergency action is required and moved to ratify the filing of lawsuit: North Harris Montgomery Community College District vs. Attorney General of Texas and approve the recommended lawsuit against the Attorney General of Texas. Mr. Vogt made a second to the motion, and the motion passed unanimously. A copy is attached as Exhibit "gg."

XVII. SUGGESTED FUTURE AGENDA ITEMS: None

XVIII ADJOURNMENT : There being no further business, the meeting was adjourned at 7:20 p.m.

ATTEST:

Board of Trustees, Chair

Board of Trustees, Secretary

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES
NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
DISTRICT SERVICES AND TRAINING CENTER, BOARD ROOM
5000 RESEARCH FOREST DRIVE
THE WOODLANDS, TX 77389
April 12, 2007
3:00 p.m.**

PRESENT: Mr. Randy Bates, Chair
Ms. Stephanie Marquardt, Vice Chair
Mr. John Fox, Secretary
Priscilla Kelly, Assistant Secretary
Dr. Richard Campbell
Mr. Chris Daniel
Dr. David Holsey

ABSENT: Ms. Maria O'Neill
Mr. David Vogt

I. CALL TO ORDER: After a roll call confirming that a quorum was present, Mr. Bates called the teleconference meeting to order at 3:04 p.m.

II. CERTIFICATION OF THE POSTING OF THE NOTICE OF THE MEETING: Ms. Judy Stubblefield, executive assistant to the chancellor and search liaison to the Board of Trustees, 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 3:04 p.m. Mr. Bates 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 551.074 – Personnel Matters

Consideration of Finalist Candidates for the Chancellor's Position

IV. RECONVENE IN OPEN MEETING: Mr. Bates reconvened the open meeting at 3:09 p.m.

V. CONSIDERATION OF APPROVAL OF RECOMMENDED FINALIST CANDIDATES FOR THE CHANCELLOR'S POSITION: (ACTION ITEM 1): Chairman Bates thanked David Vogt and members of the search committee for their efforts. The recommended finalist candidates for the chancellor's position are: Dr. Richard Carpenter, president of the Community College of Southern Nevada; Dr. Steve Head, executive vice chancellor at NHMCCD and interim president at North Harris College; Dr. Henry Shannon, chancellor of St. Louis Community College System; and Dr. Diane Troyer, founding president of Cy-Fair College. Chairman Bates asked for a motion to approve the candidate finalist list. Ms. Marquardt made the motion to approve

the list. The motion was seconded by Ms. Kelly, and the following roll call vote was taken:

<u>TRUSTEE</u>	<u>VOTE</u>
Randy Bates	yes
Stephanie Marquard	yes
John Fox	yes
Priscilla Kelly	yes
Richard Campbell	yes
Chris Daniel	yes
David Holsey	yes

VI. ADJOURNMENT: There being no further business, the meeting was adjourned at 3:10 p.m.

ATTEST:

Board Chair

Board Secretary

Consideration of Consent Agenda

Board Meeting 5-3-07

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>Agenda</u>	<u>Chancellor</u> <u>Recommended</u> <u>Separate Action</u>	<u>Board</u> <u>Separate</u> <u>Action</u>
# 1 – Approve Board of Trustee Travel	_____	_____	_____
# 2 – Approve Sale Revenue Bonds	_____	<u>X</u>	_____
# 3 – Approve Purchase/e-Refunds Module	_____	_____	_____
# 4 – Ratify Purchase/Search Firm Svcs/Dean Tech/CFC	_____	_____	_____
# 5 – Approve Agreement/Purchase Interpreter Services	_____	_____	_____
# 6 – Ratify Purchase/Outdoor Advertising/NHC	_____	_____	_____
# 7 – Approve to Renovate Entry Canopies/TC	_____	_____	_____
# 8 – Ratify to Revise Contract/Water System/CFC	_____	_____	_____
# 9 – Approve Contract/Temporary Modular Bldg/CFC	_____	_____	_____
#10 – Approve Paint Interior/Exterior/FC/CFC/DSTC	_____	_____	_____
#11 – Approve to Perform Surveys/Non-metal Bldg Roofs	_____	_____	_____
#12 – Approve Renovation Multiple Rooms/KC	_____	_____	_____
#13 – Accept Gifts	_____	_____	_____
#14 – Authorize Chancellor/Neg/Exe/Water/Sanitary Svcs NHC	_____	_____	_____
#15 – Approve Purchase/Outdoor Trash Cans/NHC	_____	_____	_____
#16 – Approve Datatel Migration Services	_____	_____	_____

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>
#17 – Ratify Appointments	_____	_____	_____
#18 – Accept Resignations	_____	_____	_____
#19 – Approve Commissioning of Peace Officers	_____	_____	_____
#20 – Reappoint Contractual Employees (Non Faculty)	_____	_____	_____
#21 – Accept Retirement Letter from Chancellor	_____	_____X_____	_____

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

APPROPRIATIONS AND REVENUE SOURCES:
INVESTMENTS

CAK
(LOCAL)

*ANNUAL
REVIEW*

The Investment Officers shall annually submit a list of financial institutions for Board approval. These institutions shall be authorized to provide depository services to the District. No District deposit shall be made except in an authorized public depository as defined by state law.

The Investment Officers shall annually submit a list of financial and brokers/dealer institutions for Board approval. These institutions shall be selected for service, market involvement, and credit worthiness and be authorized to provide brokerage services. These may include primary dealers and regional dealers that qualify under the Securities and Exchange Commission uniform net capital rule (Rule 15C3-1).

The Board shall annually review and evaluate the firms authorized to enter into investment or depository transactions with the District. The following minimum criteria may be included in the review and evaluation:

1. Number of transactions competitively won/tried/lost.
2. Prompt and accurate confirmation of transactions.
3. Efficiency of securities deliveries.
4. Accuracy of market information.
5. Account servicing.

Subsequent to the review and evaluation, the Board will approve a list of firms authorized to enter into investment or depository transactions with the District for the following year.

*AUTHORIZED
INVESTMENTS*

The following are authorized for investment with District funds:

1. Obligations of the United States of America, its agencies and instrumentalities, excluding mortgage backed securities (MBS) and with a stated maturity date not to exceed three (3) years;
2. Certificates of Deposit issued by a bank domiciled in Texas, or a savings bank domiciled in Texas and that is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations in a manner consistent with state law and the Investment Policy, with a stated maximum maturity not to exceed one year.
3. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of the United States government or its respective agencies and instrumentalities, excluding mortgage backed securities;
4. Fully collateralized repurchase agreements with a defined termination date secured by obligations of the United States government, its agencies and instrumentalities including mortgage backed securities. Underlying securities shall be held in

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

APPROPRIATIONS AND REVENUE SOURCES: INVESTMENTS

CAK
(LOCAL)

the District's name, deposited at the time the investment is made with the District, and held by an independent custodian approved by the District. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. The Bond Industry Association Master Repurchase Agreement must be executed prior to the transaction. All repurchase agreements will be executed on a delivery vs. payment basis. Underlying securities shall have a continuous market value greater than or equal to 102 percent. The transaction shall have a maximum maturity of 120 days except flex repurchase agreements used for bond proceeds. The maximum maturity for a flex shall be matched to project cash flow projections and the requirements of the governing bond ordinance.

5. SEC registered Money Market Mutual Funds continuously rated AAA by at least one nationally recognized rating service and in compliance with the requirements of Section 2256.014 of the Act.
6. Constant dollar local government investment pools in Texas which, 1) meet the requirements of the Act, 2) are rated no lower than AAA or an equivalent rating by at least one nationally recognized rating service, 3) seek to maintain a \$1.00 net asset value, and 4) are authorized by resolution of the Board.
7. **Non-extendible** commercial paper with a maximum maturity of 120 days, rated A1/P1 or equivalent by at least two nationally recognized credit rating agencies.

Other types of investments which may be authorized by statute are not authorized for investment by the District until the Investment Policy is amended and adopted by the Board.

The following are not authorized for investment with District funds:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no interest;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity of greater than 10 years; and,
4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.
5. **Extendible commercial paper such as Extended Credit Notes (ECN) or Secured Liquidity Notes (SLN) where an issuer may choose to extend the security's final maturity date.**

Request: Consideration of Approval for Board of Trustees Travel

Chancellor's

Recommendation: That the Board of Trustees authorize Randy Bates to attend the Texas Higher Education Coordinating Board Effective Governance Leadership Meeting in Austin, Texas on June 3-4, 2007.

Rationale: The annual conference programs and activities provide an opportunity for trustee development.

Fiscal Impact: Funds have been approved for professional development in the 2006-2007 Budget. Lodging and meal expenses will be reimbursed by the Texas Higher Education Coordinating Board.

Resource: John Pickelman

832-813-6515

Financial Report and Consideration No. 1

Board Meeting 5-3-07

Report: Monthly Financial Statements

The financial statements for the month ended March 31, 2007 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 SEVEN MONTHS ENDED MARCH 31, 2007

	<u>BUDGET</u>	<u>58% OF FISCAL YEAR ACTUAL</u>	<u>% ACTUAL TO BUDGET</u>	<u>PRIOR YEAR ACTUAL 3/312006</u>	<u>% OF 08/31/06 ACTUAL</u>
REVENUES:					
STATE APPROPRIATIONS	\$ 49,100,000	\$ 25,784,513	52.51%	\$ 25,802,138	52.54%
TUITION AND FEES	39,930,000	36,794,297	92.15%	33,615,405	88.79%
TAXES	75,900,000	70,732,162	93.19%	67,570,883	95.45%
INVESTMENTS	1,290,280	1,202,855	93.22%	662,123	46.79%
OTHER	<u>2,039,720</u>	<u>1,282,046</u>	<u>62.85%</u>	<u>954,278</u>	<u>39.39%</u>
TOTAL EDUCATIONAL AND GENERAL REVENUES	168,260,000	135,795,873	80.71%	128,604,827	79.58%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	<u>550,000</u>	<u>351,680</u>	<u>63.94%</u>	<u>291,884</u>	<u>53.01%</u>
TOTAL REVENUES	<u>168,810,000</u>	<u>136,147,553</u>	<u>80.65%</u>	<u>128,896,711</u>	<u>79.49%</u>
EXPENDITURES:					
GENERAL ADMINISTRATION & STUDENT SERVICES	24,081,879	12,710,059	52.78%	12,014,693	55.73%
GENERAL INSTITUTIONAL	16,422,157	7,301,794	44.46%	5,600,314	48.63%
STAFF BENEFITS	9,367,748	5,605,574	59.84%	5,444,002	65.56%
RESIDENT INSTRUCTION GENERAL ACADEMIC PROGRAMS	64,161,083	39,074,916	60.90%	36,688,087	61.45%
RESIDENT INSTRUCTION VOCATIONAL-TECHNICAL PROGRAMS	24,320,408	14,416,574	59.28%	13,340,642	59.38%
LIBRARY	7,430,915	4,001,093	53.84%	3,974,122	57.70%
EXTENSION AND PUBLIC SERVICE	761,947	456,552	59.92%	482,338	60.54%
PHYSICAL PLANT OPERATION AND MAINTENANCE	<u>21,665,863</u>	<u>12,989,092</u>	<u>59.95%</u>	<u>9,773,068</u>	<u>50.47%</u>
TOTAL EDUCATIONAL AND GENERAL EXPENDITURES	168,212,000	96,555,654	57.40%	87,317,266	57.98%
REPAIR, REPLACEMENT AND OTHER INTERNALLY DESIGNATED	<u>1,250,000</u>	<u>433,062</u>	<u>34.64%</u>	<u>1,053,678</u>	<u>67.13%</u>
TOTAL EXPENDITURES	169,462,000	96,988,716	57.23%	88,370,944	58.08%
OTHER CHANGES - DEBT SERVICE & FUND TRANSFERS	<u>2,528,000</u>	<u>1,944,980</u>	<u>76.94%</u>	<u>2,075,305</u>	<u>77.57%</u>
NET INCREASE (DECREASE) IN FUND BALANCES	<u>\$ (3,180,000)</u>	<u>\$ 37,213,857</u>		<u>\$ 38,450,462</u>	

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

STATEMENT OF OPERATIONS - TECHNOLOGY FUND
 REVENUES, EXPENDITURES AND OTHER CHANGES - BUDGET & ACTUAL
 FOR THE SEVEN MONTHS ENDED MARCH 31, 2007

	BUDGET	58 % OF FISCAL YEAR ACTUAL	% ACTUAL TO BUDGET	PRIOR YEAR ACTUAL 3/31/2006	% OF 08/31/06 ACTUAL
REVENUES:					
Technology fee	\$ 4,860,000	\$ 4,417,259	90.89%	\$ 4,253,486	89.13%
Investments	90,000	55,712	61.90%	52,037	58.45%
Miscellaneous	20,000	9,863	0	29,969	61.47%
Total revenues & additions	4,970,000	4,482,834	90.20%	4,335,492	88.30%
EXPENDITURES:					
<u>Automated Library System</u>					
Salaries and Benefits	1,648	1,657	100.55%	-	-
Services	244,012	186,915	76.60%	203,523	87.45%
Travel and Professional Development	5,300	-	-	3,321	63.76%
Supplies	15,000	2,656	17.71%	6,997	40.80%
Communications	24,050	14,000	58.21%	14,001	58.34%
Total Dynix Library System	290,010	205,228	70.77%	227,842	81.47%
<u>Datatel Services</u>					
Salaries and Benefits	-	-	-	6,220	100.00%
Services	789,554	712,680	90.26%	630,209	65.15%
Travel and Professional Development	17,500	8,038	45.93%	5,354	76.62%
Supplies	4,500	538	11.96%	3,981	64.04%
Communications	16,000	5,989	37.43%	10,154	73.12%
Equipment	96,355	212,000	2	1,103	10.46%
Total Datatel Services	923,909	939,245	101.66%	657,021	64.97%
<u>E-Mail Services & Telecommunications</u>					
Administrative Salaries and related benefits	-	-	-	-	-
Services	818,850	596,989	72.91%	621,462	71.14%
Travel and Professional Development	54,600	15,873	29.07%	6,098	22.60%
Supplies	111,491	36,659	32.88%	10,478	37.37%
Communications	168,833	74,306	44.01%	74,068	53.24%
Equipment	392,713	302,591	77.05%	243,009	29.59%
Total E-Mail Services & Telecommunications	1,546,487	1,026,418	66.37%	955,115	50.56%
<u>Campus Support</u>					
Salaries and Benefits	-	-	-	-	-
Services	99,673	84,166	84.44%	53,771	75.03%
Supplies	560,896	369,035	65.79%	87,313	12.98%
Travel	-	-	-	10,676	68.18%
Equipment	1,549,025	743,669	48.01%	887,426	69.27%
Total Campus Support	2,209,594	1,196,870	54.17%	1,039,186	50.91%
Total expenditures	4,970,000	3,367,761	67.76%	2,879,164	55.15%
NET INCREASE (DECREASE) IN FUND BALANCE	\$ -	\$ 1,115,073		\$ 1,456,328	

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
BALANCE SHEET
MARCH 31, 2007**

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	\$ (9,786,126)	\$ 2,213,753	\$ 783,474	\$ 485,631	\$ 1,867,510	\$ -	\$ 20,892	\$ -	\$ 1,653,135	\$ (2,761,731)
Accounts receivable (net of allowance for doubtful accounts)	4,572,442	47,030	-	-	-	-	-	-	358,339	4,977,811
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)	5,691,556	-	-	-	-	-	2,497,347	-	-	8,188,903
Due from grantor agency	-	-	2,569,670	-	-	-	-	-	-	2,569,670
Due from other funds	16,761,934	186,091	7,070,799	-	872	-	-	-	156,870	24,176,566
Investments	81,870,061	-	-	-	-	-	12,228,417	-	-	94,098,478
Accrued interest receivable	327,235	-	-	-	-	-	-	-	-	327,235
Prepaid and deferred expenses	208,274	-	-	-	-	-	-	-	1,471	209,745
Deposits	87,883	-	-	-	-	-	-	-	-	87,883
Inventories, at cost	-	52,176	-	-	-	-	-	-	-	52,176
Land	-	-	-	-	-	42,882,319	-	-	-	42,882,319
Buildings	-	-	-	-	-	316,262,414	-	-	-	316,262,414
Leasehold Improvements	-	-	-	-	-	5,589,001	-	-	-	5,589,001
Library books	-	-	-	-	-	11,977,911	-	-	-	11,977,911
Furniture, Fixtures & Equipment	-	-	-	-	-	20,685,597	-	-	-	20,685,597
Capitalized Interest Costs	-	-	-	-	-	4,692,693	-	-	-	4,692,693
Construction In Progress	-	-	-	-	-	1,167,761	-	-	-	1,167,761
TOTAL ASSETS	\$ 99,733,259	\$ 2,499,050	\$ 10,423,943	\$ 485,631	\$ 1,868,382	\$ 403,257,696	\$ 14,746,656	\$ -	\$ 2,169,815	\$ 535,184,432
LIABILITIES AND FUND BALANCES										
LIABILITIES:										
Accounts payable	\$ 1,085,219	\$ 30,549	\$ 264,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,379,927
Accrued salaries	3,213,431	-	-	-	-	-	-	-	-	3,213,431
Due to other funds	14,469,578	852,489	7,896,130	-	72,551	-	1,103	-	884,715	24,176,566
Deferred revenues	5,696,260	-	1,615,084	-	-	-	2,497,347	-	-	9,808,691
Accrued compensable absences payable	4,142,901	-	-	-	-	-	-	-	-	4,142,901
Accrued Interest Payable	-	-	-	-	-	-	807,167	-	-	807,167
Bonds payable	-	-	-	-	-	-	-	213,835,084	-	213,835,084
Assets held in custody for others	-	-	648,570	-	-	-	-	-	1,285,100	1,933,670
TOTAL LIABILITIES	28,607,389	883,038	10,423,943	-	72,551	-	3,305,617	213,835,084	2,169,815	259,297,437
FUND BALANCES:										
Unrestricted	71,125,870	-	-	-	-	-	-	-	-	71,125,870
Auxiliary	-	1,616,012	-	-	-	-	-	-	-	1,616,012
Restricted	-	-	-	-	-	-	-	-	-	-
Loans	-	-	-	485,631	-	-	-	-	-	485,631
Restricted for construction	-	-	-	-	1,795,831	-	-	-	-	1,795,831
Investment in fixed assets	-	-	-	-	-	403,257,696	-	-	-	403,257,696
Debt service	-	-	-	-	-	-	11,441,039	-	-	11,441,039
To be provided for debt service	-	-	-	-	-	-	-	(213,835,084)	-	(213,835,084)
TOTAL FUND BALANCES	71,125,870	1,616,012	-	485,631	1,795,831	403,257,696	11,441,039	(213,835,084)	-	275,886,995
TOTAL LIABILITIES AND FUND BALANCES	\$ 99,733,259	\$ 2,499,050	\$ 10,423,943	\$ 485,631	\$ 1,868,382	\$ 403,257,696	\$ 14,746,656	\$ -	\$ 2,169,815	\$ 535,184,432

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
STATEMENT OF CHANGES IN FUND BALANCES
FOR THE SEVEN MONTHS ENDED MARCH 31, 2007**

	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	\$ 32,796,940	\$ 1,350,237	\$ -	\$ 34,147,177	\$ 485,631	\$ 1,818,135	\$ 403,394,935	\$ 1,933,316	\$ (230,131,049)	\$ 211,648,145
REVENUES AND OTHER ADDITIONS:										
Current Funds revenue	68,287,978	3,309,166	-	71,597,144	-	-	-	-	-	71,597,144
Taxes	70,732,162	-	-	70,732,162	-	-	-	29,918,032	-	100,650,194
Federal grants and contracts	-	-	12,501,209	12,501,209	-	-	-	-	-	12,501,209
State grants and contracts	-	-	2,027,518	2,027,518	-	-	-	-	-	2,027,518
Local gifts, grants and contracts	-	-	716,150	716,150	-	-	-	-	-	716,150
Interest income	1,610,247	-	-	1,610,247	-	-	-	243,211	-	1,853,458
Revenue Bond debt service transfer from Operating	-	-	-	-	-	-	-	1,944,980	-	1,944,980
Proceeds from Sale of Assets	-	-	-	-	-	266,300	-	-	-	266,300
Bond proceeds	-	-	-	-	-	-	-	-	-	-
Total revenues and other additions	140,630,387	3,309,166	15,244,877	159,184,430	-	266,300	-	32,106,223	-	191,556,953
EXPENDITURES AND OTHER DEDUCTIONS:										
Current Funds expenditures	102,301,457	3,043,391	15,244,877	120,589,725	-	-	-	-	-	120,589,725
Expended for plant facilities	-	-	-	-	-	288,604	-	-	-	288,604
Disposal of plant assets	-	-	-	-	-	-	-	-	-	-
Administrative and collection costs	-	-	-	-	-	-	-	378,587	-	378,587
Revenue Bond debt service transfer to Interest & Sinking	-	-	-	-	-	-	-	-	-	-
Bond Issuance cost	-	-	-	-	-	-	-	-	-	-
Bond principal payments	-	-	-	-	-	-	-	15,690,652	16,295,965	31,986,617
Cost of Assets Sold	-	-	-	-	-	-	137,239	-	-	137,239
Bond interest expense	-	-	-	-	-	-	-	6,511,102	-	6,511,102
Bond agency fees	-	-	-	-	-	-	-	18,159	-	18,159
Total expenditures and other deductions	102,301,457	3,043,391	15,244,877	120,589,725	-	288,604	137,239	22,598,500	16,295,965	159,910,033
(NON)MANDATORY TRANSFERS	-	-	-	-	-	-	-	-	-	-
CHANGES IN FUND BALANCE	38,328,930	265,775	-	38,594,705	-	(22,304)	(137,239)	9,507,723	16,295,965	64,238,850
FUND BALANCE, MARCH 31, 2007	\$ 71,125,870	\$ 1,616,012	\$ -	\$ 72,741,882	\$ 485,631	\$ 1,795,831	\$ 403,257,696	\$ 11,441,039	\$ (213,835,084)	\$ 275,886,995

**NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
SUMMARY OF INVESTMENTS
AS OF MARCH 31, 2007**

	<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	\$ 42,339,732	\$ 42,274,586		4.62%
Commercial Paper	9,956,500	9,936,587		5.32%
Logic	2,220	2,220		5.28%
Lone Star	625,104	625,104		5.16%
TexPool	27,519,718	27,519,718		5.29%
Overnight Sweep	1,426,787	1,426,787		4.91%
TOTAL	<u>81,870,061</u>	<u>81,785,002</u>	<u>97</u>	<u>4.94%</u>
OPERATING RESTRICTED				
Lone Star				
TOTAL	<u>-</u>	<u>-</u>		
CONSTRUCTION IN PROGRESS				
Lone Star				
TexPool				
TOTAL	<u>-</u>	<u>-</u>		
INTEREST & SINKING				
U. S. Government Agencies	10,502,161	10,496,910		5.24%
Logic	1,110	1,110		5.28%
Lone Star	279,404	279,404		5.16%
TexPool	1,445,742	1,445,742		5.29%
TOTAL	<u>12,228,417</u>	<u>12,223,166</u>	<u>112</u>	<u>5.25%</u>
TOTAL INVESTMENTS	<u>\$ 94,098,478</u>	<u>\$ 94,008,168</u>	<u>99</u>	<u>4.98%</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 5.14%

Weighted Average pool funds use the daily average yield

NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT

INVESTMENT ACTIVITY REPORT

FOR THE MONTH ENDED MARCH 31, 2007

	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	\$ 87,661,844	4.66%	\$ -		\$ -		\$ 10,915,761	5.26%	\$ 98,577,605	4.73%
PURCHASES:										
U.S. Government Agencies	19,890,000	5.25%	-		-		10,700,000	5.24%	30,590,000	5.25%
Logic	10	5.28%	-		-		5	5.28%	15	5.28%
Overnight Sweep	64,164,172	4.91%	-		-		-		64,164,172	4.91%
TOTAL PURCHASES	<u>84,054,182</u>	4.99%	<u>-</u>		<u>-</u>		<u>10,700,005</u>	5.24%	<u>94,754,187</u>	5.02%
MATURITIES										
U.S. Government Agencies	6,000,000	2.98%	-		-		-		6,000,000	2.98%
Lone Star	11,532,951	5.16%	-		-		1,061,298	5.16%	12,594,249	5.16%
Texpool	6,185,688	5.29%	-		-		8,128,212	5.29%	14,313,900	5.29%
Overnight Sweep	65,891,559	4.88%	-		-		-		65,891,559	4.88%
TOTAL MATURITIES	<u>89,610,198</u>	4.67%	<u>-</u>		<u>-</u>		<u>9,189,510</u>	5.27%	<u>98,799,708</u>	4.82%
Premium / (Discount)	(235,767)		-		-		(197,839)		(433,606)	
Unrealized Gains (Losses)	-		-		-		-		-	
ENDING BOOK VALUE	<u>81,870,061</u>	4.94%	<u>-</u>		<u>-</u>		<u>12,228,417</u>	5.24%	<u>94,098,478</u>	4.73%
Beg. Unrealized Gains (Losses)	(309,250)		-		-		-		(309,250)	
Unrealized Gains (Losses) Chg.	224,191		-		-		(5,251)		218,940	
ENDING MARKET VALUE	<u>\$ 81,785,002</u>		<u>\$ -</u>		<u>\$ -</u>		<u>\$ 12,223,166</u>		<u>\$ 94,008,168</u>	

*Includes Renewal & Replacement Fund

PROJECTS IDENTIFIED FOR IMMEDIATE CONSIDERATION

Cy-Fair College:

Purchase of Land Adjacent to Main Campus: A developer has begun plans for a community with amenities similar to The Woodlands community. The developer has proposed to sell land located north of the college to the District, so that the new community will have direct access to the college. To accommodate the enrollment growth, the college would use this land for additional educational facilities. Because of the development schedule, the District will need to make the decision in the near future as to whether to purchase this land. \$ 2,400,000

Purchase Land for an Additional Satellite Center: Based on the analysis of the residence addresses of enrolled students, an additional center needs to be considered for Cy-Fair College. Seven to ten acres would be required to accommodate a center that follows the design of the existing Fairbanks Center. \$ 2,600,000

Kingwood College:

Roofing Replacements: The roofing systems on the original buildings are 20 years old and subject to frequent failure resulting in interior finish damage as well as accelerated deterioration of the roofing system. \$ 800,000

Purchase Land for Center: To accommodate growth in the Atascocita area, a satellite center similar to Willow Chase and Fairbanks Centers is needed. Originally, six different sites were researched; in the few ensuing months, four of these properties were sold. The land located at W. Lake Houston Parkway and Will Clayton Blvd. is available and meets the requirements for a suitable location for a new satellite center. The opportunity to purchase this property will be short-lived, necessitating immediate action by the District. \$ 3,000,000

Replace Fire Alarm and Interior Security Systems: The existing systems are obsolete; parts are no longer available. In addition, the systems would not be able to expand to include additional square footage. The project would replace these systems with a single integrated system, including a central monitoring station. \$ 500,000

Purchase Emergency Generator: The student building does not have emergency generator power for the operation of the elevator, kitchen equipment, and building lighting. \$ 120,000

Montgomery College:

Electrical Issues: Voltage surges have been an issue on the campus, resulting in premature motor failure. The project includes panel and branch circuit identification and labeling. \$ 230,000

Replace Variable Frequency Drives: The original variable frequency drives (VFDs) are still in the Variable Air Volume (VAV) boxes and have exceeded their expected useful life. This is evidenced by several VFD failures over the past year. \$ 170,000

Purchase Land for an Additional Satellite Center: The dramatic growth rate of this college over the last several years indicates that there will be a need to purchase property in an area of high attendance and growth so that an additional satellite center can be constructed. Approximately 10 acres would be necessary to construct a facility similar to the Willow Chase and Fairbanks Centers. \$ 1,350,000

Renovate Patio Area: The accommodate student growth, the patio area adjacent to Building F can be converted into two classrooms. \$ 150,000

Walkway Concrete: First floor walkways are chipped, cracked, and stained. The concrete will continue to deteriorate and should be replaced or resurfaced before it becomes a safety hazard. \$ 130,000

Card Reader Access Controllers: Existing card readers have reached the end of the expected useful life and are prone to failure. This would result in access and potential security issues. \$ 110,000

Building D Carpet and Paint: Building D has a high traffic area where carpet is very worn and paint that has peeled or chipped. \$ 160,000

North Harris College:

Electrical Service: The current capacity is insufficient to adequately supply current demands of the campus. Power quality is lacking with voltage “sags” that result in equipment damage and failure. This project would fund the inspection and correction of issues with the power supply.	\$ 800,000
Replace Water and Sewer Pipe Infrastructure: The existing system is aging, unreliable and has frequent failures, sewage back-ups, and service outages. In addition to the replacement of the pipe, this project would also involve evaluating and implementing (if applicable) the move to a different Municipal Utility District for these services.	\$ 1,800,000
Upgrade Heating, Ventilation, and Air Conditioning (HVAC) Controls System: The existing building automation systems are outdated and have failed to adequately maintain climate control for the campus. The project would replace pneumatic systems with direct digital control, improving energy efficiency and eliminating the current climate control failures.	\$ 2,000,000
Replace Campus Key System: The existing system provides limited security; it is the system that was installed over 30 years ago. A new system would provide the necessary security and improve controls over facility access.	\$ 960,000
Repair Fire Alarm System: The existing system is obsolete and needs to be replaced with a single integrated system.	\$ 500,000
Repair Parking Lots: Parking facilities are aging and in need of repair. Delaying the repairs could impact available student parking as well as create possible safety issues.	\$ 400,000
Renovate Student Dining Area: This is the original food preparation area, equipment, and furnishings. This renovation has been planned for a number of years in order to offer students more and improved food choices, but has been postponed numerous times due to lack of funding.	\$ 1,600,000
Upgrade 500 Ton Chiller: The main campus has insufficient chiller capacity to adequately cool the campus in the event of the main chiller failure. In addition, any future building additions will exacerbate this problem. The proposed project will upgrade the 500 ton chiller to 1,000 tons.	\$ 250,000

Culverts: The installation of culvert pipes to replace open drainage ditches would improve aesthetics of the campus while removing the possibility of stagnant water in the ditch. \$ 115,000

Tomball College:

Replace Security System: The existing system is obsolete and at times has failed to operate. In addition, the buildings that have been added within the last few years are not covered by the existing system. \$ 70,000

Repair or Replace Windows in Main, East, and South Buildings: Windows frequently leak, resulting in the growth of mold and the deterioration of the interior of the buildings. \$ 75,000

Replace Skylights in Main Building: Eight skylights in this building are very thin due to age, and would not endure a hailstorm. \$ 70,000

Purchase Property Fronting Highway 249: Once the Texas Department of Transportation completes the expansion of State Highway 249, the college will be moving the main entrance. Three small parcels adjacent to State Highway 249 are adjacent to the new entrance. Currently, the property is occupied by a vehicle dealer, who will be relocating in conjunction with the highway expansion. The three parcels of land would then be available for purchase by the general public, with few deed restrictions. Consequently, development on the property could occur which could negatively impact the appearance of the college. \$ 300,000

Replace Roof: The main building of the campus has the original roof dating it 18 years, which is approaching the estimated 20 year useful life. Recently, water leaks have become more frequent, indicating the need for an impending replacement. \$ 700,000

Reseal Parking Lots: Expansion joints are failing in parking lots located at both the main campus and the Willow Chase Center. This can lead to erosion under concrete, increasing the possibility of cracks or troughs. This project would reseal the expansion joints. \$ 125,000

Replace Heating, Ventilation, and Air Conditioning Controls: The current system is obsolete and needs to be replaced with digital controls. This will increase the efficiency of the system and reduce energy usage. \$ 900,000

Replace Switch Gear: The 5,000 amp main electrical switch gear has no more available connections for additional square footage, is outdated, and has surpassed its expected useful life. \$ 123,000

District-Wide:

Technology Infrastructure: The District's network equipment is aging. Thus, there have been times of slow speeds, and crashes. This is particularly apparent during critical times such as peak registration periods. Students have been unable to register during peak registration periods and employees have been requested to remain logged off the system to help response time. This project will bring all campuses to a district-wide standard for connectivity, equipment, redundancy and position the District to complete its Voice over IP rollout. \$ 4,600,000

Contingency:

Funds for closing costs, professional fees and contingencies for potential increases in construction costs and land acquisitions \$ 2,832,000

TOTAL COST OF PROJECTS AND CONTINGENCIES **\$ 30,100,000**

Financial Report and Consideration No. 3 (ACTION ITEM 3) Board Meeting 5-3-07

Request: Consideration of Approval to Purchase the e-Refunds Module for the Commerce Management System (CMS) for the District

Chancellor's

Recommendation: That the Board of Trustees approve the purchase of the e-Refunds module for the CMS from TouchNet Information Systems, Inc., 15520 College Blvd, Lenexa, KS 66219 in the amount of \$53,600 annually plus a one-time installation and training fee of \$18,960.

Rationale: On March 2, 2006, the Board of Trustees ratified a five year license agreement for a CMS for the District from the lowest bidder, TouchNet Information Systems, Inc. The CMS provides a web portal for student payments, an electronic system for student installment tuition payment plans and collection of miscellaneous cash receipts. The system provides a greater number of payment options for students including web checks and credit and debit cards. The system greatly reduces college staff time to process payments and eliminates the labor and postage to mail payment reminder notices.

The TouchNet e-Refunds module offers secure, real-time electronic refund processing using the same student-maintained payment profiles created for accepting electronic payments of tuition and fees in the CMS. The e-Refunds module will provide next-day academic refunds and student loan proceeds electronically to the student's checking or savings accounts via the Automated Clearing House (ACH) network. It also sends email notifications to students to inform them of pending refunds and to prompt them to update checking or savings account information prior to refund disbursement dates.

The master license agreement will be amended to include the purchase of the e-Refunds module. The term of the license for the additional module will coincide with the master license agreement. The term of the original agreement is for a period of five (5) years beginning March 21, 2006 and ending March 20, 2011.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 operating budget for the District. Funds for subsequent years will be included in future proposed budgets.

Staff Resource: Ken Lynn 832-813-6545
Kerri Duhon 832-813-6564

Financial Report and Consideration No. 5 (ACTION ITEM 5) Board Meeting 5-3-07

Request: Consideration of Approval to Extend Agreement for Purchase of Interpreter Services for the District

Chancellor's

Recommendation: That the Board of Trustees approve the extension of the purchase agreement for the District's interpreter services with Hancock, Jahn, Esquivel, Lee & Puckett, LLC, dba Communication Axxess Ability Group, 1445 N. Loop W, Suite 310, Houston, TX 77008 for an estimated amount of \$630,000 for the period of June 1, 2007 through May 31, 2008.

Rationale: On June 2, 2005, the Board of Trustees approved the purchase of interpreter services for the District from Communication Axxess Ability Group. 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.

The multi-year agreement for the purchase of the interpreter services was approved for a period of one (1) year with the option to extend for two (2) additional one (1) year periods based upon mutual consent of the District and the supplier. Based upon satisfactory vendor performance, the District is requesting approval to extend the agreement for an additional year. The District has received consent from the supplier to provide services at the same price. This extension will exercise the final renewal option and will extend the agreement through May 31, 2008. Prior to the expiration of this agreement, the District will formally release a Request for Proposal for the district-wide purchase of interpreter services. Following a formal evaluation of the proposal responses, the Board of Trustees will be presented a recommendation for a multi-year agreement.

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 available in the approved FY 2006-07 operating budget for the District. Funds for FY 2007-08 will be included in future proposed budgets.

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
	Kerri Duhon	832-813-6564

**Entry Canopy Renovations
at Tomball College**

BID TABULATION

Contractor	Bid Amount (Includes Owner's Allowance and Payment and Performance Bond)
Accompany Services	\$120,750
Hull & Hull	\$396,671

Financial Report and Consideration No. 8 (ACTION ITEM 8) Board Meeting 5-3-07

Request: Consideration of Ratification to Revise Awarded Contract for Portion of Water System Improvements Project at Cy-Fair College

Chancellor's Recommendation: That the Board of Trustees ratify the revision of the awarded contract for the purchase of a portion of the water system improvements project at Cy-Fair College to M. Marlon Ivy & Associates, Inc., P.O. Box 9, Spring, TX 77383, in the amount of \$89,000 for a total project cost of \$162,705.

Rationale: On March 1, 2007, the Board approved the installation of water system improvements from the lowest bidder, Jimerson Underground, in the amount of \$162,227. The water system improvements consisted of two projects, the water line extension and water filtration. The improvements were competitively bid in components that allowed the District flexibility in making the award to one or more contractors, if beneficial to do so; however, both projects were awarded to Jimerson Underground based upon low bid.

After the award, District staff was notified that a required portion of the water line extension project was not included in Jimerson Underground's original bid. Subsequent negotiations with Jimerson Underground to include this required work at the bid price failed to produce a favorable result for the District. Therefore, it was in the best interest of the District to award this part of the project to the second lowest and responsive bidder, M. Marlon Ivy & Associates. See attached Revised Bid Tabulation.

As previously approved, the installation of the water filtration system portion of the project will be performed by Jimerson Underground in the amount of \$73,705.

Fiscal Impact: Funds for this purchase are available from the 2000 Referendum General Obligation Bonds, Series 2003.

Staff Resource:

Bob Williams	281-290-3936
Steve Garner	832-813-6680
Kerri Duhon	832-813-6564

Water System Improvements Project
at Cy-Fair College

REVISED BID TABULATION
Water Line Extension

<u>Contractor</u>	Bid Amount (Includes Owner's Allowance and Payment and Performance Bond)
M. Marlon Ivy & Associates	\$89,000
Kingsley Constructors, Inc.	\$89,073
Clearwater Utilities, Inc.	\$127,500
Jimerson Underground, Inc.	Incomplete Bid

Financial Report and Consideration No. 9 (ACTION ITEM 9) Board Meeting 5-3-07

Request: Consideration of Approval to Enter into The Cooperative Purchasing Network (TPCN) Cooperative Lease and Construction Contract for a Temporary Modular Building at Cy-Fair College

Chancellor's

Recommendation: That the Board of Trustees approve a two year lease of a temporary modular building for Cy-Fair College from Williams Scotsman Corporation, 7915 FM 1960 West, Suite 115, Houston, Texas 77070, in the amount of \$429,224.

Rationale: An additional modular building is required at Cy-Fair College to accommodate student enrollment growth. Current facilities are fully utilized and existing classrooms are unavailable to accommodate anticipated growth. Cy-Fair College continues to exceed enrollment projections; the Fall 2006 enrollments exceeded those projected for 2010. Enrollment for Fall 2007 is projected to increase approximately 7 to 10 percent.

The additional modular building will accommodate seven instructional classrooms bringing the total classrooms in temporary facilities to eleven. The existing temporary building contains four classrooms, one conference room, and an open office space for eighteen employees.

The term of the lease agreement will be for a period of two (2) years commencing September 2007 and ending August 2009. The District maintains the option to renew the lease for an additional year. At the end of the initial two year term, either party may terminate the lease agreement upon thirty (30) days written notice. The lease is inclusive of delivery, building installation and skirting, site preparation, electrical service, plumbing service, fire alarms, data and communications, entry wooden decks, ramps and canopies, dismantling and return of the modular building complex.

At the May 2001 Board of Trustees meeting, the Board approved an interlocal agreement and resolution with the The Cooperative Purchasing Network (TPCN), sponsored by the Region IV Education Service Center. Under Title, 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 goods and services under such an agreement satisfies the requirement of the local government to seek competitive bids.

A market analysis was conducted with two other modular building manufacturers (Mobile Modular and GE Modular) and it was found that the prices offered by William Scotsman are favorable for the District.

Fiscal Impact: Funds for this purchase will be included in future proposed budgets for Cy-Fair College.

Staff Resource:	Bob Williams	281-290-3936
	Steve Garner	832-813-6680
	Kerri Duhon	832-813-6564

Financial Report and Consideration No. 10 (ACTION ITEM 10) Board Meeting 5-3-07

Request: Consideration of Approval to Paint Interior and Exterior Spaces at Fairbanks Center, Cy-Fair College and District Services & Training Center (DSTC)

Chancellor's Recommendation: That the Board of Trustees approve the painting of interior and exterior spaces at Fairbanks Center, Cy-Fair College and DSTC from the lowest bidder, Berger Construction Company, 7834 Tavern St., Houston, TX 77040, in the amount of \$125,907.

Rationale: This project will include floating out wall imperfections and applying new paint to interior walls at Fairbanks Center, Cy-Fair College and DSTC as part of a routine upkeep program to maintain the appearance and environment for staff, faculty and students. In addition, exterior surfaces at DSTC will be power washed to remove dirt and mildew and will be painted. In the central plant at Cy-Fair College, the pipes and equipment will be cleaned, primed and painted as described in the preventive maintenance program.

Bid proposals were sent to nineteen (19) general contractors and five (5) construction contractor brokerage firms. Three (3) responses were received. See attached Bid Tabulation.

Fiscal Impact: Funds for this purchase are available from the approved FY 2006-07 operating and repair and replacement budgets for Cy-Fair College and DSTC.

Staff Resource:	Bob Williams	281-290-3936
	Steve Garner	832-813-6680
	Kerri Duhon	832-813-6564

**Painting Projects
at Fairbanks Center,
Cy-Fair College and DSTC**

BID TABULATION

<u>Contractor</u>	<u>Fairbanks</u>	<u>Cy-Fair</u>	<u>DSTC</u>	<u>Award Amount</u> (Includes Owner's Allowance and Payment and Performance Bond)
Berger Construction	\$56,193	\$58,979	\$10,735	\$125,907
Hull & Hull	\$75,721	\$86,706	\$27,446	\$189,873
Teko Contractors	\$63,665	\$72,239	No Bid	Incomplete Bid

Financial Report and Consideration No. 11 (ACTION ITEM 11) Board Meeting 5-3-07

Request: Consideration of Approval to Perform Non-destructive Infrared Subsurface Moisture Survey and Scaled Campus Site-plan Survey of all Non-metal Building Roofs in the District

Chancellor's Recommendation: That the Board of Trustees approve the non-destructive infrared subsurface moisture survey and scaled campus site-plan survey of all non-metal building roofs in the District from Infrared Concepts Corporation, 2609 South Dogwood Avenue, Broken Arrow, OK 74012, in the amount of \$107,016.

Rationale: With this survey, the District will have the ability to identify the location of any water infiltration and determine the exact size of the problem on any of the District's non-metal building roofs. Early identification of the problems will result in roof repairs as opposed to total roof replacement. Completion of this survey will assist the District in prioritizing the needed repairs.

All data will be gathered twice; once in the daytime with photographs and once at night through the use of infrared imagery. The infrared method identifies the areas of moisture and produces a baseline survey of the condition of all roofs.

If this survey is performed on a consistent basis, reports can be trended by overlaying the surveys showing where moisture is growing most rapidly, thus ensuring that previously repaired infiltration points have been properly repaired. Prioritization of repairs can then be established to optimize the life of the roof. For new construction, a report can be required of the contractor in the latter part of the warranty period to ensure that the integrity of the new roof is still intact. These reports will also provide documentation of our roofs in the event of an insurance claim.

Bid proposals were sent to ten (10) specialty contractors and two (2) construction contractor brokerage firms. One (1) response was received. All the contractors who attended the pre-bid phone conference were contacted and stated that they did not submit a bid because of other job commitments.

Fiscal Impact: Funds for 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

**Renovation of Multiple Classrooms
in CLA Building at Kingwood College**

BID TABULATION

Contractor	Bid Amount (Includes Owner's Allowance and Payment and Performance Bond)
Montgomery Building Services, LLC	\$67,875
Hull & Hull, Inc.	\$85,855
Berger Construction Company	\$89,380

Financial Report and Consideration No. 13 (ACTION ITEM 13) Board Meeting 5-3-07

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:

Thirteen (13) text books donated by Radha Valaboju to North Harris College.

Fifteen (15) text books donated by Long Vu to North Harris College.

Textbooks donated by Darlene Tusch to North Harris College.

Two (2) sofas donated by Ollie Jordan to Cy-Fair College Fire Academy.

One (1) Ford Aero Star van (VIN# 1FMCA110XPZA42565) donated by Phyllis Hahn to Cy-Fair College Fire Academy.

One (1) Nissan Sentra car (VIN# JM1EB31P4PU218915) donated by Edgar Hernandez to Cy-Fair College Fire Academy.

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

Financial Report and Consideration No. 14 (ACTION ITEM 14) Board Meeting 5-3-07

Request: Consideration of Authorization for the Chancellor or Designee to Negotiate and Execute a Contract for Domestic Water and Sanitary Services for North Harris College Subject to the Board of Trustee's Ratification

Chancellor's Recommendation: That the Board of Trustees authorize the Chancellor or his designee to negotiate and execute an agreement for domestic water and sanitary services for North Harris College subject to the Board of Trustee's ratification at a future regular meeting.

Rationale: In June 2006, the District received a memo from the current provider of domestic water and sewage treatment services for North Harris College, Memorial Hills Utility District (MH). The memo indicated that MH would be constructing a new sewage treatment plant to replace the existing aging plant. MH's engineers were reviewing capacity requirements for the new plant and requested a commitment from the District for sewage treatment services from MH for North Harris College.

After evaluating available service options, technical issues and the related costs to connect to an alternate utility district or continue to receive services from MH, the recommendation is that the District should negotiate with an alternate provider for these services.

The approval of the recommendation will allow the District to begin negotiations with an alternative service provider and develop a solution to replace the existing domestic water and sewage treatment services for North Harris College.

Fiscal Impact: This purchase is contingent upon the sale of future revenue bonds.

Staff Resource: Johanna Boley 281-618-5443
Steve Garner 832-813-6680
Cindy Gilliam 832-813-6512

**Outdoor Trash Cans
for North Harris College**

QUOTE TABULATION

Vendors	Total
Brawner Paper	\$44,528
Unisource	\$48,297
Ace Mart Restaurant Supply	\$48,545
AmSan Bogel Sales	\$48,093
U. S. Foodservice	\$52,588
Corporate Express	\$52,683

Request: Consideration of Approval to Purchase Datatel Migration Services for the District

Chancellor's Recommendation: That the Board of Trustees approve the purchase of migration services for the District from Datatel, Inc., 4375 Fair Lakes Court, Fairfax, VA 2203 in the amount of \$155,400 and authorize the Chancellor or designee to negotiate and execute any additional agreements for the purchase of additional services, within the approved FY 2006-07 operating budget, necessary to complete the migration.

Rationale: In 1993, the Board of Trustees approved the purchase of Datatel's Enterprise Resource Planning System, Colleague, for the District. As of August 31, 2007, Datatel will no longer support Colleague version 17 (R17). The District is required to upgrade to version 18 (R18) in order to continue receiving support from Datatel. R18 modifies the architecture of the system and provides enhancements including changes to the core demographics module and the ability to change databases in the future. To migrate to the new version, consulting services are necessary to ensure a successful migration. The services will consist of three phases for a total of 77 days. The plan is based on the District's goal of migrating to R18 in October 2007.

Pursuant to Legal Policy CFA, the District may contract for professional services rendered by a financial consultant or a technology consultant or a 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.

As the software developer of Colleague, Datatel is the most qualified consultant to assist with the software migration. Datatel is very knowledgeable of the software infrastructure and the changes in the new version. Datatel's services will enable the District to successfully migrate to R18.

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

Staff Resource: Tom Hill 832-813-6847
Kerri Duhon 832-813-6564

Building and Grounds Report

Board Meeting 5-3-07

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, which also includes a project construction and design phase schedule.



Monthly Facilities Planning and Construction Report

May 3, 2007

Bond Funded Projects

Projects funded from remaining bond funds include:

- ❖ Tomball College – Bid proposals for the entry column repairs were received on April 05, 2007. The Architect verified that the price proposal from the contractor is inclusive of all requirements within the scope of work. A recommendation for the award of the contract is included in the May 2007 board agenda items.
- ❖ Cy-Fair College
 - Road Entrance Gates – Contractor has installed the gate posts and has begun the construction of the gates.
 - Water System Improvements – The project includes the installation of new domestic and fire protection water lines for the Emergency Services and Education Center and a filter system for the irrigation system on the main campus. The project award has been revised to include Jimerson Underground, Inc. for the water filter system and M. Marlon Ivy & Associates for the water line extension. Preconstruction meetings were held in March and April. Installation planning and material procurement are underway for both contractors. Anticipated completion is in May for both projects.
 - Modular Building II – A proposal was received from Williams Scotsman and has been reviewed by administration. The lease term is for two years with a one year renewal option. A recommendation for the award of the contract is included in the May 2007 board agenda items.
- ❖ District Services and Training Center (DSTC)

Projects are to repair and replace entrance canopies for the two older buildings at DSTC. Drawings for the project are currently being reviewed by administration. Replacement of pavers within these buildings will commence upon completion of the entrance canopies project, which is estimated to be July 2007.

Donation Agreement of Property-The Woodlands Land Development Company (TWLDC)

An engineering proposal has been received from LJA Engineering and Surveying, Inc. to obtain the pertinent approval to proceed with road access to the recently acquired 55 acre land tract. The services provided by LJA Engineering include civil engineering services related to providing access through the forest preserve tract. The impact to the existing drainage will be studied. Two access road options will be considered. The proposal also includes the necessary meetings to present and submit the drainage study and other documents to The Woodlands Joint Powers Agency (TWJPA). The proposal will also include preliminary cost estimates for both road access options. This proposal is only to acquire approval of the conceptual drainage study. Upon approval of the conceptual drainage study from TWJPA, the necessary permits will be obtained and the construction drawings will be issued. LJA Engineering has commenced with the hydrology and hydraulics study. A meeting with TWJPA and other agencies having jurisdiction will occur upon the completion of the study.

The Woodlands Land Development Company is now dedicating the forest preserve tract as a drainage easement to the MUD District. A separate agreement would be executed between the

MUD District and the College District for access to the 55 acre land tract. TWJPA has primarily indicated approval for a road as long as there will be no impact to the wetlands, flood plain, or conveyance capacity in the ditch or the forest preserve. The project is in progress with a hydrology study being performed by the engineer. Upon completion of the report, the pertinent information concerning road access will be conveyed.

North Harris College Electrical Infrastructure

The District-wide facilities condition assessment identified several infrastructure projects including operating problems and equipment failures at the NHC chiller plant. The installation of energy meters was completed in early April. The meters will be used to evaluate the quantity and quality of the incoming power consumed at NHC. An evaluation of all the transformers on the campus has now been completed. Reports based on the transformer inspections and the information provided from the electrical meters will be provided to Carter Burgess for review and evaluation as part of their final recommendation to correct NHC's electrical infrastructure issues.

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

At the September meeting, the Board approved the purchase of construction services for construction related projects for the District from Texas Cooperative Purchasing Network (TCPN) AJOC contractor, Kellogg Brown and Root Inc., 1854 E. Beltway, South, Pasadena, TX 77503. This approval authorized the District to use the AJOC method for individual projects up to \$100,000 and to make collective purchases not to exceed \$500,000 for the first half of FY 2006-2007. Only those projects meeting the time or emergency criteria would be eligible for this purchasing method. At the April 2007 board meeting the Board of Trustees approved, for the remaining of the 06-07 school year, the District to use the remaining allotment of construction services purchases from Texas Cooperative Purchasing Network (TCPN) AJOC Contractor, AJOC process, Kellogg Brown and Root Inc.

It was directed that a brief summary of the projects, that utilized this process, would be included in the building and grounds report on a quarterly basis. The Projects listed below are posted in the Quarter they were awarded to the contractor.

Third Quarter

- CFC Repair to the wind damaged fences located at the tennis courts for a total of \$6,403.
- CFC Installation of a second level platform in a storage room in the Physical Education storage room for a total of \$20,027
- NHC Modification to the hall lighting in the Winship Building for a total of \$44,247.
- NHC Repair to the Terrazzo flooring at the stair case in the Academic Building for a total of \$16,784.
- NHC Installation of the lights on the exterior of the buildings for a total of \$27,715.
- NHC Modification to the hall lighting in the Academic Building for a total of \$28,863.

Personnel Report and Consideration No. 1 (ACTION ITEM 17) Board Meeting 5-3-07

Request: Consideration of Ratification of Appointments

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

Rationale: These contractual appointments include ratification of Administrators and faculty from the District Services & Training Center, and North Harris College.

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

Staff Resource: Ray Laughter 832-813-6621
Jean Grove 832-813-6698

a. District Services & Training Center

James Thomas Hill, Vice Chancellor, Chief Information Officer

Effective: Twelve-month contracted employee at an annual salary of \$133,000 beginning April 2, 2007.

Education: B.S., University of Houston at Victoria, Major: Computer Science.

Experience: Interim CIO - NHMCCD, Trilliant Technology Group; Audit, Interim CIO, Director, Sun Healthcare Group; Manager, Payroll, H/R and Benefits Systems, Randall's Food Markets; Programmer, University of Houston.

Scott Wofford, Director, Data/Voice Network

Effective: Twelve-month contracted employee at an annual salary of \$66,364 beginning March 16, 2007.

Education: University of Houston, 130 hrs. Computer Science, A.A.S, Universal Technical Institute, Major: Auto Technology.

Experience: WAN Technician II, District Services & Training Center, NHMCCD; IT Manager, Special Distribution Services, Inc.; Auto Technician, Northside Lexus; Auto Technician, Planet Ford.

b. North Harris College

Marilyn Dement, Assistant Dean, Enrollment Services

Effective: Twelve-month contracted employee at an annual salary of \$60,331 beginning April 1, 2007.

Education: M.A., Our Lady of the Lake University, Major: Psychology and Sociology; B.S., Southwest Texas State University, Major: Applied Sociology; A.A., Blinn Junior College, Major: General.

Experience: Upward Bound Director, Coordinator of Degree Planning Services, North Harris College, NHMCCD.

Charles Cooper, Director, Information Technology

Effective: Twelve-month contracted employee at an annual salary of \$60,331 beginning April 1, 2007.

Education: B.A.S., ITT Technical Institute, Major: Electronic Engineering Technology.

Experience: Manager, IT & User Support, North Harris College, NHMCCD; Desktop Site Coordinator, Baker Hughes; Desktop Administrator, IS&T Staffing; Network Support/Workgroup Manager, USAF; Technical Support, Cy-Fair College, NHMCCD.

Personnel Report and Consideration No. 2 (ACTION ITEM 18) Board Meeting 5-3-07

Request: Consideration of Resignations

Chancellor's

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

Cy-Fair College

John Husfeld, Associate Professor, Welding

Effective March 12, 2007

District Services and Training Center

Ronald L. Stauss, Associate Vice Chancellor, Information Technology

Effective March 31, 2007

Barney Stults, Executive Director, Compensation/Benefits

Effective March 31, 2007

Staff Resource: Ray Laughter
Jean Grove

832-813-6621
832-813-6698

Personnel Report and Consideration No. 3 (ACTION ITEM 19) Board Meeting 5-3-07

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.

Kingwood College

Dinnie Calhoun
Abraham Castillo

Tomball College

Rodney T. Delrosario
Joseph A Simien Jr.

Montgomery College

William K. Knight
Gale L. Echols

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

Personnel Report and Consideration No. 4 (ACTION ITEM 20) Board Meeting 5-3-07

Request: Consideration of the Reappointment of Contractual Employees (Non-Faculty)

Chancellor's Recommendation: That the reappointment of the employees listed on the following pages be ratified for the positions indicated.

Rationale: It is the policy of the District to consider reappointments of contractual (non-faculty) employees each fiscal year.

Fiscal Impact: Positions and salaries will be budgeted for 2007-08.

Staff Resource: Ray Laughter 832-813-6621
Jean Grove 832-813-6522

Contractual Employees
(Non-Faculty)

Administrative Officers

Butler, Thomas	President, Montgomery College	2 yr.
Byas, Renee Y.	Vice Chancellor, General Counsel	2 yr.
Gilliam, Cynthia F.	Vice Chancellor, Business Affairs and Chief Financial Officer	2 yr.
Hawkins, Raymond M.	President, Tomball College	2 yr.
Head, Stephen C.	Executive Vice Chancellor	2 yr.
Hill, James T.	Chief Information Officer	2 yr.
Laughter, Ramon	Vice Chancellor, External Affairs	2 yr.
Stegall, Linda M.	President, Kingwood College	2 yr.
Troyer, Diane K.	President, Cy-Fair College	2 yr.

Administrative and Professional Staff (One Year)

Location

Aalund, Margaret M.	Director, Nursing Program	KC
Adams, Jimmy	Dean, Instruction	NHC
Alander, Link	Dean, Technology	NHC
Albarelli, Anne	Dean, Developmental Studies	CF
Albracht, E. Edward	Assistant Dean	TC
Albrecht, Christal M.	Vice President, Instruction	CF
Austin, Rosie M.	Dean, Institutional Effectiveness	KC
Baker, Kimberly J.	Director, Database Administrator	DSTC
Balason, Severo	Dean, Student Development	NHC
Barber, Jeffrey R.	Director, Facilities	NHC
Berry, Mario J.	Dean, Technology	KC
Bewg, Emily	Director, Financial Aid	MC
Blanco, Diane K.	Director, College Relations	KC
Boley, Johanna M.	Vice President, Administrative Services	NHC
Booher, Eileen	Director, Resources Development/Grants	CF
Borne, Jade	Dean, Student Services	MC
Britton, Debra V.	Director, Academic Student Support	TUC
Brock, Cheryl A.	Vice President, Instruction	NHC
Buchanan, Barbara	Dean, Instruction	MC
Burkhart, Marian C.	Director, Business Intelligence	DSTC
Campa, Earl E.	Vice President, Student Development	CF
Campbell, Carol	Director, Student Success Initiatives	DSTC
Cannon, Rhonda K.	Director, Counseling Services	NHC
Carstens, Ryan D.	Dean, Technology	TC
Casparis, Cynthia	Dean, Educational Program Support	TC
Castillo, Juan J.	Director, Business Services	CF
Chandler, Patricia L.	Program Manager, Continuing Education (G)	KC

Chapman, Elizabeth	Dean, Instruction	KC
Chatam, Denise	Dean, Technology	CF
Clark, Gary	Dean, Instruction	NHC
Coapland, Zack T.	Director, Leadership Development Academy	DSTC
Connolly, Jon	Dean, Instruction	KC
Cooke, Sunita	Associate Vice Chancellor, Workforce Development	DSTC
Cooley III, Walter F.	Director, Risk Management	DSTC
Cooper, Charles	Director, Information Technology	NHC
Coppola, William E.	Vice President, Instruction	KC
Crossland, George A.	Dean, Technology	MC
Dannenbaum, Mike	Director, Facilities	TC
Davey, Cami L.	Assistant Dean	MC
Dement, Marilyn	Assistant Dean, Enrollment Services	NHC
Dewlen, Ronald	Dean, Instruction	MC
Dolezal, Pamala C.	Director, Facility Planning	NHC
Dornak, Freddie	Director, Facilities	KC
Duhon, Kerri L.	Director, Purchasing	DSTC
Dupree, Anna L.	Director, Child Development Center	NHC
Ellington, Deborah N.	Dean, Instruction	MC
Elliott, Nick	Director, Application Development	DSTC
Emmite, Kathleen	Director, Nursing Program	CF
Feld, Kenneth B.	Director, Financial Aid	NHC
Fisher, John D.	Vice President, Administrative Services	TC
Fitzgerald, Mary L.	Director, Corporate Training and Development	NHC
Fleming, Kathleen L.	Director, Budgets	DSTC
Fowler, Janis C.	Director, Resource Development/Grants	KC
Garner, Stephen J.	Executive Director, Facilities Planning and Construction	DSTC
Garrett, Robin	Program Manager, Continuing Education (G)	KC
Glidden, Matthew	Director, District Food Service	DSTC
Gregory, Richard	Director, District Public Safety	DSTC
Grove, Jean	Associate Vice Chancellor, Human Resources	DSTC
Gustamante, Rebecca	Dean, Instruction	MC
Harper, Debra	Dean/Director, College Center	NHC
Harris, Mark	Director, Library	DSTC
Harris, Smithenia	Director, Financial Aid & Academic Advising	CF
Harrison, Jennie W.	Dean, Instruction	NHC
Hase, Karla N.	Dean, Student Learning & Organizational Development	CF
Head, Linda L.	Dean, Workforce and Academic Support	MC
Heredia, Mario R.	Director, Research and Planning	TC
Hiza, Cynthia K.	Comptroller	DSTC
Hooker, John	Executive Director, Foundation	DSTC
Hutchins, Carin	Associate Vice Chancellor, Business Support Services	DSTC
Jenkins, Nadine	Dean, Student Development	KC
Johnson, Tanya	Director, Business Operations	NHC
Jones, Cliff E.	Dean, Instruction	CF
Jones, Robert A.	Dean, Willow Chase/Offsite Locations	WC

Juelg, Earl E.	Director, Campus Information Technology	MC
Kaczynski, David	Project Director	DSTC
Kot, Jason	District Director, Financial Aid	DSTC
Lambert, Bennie E.	Vice President, Student Development	NHC
LaSalle, Hilton	Program Director, Center for Technology & Distant Learning	DSTC
Lee, Doris	Assistant Dean	FC
Leidig, Julie	Vice President, Instruction	MC
Lestarjette, Stephen A.	Associate Vice Chancellor, Public Affairs	DSTC
Lewis, Ted	Dean, Instruction	CF
Liebst, Gary	Dean, Instruction	NHC
Lilly, Vivian	Dean, Instruction	NHC
Longnion, Bonnie L.	Associate Vice Chancellor, Institutional & Resource Dev.	DSTC
Loveless, Michelle L.	Director, College Relations	CF
Luehrs Wolfe, Linda	Associate Vice Chancellor, Instruction & Distance Learning	DSTC
Lynn, Kenneth	Deputy Vice Chancellor, Finance	DSTC
Martinez, Rosario C.	Director, Articulation Services	TUC
Mason, Berthine	Director, Nursing Program	NHC
Mathis, Jane A.	Director, Nursing Program	MC
McDonald, Roger	Director, Survey Technology Program	MC
Mendoza, Mary A.	Manager, Faculty Development (G)	MC
Milam, Priscilla W.	Associate Vice Chancellor, IT Operations	DSTC
Miller, Katherine C.	Vice President, Continuing Education	TC
Moore-Davis, Feleccia	Dean, Instruction	CF
Munoz, Jaime	Project Director	DSTC
Murillo, Jennifer H.	Executive Director, Web Development	DSTC
Murray, Judy I.	Vice President, Instruction	TC
Novak, Diane R.	Director, Internal Audit	DSTC
Oates, Bobby	Director, District Grant Administration	DSTC
O'Brien-Corbin, Linda L.	Director, Facilities	MC
Oburn, Martha	Deputy Vice Chancellor, Institutional Reporting	DSTC
O'Malley, John M.	Vice President, Administrative Services	KC
Osborn, Peggy L.	Director, Counseling	CF
Owen, Catherine L.	Community Leadership Institute Director (G)	DSTC
Pafford, Leslie	Director, Nursing Program	TC
Palmer, Karen R.	Director, Resource Development and Grants Administration	MC
Perez, Andre E.	Dean, Institutional Advancement	NHC
Peyton, Janice L.	Director, Library	MC
Pino, Diana	Dean, Student Services	CF
Powell, Glenn R.	Executive Director, Employment and Public Safety	DSTC
Rideaux, Larry	Dean, Student Development	TC
Riethmayer, Beverly	Director, Workforce Education	MC
Riley, Rebecca L.	Dean, Instruction	KC
Robertson, Cynthia	Director, Radiologic Technology Program	CF
Robinson, Lynda J.	Program Manager, Administrative Computing (G)	NHC
Rockefeller, Debra J.	Director, Center	DSTC
Rodriguez, Jesus R.	Director, Center	MC

Ryan, Ronna	Director, Server Administration	DSTC
Sawma, Terry	Vice President, Continuing Education	KC
Saxton, Paul	Director, Resource Development & Grants Administration	MC
Scheffler, Steve J.	Director, College Relations	MC
Sevanthinathan, Nithyanantha	Director, International Programs & Services	DSTC
Shafer, Mary V.	Associate Vice Chancellor, Student Information Services	DSTC
Sheppard, Deana	Dean/Executive Director, Center	FC
Spearman, Rhonda J.	Director, Division of Instructional Support Services	MC
Stach, Marjo G.	Director, Financial Aid	TC
Stanfield, Vicki S.	Dean, Instruction Support	NHC
Stenner, Cathy	Director, Business Operations	KC
Stone, Patricia	Dean, Instruction	TC
Stubblefield, Judy A.	Executive Assistant to the Chancellor	DSTC
Stueve, Mary K.	Assistant Dean, Student Learning	CF
Swint, Annie R.	Manager, Center (G)	CC
Tamimi, Abdalnassir	Dean, New Program Development & Corporate Training	CF
Taylor, James V.	Vice President, Administrative Services	MC
Taylor, Judy A.	Dean, Instruction	NHC
Teague, Robert	Director, Campus Information Technology	TC
Terry, Janis	Program Manager, Education Services (G)	KC
Thibodeau-Fey, Jo	Dean, Instruction	CF
Traver, Tani	Counselor, Academic Retention (G)	MC
Turner, Raphael A.	Assistant Dean	TC
Wade, Carolyn F.	Director, Financial Aid	KC
Walker, Erma M.	Director, Counseling Services	KC
Watson, Alma R.	Director, Occupational Therapy Program	KC
Webster, Mary Jean	Director, Library	TC
Westerfeld, Penny L.	Associate Vice Chancellor, The University Center	TUC
White, Jamie S.	Director, College Relations	TC
Whitley, Peggy J.	Dean, Educational Student Support	KC
Whitten, Virginia	Director, Resource Development and Grant Administration	NHC
Wildman, Eric R.	Dean, Instruction	TC
Williams, Isaac W.	Director, Business, Industry and Contract Training	KC
Williams, Robert S.	Vice President, Administrative Services	CF
Willingham, Francis F.	Dean, Instruction	TC
Winchell, Dennis	Director, Facilities	CF
Wofford, Scott	Director, Data/Voice Network	DSTC
Wooten, Stephen B.	Project Director	DSTC
Zizelmann, Virginia A.	Associate Vice Chancellor, College Services	DSTC

Special Consideration

(ACTION ITEM 21)

Board Meeting 5-3-07

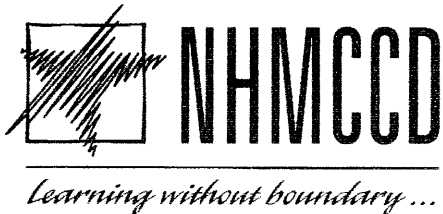
Request: Consideration of Acceptance of Retirement Letter from the Chancellor

Chancellor's

Recommendation: That the Board accept the retirement letter of John E. Pickelman as Chancellor effective August 31, 2007.

Staff Resource: Judy Stubblefield

832-813-6514



NORTH HARRIS MONTGOMERY COMMUNITY COLLEGE DISTRICT
District Services and Training Center
5000 Research Forest Drive
The Woodlands, Texas 77381-4356
832.813.6515 Fax 832.813.6570
Office of the Chancellor

April 25, 2007

Dear Members of the Board of Trustees:

It is with very mixed emotions that I request your acceptance of this letter of retirement, effective August 31, 2007. Service to this District over the past sixteen years has been the highlight and capstone of my 40 year career in higher education.

I thank you and your predecessors for your support and confidence that permitted me to work closely with our faculty and staff to take our District to new levels of achievement and state and national recognitions. Not only will I take with me the satisfaction and pride associated with our accomplishments, but I will recall fondly the professional and personal relationships I have shared with so many talented, bright and caring people. I will miss these day-to-day relationships dearly.

As you approach the selection of a new chancellor, I fully expect that you will choose someone who will lead this District to new and greater levels of achievement. The best is yet to come for NHMCCD.

For all you have done, I extend my heartfelt thanks.

Yours truly,

John E. Pickelman, Ph.D.
Chancellor

BOARD OF TRUSTEES

Randy Bates, J.D., Chair

Stephanie Marquard, Vice Chair

John Fox, Secretary

Priscilla Kelly, Assistant Secretary

Richard Campbell, Ph.D.

Chris Daniel

David Holsey, D.D.S.

Maria Flotte O'Neill

David Vogt

CHANCELLOR

John Pickelman, Ph.D.