

**MEETING OF THE
ACADEMIC AFFAIRS/STUDENT SUCCESS COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

April 9, 2015

Minutes

The Academic Affairs/Student Success Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, April 9, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, *Committee Chair*
David B. Wilson, *Committee Member*
Zeph Capo, *Alternate Committee Member*
Robert Glaser
Sandie Mullins
Neeta Sane

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Vice Chancellor, Information Technology
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Planning
Cheryl Peters for Dr. William Harmon, President, Central College
Michael Edwards, Acting President, Coleman College
Margaret Ford Fisher, President, Northeast College
Julian Fisher for Fena Garza, President, Southwest College
Zachary Hodges, President, Northwest College
Rudy Soliz, Interim President, Southeast College
Janet May, Chief Human Resources Officer
Carme Williams, Executive Director, HCC Foundation

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Ms. Eva Loreda, Committee Chair, called the meeting to order at 3:02 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Capo, Glaser, Loreda, Sane and Wilson)

Dr. Cesar Maldonado announced the following administrative appointments:

- Dr. Irene Porcarello, Acting Vice Chancellor of Student Success
- Dr. Raul Soliz, Interim President, Southeast College
- Dr. Butch Herod, Vice Chancellor, Innovation and Institutional Analytics

(Mr. Capo stepped out at 3:03 p.m.)

REPORT ON INTERNATIONAL TRAVEL STUDENT TRIP TO SALZBURG GLOBAL SEMINAR

Dr. Irene Porcarello informed that five students will travel to the Salzburg Global Seminar and will attend plenary lectures, participate in small group work, and benefit from cultural exchange. She apprised that the students are required to take the summer Government class.

(Mr. Capo returned at 3:04 p.m.)

Mr. Wilson inquired if one of the students could provide a report to the Board to give an overview of the experience.

Ms. Loreda noted that the students who travel to Spain should also be invited to provide a report to the Board.

UPDATE ON STUDENT SUCCESS

Dr. Maldonado informed that the effort is to develop more data driven metrics and present to the Board the levels of performance administration will be held accountable for. He apprised that Dr. Kimberly Beatty would provide an overview of the measurements.

Dr. Beatty provided an overview as follows:

- Measurements
 - College Readiness
 - Success
 - Retention
 - Completion
- Alignment
 - Instructional Goals
 - State Funding Model
 - SACS Requirements
- Three-Year Targets
 - College Readiness
 - Decrease in students requiring developmental education
- Increase in Transfer (7%)
- Persistence
 - Increase in Fall-Spring persistence
 - Increase in Fall-Fall persistence

- Completion
 - Course Completion

Mr. Capo applauded the aggressive goal setting especially in the college readiness areas. He informed that assistance is going to be needed from the Board to meet those goals through budget and policy priorities. Mr. Capo apprised that he is excited to see the breakout between academics and workforce developmental courses. He requested to see a baseline breakdown by college.

Dr. Maldonado noted that the college is pleased that approximately 2,000 students will be informed that they qualify to receive a degree and apprised that he is even more pleased to see that a system is in place to identify qualifiers.

Mrs. Sane inquired what is needed to allocate resources to make certain the targets are met. She apprised that there needs to be some idea before the budget workshop to align resources and inquired of the plan. Dr. Maldonado noted that the plan moving forward is to come back to the Board with each budget item tied back to the element of the overarching plan.

Ms. Loreda stated that she has been informing students that they need to stop moving around and noted that she is glad to see the system in place to identify qualifiers.

UPDATE ON INSTITUTIONAL TRANSFORMATION PLAN

Dr. Maldonado informed that the Transformation Plan is continuing to be implemented. He apprised that the roll out of organizational changes began on April 8, 2015. He noted that the announcement was moving the academic resources from being regional to a central resource to allow for better scheduling and faculty utilization. Dr. Maldonado apprised these changes will be completed by June 15, 2015. He noted that the effort is to proceed and not affect registration with organizational changes taking place in the middle of June. Dr. Maldonado apprised that the organizational structure will be announced during the All College Day on April 10, 2015. He noted that a presentation will be provided on a monthly basis as the transformation proceeds.

Ms. Loreda informed that when a new leader is brought in there is a desire to see changes. She apprised that there will be some moaning and groaning and the Board will probably receive inquiries regarding the change. Ms. Loreda apprised that the changes are for the betterment of the college.

Mr. Capo informed that changes are not always easy, but believes everyone agrees on wanting to see the results. He apprised that one of the issues is how to keep communication flowing. Mr. Capo noted that there must be thoughtful communication.

REPORT ON LIBRARY SERVICE PLAN FOR TRANSFORMATION

Ms. Loreda informed that the library item is one that she has continuously communicated. She inquired of the status regarding the library transformation.

Dr. Maldonado apprised that the effort is to provide the students with a learning environment and yielded to Dr. Beatty to provide an overview of the library transformation to include:

- Comparison of Current Library Services Versus Future:
 - Centralized
 - Efficient services and collection offerings
 - Consistent services (i.e., library hours)
 - Consistent training opportunities

- Next Steps to Include Development of Library Staffing and Operations Plan
 - Staffing
 - Collections and resources
 - Facilities
 - Expansion to meet the needs of students

Mr. Capo inquired as to how to ensure that there is an understanding of what goes on in the community and on the campuses. He noted that he is interested in making certain there is a review of these issues with as the transformation moves forward. Dr. Maldonado informed that the example is Board policies versus procedures. He apprised that the presidents will be empowered and informed that centralized management will allow changes according to what is happening in their environment. He noted that the objective is to provide what is needed for student success.

Mr. Capo informed that his concern would be the review of the usage report to include all facilities.

Mr. Wilson apprised that he has an issue with centralization or decentralization. He noted that that the balance between authority and accountability needs to be taken into consideration.

Ms. Loredo recommended increasing the library hours during testing periods. She expressed appreciation to the presidents for providing the calendar information to show what is happening on the campuses. She apprised that when visiting the campus, she asks the students how things are going.

Mr. Glaser expressed appreciation regarding the library services. He inquired as to how the library will reform and reshape in the format of student success. He recommended thinking out of the box regarding what a library really is for a community and for an institution.

Ms. Loredo noted that the library hours need to be announced.

UPDATE ON ATHLETICS PROGRAM

Dr. Porcarello provided an update on the Athletic program regarding the recreation sports and wellness goals for FY14-15 and outcomes for FY14-15. She informed that there is a form online where the data can be captured and the status documented. She

noted that there is \$828,000 in the account and \$200,000 is allocated for recreation specialists and facilities rental fees.

(Ms. Mullins joined the meeting at 3:53 p.m.)

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:54 p.m.

Minutes recorded, transcribed & submitted by:

Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: May 21, 2015