

**MEETING OF THE  
BOARD SELF-EVALUATION COMMITTEE  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**April 16, 2015**

**Minutes**

The Board Self-Evaluation Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, April 16, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

**MEMBERS PRESENT**

Robert Glaser, *Committee Chair*  
Zeph Capo, *Committee Member*  
Neeta Sane, *Committee Member*  
Eva Loredo  
David B. Wilson

**ADMINISTRATION**

Cesar Maldonado, Chancellor  
Shantay Grays, Chief of Staff  
E. Ashley Smith, Acting General Counsel  
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academics Officer  
William Carter, Vice Chancellor, Information Technology  
Irene Porcarello, Interim Vice Chancellor, Student Services  
Teri Zamora, Vice Chancellor, Finance and Planning  
Michael Edwards, Acting President, Coleman College  
Margaret Ford Fisher, President, Northeast College  
Rudy Soliz, Interim President, Southeast College  
Janet May, Chief Human Resources Officer

**OTHERS PRESENT**

Derrick Mitchell, Board Counsel, Bracewell & Giuliani  
Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Mr. Robert Glaser, Committee Chair, called the meeting to order at 3:23 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, Loredo, Sane, and Wilson)*

**DISCUSS BOARD SELF-EVALUATION AND RELATED MATTERS**

Mr. Glaser noted that the framework document had been revised to include input received from the Board. He inquired of Mrs. Teri Zamora regarding the process for

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identifying a facilitator. Mrs. Zamora informed that the process would include providing an informal letter to solicit responses.

Mr. Glaser apprised that the Committee could discuss possible dates for a Board Retreat to work with the facilitator.

Mr. Capo noted that focus on guiding the Board regarding student success should be emphasized in the proposal. He informed that the Committee Chair could determine the best calendar date to hold a meeting to select the facilitator.

Mrs. Sane requested to include facilitator experience in improving the Board performance as it relates to student success.

Mr. Glaser inquired of possible dates for selection of the facilitator. Mr. Capo recommended possibly holding a meeting on Tuesday, April 28, 2015 following the Executive Committee meeting. Mr. Glaser apprised that the meeting will be scheduled in alignment with the Executive Committee meeting on April 28, 2015.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:30 p.m.

*Minutes recorded, transcribed & submitted by:*

Sharon Wright, Manager, Board Services

Minutes Approved as Submitted:           May 21, 2015