

**REGULAR MEETING
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

November 19, 2015

Minutes

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, November 19, 2015 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Chair*
Robert Glaser, *Vice Chair*
Adriana Tamez, *Secretary*
Carolyn Evans-Shabazz
Eva Loreda
Sandie Mullins
Neeta Sane
Dave Wilson
Chris Oliver

ADMINISTRATION

Cesar Maldonado, Chancellor
Melissa Gonzalez, Chief of Staff
Valerie Simpson for Ashley Smith, General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Associate Vice Chancellor, Information Technology
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Madeline Burillo, Interim President, Southwest College
Margaret Ford Fisher, President, Northeast College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Carme Williams, Executive Director, HCC Foundation
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani
David White, President, Faculty Senate
Lillie Aranda, President, COPA
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Zeph Capo, Chair, called the meeting to order at 4:47 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: Oliver, Capo, Evans-Shabazz, Glaser, Mullins, Sane, Tamez, Loreda and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Dave Wilson led the prayer and the pledges.

APPROVAL OF MINUTES

Motion – Capo motioned and Sane seconded.

Vote - The motion passed with vote of 9/0. The following minutes were approved:

Minutes Special Meetings October 1, 2015, from the Academic Affairs/Student Services Committee, Audit Committee, Committee of the Whole, and Special meeting on October 8, 2015, Regular meeting on October 22, 2015, and Special meeting on October 30, 2015.

AWARDS, PRESENTATIONS, AND RECOGNITIONS

Mr. Capo announced The **Consulate of Mexico in Houston** selected the HCC Foundation as recipient of a \$63,000 gift for student scholarships for the 2015/2016 academic year. This is the largest gift the Mexican Consulate has ever given to a single educational institution.

Mr. Capo noted the gift is already providing support for tuition, books and fees for Mexican, Mexican-origin or low-income undergraduate students living in the U.S. who are enrolled in HCC and seeking a degree or certificate and do not have access to any other type of scholarship or financial aid. The scholarships will be a maximum of \$1,000 per student.

Mr. Capo announced a formal signing ceremony was recently held to commemorate the scholarship agreement.

Mr. Capo invited Consul General of Mexico Oscar Rodriguez Cabrera and his delegation Minerva Hernandez in the Community Affairs Office and the new Consul for Community Affairs, Karla Nevarez to the podium for the check presentation. Joining was HCC Foundation President, Shawn Taylor, HCC Foundation 1st Vice President, Mary Williams, and HCC Foundation Executive Director, Carme Williams.

CHAIRMAN'S REPORT:

Mr. Capó opened the floor for Trustee Reports:

- **Trustee District Reports**

District IV – Dr. Evans-Shabazz informed she is looking forward to the construction of the Coleman College. She will participate in “Stop the Violence” on Saturday where she will provide HCC materials near her district. She also participated in the Foundation scholarship luncheon and attended Stafford campus and met with high school students.

District V – Mr. Glaser informed he participated in the Foundation Scholarship Luncheon and a “Go Tejano” event that provided scholarships to the students.

District VII - Ms. Sane thanked the Fort Bend County voters for passing the bond to move HCC to Texas Parkway.

District III - Dr. Tamez informed she attended a STEM symposium at the Southeast College and book signing event along with Trustees Loredó and Evans- Shabazz.

District I – Mr. Capó noted he worked with the “International Community” and they work with HCC to support the undocumented students who enroll in HCC.

District VIII – Ms. Loredó thanked the community for participating in Veteran events honoring the veterans. She attended the book signing where 5 scholarships were given on behalf of John Quinones. She thanked the Foundation for the scholarships and Mary Williams. She attended a community event at Southeast campus recruiting students and passing out literature to encourage students to enroll at HCC.

- **Board Meeting Schedule**

Mr. Capó announced the next scheduled meeting date for the Committee and Committee of the Whole meetings is Thursday, December 10, 2015 and the Regular Meeting will be on Thursday, December 17, 2015.

CHANCELLOR’S REPORT

Dr. Cesar Maldonado provided the Chancellor’s Reports on the following:

Thanksgiving Message

- Dr. Maldonado reported as one of the largest community colleges in the nation and the number one institution serving international students, HCC continually monitors the pulse of what is happening around the world. We were saddened and shocked to learn of the brutal attacks in Paris this week. Like the rest of the world, we are coping with the widespread impact.
- It is incumbent upon us to remain focused on keeping our students and our campuses safe - not just for our international students, but every student, every faculty member, every staff member, and all guests who spend time at Houston Community College. We take this task seriously and emphasize its importance daily.

- As we approach the season of Thanksgiving, I would like to ask that each of us take a moment to reflect on the horrific events that have touched the lives of so many this past week. Also, please ponder the blessings that all of us at Houston Community College are able to celebrate as a part of one of the most prosperous and innovative cities in the nation.

Recognition of Rose Pena

- Dr. Maldonado announce the selection of Ms. Rose Sarzoza-Pena as the Manager of Board Services. Ms. Sarzoza-Pena has an extensive background within Houston Community College including Campus Manager, Acting College Operations Officer, Lead Counselor and Counselor/ Job Developer. She has a Master's in Education from Sul Ross State University and a Bachelor of Arts from Texas State University. We are delighted to have Ms. Rose Sarzoza-Pena lead Board Services.

STAR Award

- Dr. Maldonado reported that HCC's VAST Academy is one of seven finalists for the Texas Higher Education Coordinating Board's 2015 Star Award for exceptional contributions toward meeting one or more goals for the Texas Higher Education plan. Star Award winners will be revealed tomorrow, November 20 at the 2015 THECB Leadership Conference begin held in Austin.
- The VAST Academy offers comprehensive transition programs and services which provide workforce certificates, meaningful credentials, pre-college courses and support services to individuals with intellectual and/or learning disabilities from 2nd through the 8th grade level and beyond.
- Dr. Maldonado gave a special thanks to Sue Moraska, VAST Director, and to all of the faculty and staff for their hard work and dedication to this wonderful program.

COE Presentations

- Dr. Maldonado stated that starting this month; we will begin highlighting a Centers of Excellence at each board meeting. This month we will be highlighting one of the great work that the faculty, staff and administration of Coleman College are doing to support our students through Transformation.

Student Recognitions

- Dr. Maldonado presented Dr. Nicotera for Coleman College's Student Success Stories presentation.
- **Student Success Stories**
Dr. Maldonado noted HCC recognizes current and former students for their hard work, determination, dedication and leadership on and off campus. He announced HCC is proud to honor and celebrate their accomplishments; they are the definition of success.

The following students were recognized by Dr. Nicotera:

- Kate Rogers, Central College
- Moji Shirdel, Coleman College

- Mark Gonzales, Northeast College
 - Elilalai Barkhouse-Geyer, Northwest College
 - Carletta Winston, Southeast College
 - Abe Gonzalez, Southwest College
- **Faculty Senate Report**
Dr. Maldonado presented Mr. David White, President, Faculty Senate.

Mr. White recognized Dr. Evans-Shabazz and new incoming Trustee Hansen for their presence at the November 13th Faculty Senate meeting.

Mr. White stated the Faculty Senate continues to hold open forums at different campuses and faculty turnout has been productive. He encouraged administration to visit faculty at campus locations.

Mr. White thanked Dr. Beatty for meeting with the Chair Caucus, which operates independently from the Faculty Senate and Ms. Graves for organizing the meeting with Faculty Senate.

Mr. White stated Faculty Senate is working on reviewing academic honesty and working on proposals that will be presented in the future.

HEARING OF THE CITIZEN

The following individual were present to speak:

- **John Jay Portillo**

CONSENT AGENDA

Motion – Mr. Oliver moved and Dr. Tamez seconded to approve the consent agenda with the exception of item A.1.2.3. The motion passed with a vote of 9/0. The following items were approved:

- Investment Policy 2016.
- Investment Report for the Month of September 2015.
- Monthly Financial Statement and Budget Review for September 2015.

CHANCELLOR'S PERFORMANCE GOALS FOR 2015-16

Mr. Capo pulled Chancellor's Evaluation for 2014 -15 from the agenda.

Motion – Ms. Sane moved and Oliver seconded.

Vote – The motion passed with a vote of 9/0.

Mr. Wilson requested for clarity regarding document received today, and did it update the document received on Monday and is there a 72 hour requirement for the Board to review.

Mr. Capo stated the document received is a pairing down from what was included in the original document with an adjustment to final goals and domains discussed in the committee.

Mr. Wilson noted he did not have enough time to review the document and therefore will not vote.

Motion –Mr. Oliver moved and Tamez seconded.

Vote – The motion passed with a vote of 8/1 with Wilson abstaining.

PAYMENT OF IMPACT FEES TO THE CITY OF HOUSTON

Dr. Maldonado stated that this item is being brought forward to comply with a commitment he made with the City of Houston and Mayor to bring forward their offer. It does not signify approval of support by the Administration. It is the Administration recommendation that the Board deny the recommendation made by the City of Houston.

Mr. Oliver inquired if fees not paid what would happen.

Dr. Maldonado apprised that we would continue to make payment on construction projects that we are not required to pay. Or if we don't pay, I don't know if anything will change.

Dr. Tamez inquired if council members have been asked if college is exempt.

Mr. Oliver stated his city council person commented that the city will seek to collect fees.

Mr. Capo commented that there needs to be a legitimate decision, and allow the legal process to pursue if either party does not come to a conclusion.

Dr. Maldonado noted he and the City made an honest effort, but were unable to come to the same legal conclusion. He discussed with the city council and mayor. There is nothing to indicate the City is slowing down the building permit process, however, they did indicate they will deny occupancy permits until the fees are paid.

Ms. Loreda inquired if the college is able to continue to work on the projects.

Dr. Maldonado reported we are able to continue to work provided we get a construction permit which is not contingent on impact fees.

Dr. Evans- Shabazz stated if the City is judgement proof in regards to final reimbursement of the time we are not able to complete the projects.

Mr. Capo advised that we would seek legal counsel at a later time regarding judgement proof. Mr. Capo voted to end the debate.

Vote – The motion passed with a vote of 9/0.

Vote to approve the recommendation to deny payment to the City of Houston for impact fees for HCC construction projects.

Vote – The motion passed with a vote of 9/0.

DISTRIBUTION OF ANTICIPATED PROCEEDS FROM THE SALE OF PROPERTY AT MACGREGAOR AND 288

Motion –Mr. Oliver moved and Dr. Evans-Shabazz seconded.

Dr. Maldonado apprised the item is brought before the Board for approval of distributions of proceeds from the sale of the property located at MacGregor and 288.

Mr. Oliver requested an itemized budget for expenses for these projects in an effort of cost savings.

Dr. Maldonado reported we are providing some reports that have general categories for expenses for each project through the CIP project.

Ms. Mullins inquired the timeline for the sale.

Dr. Maldonado responded that we are in the process of negotiating the sale but anticipate timeline to be 4 to 6 months.

Ms. Mullins inquired about the process of how the money would be distributed.

Dr. Maldonado reported that there are no funds sufficient to complete the projects as fully envisioned at the bond sale. This is the Administration recommendations. He noted the money would not be missing if the property had not been bought and the projects had been short funded.

Mr. Capo noted that funding was taken from the \$425,000,000 CIP project to pay for things that were not included in the project; therefore, this is an attempt to fix the deficit, specifically, the culinary program and North Forest project.

Mr. Oliver inquired of the current fund balance.

Ms. Zamora stated the balance was \$118 million at the end of 2014. She noted that there will be a healthy balance in the fund balance if we decide to use this.

Ms. Sane inquired if we are moving forward based on Chuck Smith presentation at the COTW based the current needs.

Mr. Wilson stated we are spending money we do not have and it is not written in the action item. It does not say anything about taking money out of the fund balance. He noted he was not aware of the money being taken out of the fund balance.

Ms. Mullins suggested that the wording be revised.

Motion to close the debate.

Vote – The motion passed with a vote of 8/1 with Wilson abstaining.

Amended Motion – Mr. Capo motioned to amend as follows: amend the recommendation to reflect \$13,629.203 “from fund balance” and in the fiscal impact make change to “All sales proceeds will go to fund balance”.

Vote – The motion passed with a vote of 8/1 with Wilson abstaining.

Motion – To approve the recommended amendment.

Vote – The motion passed with a vote of 8/1 with Wilson abstaining.

(Trustee Sane stepped out at 6:40 p.m.)

TOPICS FOR DISCUSSION AND/OR ACTION

- Personnel Agenda (FACULTY)

Motion – Mr. Glaser moved and Mr. Oliver seconded.

Mr. Wilson inquired if all jobs are posted.

Dr. Maldonado reported all jobs are posted.

The motion passed with a vote of 8-0.

REAL ESTATE MATTERS

- Final Payment for San Jacinto Project

ADJOURNED TO CLOSED SESSION

Mr. Capo adjourned the meeting to Executive Session at 6:41 p.m. notice having previously been given and reiterated in accordance with Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Mr. Capo stated that any final action, vote or decision on any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Mr. Capo reconvened the meeting in Open Session at 7:45 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Capo, Evans-Shabazz, Loreda, Mullins, Tamez, Oliver)

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:45 p.m.

Minutes recorded, transcribed & submitted by:

Rose Sarzoza-Pena

Manager, Board Services



Minutes Approved as Submitted: _____