



AGENDA

SPECIAL MEETING OF THE BOARD OF TRUSTEES

**March 10, 2016
10:00 a.m.**

**HCC Administration Building
3100 Main, 2nd Floor, Seminar Room B
Houston, Texas 77002**



Strategic Plan 2016-2019

Imagine HCC 2019

(Approved by the HCC Board of Trustees, December 18, 2015)

Mission

Houston Community College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career and economic development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

Vision

HCC will be a leader in providing high quality, innovative education leading to student success and completion of workforce and academic programs. We will be responsive to community needs and drive economic development in the communities we serve.

Strategic Goals

1. Student Success

- A. Improve student preparedness, readiness and alignment
- B. Improve the student experience
- C. Increase student completion
- D. Ensure that instructional programs prepare students for success in current and future working environments

2. Organizational Stewardship

- A. Ensure that the strategic plan serves as the basis for funding
- B. Improve and streamline business transactions and processes
- C. Increase diversity, inclusion and engagement throughout the institution

3. Performance Excellence

- A. Focus on one HCC and consistency of quality experience across the campuses, departments, and facilities
- B. Foster an environment within the institution as a compelling place to work and learn
- C. Employ analytic measures to assess and guide performance excellence

4. Innovation

- A. Build a culture that champions collaboration, creativity, and innovation
- B. Increase innovation in teaching and learning
- C. Expand the use of technology throughout the institution

**NOTICE OF A SPECIAL MEETING
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

March 10, 2016

Notice is hereby given that the Board of Trustees of Houston Community College will hold a Special Meeting (Board Annual Training) on the Thursday, tenth (10th) day of March 2016, at 10:00 a.m., or after, and from day to day as required, at HCC Administration Building, 3100 Main, 2nd Floor, Seminar Room B, Houston, Texas, 77002. The items listed in this Notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session may be discussed in open session and vice versa as permitted by law. The Board may take final action with regard to items listed in this Notice without further action at a Regular Board Meeting.

I. Call to Order

II. Topics for Discussion and/or Action

A. Board 2016 Training/Orientation.

III. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071; and 551.074, the Open Meetings Act, for the following purposes:

A. Legal Matters

1. Consultation with legal counsel concerning matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

B. Personnel Matters

1. Deliberate the appointment, employment, evaluation, duties, leave, or to hear complaints or charges against employees or board members.

C. Real Estate Matters

1. Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on negotiations.

IV. Reconvene in Open Meeting

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V. Additional Closed or Executive Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation of security personnel or devices.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

VI. Adjournment

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Certificate of Posting or Giving of Notice

On this the 4th day of March 2016, at or before 10:00 a.m., this Notice was posted at a place convenient to the public and readily accessible at all times to the general public at the following locations: (1) Administration Building of the Houston Community College, 3100 Main, First Floor, Houston, Texas 77002; and (2) the Houston Community College website, www.hccs.edu.

Rose Sarzoza-Pena
Manager, Board Services

REPORT ITEM

Meeting Date: March 10, 2016

Committee:

ITEM NO.	ITEM TITLE	PRESENTER
A	Board 2016 Training/Orientation	Jarvis Hollingsworth

DISCUSSION

Board Counsel will conduct the Board of Trustees 2016 annual training.

DESCRIPTION OR BACKGROUND

The Board recognizes its responsibility to be actively and continuously engaged in developing individual Board member's skills and knowledge by keeping abreast of new developments in fiduciary, governance and ethics laws, and norms and best practices, and shall have an orientation and development process in place.

The Board bylaws require that each Board member participate in four hours of annual training. Board members who do not complete the annual training by the end of March shall be ineligible to serve as a Board officer or as Chair of a committee.

FISCAL IMPACT

N/A

STRATEGIC ALIGNMENT

2. Organizational Stewardship

Attachment Title(s): **Training Materials (Will be provided under separate cover)**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100