

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

January 17, 2013

Minutes

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, January 17, 2013 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

BOARD MEMBERS PRESENT

Bruce A. Austin, *Chair*
Sandie Mullins, *Vice Chair*
Eva Loreda, *Secretary*
Yolanda Navarro Flores
Herlinda Garcia
Christopher W. Oliver
Carroll G. Robinson
Neeta Sane

ADMINISTRATION

Art Tyler, Deputy Chancellor/COO
Renee Byas, General Counsel
Shantay Grays, Chief Executive Officer
William Carter, Vice Chancellor, Information Technology
Diana Pino, Vice Chancellor, Student Success
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
William Harmon, President, Coleman College
Zachary Hodges, President, Northwest College
Irene Porcarello, President, Southeast College
Betty Young, President, Coleman College
Dan Arguijo, Chief Communications Officer
Winston Dahse, Chief Administration Officer
Ronald Defalco, Chief Financial Officer
Karen Edwards for Willie Williams, Chief Human Resources Officer
Remmele Young, Executive Director, Government Relations and Sustainability
Kelly Zuniga, Executive Director, HCC Foundation

OTHERS PRESENT

Jarvis Hollingsworth, System Counsel, Bracewell & Giuliani
Tom Sage, Bond Counsel, Andrews Kurth, LLC
Tod Bisch, Faculty Senate President
James Walker, President, COPA
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Austin, Chair, called the meeting to order at 4:40 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

PRAYER AND PLEDGE OF ALLEGIANCE

Mrs. Flores led the prayer and the Pledge of Allegiance to the Flag.

ANNOUNCEMENTS

Mr. Austin introduced the Board of Trustees Officers for 2013 as follows: Chair, Bruce Austin, Vice Chair, Sandie Mullins and Secretary, Eva Loreda.

Mr. Austin also welcomed Newly Appointed Trustee Herlinda Garcia, District III, who was appointed by the Board at the Special Meeting, held January 4, 2013.

APPROVAL OF MINUTES

Approval of Minutes from Academic Affairs/Student Services Committee Meeting of December 6, 2012, Board Governance Committee Meeting of December 6, 2012, Committee of the Whole Meeting of December 6, 2012, and Regular Meeting of December 13, 2012.

Motion – Ms. Mullins motioned and Mrs. Flores seconded.

Ms. Flores noted a correction to the Committee of the Whole minutes of December 6, 2012 regarding the statement on page 6.

Minutes to reflect correction as follows:

Mrs. Flores requested to change culprit to author and noted she was not trying to clarify but was asking the Board and administration if they held any meetings and the answer given was no meetings were held.

Mr. Austin asked Mrs. Flores to discuss the corrections with Board Services.

Vote – Motion passed with vote of 8-0.

AWARDS PRESENTATIONS AND RECOGNITIONS

- **Check Presentation – 5th Annual Chris Oliver Invitational Winter Holiday Golf Tournament**
Check presented to HCC for \$3,728 was raised to support the Minority Male Initiative

CHAIR'S REPORT

- **Birthday Recognition**
Mr. Austin recognized Trustee Eva Loreda who was celebrating her birthday.

- **Regular Meeting Date Change**

The next Regular meeting of the Board of Trustees for the month of February will be on Thursday, February 28, 2013.

- **Alief Family YMCA Partnership**

Mrs. Sane announced the Partnership with the Alief Family YMCA and noted that collaboration will focus on intramural sports programming that will benefit HCC students and the Alief community.

- **Statement from Bruce Austin, Board Chair**

Mr. Austin announced that HCC has made heroic strides to ensure that education is available, affordable and accessible. He recognized the quality of education offered at HCC. Mr. Austin stated that the recently passed bond election is a critical reminder of both successes and responsibilities to the public. He apprised that nothing is more important than the trust HCC has engendered from the community. He reaffirmed that transparency, following protocol and support for faculty, staff and administration, and delivery of promises will be followed-through.

Mr. Austin expressed confidence in administration and informed that the Chancellor is on medical leave. He reaffirmed HCC's commitment to student success, institutional success, and the success of the city. Mr. Austin personally pledged to remain committed with the Board to come together and represent the whole of HCC. He asked the Board for integrity in every action taken. Mr. Austin pledged to do everything that is in the best interest of HCC and in his duties as Board Chair.

Mr. Austin informed that he has spoken with Dr. Mary Spangler and that she is under doctor's care and expects to return soon and expressed that he looks forward to that day. He also apprised that the college is looking forward to a great year of accomplishments.

CHANCELLOR'S REPORT PROVIDED BY DR. ART TYLER

- **Achieving the Dream Grant**

HCC received an Achieving the Dream grant in the amount of \$10,000 for being selected as a Leader Institution. HCC will now serve as a mentor for Tarrant County College and Dallas Eastfield College. The purpose of the grant is to share the effective teaching and student service practices of HCC.

- **The University of Texas at Austin (UT) Invitation**

HCC has been invited to participate in two conferences sponsored by the UT Leadership Doctoral Program. The first conference is in April and focuses on high impact practices for student success and the second will be held in November and focuses on the effective strategies to assist men of color in succeeding in community colleges.

- **Recognition of Coleman College Students**

Dr. Tyler read an email from a Manager at Memorial Herman Southwest Hospital as it relates to the impression made by students from the Coleman College Respiratory Therapy Program.

- **Recognition of Dr. Kelly Zuniga**

Dr. Kelly Zuniga, Executive Director, HCCS Foundation, has been selected as one of the 50 Most Influential Women in Houston by the Houston Women's Magazine.

- **Black History Gala**

The Black History Gala will be held on Saturday, February 23, 2013 at the Hilton Americas.

- **Faculty Senate Report**

Dr. Tod Bisch, President, Faculty Senate, welcomed everyone back and noted that HCC Faculty are in the classrooms teaching, advising and ensuring student success. He congratulated Mr. Austin on his election as Board Chair for 2013 and congratulated Mrs. Herlinda Garcia on her appointment by the Board as HCC Trustee, District III. Dr. Bisch acknowledged that the Chancellor is out and informed on behalf of the faculty, it is hoped that consideration for acting chancellor will be given to someone with a strong educational background who understands challenges faced by students, staff and faculty.

Dr. Bisch concluded by extending an invitation to the All Faculty Conference scheduled for February 2, 2013 at the DoubleTree downtown.

CONSENT AGENDA

PROPOSED SETTLEMENT BETWEEN THE UNITED STATES DEPARTMENT OF JUSTICE, CIVIL RIGHTS DIVISION, OFFICE OF SPECIAL COUNSEL FOR IMMIGRATION-RELATED UNFAIR EMPLOYMENT PRACTICES ("OFFICE OF SPECIAL COUNSEL") AND HCC

Motion – Ms. Mullins moved and Ms. Loredo seconded. The motion passed with vote of 8-0.

TOPICS FOR DISCUSSION AND/OR ACTION:

METHOD OF PROJECT DELIVERY FOR BUILD-OUT OF INSTRUCTIONAL SPACE, FRAGRA ACADEMIC CAMPUS (SOUTHEAST COLLEGE)

Motion – Ms. Mullins moved and Mrs. Flores seconded. The motion passed with a vote of 8-0.

ACCEPTANCE OF RESIGNATION FROM RICHARD SCHECHTER, HOUSTON COMMUNITY COLLEGE TRUSTEE POSITION, DISTRICT V AND ANY OTHER RELATED AUTHORIZATIONS NECESSARY FOR FURTHER ACTION

Motion - Ms. Mullins moved and Ms. Loredo seconded. The motion passed with vote 8-0.

Mr. Austin recognized Mr. Schechter for his contributions as a member of the HCC Board of Trustees and provided the opportunity for the Board to give remarks regarding his tenure on the board and a fellow colleague.

The Board individually expressed their gratitude to Trustee Schechter.

(Mr. Oliver stepped out at 5:18 p.m.)

HEARING OF CITIZENS

- Daniel Arp

(Mr. Oliver returned at 5:23 p.m.)

ANNOUNCEMENT OF UPCOMING VACANCY FOR HCC TRUSTEE POSITION IN DISTRICT V AND PROCESS FOR THE BOARD'S APPOINTMENT TO THE POSITION PURSUANT TO TEXAS EDUCATION CODE SECTION 130.088(n)

Mr. Austin announced the vacancy and the process for the Board's appointment to the position pursuant to the Texas Education Code Section 130.088(n).

Vote on Acceptance of Process – The motion passed with vote of 8-0.

ADJOURNED TO CLOSED SESSION

Mr. Austin adjourned the meeting to Executive Session at 5:30 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. Austin 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. Austin reconvened the meeting in Open Session at 6:54 p.m. and entertained motions on pending matters.

(Present: Trustees Austin, Flores, Garcia, Loredo, Mullins, Oliver, Robinson, and Sane)

CONSIDERATION OF AND POSSIBLE ACTION REGARDING APPOINTMENT OF ACTING CHANCELLOR AND ANY OTHER RELATED AUTHORIZATIONS NECESSARY FOR FURTHER ACTION

Motion – Mr. Robinson moved to nominate Ms. Renee Byas to serve as Acting Chancellor. Mrs. Flores seconded. The motion carried with a vote of 8-0.

MONTHLY FINANCE REPORT FOR DECEMBER 2012

Motion – Mr. Oliver moved and Ms. Loredo seconded. The motion passed with a vote of 8-0.

INVESTMENT REPORT FOR THE MONTH OF NOVEMBER 2012

Motion – Mrs. Sane moved and Mr. Oliver seconded.

Mrs. Sane noted that there should be a review of debt management policy. Dr. Tyler informed that a debt policy was presented to the Board over a year ago. He informed that he has asked the financial advisors to bring the report back to the Board for review.

Dr. Tyler apprised that both agencies sustained the AA rating. He noted that consideration to move to AAA will be given possibly in a couple years.

Mr. Oliver inquired as to who is the bond counsel. Dr. Tyler informed that Andrews Kurth has been approved as the bond counsel.

Mr. Austin directed the Board's attention to page four of the bond rating report provided and recited the summary mentioned by the rating agency. Dr. Tyler noted that the next rating could be AAA.

Mr. Oliver inquired if a formal debt management policy would be presented. Dr. Tyler noted that the draft policy would be presented by RBC Capital at the February Board Meeting.

Mr. Austin informed that the Board is ready to discuss the strategic plan as it aligns with the facilities plan and the bond measure.

Vote – The motion passed with a vote of 8-0.

Mrs. Garcia inquired of the protocol for reporting assignments and noted that all assignments should be provided to the Acting Chancellor who would designate appropriately.

Mrs. Flores congratulated Renee Byas on the appointment of Acting Chancellor.

Mrs. Byas expressed appreciation to the Board for their support.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:05 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: February 28, 2013