

**MEETING OF THE
COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

June 18, 2013

Minutes

The Committee of the Whole Meeting of Board of Trustees of Houston Community College held a meeting on Tuesday, June 18, 2013 at the HCC Administration Building, 3100 Main, 2nd Floor, Seminar Room A, Houston, Texas.

COMMITTEE MEMBERS PRESENT

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

ADMINISTRATION

Renee Byas, Acting Chancellor
Art Tyler, Deputy Chancellor/COO
Destinee Waiters, Acting General Counsel
William Carter, Vice Chancellor, Information Technology
Charles Cook, Vice Chancellor, Instruction
Diana Pino, Vice Chancellor, Student Success
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Irene Porcarello, President, Southeast College
Betty Young, President, Coleman College
Remmele Young, Executive Director, Government Relations & Sustainability
Karen Edwards, Interim Chief Human Resources Officer

OTHERS PRESENT

Jarvis Hollingsworth, System Counsel, Bracewell & Giuliani
Amanda Edwards, Bracewell & Giuliani
Terry Grier, Superintendent of Schools, Houston Independent School District
Gene Locke, Bond Counsel, L.L.P Andrews & Kurth
Michelle Morris, Outside Counsel, Rogers, Morris & Grover, L.L.P.
Todd Bisch, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Austin, Chair called the meeting to order at 4:39 p.m. and declared the Committee convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

Mr. Austin informed that Dr. Terry Grier, Superintendent of Schools, Houston Independent School District (HISD) is present to discuss the Middle College program.

REPORT ON HCC AND HOUSTON INDEPENDENT SCHOOL DISTRICT'S VISIT TO MIDDLE COLLEGE AT GUILFORD TECHNICAL COMMUNITY COLLEGE IN GREENSBORO, NC

Dr. Grier informed that the Middle College concept embeds the high school students on college campuses. He noted that the purpose would be to establish several middle colleges on HCC campuses and noted the expenses incurred would belong to HISD but HCC would provide the space. He apprised that the concept formed a tremendous generational relationship.

Mrs. Sane expressed appreciation for Dr. Grier coming to the meeting. Mrs. Sane noted that the middle college concept is similar to early college and inquired of the difference. Dr. Grier informed that the early college works with possibly first generation students to take courses at HCC. He apprised middle college students are children of doctors, lawyers, and even Trustees who for whatever reason do not fit in traditional high schools. He noted that middle colleges allow the student to be treated like a college student; however, there are great responsibilities. Dr. Grier informed that students not impressed with regular school are more impressed with middle college because it provides the freedom for them to be more like adults. He apprised that the middle college concept was to get students to engage and graduate from high school. He noted that the early college and middle school are two different programs for two different types of students.

(Mr. Robinson stepped out at 4:54 p.m.)

(Mrs. Sane stepped out at 4:55 p.m.)

Dr. Grier informed that most kids in the middle college went through a tragic loss and noted that care, nurturing and teaching engaged the students.

Mr. Oliver inquired as to how are the students identified. Dr. Grier apprised that most of the students actually identify themselves.

(Mr. Robinson returned at 4:57 p.m.)

Dr. Grier noted that the middle college program adjusts to the student and provides a small caring environment for the students.

(Mrs. Sane returned at 5:03 p.m.)

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Mr. Robinson inquired of the number of middle colleges to be placed on HCC campuses. Dr. Grier informed that there needs to be a room similar to a seminar room for gathering and approximately seven classrooms that are not in use during the day.

(Mrs. Sane stepped out 5:04 p.m.)

Dr. Cook apprised that the next step is to identify the space needs and what is available at the colleges.

Ms. Mullins inquired if the middle college students are more prepared than what is seen from the developmental education standpoint. Dr. Grier informed that the students learn what is expected from a college standpoint and take at least one college course before graduating high school.

Mrs. Garcia noted that community colleges were established to help and build the community through education. She informed that there needs to be an outreach effort to the young students.

Mrs. Flores inquired if there is space in particular in HCC to house an early college and middle college program in the same facility. Dr. Grier apprised that there may not be the availability. He noted that the recommendation is not to place both early and middle colleges on the same campus.

(Mrs. Sane returned at 5:11 p.m.)

Mrs. Flores informed that one of the developmental classes that fills first are math and inquired if there has been thought of concentrating on areas that normally have remedial needs when the students come to HCC. Dr. Grier apprised that these are the types of partnerships that he would like to discuss with HISD.

Mr. Robinson requested an option to pre-recruit all the sixth graders to let them know that they have a place to come. Dr. Grier informed that he met with the HCC Foundation Director and was informed that Opportunity 14 allows students to receive a free education. He apprised that he inquired if HISD school principals knew about the program and was informed that yes they were aware.

Mrs. Robinson inquired of a partnering effort for a day of recognition for students who receive a scholarship. Dr. Grier noted that the effort is possible and informed that there is an athletic signing day. He informed that the same thing is done from the academic standpoint.

Mr. Austin expressed appreciation to Dr. Grier for coming and apprised that there is interest in continuing the discussion.

Mrs. Byas expressed appreciation to HISD for the partnership and relationship established.

Dr. Grier noted that he would like to hear about any issues so that they could be addressed because of the valued relationship.

Dr. Charles Cook introduced Justin Fuentes, the first Academic Dean at Challenge Early College High School.

Mr. Austin recessed the meeting 5:19 p.m. and reconvened the meeting at 5:39 p.m.

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

DEBT MANAGEMENT POLICY

Motion – Mr. Oliver moved Mrs. Sane seconded. The motion passed with a vote of 8-0.

AUTHORIZATION TO AMEND AND RENEW THE INTERLOCAL COOPERATION AGREEMENT FOR THE COLLECTION OF TAXES BETWEEN FORT BEND COUNTY, TEXAS (FORT BEND) AND HOUSTON COMMUNITY COLLEGE (HCC)

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

RENEWAL OF LEASE AGREEMENT FOR 1265 PINEMONT DRIVE, HOUSTON, TEXAS

Motion – Mr. Oliver motioned and Mr. Robinson seconded. The motion passed with a vote of 8-0.

ROMER ABSOLUTE ARM OR EQUAL (PROJECT NO. 13-23)

Motion – Mr. Oliver moved and Mrs. Sane seconded. The motion passed with a vote 8-0.

FELIX FRAGA 3RD FLOOR BUILD OUT (PROJECT NO. 13-36)

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

ULTRASOUND SYSTEM PHILIPS MODEL IU22 OR EQUIVALENT (PROJECT NO. 13-28)

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

(Mrs. Flores joined the meeting at 5:41 p.m.)

SOUTHEAST (SE) COLLEGE WORKFORCE 3RD FLOOR & PARKING GARAGE SHELL SPACE BUILD OUT (PROJECT NO. 13-37)

Motion – Mr. Oliver moved and Ms. Loredo seconded. The motion passed with a vote of 9-0.

PROGRAM MANAGEMENT SERVICES (PROJECT NO. 13-39)

Motion – Mr. Oliver moved and Ms. Loredo seconded.

Mrs. Flores noted that the items are extremely imperative and noted that she has not had ample time to review the item because she only received the package yesterday after going back and forth with Board Services informing that she did not receive the material.

Mrs. Flores informed that the Board has a responsibility and noted that she has concerns if the entities were properly vetted regarding their background and whether the entity recommended is a viable entity and that the information was received at the last minute. She apprised that administration has to get to a point of sending information in a timely manner.

Mr. Robinson reminded administration that contracts should be reviewed by general counsel prior to execution. Mr. Robison requested that administration review program manager benchmarked pricing structure including the recent contract from HISD.

Mr. Austin inquired of the construction audit firm and inquired of the status. Mrs. Byas informed that the RFP will go out next week for the Construction Audit firm.

Mr. Robinson reiterated that contracts will be reviewed by general counsel. Mr. Austin recommended that the internal auditor should be involved in the absence of the construction auditor.

Mr. Oliver called the question.

Mrs. Flores asked Board Counsel to clarify call the question.

Mrs. Flores noted that she is concerned about contracts and that they are done properly and noted that there should be careful attention to the fees. She recommended that Procurement make certain no one has been fired from HCC previously and meets the highest standards. She requested that Procurement investigate the companies to make certain they are viable companies with experience.

Mrs. Garcia commented that Chancellor will be authorized to negotiate a contract with the program and project managers to ensure diligence regarding price.

Mr. Oliver called for question.

Vote – The motion passed with a vote of 8-1 with Mrs. Flores opposing because the information was not received in a timely manner.

PROJECT MANAGEMENT SERVICES (PROJECT NO. 13-40)

Motion – Mr. Oliver moved and Ms. Mullins seconded. The motion passed with a vote of 8-1 with Mrs. Flores opposing.

SYSTEM A&E SERVICES (PROJECT NO. 13-22)

Motion – Mr. Oliver moved and Mr. Robinson seconded. The motion passed with a vote of 8-1 with Mrs. Flores opposing because the information was not received in a timely manner.

A&E SERVICES FOR BOND RELATED PROJECTS (PROJECT NO. 13-26)

Motion – Mr. Oliver moved and Mr. Robinson seconded. The motion passed with a vote of 8-1 with Mrs. Flores opposing because the information was not received in a timely manner.

A&E SERVICES FOR COLEMAN COLLEGE EXPANSION BOND RELATED PROJECT (PROJECT NO. 13-29)

Motion – Mr. Oliver moved and Mr. Robinson seconded. The motion passed with a vote of 8-1 with Mrs. Flores opposing because the information was not received in a timely manner.

PROFESSIONAL LAND SURVEYING SERVICES (PROJECT NO. 13-27)

Motion - Mr. Oliver moved and Mrs. Sane seconded. The motion passed with a vote of 8-1 with Mrs. Flores opposing because the information was not received in a timely manner.

INTERLOCAL AND COOPERATIVE CONTRACT AUTHORIZATION: APPROVALS AND RENEWALS FISCAL YEAR 2014

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

Mrs. Flores requested clarification regarding the need for the authorization. Mrs. Byas informed that the action item allows HCC to utilize interlocal and cooperative contracts.

Mr. Robinson requested a report on the number of contracts. Mr. Oliver requested that the reports are provided on a monthly basis.

Ms. Destinee Waiters apprised that the Board should be approving the green sheeted item and not the one that is in the agenda book.

Mr. Austin requested that Board Services go to the Texas Municipal League website and provide information to the Board regarding procurement.

Mrs. Sane noted that the college practice has been in place for over five years and she inquired of the concern.

Mr. Robinson inquired if the recommendation is for the list provided or if this is for other contracts not listed. Mrs. Byas informed that the request is for the list provided as an attachment. She apprised that anything over the projected amount would be brought to the Board.

Mr. Robinson and Mr. Oliver noted that the monthly reports are necessary. Mr. Oliver informed that the approval is for this item only.

Mrs. Garcia apprised that the recommendation is to authorize the Chancellor to negotiate and execute the contract and anything over \$500,000 will come back to the Board for approval.

Mrs. Byas requested to delay approval until consultation with staff due to conflicting information she is receiving from staff.

Mr. Oliver and Ms. Sane withdrew the motions.

(Mrs. Feldman stepped out at 6:00 p.m.)

The Board concluded to vote on the recommendations separately.

**PROPOSED OPERATING BUDGETS (UNRESTRICTED FUNDS) FOR FISCAL YEARS
2013-14 AND 2014-15**

Motion – Ms. Mullins moved and Mr. Robinson seconded

Dr. Tyler noted that the additional requests include the following:

- Increase full-time faculty to meet Southern Association of Colleges and Schools (SACS) requirement
- Quality Enhancement Plan (QEP) additional funding
- HCC salary increase to remain competitive
- Investment in recruitment and retention
- Faculty Compensation Committee request
- Police staffing
- Marketing campaign

Increase SACS Requirements

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

QEP Additional Funding

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

(Mrs. Feldman returned at 6:09 p.m.)

HCC Increase Salary to Remain Competitive

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

Dr. Tyler informed that the recommendation is to provide a two percent increase for professional staff and administration and a three percent increase for faculty and clerical/secretaries for September 1, 2013. He apprised that in January 2014 an additional one percent raise would be given provided numbers for tax valuations and enrollment projections are met.

Mr. Austin recommended voting on the fall increase first and then voting on the spring increase.

Mrs. Sane inquired as to what happened with the funds that were not awarded for the current fiscal year. Dr. Tyler informed that the amount was put back into the fund balance.

Mrs. Sane inquired as to why the funds were not given to the faculty. Ms. Loredó referenced that the \$1.8 million and suggested that rather than giving money now, the funds be placed back in the budget and a four percent increase should be given upfront.

Mr. Austin noted that a one-time stipend is different from a continuous increase. He apprised that a two percent raise was given in September 2012 and noted that the balance went back to the fund balance.

Mrs. Flores inquired if staff has been told that they would receive four percent.

Ms. Mullins inquired where does administration fall. Dr. Tyler informed that administration split with contract administrators following the faculty raise and the remaining administrators following the staff raise.

Motion – Ms. Mullins motioned and Mrs. Sane seconded to increase by three for faculty and two for staff. The motion passed with a vote of 9-0.

Motion – Mr. Oliver moved and Mr. Robinson seconded for a one percent for faculty and one percent for staff increase for staff based on availability of funds in January 2014. The motion passed with a vote of 9-0.

Mrs. Flores inquired if there is availability of funds in the balance that could be moved over to staff now. Dr. Tyler provided an overview of the fund balance.

Mrs. Sane apprised that she would like for the increase to be two percent for January 2014.

Mr. Robinson noted that if he was going to do anything it would be a one-time payment on a merit basis and not on base salary because it will have to be done on a reoccurring basis. He requested that administration review a one-time merit pay.

Mrs. Sane informed that it was discussed at the budget workshop that the college is number eight in comparison with its peers regarding salary pay for faculty.

Mr. Austin apprised that there needs to be innovative ways of increasing the salaries.

Mr. Oliver noted that staff is appreciative of the fact that the Board wants to be fair and that the Board must also be reasonable.

(Mr. Oliver stepped out at 6:27 p.m.)

Amended Motion - Mrs. Flores motioned to amend the motion to give a one-time increase of one percent for staff from discretion funds.

(Mr. Oliver returned at 6:29 p.m.)

Motion – Mrs. Flores moved and Ms. Loredó seconded to give a one-time increase of one percent from the \$1.8 million.

Mr. Robinson recommended that the one-time payout be available to employees with a salary below \$100,000.

Mrs. Garcia recommended that Mrs. Byas be given an opportunity to explain. She informed that a recommendation was made during the budget meeting.

Mrs. Byas apprised that the vote was three percent for faculty and two percent for staff in September and one percent for faculty and staff in January 2014. She noted that on the issue of a stipend she would propose a one-time stipend in July for all faculty and staff.

Ms. Mullins recommended that the \$1.8 million be distributed to faculty and staff excluding administration. Mr. Robinson asked for clarification of administration. Dr. Tyler informed that the individuals excluded would be E40s who do not have a specific contract that is tied to faculty.

Mr. Hollingsworth recommended that Mrs. Flores withdraw her motion to accept recommendation of staff and requested the motion be restated.

Mrs. Flores withdrew her motion and Ms. Loredó withdrew her second.

Motion – Mrs. Flores moved to distribute \$1.8 million as a one-time stipend to exclude E-10 to E-40. Mrs. Edwards informed that E40s and above are contract level employees and if you exclude administrators then dean levels E10 – E40 will be excluded, which does not include the presidents.

Ms. Mullins requested clarification as she recommended excluding top level administrators. Mrs. Byas apprised that top level administration includes the Chancellor, Deputy Chancellor, Vice Chancellors, Presidents and General Counsel.

Mr. Hollingsworth requested clarification of the motion.

Mr. Robinson recommended that the distribution should be for everyone with a salary below \$100,000. Mrs. Byas recommended the excluded individuals be the Chancellor, Deputy Chancellor, Vice Chancellors, Presidents and General Counsel.

Motion – Mrs. Flores motion to give a one-time \$1.8 million stipend from the discretionary account for faculty and staff excluding the Chancellor, Vice Chancellors, Deputy Chancellor, Presidents and General Counsel. Mr. Robinson seconded. The motion passed with vote of 7-1-1 with Mrs. Loredó opposing and Mr. Oliver abstaining.

Investment in Retention and Completion

Motion - Mr. Oliver moved and Ms. Mullins seconded.

Ms. Mullins noted that there was an overlap regarding marketing campaign. Dr. Tyler noted that the only overlap was approximately \$28,000. He informed that there are no marketing funds included in the amount.

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Mr. Robinson apprised that he is not voting for the item at this time because he has requested additional information.

Vote – The motion passed with a vote of 6-0-3 with Mrs. Flores, Mr. Robinson and Mrs. Sane abstaining.

Faculty Compensation Committee Request

Motion – Mrs. Sane moved and Mrs. Feldman seconded. The motion passed with vote of 8-0-1 with Ms. Loreda abstaining.

Police Staffing (\$6.6 million over 5 years)

Motion – Mr. Robinson moved and Mr. Oliver seconded. The motion passed with 9-0.

Security Upgrades (\$4 million over 4 years)

Motion – Mr. Oliver moved and Mr. Robinson. The motion passed with vote of 9-0.

Marketing Campaign (Fund 3)

Motion – Ms. Mullins moved and Mrs. Feldman seconded.

Dr. Tyler noted that the request is to fund an additional \$600,000 in media buys out of Fund 3.

Mr. Robinson observed that he will abstain until information is received that was requested. He informed that Superintendent Grier informed that HISD did not know how to get information regarding scholarship programs. He apprised that for him to approve the item, the community needs knows how to get students into college and how to access scholarships.

Mr. Oliver recommended some of the funds should be driven into the Trustees districts to bring awareness. Dr. Arguijo noted that \$500,000 will go into bringing an awareness and presence.

Mr. Oliver inquired if some part of the budget for marketing is allocated for expenditure in the Trustees' districts. Mrs. Byas informed that part of the marketing campaign is to engage the community in each of the Trustees' districts to show the educational resources offered at HCC.

Mrs. Garcia apprised that she firmly believes that there is a plan. She noted that she would have to believe that the Chancellor and departments are working together. She informed that the principals of HISD must also do outreach just as the presidents will need to do outreach. She apprised that the message has to be about customer service. She noted that she spoke with Mrs. Byas about presenting the same presentation as that provided at West Loop in May 2013.

Mr. Oliver informed that it needs to be done at each college in conjunction with the Trustees so that they are not hearing about the event after the fact.

Ms. Mullins inquired if marketing is all done in-house. Dr. Tyler apprised that the consultant assists.

Ms. Mullins inquired if the consultants are getting paid for media buys. Mr. Arguijo informed that they are not compensated for media buys.

Mrs. Feldman expressed appreciation to Mr. Arguijo for the branding efforts. She apprised that there are plans in place and she supports the item.

Mr. Robinson noted that he exercises oversight and noted that his issue is regarding administration. He informed that there has been a discussion of base funding on growth. He apprised that the entitlement is to know the plan and how it will be implemented. He noted that his request is to be informed of the estimation of enrollment growth and retention based on marketing efforts.

(Mr. Robinson and Mrs. Sane stepped out at 7:06 p.m.)

(Mr. Oliver left at 7:06 p.m.)

Ms. Loreda inquired if the colleges work with communications. Dr. Tyler provided a handout regarding historical expenditures for marketing by colleges.

Mr. Austin inquired as to when the last competitive analysis was completed. He requested the lobbyists to provide information on Texas Enterprise Fund to the Chancellor.

(Mr. Robinson returned at 7:20 p.m.)

Mrs. Flores referenced Southeast and Southwest Colleges to note that their marketing budgets have been reduced. Dr. Garza informed that she would need to review. Dr. Porcarello apprised that Southeast reduction could have been due to less usage of consultants.

Ms. Mullins noted that this is the reason there needs to be one central location. Mrs. Byas informed that one effort under the new marketing plan is that there will be one message and the Public Relation Directors will collaborate with the Communications department.

Mr. Austin inquired as to how the colleges market to the various communities. Dr. Ford Fisher apprised that one of the ways is that all the colleges go to the neighborhoods to engage.

(Mrs. Sane returned at 7:18 p.m.)

(Mrs. Feldman and Mrs. Sane stepped out at 7:19 p.m.)

Mr. Austin asked for insight from Mr. Arguijo on the efforts of working with the colleges for outreach. Mr. Arguijo noted that there will need to be more effort of working together.

(Mrs. Feldman and Mrs. Sane returned at 7:21 p.m.)

Mr. Robinson inquired if a portion of the \$3.6 million could be reallocated to the colleges for their marketing budget. Mrs. Byas informed that there is a plan in place to reach out to the entire college system.

Mr. Robinson asked why the colleges should be given marketing funds in this case. Mrs. Byas apprised that each of the colleges have a marketing budget.

Mrs. Garcia informed that administration should be given the opportunity to move forward and noted that the issue is an administrative manner.

Ms. Mullins apprised that the consultants have to work with the colleges.

(Mrs. Garcia and Mrs. Sane stepped out at 7:26 p.m.)

Mr. Robinson inquired as to when the marketing plan will be presented.

Mrs. Flores inquired if the presidents need more funds for marketing efforts. Dr. Garza apprised that there needs to be a review of what is done at the college level.

(Mrs. Sane returned at 7:27 p.m.)

Ms. Mullins informed that the request is for individual attention to each of the colleges. Ms. Flores noted that it is agreed that there needs to be more communication between administration and colleges.

Vote – The motion passed with a vote of 6-0-1 with Mr. Robinson abstaining.

PROPOSED OPERATING BUDGET (RESTRICTED FUNDS) FOR FISCAL YEAR 2013-14

Motion – Mr. Robinson moved and Ms. Loredó seconded.

Dr. Tyler apprised that the college is fiduciary of various funds. He informed that the restricted funds fiscal year 2014 total \$126.8 million and noted that there is not discretion regarding the use of the funds.

Mr. Austin inquired as to who monitors the grants. Dr. Tyler apprised that they are managed by various areas and are monitored by accounting and internal and external audit.

(Mrs. Feldman and Mrs. Flores stepped out at 7:35 p.m.)

Vote – passed with vote of 5-0.

BOND OVERSIGHT COMMITTEE

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

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Mr. Robinson inquired if the backup memo is the operation procedure or if it is for informational purposes. Dr. Tyler informed that the draft procedure was behind the memorandum.

(Mrs. Garcia returned at 7:38 p.m.)

Mr. Robinson inquired of the process for selecting the Trustee appointments. Mrs. Byas noted that the Board appointments will be through the application process. She apprised that the Trustee will select the representative for their representative district.

Mr. Robinson noted that he would prefer to be able to select his appointment. He also recommended a revision to allow the option for three Bond Oversight Committee members to petition the Bond Chair to present to the Board or Audit Committee. He informed that if the Committee Chair does not want to bring an issue before the Board then the revision would provide an avenue for members of the Bond Oversight Committee to share concerns.

Mrs. Byas apprised that there will be an amendment to state that the Board would make a direct appointment to the committee.

(Mrs. Flores returned at 7:41 p.m.)

Mrs. Byas informed that she would make the adjustment allowing three Bond Oversight Committee members to petition the Chair of the Board of Trustees.

(Mrs. Feldman returned at 7:43 p.m.)

Mrs. Garcia inquired of the amendments by Trustee Robinson. Mr. Robinson noted that the Board would be allowed to appoint their members. He informed that the second amendment would allow for an item to come before the Board's Audit Committee if requested by at least three of the Bond Oversight Committee members.

Mrs. Garcia apprised that administration will appoint six members and inquired who would be selected. Mrs. Byas informed that the six members will be selected by an HCC committee, which will be established. She noted that the six members will be presented to the Board.

Mrs. Byas referenced page two of the handout and read that pursuant to Mrs. Feldman's request, the at large committee members will be selected by administration from applications solicited from citizens who live in the HCC taxing district and shall be appointed by the Chancellor with the goal of balancing committee membership geographically.

Mrs. Garcia inquired of the process for selecting the committee to review the applications. Mrs. Byas noted that she would select the evaluation committee members for reviewing the applications.

Mr. Robinson apprised that if approved as stated, the Board is giving the Chancellor six seats. He noted that the committee will assist in the bond oversight regarding bond measures.

Mrs. Garcia inquired if the recommendation would come to the Board from the Chancellor. She informed that she associated with Mr. Robinson and inquired why administration will be allowed to make six appointments and each Trustee would be allowed one appointment. Mr. Austin apprised that six members would represent the general population and noted that the Chancellor would advise of the six recommendations for the Board to say yes or no.

Mr. Robinson informed that he could confer with that structure.

Mr. Robinson recommended taking the slate as a whole; the entire slate would be approved or not approved by the Board once they are presented by the Chancellor.

Ms. Mullin requested for clarification of the mission and reiterated that they do not have policy-making decision or fiduciary responsibility

Mrs. Sane inquired of the statutory requirements. Mr. Robinson informed that his use of the term plenary power denotes that nothing can be done without the Board's approval.

Amendment – Mr. Robinson recommended that the Chancellor present the six members to the Board for approval by the Board.

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

Interlocal and Cooperative Contract Authorization

Mrs. Byas clarified that the purpose is to allow HCC to utilize interlocal cooperative agreements as listed in the attachment such as wiring for computers.

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

Ms. Mullins noted that the request of Mr. Oliver was that monthly reports are provided to the Board.

Mrs. Flores requested that Mrs. Byas elaborated on the items. Mrs. Byas informed that the list is not exhausted; however, it outlines the types of services and includes all the cooperative agreements.

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

Mr. Robinson requested that the remaining items be rolled over to the Regular Board meeting. The following items will be placed on the Topics for Discussion and/or Action at the Regular meeting:

- Investment Report for the Month of April 2013

- Financial Report for the Month of May 2013
- Proposed Revisions to Board Bylaws

ADJOURNED TO CLOSED SESSION

Mr. Austin adjourned the meeting to Executive Session at 8:05 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 9:57 p.m. and entertained motions on pending matters.

(Present: Trustees Austin, Mullins, Robinson, Feldman, Sane, and Garcia)

Mr. Austin informed that item #21 would remain in committee and items #8 and #9 would be moved to the Regular meeting as Topics for discussion and/or action.

ADJOURNMENT

With no further business, the meeting adjourned at 9:57 p.m.

Recorded, transcribed and submitted by:
Sharon R. Wright, Manager, Board Services

Minutes Approved: August 15, 2013