

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

**November 17, 2016
Minutes**

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, November 17, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, Board Chair
Robert Glaser, Vice Chair
Carolyn Evans-Shabazz, Secretary
Zeph Capo
John P. Hansen
Christopher W. Oliver
Neeta Sane
Dave Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Melissa Gonzalez, Vice Chancellor/Chief of Staff
Ashley Smith, General Counsel
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Kimberly Beatty, Vice Chancellor, Instructional Services/Chief Academic Officer
Athos Brewer, Vice Chancellor, Student Services/Academic Affairs
William Carter, Associate Vice Chancellor, Information Technology
Madeline Burillo, President, Southwest College
Kenneth Holden for Margaret Ford Fisher, President, Northeast College
Jason Wilson for William Harmon, President, Central College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Charles Smith, Chief Facilities Officer
Deborah Chambers, Interim Executive Director, HCC Foundation
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs
Terrence Corrigan, Director Internal Audit

OTHERS PRESENT

Jarvis Hollingsworth Board Counsel, Bracewell LLP
Melissa Miller-Waters, President, Faculty Senate
Other administrators, citizens, and representatives from the news media

CALL TO ORDER

Dr. Adriana Tamez, Chair, called the meeting to order at 4:04 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: Evans-Shabazz, Hansen, Sane, Tamez, and Wilson)

Dr. Tamez offered condolences to Dr. Zachary Hodges, Northwest College President and his family in the passing of his mother.

(Mr. Capo and Mr. Glaser joined the meeting at 4:06 p.m.)

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. David Wilson led the Board and guests in prayer. Alief Hastings High School MCJROTC posted the colors and led the pledges.

APPROVAL OF MINUTES FOR SEPTEMBER 2016

Motion: Mr. Wilson motioned and Mr. Capo seconded.

Vote: The motion passed with a vote of 7-0.

The following minutes were approved:

- Special Meeting (Board Retreat) on October 1, 2016
- Academic Affairs/Workforce Committee on October 13, 2016
- Audit Committee on October 13, 2016
- Board Governance Committee on October 13, 2016
- Committee of the Whole on October 13, 2016
- External Relations Committee on October 13, 2016
- Special Meeting on October 13, 2016
- Student Success/Services Committee on October 13, 2016
- Regular Meeting on October 20, 2016
- Special Meeting on October 27, 2016

(Mr. Oliver joined the meeting at 4:14 p.m.)

AWARDS, PRESENTATIONS, AND RECOGNITIONS

The following faculty, student and/or staff were recognized:

- Veterans
- Councilmember Dwight Boykins presented a proclamation to the Chef and the Culinary Arts students for participation in the Super Bowl 2017 kickoff event held in District D.
- HCC Communications Department won the following medallion awards:
 - Seven Gold Awards
 - Two Silver Awards
 - Four Bronze Awards

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- Introduction of Josue Rodriguez, United Student Council President for 2016-2017
- Introduction of Student Government Presidents for 2016-17:
 - Coleman – Adrian Nwanze
 - Central – Mona Mosley
 - Northeast – Juanita Alamguer
 - Northwest – Nhu Le
 - Southeast – Christian Nino
 - Southwest – Muji Folawiyo

CHAIRMAN'S REPORT

A. Marketing Report

Dr. Tamez opened the presentation with a Thanksgiving blessing and provided an update on the HCC Communications highlights and next steps.

B. Trustees District Reports

The following reports were given:

District VI - Dr. Hansen recognized the STEM conference held at Alief Hayes Rd campus. He also noted approximately 100 students were in attendance. He also recognized Alief ISD for being recognized with a "Best Workplace" award by the Houston Chronicle.

District VII - Mrs. Sane noted the expansion on the HCC Stafford campus and acknowledged the Chancellor for his efforts regarding the Honors College. She acknowledged the HCC staff for their efforts regarding the Rising Leaders Conference held on November 15 to recognize high school students. She noted information was provided to the students to encourage enrollment in the HCC Honors College at SW-Stafford.

Mrs. Sane attended a Financial Literacy Conference where Representative Alma Allen was in attendance at the West Loop campus.

District IV – Dr. Evans-Shabazz commended Ms. Loreda and the Hispanic Scholarship Council on a great job on the annual scholarship luncheon. She acknowledged Dr. Kimberly Beatty for having been recognized as a "Trail Blazer" at the Ever Ready #506 Lodge event.

Dr. Evans- Shabazz announced having attended or participated in the following events:

- Black Chamber of Commerce
- South Park Sunnyside meeting in District D with Councilmember Boykins
- Freedom Fund Gala
- HCC Foundation Board meeting at the Interfaith Ministries
- Beyond Career Symposium
- "Queendom Come" sister event at West Loop campus
- Memorial Services for Ms. Jacqueline Ellis, Congressman Al Green's Chief of Staff
- TSU/HCC press conference for the MOU signing
- Meet the HISD Superintendent Reception

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- “Taste of Texans” event on Monday, November 14th
- “Women on the Move” Luncheon

Dr. Evans-Shabazz expressed gratitude to faculty, staff and administration.

District V - Mr. Glaser announced he attended the Fall 2016 Phi Theta Kappa induction, the Apprenticeship Open House at West Loop on November 15, and the HCC Alumni Bowling event.

District IX - Mr. Oliver reported that he attended the memorial services for Councilmember Ruben Davis and along with Mrs. Sane, and Congressman Al Green's Chief of Staff, Ms. Jacqueline Ellis.

District I - Mr. Capó expressed appreciation for the success of the Hispanic Scholarship Luncheon.

(Mr. Oliver stepped out at 4:51 p.m.)

Mr. Capó apprised that he met with dual credit instructors from HCC and HISD.

(Mr. Oliver returned at 4:52 p.m.)

District II - Mr. Wilson expressed appreciation to Alief ISD regarding their accomplishments. Mr. Wilson mentioned a student success story where he was able to have lunch with a nursing student, Marissa Garcia.

District III - Dr. Tamez expressed appreciation to the Chancellor and the HCC family for all their efforts.

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

(NOTE: Dr. Tamez took the agenda out of order and moved to the Hearing of the Citizens.)

HEARING OF THE CITIZENS

The following citizens were present to speak before the Board:

- Al Kashani
- Jiten Khurana

(Mr. Oliver returned at 5:00 p.m.)

CHANCELLOR’S REPORT

Dr. Maldonado reported on the following items:

- “Expresso Yourself” chat with faculty and staff on the transformation status at each of the six HCC colleges; Dr. Brewer addressed the importance of “wraparound services” to

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improve access and support for students and Police Chief Greg Cunningham discussed the department's infrastructure.

- 2016 Female Executive Award was presented to Dr. Irene Porcarello by the East End Celebration: Honoring Our East End Heroes.
 - Interior Design students received Texas Gulf Coast Chapter Ruby Awards. Tania Albin won for Best of Commercial Design and Rebeca Munoz for Best of Residential Design.
 - HCC was ranked #3 in the nation for Federal Work-Study Employment and #5 in Texas for the most financial aid awarded.
 - Hispanic Scholarship Council Luncheon helped raise \$50,000 for scholarships during the 2016 event.
 - Grand opening of the Global Energy Center of Excellence at the Northeast campus took place in late October.
 - HCC Goldman Sachs 10K Small Business Program 2012 alumni, Zawadi Bryant, is now the CEO of the Nightlight Pediatric Urgent Care, listing her on the Houston Business Journal's "Fast 100 List" and the "2016 Inc. 5000 ranking."
 - Medical Laboratory Technician and Histologic Technician programs received a 10-year re-accreditation by the National Accrediting Agency for Clinical Laboratory Science.
 - Texas Board of Nursing returned the Associate Degree Nursing program to full accreditation in November. The enrollment of 50 new students will start in Spring 2017.
 - IHeart Radio interview was held with Dr. Tamez to include the status of HCC transformation project and discussion on the Centers of Excellence.
 - Welcomed Richard Carranza as HISD's new superintendent.
 - Accolades and benchmarks achieved have earned media value for the month of November at approximately \$530,000. In the fall 2016, more than \$1.3 million was generated.
- **Center of Excellence for Manufacturing**
Dr. Madeline Burillo presented on the COE of Manufacturing.

(Dr. Tamez stepped out at 5:11 p.m.)

Dr. Burillo introduced Frederick Heard, Dean of Manufacturing COE to provide an overview of the job outlook and a review of the COE Manufacturing program.

(Dr. Tamez returned at 5:14 p.m.)

• **Student Success Stories**

Dr. Brewer recognized the following student success stories:

- Tiffani Hayes – Business Technology Program
- Matt Menke – HCC Alumni, Process Technology Program

• **Faculty Senate Report**

Dr. Melissa Miller-Waters provided the Faculty Senate report to include:

- Bedichek-Orman auction funds totaled \$15,595 to be used as professional development grants for adjunct faculty
- Faculty Senate goals to be presented to the Chancellor
- Forming Adjunct Faculty Caucus for spring semester
- Attended the “Expresso Yourself” chats
- Attended the “Reading Culture” series culminating event
- Faculty held roundtable discussions with students on the political outcome and processes of elections.
- History department has opened a food pantry at the Katy campus based on a student survey

(NOTE: Dr. Tamez took agenda out of order and moved to items C.12 and D.13)

TOPICS FOR DISCUSSION AND/OR ACTIONS

APPROVE ENGAGEMENT LETTER FOR BOARD COUNSEL

Motion: Mr. Oliver motioned and Dr. Evans-Shabazz seconded.

Vote: The motion passed with a vote of 7-1 with Mr. Wilson opposing.

MOTION TO AMEND ITEM PREVIOUS ADOPTED FOR 2013 BOND PROJECT L; TERMINATE CONSTRUCTION MANAGER AT RISK AND AUTHORIZE SOLICITATION

Motion: Mr. Oliver motioned and Dr. Evans-Shabazz seconded.

Mr. Wilson inquired if all the bond projects being built to the square footage promised to the community and if all the projects are in budget. Dr. Tamez consulted with legal counsel to determine if the questions were related to the item. Mr. Hollingsworth consulted with Mr. Wilson.

Vote: The motion passed with a vote of 7-1 with Mr. Wilson opposing.

CONSENT AGENDA

Motion: Mr. Oliver moved and Dr. Evans-Shabazz seconded to approve the Consent Agenda with the exception of items B.2, B.3, B.4, B.5, B.6 and B.7. The motion passed with a vote of 8-0.

The following items were approved:

- Associate of Applied Science in Heating, Air Conditioning and Refrigeration
- Houston Academy of Medicine – Texas Medical Center Library
- Investment Policy 2017
- Investment Report for the Month of September 2016
- Monthly Financial Statement and Budget Review for September 2016

**CHILLER REPLACEMENT PROJECT STAFFORD FINE ARTS BUILDING (PROJECT NO. IFB 17-08)
HVAC SYSTEM REPLACEMENT AND RENOVATION WEST LOOP CAMPUS (PROJECT NO. IFB 17-07);
LED LIGHTING RETROFIT MULTI-CAMPUSES (PROJECT NO. IFB 17-03); AND
AUTHORIZE THERMAL ENERGY CONTRACT FOR NEW BUILDING AT COLEMAN COLLEGE**

Motion: Mr. Wilson motioned to combine items B.2, B.3, B.4 and B.5 and Mr. Oliver seconded.

Mr. Wilson noted that if he voted against an item at the COTW, an opposing vote on consent agenda items can only be recorded if the specific items are pulled from the consent agenda at the regular meeting to have his vote registered as opposing. Mr. Hollingsworth concurred with him.

Mr. Wilson noted he objected to borrowing money for preventive maintenance and doubts the savings will be realized. He added that some of the items overlap the Chevron contract where the cost is not figured in. He apprised that he would be voting against the items.

Vote: The motion passed with a vote of 6-2 with Dr. Hansen and Mr. Wilson opposing.

SPRING BRANCH CAMPUS MASTER PLAN (PROJECT NO. 16-44)

Motion: Mr. Wilson motioned and Mr. Oliver seconded.

Mr. Wilson noted he was going to combine items B.6 and B.7 because his objection was the same for both items. He noted that one of the problems in the near future is bringing new buildings online and the time will come where some of buildings will have to be consolidated. He expressed the need to go back to an overall plan that comes from the Board.

Vote: The motion passed with a vote of 7-1 with Mr. Wilson opposing.

EASTSIDE CAMPUS MASTER PLAN (PROJECT NO. 16-45)

Motion: Mr. Oliver motioned and Mr. Capo seconded the motion.

Mr. Oliver inquired if there is a master plan currently available for every campus. Dr. Maldonado noted the master plan does not drill down to detail at the campus levels.

Mr. Oliver noted the item was pulled because the college continues to pay for master plans and inquired at what point are the actual paid master plans used. Dr. Maldonado noted the master plans have been used to get the institution where it needs to be and added the college has changed and adjustments are needed.

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Mr. Capo inquired as to what is needed and what is currently in place. Dr. Maldonado provided an example of the Woodridge location and noted additional assessment needs to be completed to provide options regarding usage of the site.

Mr. Oliver inquired if the current needs will be met once the master plan is completed and the number of master plans.

Mr. Wilson noted that the piece mill is a splitter approach and invalidates the master plans previously put in place. He inquired as to how this master plan fits into the overall picture.

Mrs. Sane inquired of the timeline after the master plan is complete and the funding sources. Dr. Maldonado noted that priorities for the campus will need to be determined before a timeline and funding stream can be developed.

Mrs. Sane inquired of the rationale for the master plan at this campus and inquired if the campus is at capacity. Dr. Maldonado noted that the campus master plan is needed to plan for the future and determine the next steps.

Dr. Evans-Shabazz noted the property was acquired after the previous master plan was approved. Mr. Oliver noted he had no issue with it if it looks different, but his concern is what was done with the previously approved master plan. Dr. Maldonado noted that he would be willing to have Mr. Charles Smith provide an overview of what has been done under the current master plan.

Dr. Tamez noted this is a campus master plan and not a district-wide master plan.

Dr. Tamez requested Mr. Smith provide an overview. Mr. Smith noted there are multiple master plans which includes the 2011 ESPA district master plan. He noted the original Eastside 2010 master plan prepared by Mr. Randhi Sahni was superseded by the Woodridge property acquisition. He added that master plan updates happen in ten year cycles and requests for upgrades are received daily. He noted there is a need to make informed decisions on the growth of a facility because the plans change within the cycle.

Mr. Glaser noted that the wording was changed at the committee meeting and inquired if the wording was incorporated on the item. Mrs. Sane apprised that it was.

Vote: The motion passed with a vote of 7-1 with Mr. Wilson opposing.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:08 p.m.

Minutes submitted by Sharon R. Wright, Director, Board Services

Minutes Approved as Submitted: December 15, 2016