

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

August 21, 2014

Minutes

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, August 21, 2014 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Neeta Sane, *Chair*
Christopher W. Oliver, *Vice Chair*
Robert Glaser, *Secretary*
Zeph Capo
Eva Loreda
Sandie Mullins
Carroll G. Robinson
Adriana Tamez
David B. Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
William Carter, Vice Chancellor, Information Technology
Zachary Hodges, Acting Vice Chancellor, Academic Affairs
Diana Pino, Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Planning
Fred Zeidman, Vice Chancellor, Institutional Advancement
Michael Edwards, Acting President, Coleman College
Margaret Ford Fisher, President, Northeast College
William Harmon, President, Central College
Fena Garza, President, Southwest College
Butch Herod, Acting President, Northwest College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Chuck Smith, Chief Facilities Officer

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Michelle Novak, President, Faculty Senate
Ava Cosey, President, COPA
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mrs. Neeta Sane, Chair, called the meeting to order at 4:10 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: Capo, Glaser, Loredo, Robinson, Sane, Tamez, and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Capo led the prayer and the pledges.

APPROVAL OF MINUTES

Motion – Mr. Capo moved and Ms. Loredo seconded. The motion passed with a vote of 7-0. The following minutes were approved:

Special Meeting of June 14, 2014, Academic Affairs Committee Meeting of June 19, 2014, Committee of the Whole Meeting of June 19, 2014, Finance Sub-Committee Meeting of June 24, 2014, and Regular Meeting of June 24, 2014

AWARDS, PRESENTATIONS, AND RECOGNITIONS

Dr. Cesar Maldonado announced that approximately 200 HCC employees, students and faculty participated in this year's March for Babies held Sunday, April 27, 2014 at the University of Houston. This year's donation of \$40,000 to the March for Babies is one of the largest in the history of participation.

Dr. Maldonado invited March of Dimes Houston Chapter representatives, Hallee Winnie, Executive Director and Veronica James, Director of Revenue Development to come forward to accept the check for \$40,000.

Dr. Maldonado presented the coveted President's Trophy College for the 10th year consecutively to Central College for raising the most money of \$7,228.

CHAIRMAN'S REPORT

Mrs. Sane announced that the next Regular Board meeting will be held, Thursday, September 18, 2014.

Dr. Tamez made a point of privilege that she has to leave at 6:00 p.m. and advised that she was invited by Sheriff Adrian Garcia to participate in a telecast meeting.

(Mr. Oliver joined the meeting at 4:21 p.m.)

CHANCELLOR'S REPORT

Dr. Maldonado recognized that Board Chair Neeta Sane celebrated a birthday on July 30th.

(Ms. Mullins joined the meeting at 4:53 p.m.)

Dr. Maldonado provided the following report:

- **Exxon Mobile Grant**

HCC is one of five community colleges that will receive \$5,000 in scholarships from Exxon Mobile for students enrolled in technical programs leading to petrochemical careers. Five HCC students enrolled in the welding technology program will each receive \$1,000.

- **JP Morgan Chase and Capital IDEA Partnership**

Capital IDEA has a strong presence at HCC with locations at the Southeast and Stafford campuses. Capital IDEA will expand to the Northeast Campus through the generous support of JP Morgan Chase.

As a partner organization, Capital IDEA fully funds participants; tuition, fees and books for an associate's degree or college level certificate. Capital IDEA provides the resources to promote Student Success for some of the most vulnerable students.

Dr. Margaret Ford Fisher provided an overview of the partnership and invited Ms. Carolyn Watson, Vice President of Global Philanthropy, JP Morgan Chase Foundation and Ms. Elaine Barber, Vice President of Education and Workforce Initiatives, Greater Houston Partnership and Chair, Capital IDEA to make remarks. Dr. Ford Fisher recognized representatives from Capital IDEA:

- Sister Mignone Konechny, Capital IDEA, Senior Organizer, Industrial Areas Foundation and Capital IDEA
- Elizabeth Valdez, Lead Organizer, Capital IDEA
- Michelle Paul, Director, Capital IDEA

- **Faculty Senate Report**

Ms. Michelle Novak expressed appreciation to the Board for hearing the concerns of the faculty and noted that faculty is looking forward to moving ahead. She informed that faculty applauds Dr. Maldonado for experiencing firsthand the enrollment process that students face by participating in the registration process.

Ms. Novak extended an invitation to the Bedichek Orman Auction scheduled for October 24, 2014 at the West Loop Campus.

Ms. Novak introduced Ms. Susan Goll the new President of the Faculty Senate.

HEARING OF THE CITIZENS

There following individual(s) requested to speak before the Board:

- Daniel Arp

CONSENT AGENDA

Motion – Ms. Loreda moved and Mr. Robinson seconded to approve the consent agenda. The motion passed with a vote of 9-0. The following were approved:

- Placement Test
- Nursing Program Elsevier Instructional Testing Services
- Consider Waiver of Conflict of Interest
- Proposed Revision to Board Policy B.1.5.4-Signature Authority
- Proposed 84th Legislative Session 2015 Legislative Priorities
- Proposed Operating Budget (Restricted Funds) for Fiscal Year 2014- 2015
- Capital & Technology Plan for Fiscal Year 2014-2015
- Consider Approval of Grant of Right-of-Way to City of Houston
- Banking Resolution Authorization
- Proposed Settlement between Lucinda Arevalo and HCC
- Payment to Gardere Wynne Sewell LLP for Professional Legal Services Rendered May - June 2014
- Payment to Monty & Ramirez LLP for Professional Legal Services Rendered June 2014

**PROPOSED REVISION TO BOARD POLICY B.2.3.3-CONSTRUCTION
MANAGEMENT REGARDING CHANGE ORDERS**

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

Ms. Mullins noted that the item was discussed in the Committee of the Whole meeting (COTW) and inquired of Dr. Maldonado the efforts that will be put in place for reporting the change orders to the Board. Dr. Maldonado informed that the change orders will be included in the monthly construction report provided in the Monthly Administrative Report (MAR).

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

**NEW POLICY TO REQUIRE VENDORS TO CERTIFY NON-DISCRIMINATE ACTION
AGAINST LGBT MEMBERS IN HIRING**

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

Mr. Oliver apprised that the college does have a policy in place and noted that he does not have an issue with the policy. He informed that the policy works fine but would not recommend going any further.

Mr. Wilson apprised that the policy is requiring vendors to certify non-discrimination against LGBT and asked if there is any data to support claims of any discrimination of hiring by any contractors.

Dr. Maldonado noted that there are none that he is aware of.

Mr. Wilson informed that the item states that the compelling reason was to allow the policy to be consistent with the federal policies. He referenced of the strategic initiative of support innovation and inquired as to what kind of innovation will be identified since a policy already exists. Mr. Wilson apprised that if the item was placed on the agenda to drive a wedge between him and his colleague, he would not allow that to happen. He recommended the Board members vote against the item.

Mr. Robinson noted that the item is to only require the vendor to check a box certifying that they are not discriminating. He informed that he is in favor of the item.

Ms. Loreda noted that her interpretation of the item was to make certain it is fair.

Mr. Wilson called for the question.

Vote on Call for the Question – The motion passed with a vote of 9-0.

Vote – The motion passed with a vote of 7-2 with Trustees Oliver and Wilson opposing.

PROPOSED OPERATING BUDGET (UNRESTRICTED FUNDS) FOR FISCAL YEAR 2014- 2015

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

Mr. Robinson expressed appreciation to the Chancellor for bringing forth the budget and noted that a Maintenance and Operations tax increase is not included in the recommended budget.

Mr. Wilson inquired if there have been other revisions that have not been presented to the Board. Dr. Maldonado informed that the budget presented is the one provided at the Committee of the Whole meeting.

Mr. Wilson apprised that when a budget is presented that is not balanced it is not a fair showing to the community. He noted that last year there was no deficit budget and informed that he would be voting against the budget.

Dr. Maldonado apprised that he is not asking the Board to approve a deficit budget and noted that there are sufficient funds to support the proposed budget. He informed that the budget being brought forth is two percent less than the budget that was in place upon his arrival.

Mrs. Sane apprised that Dr. Maldonado has brought the college to a good starting point for improving the budget.

Mr. Capo commented that he wanted to recognize that chancellor is listening to the Board. He noted that the Board asked the chancellor to provide a budget that does not increase taxes. He noted that he is confident that there are areas to identify efficiencies.

Mr. Capo informed that he is confident that it could be done without raising taxes especially since the fund balance is so healthy.

Mr. Capo called for the question.

Vote on the Call for the Question – The motion passed with vote of 9-0.

Vote – The motion passed with a vote of 8-1 with Mr. Wilson opposing.

(Mr. Robinson stepped out at 5:00 p.m.)

CONTRACT RENEWAL FOR INSURANCE COVERAGE

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

Mr. Wilson apprised that he would like to see the insurance item rebid.

Mr. Glaser requested that the chancellor provide an overview as presented in the COTW.

Dr. Maldonado noted that there is a package of changes that are under review and informed that one of the concerns is a timing issue of renewing the policy during the hurricane season. He apprised that the efforts also include opening up the market.

Vote – The motion passed with a vote of 7-1 with Trustee Wilson opposing.

(Mr. Robinson returned at 5:04 p.m.)

INVESTMENT REPORT FOR THE MONTH OF MAY 2014; INVESTMENT REPORT FOR THE MONTH OF JUNE 2014; AND MONTHLY FINANCE STATEMENT FOR JUNE 2014

Motion – Mr. Robinson moved and Mr. Capo seconded to consider Investment Reports for May and June 2014 and the monthly financial report for June 2014.

Mr. Robinson inquired of the auxiliary funds balance. Mrs. Zamora noted that the total balance is \$5.6 million of which \$3.1 million is unrestricted.

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

TOPICS FOR DISCUSSION AND/OR ACTION

APPROVAL OF AN INDEMNITY POLICY

Motion – Mr. Capo motioned and Ms. Mullins seconded. The motion passed with a vote of 9-0.

ADJOURNED TO CLOSED SESSION

Mrs. Sane adjourned the meeting to Executive Session at 5:11 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. Mrs. Sane 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.

Mrs. Sane reconvened the meeting in Open Session at 7:25 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Capo, Glaser, Loredo, Mullins, Robinson, Sane, and Wilson)

PERSONNEL AGENDA (ADMINISTRATOR)

Motion – Ms. Loredo moved and Mr. Capo seconded. The motion passed with a vote of 7-0.

PERSONNEL AGENDA (FACULTY)

Motion – Ms. Mullins moved and Ms. Loredo seconded. The motion passed with a vote of 7-0.

FULL-TIME ADMINISTRATIVE EMPLOYEE CONTRACTS

Motion – Ms. Mullins moved and Ms. Loredo seconded. The motion passed with a vote of 7-0.

RENEWAL OF FULL-TIME FACULTY EMPLOYEE ANNUAL CONTRACTS

Motion – Ms. Loredo moved and Ms. Mullins seconded. The motion passed with vote of 7-0.

SETTLEMENT WITH AT&T FOR STRUCTURED CABLING SERVICES AT ANGELA AND FELIX MORALES BUILDING

Motion – Ms. Loredo moved and Ms. Mullins seconded. The motion passed with a vote 6-1 with Mr. Capo opposing.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:27 p.m.

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

Minutes Approved as Submitted: September 18, 2014