

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

**June 24, 2014**

**Minutes**

The Board of Trustees of Houston Community College held a Regular Meeting on Tuesday, June 24, 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  
Adriana Tamez  
David B. Wilson

**ADMINISTRATION**

Cesar Maldonado, Chancellor  
Shantay Grays, Chief of Staff  
Fheryl Prestage for William Carter, Vice Chancellor, Information Technology  
Charles Cook, Vice Chancellor, Academic Affairs  
Thomas Estes, Vice Chancellor, Special Projects and Bond Program  
Diana Pino, Vice Chancellor, Student Services  
Teri Zamora, Vice Chancellor, Finance and Planning  
Fred Zeidman, Vice Chancellor, Institutional Advancement  
Margaret Ford Fisher, President, Northeast College  
William Harmon, President, Central College  
Fena Garza, President, Southwest College  
Zachary Hodges, President, Northwest College  
Irene Porcarello, President, Southeast College  
Betty Young, President, Coleman College  
Janet May, Chief Human Resources 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 4:02 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

(Trustees present when meeting called to order: Glaser, Loreda, Mullins, Sane, Tamez, and Wilson)

Mrs. Sane announced that the Board, administration, staff, faculty, and students offer condolences to the family of Dr. Mary Spangler who passed on Saturday, June 14, 2014. She reviewed accomplishments under Dr. Spangler's administration.

### **PRAYER AND PLEDGE OF ALLEGIANCE**

Dr. Tamez led the prayer and the pledges.

### **APPROVAL OF MINUTES**

Motion – Ms. Mullins moved and Dr. Tamez seconded. The motion passed with a vote of 6-0. The following minutes were approved:

Academic Affairs/Student Services Committee Meeting of May 8, 2014, Board Governance Committee Meeting of May 8, 2014, Committee of the Whole Meeting of May 8, 2014, External Relations Committee Meeting of May 8, 2014, Special Meeting of May 8, 2014, Special Meeting of May 13, 2014, and Regular Meeting of May 15, 2014

### **CHAIRMAN'S REPORT**

Mrs. Sane announced that the next scheduled Regular Meeting will be held on Thursday, August 21, 2014 as the Board will not meet in the month of July 2014.

### **CHANCELLOR'S REPORT**

Dr. Cesar Maldonado provided the following report:

- **Collaborative Grant Award**

The Texas Education Agency (TEA), The Higher Education Coordinating Board (THECB) and the Texas Workforce Commission (TWC) collaboratively awarded a \$660,000 grant to support innovative and educational partnerships between HCC and local school districts.

This funding will specifically support a partnership between HCC, Houston Independent School District (HISD) and Alief Independent School District (AISD) in moving technical education forward by launching new opportunities for students to graduate from high school with post-secondary credentials to aid in transition to a high skill and high demand workforce fields.

- **Salute to World War II Veterans**

Southeast College, in collaboration with the Gathering of Eagles organization paid special tribute to World War II veterans who bravely fought so that Americans could live in freedom.

Mr. Johnnie M. Marino, a World War II Army veteran who fought in the 2nd Infantry Division known as Indian Head, was recognized in honor of his 95th birthday.

- **Capital IDEA**

At Northeast College over 100 current and prospective students participated in the first series of orientation workshops provided in partnership with Capital IDEA. More than half of the participants qualified to move forward in the program where students will be afforded the opportunity to enroll in Science, Technology, Engineering and Mathematics (STEM) related short-term certificate and Associate of Applied Science (AAS) programs. The partnering organization will fully fund qualifying student's tuition, fees and books.

- **PREP Courses**

Southwest College now offers college preparatory courses in Mathematics and English Language. This opportunity is made possible by the Fort Bend Independent School District Board of Trustees who recently approved a Memorandum of Understanding (MOU) between the district and Houston Community College.

- **Summer Bridge Program**

Northwest College is collaborating with Communities in Schools (CIS) for the Summer Bridge program. The program helps address the issue of high school students who aspire to go to college after graduation, but do not enroll in the fall semester.

This two month program which currently serves Northbrook and Spring Woods High Schools, shows new high school graduates how to register for classes, apply for financial aid and understand the requirements needed to enter college.

- **Central College Scholars Success**

Last week, Central College hosted almost 150 ninth grade students as part of the 6th and 9th Grade Scholars Success Program. During the four day program, students were given a college orientation, filled out an application with assistance from staff, completed a pre-assessment activity along with tutoring, then were tested on the Texas Success Initiative (TSI) exam in the Learning Emporium. Students also had an opportunity to participate in a campus tour and learn about student services, financial aid and basic financial literacy.

A similar program will be offered during the week of June 30 to target students interested in STEM areas as well as workforce careers.

- **Farewell to Dr. Charles Cook**

Dr. Maldonado announced that Dr. Charles Cook, Vice Chancellor of Academic Affairs will be leaving HCC after 20 plus years of service to accept a position at Austin Community College effective July 1, 2014.

Under Dr. Cook's leadership, HCC has become a leader among community colleges in developmental education, and best practices in teaching and learning.

On behalf of the HCC and the Board, Dr. Maldonado presented Dr. Cook with a gift of appreciation for his leadership and commitment to the organization.

Dr. Cook expressed appreciation to the Chancellor, Board and members of the HCC Family.

*(Trustee Capo arrived at 4:15 p.m.)*

The Board expressed comments and best wishes to Dr. Cook upon his departure.

Dr. Maldonado informed that Dr. Zachary Hodges will be serving as Acting Vice Chancellor for Academic Affairs. He noted that Dr. Butch Herod would serve as Acting President at HCC Northwest College.

- **Faculty Senate Report**

Ms. Novak spoke of budgetary issues and noted that in the process of building the various facilities under the bond, it appears that the some needs are going unmet and addressed the following:

- Closing libraries on weekends
- Cancellation of classes with less than 20 students enrolled
- Faculty (adjunct pay needs to be increased and more full-time faculty is needed)

*(Dr. Tamez stepped out at 4:26 p.m.)*

### **HEARING OF THE CITIZENS**

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

- Daniel Arp

*(Dr. Tamez returned at 4:28 p.m.)*

- Kathleen Kelly Meine

*(Mr. Oliver arrived at 4:35 p.m.)*

### **CONSENT AGENDA**

Motion – Mr. Oliver moved and Dr. Tamez seconded to approve the consent agenda. The motion passed with a vote of 8-0. The following were approved:

- Tuition and Fees for Non-Credit Classes
- Technology Replacement Plan for Instructional and Administrative Computers
- Approval of New Associate of Arts Degree in Studio Art

- Approve Purchase of Property for Northeast College
- Approval of Lease Buyout Proposal for Chili's Formerly Located at 1040 W. Sam Houston Parkway N, Houston, Texas
- Approval of Lease Agreement for 1040 W. Sam Houston Parkway N., Houston, Texas
- 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)
- Adoption of Fort Bend and Harris County Local Option Exemption Tax Year 2014
- Investment Report for the Month of March 2014
- Investment Report for the Month of April 2014
- Monthly Finance Statement for May 2014

#### **TOPICS FOR DISCUSSION AND/OR ACTION**

#### **PROPOSED REVISIONS TO BOARD BYLAWS REGARDING ARTICLE F-COMMITTEES**

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

*(Mr. Capo stepped out at 4:36 p.m.)*

Mr. Derrick Mitchell apprised that the item is to clean up the bylaws. He noted that the vote of five Trustees is needed to move an item from the Committee of the Whole to the consent agenda. He informed that the revision is to correct the bylaws.

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

Mrs. Sane apprised that items IX.A.2 and IX.A.3 have been pulled for consideration by the Board Governance Committee in August 2014. The following items will be placed on the Board Governance Committee agenda for August 2014:

- Revision to Board Policy 2.3.3 - Construction Management Regarding Change Orders
- Revision to Board Policy 5.1.4 - Signature Authority

#### **PERSONNEL AGENDA (ADMINISTRATOR)**

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

*(Mr. Capo returned at 4:39 p.m.)*

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

**PERSONNEL AGENDA (FACULTY)**

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

Dr. Maldonado noted that the item is to approve a faculty contract.

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

**BOND CONSTRUCTION MANAGER-AT-RISK SERVICES FOR PROJECT A – NW ALIEF CAMPUS (PROJECT NO. RFP 14-04)**

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

Mr. Capo noted that the project is to finish the build-out of level three of the Alief building and inquired if there is a plan to completely utilize the capacity at the building.

Mrs. Sane provided a historic overview and apprised that a commitment was made to the community to complete the building during the annexation election. She noted that she made a pledge to the community and informed that there are issues that need to be addressed. Mrs. Sane apprised that the effort of delaying the approval of the item is to make certain the community concerns are addressed. Mrs. Sane requested that the Board vote their conscience regarding the item.

Dr. Tamez inquired of Dr. Maldonado's position regarding the project.

Dr. Maldonado noted that his review of the projects evaluated the scope of services that was committed in the bond election order and documents provided to the community. He informed that he does not have a historic purview of the project prior to his arrival on May 13, 2014. Dr. Maldonado apprised that the review showed no specific use of the facility was considered. He noted that it has been determined that a premiere film program could be placed on the 3<sup>rd</sup> floor and partnership programs with The University of Texas at Tyler (UT Tyler) placed on the 4<sup>th</sup> floor. He informed that it is on the radar screen to finish the 4<sup>th</sup> floor.

Mrs. Sane apprised that it has been clearly stated that workforce programs are needed in the building.

Mr. Oliver noted that everyone has spoken passionately regarding the project. He informed that the effort is passion for the people that the Board represents. He apprised that he would like to reiterate that this is nothing personal towards the Chancellor but noted that his concern is that issues are addressed from a structural basis. Mr. Oliver informed that he is concerned with the process and not the projects themselves. He apprised that everyone wants the projects to move forward.

Mr. Wilson apprised that the entire process seems to be backwards and inquired if there has been a review of the full-time equivalency to ensure spending \$10 million is worthwhile and brings the greatest return.

Mr. Capo expressed that everyone is clear where the Board stands on the vote of the projects. He noted that he stands with the Chair that the effort should be to locate additional funds for completing the project. He informed that Alief needs to be a partner at the table. Mr. Capo apprised that his position is to get the project completed as quickly as possible. He noted that the issue is that the college has capacity and how to make best use of the facilities by building out to capacity.

Dr. Tamez inquired if the remaining projects are not approved, can they be hard bid.

Ms. Loredo informed that one of the concerns from the previous bonds was not completely building out. She apprised that she was under the impression that the building had been completed. Ms. Loredo noted that when buildings are built, they need to be done to the totality. She informed that all the communities deserve the best.

Mr. Glaser inquired if Dr. Tamez's question means that it needs to be re-scoped. Mr. Mitchell apprised that the statute states that the scope would have to be changed.

*(Mr. Oliver stepped out at 4:58 p.m. and returned at 4:59 p.m.)*

Vote – The motion failed with vote of 4-4 with Trustees Capo, Glaser, Mullins and Tamez in favor and Trustees Loredo, Oliver, Sane and Wilson opposing.

**BOND CONSTRUCTION MANAGER-AT-RISK SERVICES FOR PROJECT B – NW ELDRIDGE (WESTSIDE) CAMPUS (PROJECT NO. RFP 14-04)**

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

Mr. Wilson noted that he has serious issues with the project. He requested a full-time equivalence regarding the project to justify the location.

Ms. Mullins informed that she is pleased with the planning and partnerships that have taken place regarding the projects in the area. She apprised that the taxing district was the strategic reason regarding the location.

Dr. Maldonado noted that the specifics of the scope of the programs have not been determined at the moment. He informed that the needs of workforce and students are what will drive the programs.

Ms. Loredo inquired if the students will be paying out-of-district tuition. Dr. Zachary Hodges apprised that it will be a mix of in-district and out-of-district students. He noted that the students that are interested in STEM will be attracted.

Mr. Capo informed that initially he had some reservations but he visited the location and spent time discussing the vision intended for the Eldridge project with Dr. Hodges. He apprised that the building is not only for today but for the next 15 years. He noted that

there will be significant growth in the area and the institution must be able to compete with the skilled workforce needs of that sector.

Mr. Oliver informed that he would disagree with Mr. Capo's comments regarding the growth of the area. He apprised that Houston is growing overall and noted that he agrees that a presence is needed in the area. Mr. Oliver informed that at some point in time, there has to be some return on the investment. He apprised that a firm commitment is needed from the other side in terms of the college's investment.

Mr. Glaser moved to table the item. The motion died for lack of second.

Vote – The motion failed with vote of 4-4 with Trustees Capo, Loredo, Mullins and Tamez in favor and Trustees Glaser, Oliver, Sane and Wilson opposing.

**BOND CONSTRUCTION MANAGER-AT-RISK SERVICES FOR PROJECT H – SE FELIX FRAGA CAMPUS (PROJECT NO. RFP 14-04)**

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

Ms. Loredo noted that the effort of the project is to build up the area with STEM programs and partner with the University of Houston Downtown; however, this project was like an afterthought when the money was divvied up regarding the bond funds. She informed that a garage is needed and apprised that while the money is not enough, it is a start. She noted that partnerships will be needed to maximize the project.

Mr. Wilson informed that bond money being divvied up does not sound proper and apprised that a return on investment needs to be identified. Ms. Loredo apprised that the area is growing and is busting at the seams.

Mr. Oliver noted that the area is landlocked. He inquired with Ms. Loredo if she is truly satisfied with the progress. Ms. Loredo informed that action has been seen in the area over the past year. She asked Dr. Maldonado to share his vision regarding the area.

Dr. Maldonado apprised that there is a demand for this type of facility regarding maritime programs and an Early College High School. He noted that the area looks favorable in terms of growing enrollment. Dr. Maldonado informed that the focus should be on making it a landmark in the area. He apprised that the project looks very stable and favorable.

Dr. Maldonado noted that none of the facilities will fill up in the first five years as it will take some time to ramp up enrollment. He informed that the buildings will not be 100% staffed upon opening the doors. Dr. Maldonado apprised the effort will be to grow the business logically and responsibly and the programs will be well thought out.

Mr. Oliver noted that the needs of the community and 21<sup>st</sup> century Houston must be addressed. He informed that a discussion is needed regarding how to grow enrollment.



Vote – The motion passed with vote 5-3 with Trustees Capo, Glaser, Loreda, Mullins and Tamez in favor and Trustees Oliver, Sane, and Wilson opposing.

**BOND CONSTRUCTION MANAGER-AT-RISK SERVICES FOR PROJECT N –  
COLEMAN CAMPUS (PROJECT NO. RFP 14-04)**

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

Motion – Mr. Oliver motion to table the item until Mr. Robinson is present to discuss. Mr. Glaser seconded. The motion passed with vote of 5-3 with Trustees Glaser, Loreda, Oliver, Sane, and Wilson in favor and Trustees Capo, Mullins and Tamez opposing.

Mr. Glaser inquired if Mr. Robinson is not at the next meeting, will the item be tabled again. Mr. Oliver informed that if he is unable to be present for the next consideration, then then the item should move forward one way or the other

Mr. Oliver clarified that the motion was to table until the next meeting.

**COOPERATIVE, INTERLOCAL AGREEMENTS & SOLE SOURCE CONTRACT  
APPROVALS & RENEWALS FOR FISCAL YEAR 2015**

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

Mr. Wilson noted that the item is not just the agreements but also \$12 million in contracts.

Dr. Maldonado noted that supporting documentation shows the amount of the contracts.

Mr. Glaser inquired if there is any cost to the college to engage in the agreements.

Mr. Rogelio Anasagasti informed that there is often a minimum fee of \$100 for some of the agreements and noted that there may be rebates received on some of the agreements as well.

Vote – Motion passed with vote of 8-0.

**PAYMENT TO BRACEWELL & GIULIANI LLP FOR PROFESSIONAL SERVICES  
RENDERED THROUGH MAY 31, 2014**

Motion – Mr. Oliver moved and Dr. Tamez seconded.

Mr. Oliver informed that now that a contract has been executed, the billings do not need to be presented to the Board in the future. Mr. Mitchell informed that the item does not need to be presented for approval in the future.

Dr. Tamez inquired if there will be the ability to review the services. Mr. Oliver noted that a report could be provided in closed session regarding the services due to the confidentiality of the detailed report.

Mr. Capo inquired if the contract was voted on by the Board.

Mr. Mitchell apprised that the amendment presented and approved on May 15<sup>th</sup> authorized the Chair to negotiate and enter into the agreement; therefore, subsequent action is not needed.

Vote – The motion passed with vote of 7-0-1 with Trustee Capo abstaining.

**PAYMENT TO GARDERE WYNNE SEWELL LLP FOR PROFESSIONAL LEGAL SERVICES RENDERED FROM MARCH 1, 2014 THROUGH APRIL 30, 2014**

Motion – Mr. Oliver moved and Dr. Tamez seconded. The motion passed with vote of 6-2 with Trustees Capo and Wilson opposing.

**ADJOURNED TO CLOSED SESSION**

Mrs. Sane adjourned the meeting to Executive Session at 5:29 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 6:44 p.m. and entertained any motions on pending matters.

*(The following Trustees were present: Capo, Glaser, Loreda, Mullins, Oliver, Sane, and Wilson)*

Mr. Oliver informed that he recants his comments regarding Eldridge property,

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 6:45 p.m.

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

Minutes Approved as Submitted: August 21, 2014