

**MEETING OF THE
ACADEMIC AFFAIRS/WORKFORCE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

April 13, 2017

Minutes

The Academic Affairs/Workforce Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, April 13, 2017 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, Committee Chair
Robert Glaser, Committee Member
John P. Hansen, Committee Member
Eva Loreda
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
Athos Brewer, Vice Chancellor, Student Services
William Carter, Vice Chancellor, Information Technology
Kurt Ewen, Vice Chancellor, Planning and Institutional Effectiveness
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
Muddassir Siddiqi, President, Central College
Zachary Hodges, President, Northwest College
Donna Spivey for Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Robert King, Interim Executive Director, HCC Foundation
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, Committee Chair, called the meeting to order at 11:40 a.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: Glaser, Loreda, Tamez, Wilson)

TOPICS FOR DISCUSSION AND/OR ACTION

UPDATE ON ADULT EDUCATION LITERACY PROGRAM

Dr. Maldonado apprised that a report would be provided regarding the Adult Basic Education Program. He noted that Dr. Catherine O'Brien would provide the report on behalf of Dr. Kimberly Beatty.

Dr. O'Brien reported on the following:

- ABE vs. AEL
- Adult Education Literacy Programs
 - ABE – Adult Basic Education
 - ATX – Accelerate Texas
 - ESL – English as-a-Second Language
 - CBJT – Community Based Job Training
 - Tx-CHSE – Texas Certificate of High School Equivalency
 - MCCR/RCCR – Math College & Career Readiness and Reading College & Career Readiness
 - Adult High School
- Map of ABE/ESL/GET Class Locations
- HCC Literacy Consortium

Dr. Tamez inquired where the Literacy Commission was listed. Dr. O'Brien noted the Houston Center for Literacy was reflected on the chart and added that they are a critical voice in the Consortium.

Dr. O'Brien continued with the presentation as follows:

- Enrollment Data
- Adult Education Program Enrollment and Success Comparison

Dr. Maldonado noted the numbers are in an unacceptable trend and apprised that the department is being restructured with focused goals to improve the numbers.

Dr. Tamez associated with the Chancellor's comments and apprised that improvement is needed in the area of Adult Education. Dr. O'Brien apprised that the chart reflected the new organizational alignment to will assist in achieving the goals.

- Organizational Alignment
- Next Steps

(Dr. Hansen joined the meeting at 11:48 a.m.)

Dr. Tamez apprised that the Chancellor, the Board Chair and she had recently met with the Houston Fire Chief to discuss HCC program partnerships and to initiate collaboration opportunities. She added the committee would also be meeting with the Houston Police Chief in an effort to do the same. Dr. Tamez thanked the Chancellor and the Board Chair for reaching out to the organizations regarding the partnerships.

Dr. Tamez noted that once the partnerships are established the Chancellor would be providing a presentation.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 11:49 a.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: May 25, 2017