

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

**October 7, 2014**

**Minutes**

The Board of Trustees of Houston Community College held a Special Meeting on Tuesday, October 7, 2014 at the HCC Administration Building, 2nd Floor, 3100 Main in Seminar Room B, Houston, Texas

**MEMBERS PRESENT**

Neeta Sane, *Chair*  
Christopher W. Oliver, *Chair*  
Zeph Capo  
Eva Loreda  
Carroll G. Robinson  
Adriana Tamez  
David B. Wilson

**ADMINISTRATION**

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

**OTHERS PRESENT**

Derrick Mitchell, Board Counsel, Bracewell & Giuliani  
Susan Goll, President, Faculty Senate  
Jodie Khan, President, COPA  
Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Mrs. Neeta Sane, Chair, called the meeting to order at 3:33 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, Loreda, Oliver, Robinson, Sane, Tamez and Wilson)*

**SECOND PUBLIC HEARING REGARDING TAX REVENUE CALCULATION AND VOTE**

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

Dr. Cesar Maldonado provided an overview of the proposed tax rates. He noted that the debt tax rate increase is due to the debt service. He informed that the proposed rate is below the rollback and apprised that the Maintenance and Operations (M&O) remains the same as last year.

*(Mr. Capo stepped out 3:36 p.m.)*

Mrs. Sane provided an opportunity for the public to speak before the Board regarding the proposed tax rate.

*(Mr. Capo returned at 3:38 p.m.)*

Mrs. Sane noted that the item does not require a vote and closed the public hearing.

**COMMUNITY COLLEGE OF QATAR CONTRACTS (PERSONNEL)**

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

Dr. Maldonado informed that this is the final year for the contract. He apprised that full time personnel contracts for HCC employees who are working at Community College of Qatar (CCQ) are hired under one-year contracts.

Mr. Robinson requested clarity of the contract expiration. He noted that he was under the impression that the contract ended in May 2015. Dr. Maldonado informed that this item is to approve the employee contracts and not a request for an extension of the Qatar contract. Ms. Janet May apprised that the employee contracts expire August 31, 2015.

Ms. May noted that the May date was referencing the notice that is required for employees to inform that they would be returning.

Mr. Robinson inquired if HCC employees returning will have a job. Dr. Maldonado informed that those who were employed at HCC will be returning to a position but external persons will not have a position at HCC.

Mr. Capo inquired when the 90 day notice will be provided. Ms. May apprised that if there is not going to be a continuation, the 90 day notice will need to be provided in May.

Mr. Oliver inquired of the date the contracts will end. Ms. May noted that on August 31, 2014 the contracts will end.

Mr. Capo apprised that he was informed that some of the employees want to continue where they are and noted that the employees should be informed of the contract expiration.

Dr. Tamez inquired of the plan to apprise the Board as to who will remain and who will return. Dr. Maldonado informed that the 90-day notice will initiate the plan.

Dr. Tamez requested an update be provided in May 2015 regarding the employees who will remain and those returning. Mr. Oliver noted that should be an administrative item. Dr. Maldonado apprised that an update would be provided in the personnel agenda as per normal practice.

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

### **ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:47 p.m.

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

Minutes Approved as Submitted: November 18, 2014