

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

**December 15, 2016  
Minutes**

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, December 15, 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  
Eva Loreda  
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  
Margaret Ford Fisher, President, Northeast College  
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 4:12 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, Evans-Shabazz, Glaser, Hansen, Loreda, Tamez, and Wilson)*

**PRAYER AND PLEDGE OF ALLEGIANCE**

Mr. Zeph Capo led the Board and guests in prayer. Bellaire High School ARJROTC posted the colors and led the pledges.

**APPROVAL OF MINUTES FOR NOVEMBER 2016**

Motion: Mr. Capo motioned and Dr. Hansen seconded.

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

The following minutes were approved:

- Academic Affairs/Workforce Committee on November 10, 2016
- Audit Committee on November 10, 2016
- Board/Chancellor Evaluation Committee on November 10, 2016
- Committee of the Whole on November 10, 2016
- Strategic Planning Committee on November 10, 2016
- Student Success/Services Committee on November 10, 2016
- Regular Meeting on November 17, 2016

**AWARDS, PRESENTATIONS AND RECOGNITIONS**

The following presentations were made regarding recognitions and/or awards:

- HCC Walk of Success
- Check Presentation by Music Doing Good
- Check Presentation by HCC Hispanic Scholarship Council
- Retirement Recognition of Dr. William Harmon, President, Central College
- Recognition of Tom Tynan
- Outstanding Recognition of Mariana Mercado

Dr. Tamez recognized Music Doing Good for their gift of \$10,000 to the HCC Foundation to support students enrolled in the Media Arts and Technology program and another \$10,000 to support students in the Visual and Performing Arts program.

*(The meeting recessed at 4:33 p.m. and reconvened at 5:00 p.m.)*

*(The following Trustees were present: Tamez, Glaser, Evans-Shabazz, Capo, Hansen, Loreda, Oliver, Sane, and Wilson)*

Dr. Tamez recognized the HCC Hispanic Scholarship Council for a check presentation to the HCC Foundation in the amount of \$48, 575 raised from the HSC Annual Luncheon held on October 27, 2016.

The Board, the Chancellor, and the HCC family recognized Dr. William Harmon on his retirement after serving as President at Central College for 11 years. The Board and the Chancellor presented Dr. Harmon a Proclamation along with comments and retirement wishes.

Dr. Tamez recognized Tom Tynan for receiving a Proclamation of Service from Houston Mayor Sylvester Turner on December 13 for his service to the Houston community. The Proclamation designated December 17 as Tom Tynan Day in Houston.

Dr. Tamez also recognized Mariana Mercado, a dual credit student with a 4.0 GPA, for being selected to the National Society of Leadership and Success at Central College.

#### **CHAIRMAN'S REPORT**

##### **A. Marketing Report**

Dr. Tamez provided a year-end review of HCC accomplishments and a highlight of next steps.

##### **B. Trustees' District Reports**

The following district reports were provided by the Trustees:

District I - Mr. Wilson attended the Christmas party at Northeast College. He noted that David Jones sang at the celebration.

District II - Mr. Capo expressed appreciation to the Board Chair of her commitment as chair to get the word out about the college.

District III - Dr. Tamez announced that HCC and UHD held a MOU signing on Wednesday, December 14, 2016.

District IV - Dr. Evans-Shabazz attended the grand opening of the San Jacinto Memorial Green event held at Central College. She also attended the MOU signing with UHD. She expressed apologies to Dr. Nicotera for not being able to attend the pinning ceremony for Coleman due to the Board retreat and expressed appreciation to Dr. Tamez for her leadership.

District V - Mr. Glaser attended the Christmas party at West Loop campus. He expressed appreciation to the Board Chair for her efforts in providing leadership to the Board this past year.

District VI - Dr. Hansen joined the Trustees in thanking Dr. Tamez for her dedication and energy she has brought as Board Chair for 2016. He noted that over the last month the focus has been to recognize the yearly accomplishments within his district. Dr. Hansen wished everyone a Happy Holiday and Merry Christmas.

District VII - Mrs. Sane noted there were various holiday celebrations held and expressed appreciation for the Chair for holding the quarterly board retreat.

District VIII - Ms. Loreda expressed appreciation to the faculty and staff for their efforts and noted she had been under the weather. She recognized Dr. Tamez for doing an amazing job serving as Board Chair.

District IX - Mr. Oliver acknowledged the Christmas party held at South campus.

**C. Board Meetings Schedule**

Dr. Tamez announced that the next Committee of the Whole meeting is scheduled for Thursday, January 12, 2017 and Committee meetings would be held prior as needed. She noted the next Regular meeting is scheduled for Thursday, January 19, 2017.

**D. Birthday Recognitions**

Dr. Tamez recognized Trustee Dave Wilson who will be celebrating his birthday on December 25, 2016 and Trustee Christopher Oliver who will celebrate his birthday on December 31, 2016.

Mr. Wilson requested a point of privilege to express appreciation to his colleagues and thanked the administration for what has been accomplished. He noted that it has been a true privilege to sit on the board and have a positive impact on the students.

The Board and the Chancellor recognized the Board Services staff members for their support.

**CHANCELLOR'S REPORT**

Dr. Maldonado noted his report had been embedded in the Chair's report sharing many of the accomplishments. He noted a presentation on the COE would be provided followed by Student Success recognition and the Faculty Senate report.

• **Center of Excellence in Material Science**

*(Mr. Oliver stepped out at 6:11 p.m.)*

Dr. Irene Porcarello presented an overview of the Material Science COE. She noted that Dr. Tam Le, Dean of Material Science COE, would provide an overview of the job market and the outlook for 2017-2021.

*(Mr. Oliver returned at 6:20 p.m.)*

Dr. Porcarello presented a video on the Material Science COE.

*(Ms. Loreda stepped out at 6:22 p.m.)*

- **Student Success Stories**

Dr. Brewer recognized the student success story of Claudia and Cristian Alvarez, a mother and son who attend HCC- Southeast campus and are enrolled in the Corrosion Technology program.

- **Faculty Senate Report**

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

- Expressed an appreciation to Dr. Tamez for the leadership as Board Chair for 2016
- Expressed an appreciation and affirmation to Dr. Harmon for his services as Central College President
- Expressed appreciation to Dr. Melissa Gonzalez for meeting with the Faculty Senate
- Provided next steps for the Faculty Senate
- Expressed appreciation to Dr. Kimberly Beatty for her efforts in providing the instructional leaders professional development opportunities
- Extended an invitation to the Faculty Senate Conference on March 4, 2017
- Conveyed best wishes for the holiday season and the New Year

*(Ms. Loreda returned at 6:32 p.m.)*

*(Mr. Oliver stepped out 6:33 p.m.)*

## **CONSENT AGENDA**

Motion: Dr. Hansen moved and Mr. Capo seconded to approve the Consent Agenda with the exception of items A.1 and B.2.

Mrs. Sane requested that her vote be casted in favor of the consent agenda as denoted.

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

The following items were approved:

- Investment Report for the Month of October 2016
- Monthly Financial Statement and Budget Review for October 2016

**ANNUAL FINANCIAL REPORT FOR THE FISCAL YEAR ENDED AUGUST 31, 2016**

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

Mr. Wilson noted that he had a question regarding the pension liability and noticed it had not been paid. Mrs. Zamora noted it is booked as a liability and is not to be paid out in cash; therefore, the college carries the liability on the books and will not be billed. She added that it is an accounting presentation more than it is a legal liability.

Mr. Wilson noted that it is important to make certain individuals are paid when the time comes and requested an off-line tutorial for clarification on the issue. Mrs. Zamora noted HCC is a member of a multiple employer pension plan where there is no cash liability and noted it is an accounting representation that does not require funding.

Mr. Capó inquired what stops the State of Texas or the Teacher Retirement System from doing their own accounting plan showing less of a liability because multiple employers have booked the liability on their balance sheets. Mrs. Zamora noted that nothing legally has changed and apprised it is an accounting representation the Governmental Accounting Standards Board requests to post a certain way. She added that Mr. Capó's account of the issue is accurate.

Mr. Glaser inquired if TRS is a state agency. Mrs. Zamora noted it is a state agency and their financials are rolled up in the state's financials. Mr. Glaser noted that if TRS runs a deficit the state is responsible for the shortfall, but a decision has been made by the accounting board that the liability entry is reflected on the respective school books. Ms. Zamora concurred with Mr. Glaser and explained TRS has a board that makes decisions.

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

**MOTION TO AMEND ITEM PREVIOUSLY ADOPTED RELATING TO SPONSORSHIP AMENDMENT BETWEEN HCC AND HOUSTON TEXANS**

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

Mr. Wilson noted that the item was pulled to record his public vote in opposition.

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

**TOPICS FOR DISCUSSION AND/OR ACTIONS**

**PERSONNEL AGENDA - FACULTY**

Motion: Dr. Hansen motioned and Ms. Loredó seconded.

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

*(Mr. Oliver returned at 6:48 p.m.)*

**PERSONNEL AGENDA (ADMINISTRATOR)**

Dr. Tamez noted Item C.6 was pulled and would not be considered today.

**ADJOURNED TO CLOSED SESSION**

Dr. Tamez adjourned the meeting to Executive Session at 6:49 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. Dr. Tamez stated that any final action, vote or decision of any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Dr. Tamez reconvened the meeting in Open Session at 8:03 p.m. and entertained any motions on pending matters.

*(The following Trustees were present: Evans-Shabazz, Glaser, Hansen, Loreda, Sane, Tamez, and Wilson)*

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 8:03 p.m.

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

Minutes Approved as Submitted: January 19, 2017