

**MEETING OF THE
STUDENT SUCCESS/SERVICES COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

December 8, 2016

Minutes

The Student Success/Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, December 8, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Carolyn Evans-Shabazz, Committee Chair
Neeta Sane, Committee Member
Robert Glaser, Alternate Committee Member
John P. Hansen

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
William Carter, Vice Chancellor, Information Technology
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
Jason Wilson, Acting President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Deborah Chambers, Interim Executive Director, HCC Foundation
Terrence Corrigan, Director, Internal Audit

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Bracewell LLP
Melissa Miller-Waters, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Carolyn Evans-Shabazz, Committee Chair, called the meeting to order at 10:08 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: Evans-Shabazz, Hansen, and Sane)

TOPICS FOR DISCUSSION AND/OR ACTION

REPORT ON TRANSFORMATION OUTCOMES: VETERANS ACADEMY

Dr. Maldonado apprised that Dr. Cephas Archie would provide an overview of the Veterans Academy. He noted that Dr. Athos Brewer was unable to be in attendance.

Dr. Archie provided a report on transformation outcomes highlighting the Veterans Academy to include the following:

- Veterans and Non-Traditional Experiences
- Continuing Education Programs Approved by Texas Department of Veterans Commission
- Introduction of Veterans Academy
- Specialized & Wrap Around Services
- Achieving Success for all Veterans
- Job Market Analysis
- Pathway to Success Aligned with Centers of Excellence
- Next Steps

(Mr. Glaser joined the meeting at 10:16 a.m.)

Dr. Evans-Shabazz commended Dr. Archie for expanding the accelerated program.

Mrs. Sane noted the presentations lays out the plans and future roles. She referenced the Next Steps slide and inquired if there are sufficient resources to provide student experiences. She noted the effort is to make certain LAR is not the only means or source of funding. Dr. Maldonado noted there is good budget support for veterans. He noted five programs were listed that are approved for veterans funding and apprised that a grant is currently pending where the college is a finalist. He noted the primary sources is the current operating budget and the \$500,000 grant.

Dr. Archie informed that the grant will be under the Texas Workforce Commission and will be renewable for up to five years.

Mr. Glaser inquired of the number of veterans currently being served and anticipated to be served. Dr. Archie informed that the intention is to increase the number going forward.

Mr. Glaser inquired about the effectiveness in compressing these programs. Dr. Archie noted that per the funding requirements, the students have to be in class for 18 hours per week and the veterans would complete the same hours as a normal class. He noted programs selected for the Academy are programs they have military experience in and noted that additional feedback could be provided.

Dr. Beatty noted the effort is not to compress but to offer shorter programs to award credentials quicker.

Dr. Evans-Shabazz expressed appreciation for identifying a veteran program to assist with transitioning veterans.

REPORT ON PATHWAYS

Dr. Maldonado noted that a report on Pathways would be provided by Dr. Kimberly Beatty.

Dr. Beatty noted that the report emerged from attending the Board of Trustees Institute. She noted the pathway would be titled HCC PULSE: Pathways to the **ULTimate Student Experience**.

Dr. Beatty reported on the following:

- What is the HCC PULSE
- 1st Year Experience/2nd Year Experience
- Areas of Study
- Next Steps

Dr. Beatty noted the goal is to implement PULSE at scale in Fall 2017 and Tom Sugar with Complete College America will be the guest speaker at the Student Services Summit scheduled for December 9 at the Kingdom Builders Center.

Mr. Glaser noted counselors would seem to be a key component in such a program and inquired if the budget has been reviewed to increase the amount of counselors to give guidance to the students. Dr. Beatty noted the budget is being kept at the forefront and that an update will be provided as the program is implemented.

Mrs. Sane concurred with Mr. Glaser regarding the budget for the program. She also inquired if there is an effort to partner with local ISDs. Dr. Maldonado noted HCC has very vibrant partnerships with the ISDs. He noted that there are embedded advisors within Alief ISD and apprised that the efforts would be to increase the embedded advising relationships with other ISDs to ensure student success.

Mrs. Sane inquired if resources from ISDs could be shared to maximize the services to the students due to limited funding. Dr. Maldonado noted ISDs will be requesting more dollars and

probably not in the position to share; therefore, efforts are being made to share resources in alternative ways.

REPORT ON COMPLETION

Dr. Maldonado noted the item is a report on completion and noted the numbers were not final for the end of year reporting. He noted that Dr. Beatty would provide a report on the certified report submitted to the Texas Higher Education Coordinating Board.

(Mr. Wilson joined the meeting at 10:49 a.m.)

Dr. Beatty provided a report to include a Summary of Completion for 2015-2016 and Certified Completions, AY 2015-2016

Dr. Beatty noted the report reflects the final numbers submitted to the THECB. She apprised that the goal for the fiscal year 2015-2016 was an increase of 2% and noted that the final numbers exceeded the goal at 3.77%.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 10:50 a.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: January 19, 2017