

**COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

January 12, 2016

Minutes

The Board of Trustees of Houston Community College met as a Committee of the Whole on Tuesday, January 12, 2016, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, *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, Chief of Staff
Ashley Smith, General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Madeline Burillo, Interim President, Southwest College
Margaret Ford Fisher, President, Northeast College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Carme Williams, Executive Director, HCC Foundation

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani
Other administrators, citizens, and members of the press

CALL TO ORDER

Dr. Tamez, Chair, called the meeting to order at 5:35 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

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

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

AUTHORIZE EXTENSION OF LEASE AT PINEMONT CENTER

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

Mr. Capo stated, as trustee of District I, he speaks in favor of approving the lease. He stated there is work being done in the community and the college is located in an area of three HISD High Schools. He noted the two additional years would give them time to continue to determine a permanent solution and to make sure the college is where it needs to be.

Dr. Maldonado announced the Acres Home project is scheduled for completion in December 2016, and Northline in May 2017. He noted that during the 2-year lease extension, the college would be looking at how the project fits into the master plan.

Vote – The motion passed with a vote of 9-0.

SALE OF 33 ACRES IN MISSOURI CITY

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

Dr. Hansen inquired if the property would sell at the acquisition cost.

Dr. Maldonado informed the property would sell at the acquisition cost. He noted the item is in the final element of the transaction allowing the college to move the campus at Sienna Plantation to Texas Parkway. He noted the closing with Fort Bend County is still pending, and the transaction will be added at closing when all transactions are finalized.

Dr. Maldonado introduced Ms. Michelle Morris of Rogers, Morris & Grover, who briefed the Board regarding fees associated with the sale.

Ms. Morris stated HCC would be acquiring funds from Johnson Development Company to purchase the land back, based on the closing documents of 2004, when the property was acquired. Ms. Morris noted there is no real estate fees associated, and closing is scheduled between February and June.

(Mr. Oliver stepped out at 5:49 p.m.)

Motion to postpone item 4 to closed session. Mr. Capo moved and Dr. Hansen seconded.

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

AUTHORIZE ADDITIONAL FUNDING TO COMPLETE THE SAN JACINTO MEMORIAL GREEN AND AUSTIN STREET IMPROVEMENT PROJECTS

Ms. Loredo inquired if there were other monies from the City available or other resources to obtain monies other than HCC.

Dr. Maldonado stated that in the original 2010 maintenance tax notes, there is a balance of approximately \$630,000 to fund the project. He noted the college expects to fund the change with funds set aside for maintenance tax notes.

Dr. Tamez requested the expected date of completion be included in the item.

Dr. Maldonado asked Mr. Chuck Smith to provide clarity regarding the completion of the project.

Mr. Smith expressed they are trying to complete the project by the end of March 2016.

(Mr. Oliver returned at 5:56 p.m.)

(Mr. Wilson stepped out at 5:57 p.m.)

(Mr. Wilson returned at 5:58 p.m.)

(Ms. Sane stepped out at 5:59 p.m.)

(Ms. Sane returned at 6:00 p.m.)

Vote – The motion passed with a vote of 8-1 with Mr. Glaser opposing.

WAIVER OF OUT-OF-DISTRICT TUITION AND FEES FOR DUAL CREDIT STUDENTS

Motion – Mr. Oliver moved and Dr. Evans- Shabazz seconded.

Dr. Maldonado stated dual credit is an important component of education at HCC. He referred to Ms. Teri Zamora for questions and answers concerning the item.

Ms. Zamora provided information regarding out of district tuition and fees for dual credit students at HCC.

Mr. Glaser expressed due to the new legislator's policy, the college should work with other entities and at the next session in Austin, TX provide numbers to indicate waiver of out of district tuition and fees for dual credit students failed.

Vote – The motion passed with a vote of 9-0.

INVESTMENT REPORT FOR THE MONTH OF NOVEMBER 2015 AND MONTHLY FINANCIAL STATEMENT AND BUDGET REVIEW FOR NOVEMBER 2015

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

Ms. Zamora provided an overview on investments as of November 30, 2015. Ms. Zamora presented an update on revenues and expenditures for November 2015. She informed 26.9% of revenues and 25.4% of expenses have been recorded. She noted expenses are up by \$9 million than last year due to an \$8 million debt payoff in October and the balance is due to salary increases given to employees.

Mr. Wilson inquired if the \$8 million was paid out of operating budget. Ms. Zamora confirmed the funds were taken from the 2016 operating budget.

Dr. Hansen inquired if the \$471 million represents the funds of the district. Ms. Zamora explained it is an investment balance. It is cash that has been invested in investment products. It includes the proceeds of the bond.

Vote – The motion passed with a vote of 9-0.

UPDATE ON BOND CAPITAL IMPROVEMENT PLAN (CIP) RELATED MATTERS

Dr. Maldonado invited Mr. Chuck Smith to provide a status of the bond projects.

Mr. Smith provided an updated on the following:

- Interns & Apprenticeships
- October Budget Report
- Small Business Enterprise
- Alief Hayes Road
- West Loop Parking Garage
- Stafford Work Force
- Brays Oaks
- Eastside Workforce Building
- Eastside Student Center
- Felix Fraga STEM
- Central South
- Acres Homes
- West Houston Institute
- Northline Central Plant
- Coleman Health Tower
- Permit & Construction Schedule
- IRS Spending Requirements
- IRS Projections

Dr. Tamez requested a date regarding a community meeting with Central Campus constituents regarding the culinary program. Dr. Tamez agreed to go out into the community to provide a report.

Ms. Loreda requested the Board be notified regarding Bond CIP meetings in the communities.

REPORT ON INTERLOCAL & COOPERATIVE CONTRACTS AWARDED

Dr. Maldonado stated the Board authorized him to negotiate interlocal and cooperative contracts that are budgeted and not to exceed \$500,000. He noted the report is contracted for under the approval amount.

ADJOURNED TO CLOSED SESSION

Dr. Tamez adjourned the meeting to Executive Session at 6:31 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. Mr. Capo 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.

Dr. Tamez reconvened the meeting in Open Session at 7:21 p.m. and entertained any motions on pending matters.

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

Motion – Dr. Hansen moved and Ms. Loreda seconded.

Mr. Glaser requested the administration to explain the sale of 33 acres in Missouri City in a simple format for taxpayers, media, and others in a way that they may be able to follow along with the college action. He expressed he wants the confidence of the public and for their involvement in what is going on with the sale.

Mr. Capo requested informational pieces regarding average cost per acres development value in Missouri City and average taxing rate value in Sienna Plantation.

Mr. Wilson requested the college avoid these types of transactions in the future.

Dr. Maldonado clarified the Board approved an action on January 22, 2015. He noted the approved action as follows: *“Contingent on the approval of transactions related to the purchase of the existing Missouri City campus by other parties resulting in zero net cash outlay by HCC, authorize the Chancellor to purchase and execute all necessary documents related to real property located on Texas Parkway in Missouri City”*. He noted that in Feb. 2015, the contingency was removed from what the Board approved. He stated the grant application to George Foundation, to achieve a net zero cash outlay, was a critical component and properly represented to the Board.

Vote – The motion passed with a vote of 5-2-1. Mr. Wilson and Dr. Hansen opposed and Ms. Loreda abstained.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:27 p.m.

Minutes recorded, transcribed & submitted by:

Rose Sarzoza-Pena, Manager, Board Services

Minutes Approved as Submitted: February 25, 2016