

**MEETING OF THE
BOARD/CHANCELLOR EVALUATION COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

November 10, 2016

Minutes

The Board/Chancellor Evaluation Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, November 10, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Robert Glaser, Committee Member
Carolyn Evans-Shabazz
John P. Hansen
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
Athos Brewer, Vice Chancellor, Student Services
William Carter, Associate Vice Chancellor, Information Technology
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
William Harmon, 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

Mr. Robert Glaser, Committee member, called the meeting to order at 11:00 a.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice. The Board/Chancellor Evaluation Committee met jointly with the Strategic Planning Committee.

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

Mr. Wilson inquired if a quorum was needed. Mr. Glaser noted he discussed the matter with Board Counsel and was advised that the meeting could be called to order with one member if a report item is being received and no action is taking place.

TOPICS FOR DISCUSSION AND/OR ACTION

REPORT ON STRATEGIC PLANNING

Dr. Maldonado noted the same information is being provided to both committees and apprised that Dr. Michael Edwards would provide a report on the Strategic Plan.

Dr. Michael Edwards provided a report that included the following:

- Operationalizing the Plan- Updated
- Sustaining the Plan – First Quarter Current Cycle
- Assessing the Plan – Across the Pillars
- Student Success Pillar
- Sustaining the Plan
- Strategic Plan Timeline

Mrs. Sane referenced slide 6 regarding the cycle of assessment and commended the presentation on the cycle assessment format. She noted this is a tactical plan and apprised that her focus is on the strategic aspect of it as to how we should move through the cycle with different action plans, items, and steps.

Mr. Glaser followed up on Mrs. Sane's interest and noted he would like to see how the Board is involved in the actual planning. He noted the presentation provided an overview of how things are flowing through the system and feedback involvement, but he would like to see how it links back to the macro level of the strategic planning on a regular basis.

ADJOURNMENT

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

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: December 15, 2016