

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

**April 21, 2016
Minutes**

The Board of Trustees of Houston Community College held a Regular Meeting on Thursday, April 21, 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
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Associate Vice Chancellor, Information Technology
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Madeline Burillo, Interim President, Southwest College
Margaret Ford Fisher, President, Northeast College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College/Interim Vice Chancellor, Student Services
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Carrie Williams, Executive Director, HCC Foundation
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani
David White, President, Faculty Senate
Other administrators, citizens, and representatives from the news media

CALL TO ORDER

Dr. Tamez, Chair, called the meeting to order at 4:01 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, Hansen, Loredo, Sane, Tamez, and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Ms. Loredo led the Board and guests in prayer and pledges. Evan E. Worthing High School JROTC 10th Colt Battalion posted the colors.

(Mr. Glaser stepped out at 4:08 p.m.)

(Dr. Evans-Shabazz stepped out at 4:08 p.m.)

APPROVAL OF MINUTES

Mrs. Sane motioned and Mr. Capo seconded. The motion passed with a vote of 6-0. The following minutes were approved:

- Academic Affairs/Student Services Committee
- Audit Committee
- Board Governance Committee
- Chancellor Evaluation Committee
- Committee of the Whole Meeting
- Special Meetings
- Regular Meeting

(Dr. Evans-Shabazz returned at 4:12 p.m.)

(Mr. Glaser returned at 4:12 p.m.)

AWARDS, PRESENTATIONS, AND RECOGNITIONS

Houston Texans President Jamey Rootes, joined by Texans front office officials Austen Smith, Director of Partnership Marketing and Brian Peden, Corporate Development Manager presented a check for \$56,275.00 to the HCC Foundation in support of the Houston Texans Scholarship for Service to provide scholarships for HCC veterans through a partnership between the HCC Foundation and the Houston Texans.

(Mr. Oliver joined the meeting at 4:20 p.m.)

CHAIRMAN'S REPORT:

A. Trustee District Reports

- District I – Mr. Capo noted that he was able to hold a discussion with a representative at Chase Bank regarding banking internship opportunities.

- District II – Mr. Wilson apprised he had the opportunity to attend the HCC Foundation Gala on Saturday, April 16, 2016.

(Mr. Oliver stepped out at 4:45 p.m.)

- District III – Dr. Tamez expressed appreciation to everyone from the Chancellor, staff, faculty, to students for a great job regarding the strategic plan presented at the Strategic Planning Committee meeting.
- District IV – Dr. Evans-Shabazz expressed appreciation to Dr. Maldonado for his presentation at the AACC Convention. She also expressed thanks to the HCC Foundation for a wonderful gala on April 16, 2016.
- District V - Mr. Glaser expressed appreciation to Dr. Maldonado for speaking with the West University group. He noted that the turnout was great for the North Forest project groundbreaking.
- District VI – Dr. Hansen noted District VI continues to make progress on the completion of the institution at Hayes Rd.
- District VIII – Ms. Loreda informed that she attended the Foundation Gala. She reminded everyone of the grand opening for the Center of Excellence at Felix Fraga.

(Dr. Evans-Shabazz stepped out at 4:59 p.m.)

(Mrs. Sane stepped out at 4:59 p.m.)

B. Recognition of Student Leaders

Dr. Tamez commented that the Board thought it would be befitting to recognize all the leaders for the District-wide student organizations for their dedication and leadership. She noted there are more than 75 active organizations throughout the colleges such as the United Student Council, SGA, Phi Theta Kappa, and Alumni Association. She noted certificates will be given to the president of the each of the student organizations.

C. Board Meetings Schedule for May 2016

Dr. Tamez announced the next scheduled Committees and Committee of the Whole meetings will be held on Tuesday, May 10, 2016, and the Regular meeting will be on Thursday, May 19, 2016.

(Dr. Evan-Shabazz returned at 5:03 p.m.)

CHANCELLOR'S REPORT

Dr. Cesar Maldonado provided the following report:

Houston Community College
Regular Meeting – April 21, 2016 – Page 4

- AACC – The American Association of Community Colleges Annual Convention was well represented by Trustees and HCC staff. The presentation given on Transformation was well received and is available on the Chancellor’s webpage.

(Mrs. Sane returned at 5:04 p.m.)

- Phi Theta Kappa - At the recent “Nerd Nation 2016” International Convention for Phi Theta Kappa, our very own Omega Sigma Chapter, took home several awards based on their Honors in Action research project. Students researched how the excessive use of social media affects users physically, emotionally, and socially. The awards received included:
 - Distinguished Honors in Action Project
 - Distinguished Honors in Action Theme
 - Distinguished Chapters
 - Seventh Most Distinguished Chapter in the World
- Honors College Student - Mihn Tan Nguyen, originally from Vietnam, became a Houston Community College (HCC) Honors College student in 2009 recently received the prestigious National Science Foundation (NSF) Graduate Research Fellowship Program, which will provide a stipend and education allowance for tuition and fees, opportunities for international research, professional development, and the ability to conduct his own research.
- German Students Visit – HCC hosted visitors and program directors from the Berufsbildende Schule Metalltechnik (BBS) of Hanover Germany, providing each of them three weeks of immersion in the life and culture of Houston. The goal of this cooperative program between BBS and HCC is to allow visitors to practice their English skills and participate in a cultural tour of Houston and the surrounding area, learning first-hand about how the skills at BBS translate to the learning and working environment in Houston. Appreciation was expressed to Dr. Melissa Gonzalez and Dr. Parvin Bagherpour for their work in coordinating this program.
- Rockets Science Program – the second annual Rocket Science Program culminated on April 5th, with the launching of dozens of rockets at Northeast College. The Houston Rockets and Space Center Houston are our partners in teaching students how to construct and launch rockets.
- Centers of Excellence (COE) Grand Openings, Ribbon Cuttings and Groundbreakings – to date, HCC has hosted three COE grand openings. The COEs for Engineering, Consumer Arts and Sciences and Health Sciences have welcomed the community and provided tours of our great facilities. On April 27, the grand opening for the Logistics COE will be held at the Felix Fraga Academic Campus at 10 a.m.

Congresswoman Sheila Jackson Lee hosted the ground breaking for the North Forest Workforce Building on April 12th. Over 125 community members came out to support the event that will provide new opportunities within our service area.

- Foundation Gala – HCC Foundation hosted a very successful gala, and thanks to the generous donations made to support student scholarships, many students will be able to pursue their education at HCC.
- Designing Dining – Members of the Consumer Arts and Sciences Center of Excellence will host their annual Designing Dining event on Thursday, April 28 at 6 p.m. The innovative collaboration showcases the two-person student teams who developed a restaurant concept, conceived a menu and designed the environment of the restaurant space to be featured during the evening.
- COE Presentation (Logistics) – This month’s COE presentation highlighted the faculty, staff, and administration of the Southeast College in support of students through Transformation. Dr. Irene Porcarello provided a presentation on the Logistics.
- Student Recognitions – Dr. Phil Nicotera, Coleman College President presented the Student Success Stories.
- Faculty Senate Report – Mr. David White acknowledged the efforts on the part of the administration’s Emergency Management Team of keeping everyone well-informed early regarding the weather conditions. He expressed appreciation to Dr. Adriana Tamez and Trustee Eva Loreda for their visits to the Senate’s meetings in March and April respectively.

Mr. White reiterated that he historically commented on the broken processes, and informed there are several issues before the Senate that will require much thought, consideration and creativity.

Mr. White final comments were regarding the issue of campus carry. He noted that the Senate approved a resolution on the issue to present to the Board and Chancellor. He apprised that the Senate urges the Board and Administration to continue to press the Legislature to alter its stance on guns, and that the Senate supports the First Amendment and academic freedom rights of faculty to voice their opinions on issues in public, on campus, and in instruction.

HEARING OF CITIZENS

The following citizens appeared before the Board:

- Thao Nguyen was joined by other students

Dr. Maldonado introduced Dr. Athos Brewer, incoming Vice Chancellor for Student Services.

CONSENT AGENDA

Motion – Dr. Hansen motioned and Ms. Loreda seconded to approve the Consent Agenda with the exception of items VIII.C.4 and VIII.D.8. The motion passed with a vote, and the following items were approved:

- HCC Honorary Degrees for 2016

- Tuition and Fees for Non-Credit Classes
- Proposed Revisions to Board Bylaws
- Approve Tuition and Fee Optional Exemptions and Waivers for Fiscal Year 2016-2017
- Body Interact Table Medical Simulator
- Internet Service Provider and SIP Trunking Services (Project No. 16-27)
- Investment Report for the Month of January 2016
- Investment Report for the Month of February 2016
- Monthly Financial Statement and Budget Review for January 2016
- Monthly Financial Statement and Budget Review for February 2016

(Mr. Oliver returned at 5:21 p.m.)

REAL ESTATE BROKER & CONSULTING SERVICES (PROJECT NO. 16-19)

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

Dr. Evans-Shabazz inquired as to how the determination was made to only recommend three firms as opposed to the top five firms. Dr. Maldonado requested Mr. Rogelio Anasagasti explain the RFP process of determining the three candidates. Mr. Anasagasti noted the RFP process regarding the published criteria included the qualification and experience of the firm, the experience of the team, and proposed approach in methodology, past performance and references, and small business practices. He noted the recommendation for the top three was based on the composite score, and noted the competitive rate was relatively comfortable and consistent with best practices.

Dr. Evans-Shabazz moved to amend the motion to include the top five firms as oppose to three. Mrs. Loreda seconded.

Mr. Capo noted he would be voting against the amended motion because he is not in favor of changing the recommendation at the table.

Dr. Hansen noted the firms are listed as broker and consulting services; however, the memo provided stated the firms were not consultants. He noted that he was not clear why specific brokers had to be designated. Dr. Maldonado apprised that the broker is representing the college and its interest.

Mrs. Teri Zamora noted the realtor would only be used when needed. She noted that when the buyer/seller relationship is already present, there is not a need to use the realtor.

Dr. Evans-Shabazz noted the composite score is vague as to how the scores were determined, and noted that she is in no way dissatisfied with the services the college has received. She noted that she is concerned that it seems to always be the same firm. She noted that she would like to see it opened up to others for continuity, and provide experience for other firms. Dr. Evans-Shabazz noted this was her reason for opening it up for two additional bidders.

Mr. Glaser inquired which covers price. Mr. Anasagasti noted pricing is not included. He noted that the mandate is that it is secured as professional services.

Mr. Capo noted that he sees some reasons why people do not bid on projects when the professionals have said that the firm may not meet the performance evaluation or recommendation criteria. He noted that the Board has a responsibility to read their documents and keep to the facts.

Mr. Capo noted that he is ready to call the question.

Mr. Oliver called the question.

Vote on Amended Motion – The motion fail with a vote of 2-6-1 with Dr. Evans-Shabazz and Mr. Wilson in favor, and Mr. Glaser abstaining.

Vote on Motion – The motion passed with a vote of 5-4 with Dr. Evan-Shabazz, Mr. Glaser, Dr. Hansen, and Mr. Wilson opposing.

ADJOURNED TO CLOSED SESSION

Dr. Tamez adjourned the meeting to Executive Session at 6:17 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 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 6:30 p.m. and entertained any motions on pending matters.

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

AUTHORIZATION TO NEGOTIATE AND EXECUTE SETTLEMENTS WITH WOODRIDGE PLAZA TENANTS

Motion – Mr. Capo moved and Mrs. Sane seconded.

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

PERSONNEL AGENDA - FACULTY

Motion – Dr. Hansen motioned and Ms. Loredo seconded.

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

PERSONNEL AGENDA (ADMINISTRATOR)

Motion – Dr. Evans-Shabazz motioned to approve Dr. Madeline Burillo as President for Southwest College. Dr. Hansen seconded.

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

PERSONNEL AGENDA (ADMINISTRATOR)

Motion – Dr. Hansen motioned to approve Dr. Athos Brewer as Vice Chancellor for Student Services. Mr. Capo seconded.

Vote - The motion passed with a vote of 7-0-1 with Mr. Oliver abstaining.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:53 p.m.

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

Minutes Approved as Submitted: May 19, 2016