



AGENDA

BOARD OF TRUSTEES REGULAR BOARD MEETING

**August 20, 2015
4:00 p.m.**

**HCC Administration Building
3100 Main, 2nd Floor Auditorium
Houston, Texas**



Strategic Plan 2012-2015

Creating Opportunities for Our Shared Future
(Approved by the HCC Board of Trustees, June 22, 2012)

Mission

Houston Community College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career and economic development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

Vision

HCC will be a leader in providing high quality, innovative education leading to student success and completion of workforce and academic programs. We will be responsive to community needs and drive economic development in the communities we serve.

Strategic Initiatives

- Initiative #1: Increase Student Completion
- Initiative #2: Respond to Business and Industry
- Initiative #3: Develop 21st Century Learners
- Initiative #4: Support Faculty/Staff Professional Development and Student Leadership
- Initiative #5: Support Innovation
- Initiative #6: Support Entrepreneurialism
- Initiative #7: Leverage Partnerships

**NOTICE OF A REGULAR MEETING
OF THE BOARD OF TRUSTEES**

HOUSTON COMMUNITY COLLEGE

August 20, 2015

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston Community College will be held on Thursday, the twentieth (20th) day of August 2015 at 4:00 p.m., or after, and from day to day as required, at the HCC Administration Building, 2nd Floor Auditorium, 3100 Main, Houston, Texas. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

I. Call to Order

II. Prayer and Pledge of Allegiance

III. Approval of Minutes

Approval of Minutes from meetings of Academic Affairs/Student Services Committee, Board Governance Committee and Committee of the Whole on June 11, 2015, Regular and Special meetings on June 23, 2015, Chancellor Evaluation Committee and Special meetings on June 27, 2015.

IV. Awards, Presentations, and Recognitions

A. Check Presentation by Consulate of Mexico.

B. Check Presentation by Katy Rotary.

V. Chairman's Report

A. Trustees District Reports.

VI. Chancellor's Report

A. Faculty Senate Report (President of Faculty Senate).

VII. Hearing of Citizens

VIII. Consent Agenda

A. Academic Affairs/Student Services

1. Placement Test.

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2. Approve Tuition and Fees for Continuing Education.

B. Facilities and Finance

3. Correction Deed and Deed without Warranty on Waugh Drive Property.
4. Cooperative & Interlocal Contract Approvals for Fiscal Year 2016.
5. Cooperative Contract Awards for Fiscal Year 2016.
6. Texas Association of Community Colleges (TACC) membership for 2015/2016.
7. Property and Casualty Insurance (Project No. 15-22).
8. Capital & Technology Plan for Fiscal Year 2015-2016.
9. Investment Report for the Month of May, 2015.
10. Investment Report for the Month of June, 2015.
11. Monthly Financial Statement and Budget Review for May 2015.
12. Monthly Financial Statement and Budget Review for June 2015.

IX. Topics for Discussion and/or Action

1. Full-Time Faculty Employee Annual Contracts.
2. Full-Time Executive Administrative Employee Contracts.
3. Personnel Agenda (Faculty).
4. Chancellor's Evaluation for 2014-15 and Performance Goals for 2015-16.
5. Order Calling for Trustee Election to be held on Tuesday, November 3, 2015; and Making Other Provisions Related to the Subject.
6. Update on Strategic Planning.

X. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071; 551.072 and 551.074, the Open Meetings Act, for the following purposes:

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A. Legal Matters

1. Consultation with legal counsel concerning pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

B. Personnel Matters

1. Chancellor's Evaluation for 2014-15 and Performance Goals for 2015-16.
2. Security Report.
3. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or to hear complaints or charges against the chancellor, employees or board members, unless the officer, employee, or board member who is the subject of the deliberation or hearing requests a public hearing.

C. Real Estate Matters

1. Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

XI. Additional Closed or Executive Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning:

Section 551.071 – For the purpose of a private consultation with the Board's attorney about pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation to the System if deliberation in an open meeting would

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have a detrimental effect on the position of the System in negotiations with a third person.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

Section 551.076 – To consider the deployment, or specific occasions for implementation of security personnel or devices, or a security audit.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing, unless an open hearing is requested in writing by a parent or guardian of the student or by the employee against whom the complaint is brought.

Section 551.084 – For the purpose of excluding a witness or witnesses in an investigation from a hearing during examination of another witness in the investigation.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

XII. Reconvene in Open Meeting

XIII. Adjournment

XIV. Dinner

Following the conclusion of all business, the Board of Trustees will meet for dinner in the Chancellor's Conference Room, 12th Floor, Suite 12D15, System Administration Building, 3100 Main, Houston, Texas 77002, where the Board may generally discuss System business, but will not take action on such business.

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CERTIFICATE OF POSTING OR GIVING NOTICE

On this 17th day of August 2015 at or before 4:00 p.m., this Notice was posted at a place convenient to the public and readily accessible at all times to the general public at the following locations: (1) the HCC Administration Building of the Houston Community College, 3100 Main, First Floor, Houston, Texas 77002; (2) the Harris County's Criminal Justice Center, 1201 Franklin, Houston, Texas 77002; (3) the Fort Bend County Courthouse, 401 Jackson, Richmond, Texas 77469; and (4) the Houston Community College's website, www.hccs.edu. The Houston Community College's Fort Bend County public meeting notices may be viewed after hours (*i.e.* between the hours of 5:30 p.m. and 7:30 a.m.) on the kiosk located on the west side of the new Fort Bend County Courthouse (the "William B. Travis Building"), located at 309 South Fourth Street, Richmond, Texas 77469.

Sharon R. Wright, Manager
Board Services

Minutes

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

June 11, 2015

Minutes

The Academic Affairs/Student Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, June 11, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, *Committee Chair*
Adriana Tamez, *Committee Member*
David B. Wilson, *Committee Member*
Zeph Capo, *Alternate Committee Member*
Carolyn Evans-Shabazz
Robert Glaser
Sandie Mullins
Neeta Sane

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Vice Chancellor, Information Technology
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
Kathleen Fleming for William, Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Janet May, Chief Human Resources Officer

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Ms. Eva Loredo, Committee Chair, called the meeting to order at 2:30 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: Evans-Shabazz, Glaser, Loredo, Mullins, Sane, Tamez and Wilson)

APPROVE TUITION AND FEES FOR NON-CREDIT CLASSES

Dr. Maldonado noted that administration is requesting that the item be pulled.

STUDENT SUCCESS UPDATE

Dr. Maldonado informed that Dr. Kimberly Beatty will provide a report on Student Success.

(Dr. Evans-Shabazz stepped out at 2:31 p.m.)

Dr. Beatty apprised that the focus will be on the Achieving the Dream (AtD) Student Success Data.

(Dr. Evans-Shabazz returned at 2:33 p.m.)

Dr. Beatty provided a report regarding Annual Reflection of Progress to include the (1) Gap Analysis for student success and (2) Principle Assessment Survey. She noted that under the Gap Analysis there were four areas with increasing data trends:

- Fall to Spring Persistence Rates for College-Level African-American Males
- Fall to Fall Persistence Rates for Hispanic Females
- Completion of Developmental Math Sequence within Two Years by Hispanic by Gender
- Successful Completion of English Gateway Course in Three Years for Developmental-Level Hispanic Males

Mr. Wilson inquired of the time difference between Hispanic and African Americans. Dr. Beatty noted that fall-to-fall persistence is a year-to-year measure and there is a three-year lag time with completion of a Gateway courses and 2011 is the last cohort that could be track.

Ms. Loredo inquired if the survey was limited to a certain number of persons who could participate. Dr. Beatty informed that it was not limited and apprised that the response received was one of the best because normally the response is not good.

UPDATE ON INSTITUTIONAL TRANSFORMATION PLAN

Dr. Maldonado apprised that Dr. Butch Herod would provide an update on the transformation process.

Dr. Herod presented the following update:

- Instruction
 - Selected New Chairs
 - Hired 7 New Deans
 - Developed Training Programs for New Leaders

Dr. Tamez inquired as to who would be conducting the training. Dr. Beatty informed that there are several individuals who will provide the training. She apprised that there would be a coach as well as a LEAN trainer.

- Student Services
 - Hired 7 of 11 Centers of Excellence Directors
 - Developed Organization Plan
- Finance and Administration
 - Redesigned Budgeting Structure to accommodate transformation
 - Developing 2015-16 Budget
- Suitability
 - Developed Organization Plan
 - Leading Transformation Initiatives
- Legal & Compliance
 - Upgrading Policies and Procedures
 - Compliance Plan
 - Contract Review Restructuring
- Communications
 - Developed Organization Plan
 - Unifying Communication Services

Dr. Maldonado noted that the transformation process will be over a course of a couple years and informed that the effort is to become more efficient with the resources.

Ms. Loreda recommended taking into consideration that there are individuals who have grown with the college. She apprised that it should be done with fairness to everyone as people are moved around. She expressed appreciation that the focus is on the students and student success.

HCC REPORT ON SMOKING POLICY AND PROCEDURE

Dr. Maldonado noted that this item is in response to the students who spoke before the Board at the Regular meeting on April 16, 2015 regarding HCC becoming a non-smoking institution. He informed that currently there is not a policy regarding the issue and apprised that currently the city ordinances of the various locations are enforced. Dr. Maldonado noted that policies of other institutions will be reviewed as well as surveys conducted and informed that a report would be provided in October 2015.

Mr. Wilson inquired as to why the policies enforced by the City of Houston, City of Stafford and other city governments are not sufficient.

(Mr. Capo joined the meeting at 2:53 p.m.)

Dr. Tamez expressed that it is great to address the concerns raised by the students. Dr. Maldonado apprised that the issue would be properly researched and vetted. He noted that the issue is just one of many that administration will be reviewing and informed that the effort is to involve students.

Mr. Capo apprised that the fact that multiple jurisdictions are involved; differing policies could have implications regarding the issue. He noted that medical insurance is set regarding the issue. Mr. Capo informed that he is reviewing the issue from a completely different prospective.

Ms. Mullins noted that she is sensitive to the rights of people but is elated to see that administration is paying attention to issues that are presented.

ESTABLISHMENT OF ENVIRONMENTAL ENHANCEMENT COMMITTEE

Dr. Maldonado informed that the student experience at HCC is not limited to the smoking policy previously discussed. He apprised that an Environmental Enhancement Committee is being established in an effort to involve students and focus on environmental and sustainability issues to enhance the student and working environment at the institution.

UPDATE ON ATHLETICS PROGRAM

Dr. Maldonado noted that a reoccurring report has been provided regarding the athletic program. He informed that the report would be provided on a semester basis and noted that Dr. Irene Porcarello would provide an update report on the athletics program.

Dr. Porcarello provided an update to include the following:

- District Goals and Objectives
 - Increase participation in programming by 30% from AY13-14
 - Improve tracking of student participation
 - Provide a greater variety of programming in which students are interested in order to engage the greatest number of students
- 2014-2015 Goals Outcomes
- Event Categories Definitions
 - Club sports
 - Fitness/Wellness activities
 - Intramural sports
 - Recreational activities
 - Recruiting
- Student Participant Characteristics

- Athletic Fee Budget

- Activity Highlights
 - Central College – Yoga fitness
 - Coleman College – Zumba class
 - Northeast College – Men’s basketball
 - Northwest College – Women’s basketball and Men’s soccer
 - Southeast College – Men’s basketball
 - Southwest College – Men’s flag football

Mr. Glaser noted that one of the goals should be to foster student success through the programs. He informed that data should be collected in designing programs and activities to promote student success. He recommended reviewing the success measures.

Mr. Capo apprised that he was asked as to why HCC does not participate in the inter-collegiate activities. Dr. Porcarello noted that the college is moving in that direction but informed that the intercollegiate is somewhat expensive because of the need for coaches and transportation.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:18 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

**MEETING OF THE
BOARD GOVERNANCE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

June 11, 2015

Minutes

The Board Governance Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, June 11, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, *Committee Chair*
Robert Glaser, *Committee Member*
Sandie Mullins, *Committee Member*
Eva Loreda, *Alternate Committee Member*
Zeph Capo
Carolyn Evans-Shabazz
Neeta Sane
David B. Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Kathleen Fleming for William, Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Janet May, Chief Human Resources Officer

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Adriana Tamez, Committee Chair, called the meeting to order at 1:34 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, Sane, Tamez and Wilson)

APPROVAL OF ADMINISTRATIVE FORM FOR TRUSTEE REQUESTS FOR DOCUMENTS

Motion – Mr. Glaser moved and Dr. Tamez seconded.

Mr. Wilson noted that he has a problem with the form given that it was not needed before. He informed that he reviewed the bylaws and apprised that the paragraph under Article H is contrary to the open information request. Mr. Wilson noted that this makes it difficult for Trustees to receive information.

Dr. Tamez asked Board Counsel to speak to the item.

Mr. Derrick Mitchell informed that the bylaws Article H Section 7 has two paragraphs, the first noting that information would be provided to Trustees if not voluminous. He apprised that the bylaws also require that the request be provided in writing. He noted that the form and action taken today is to be consistent with the bylaws.

(Ms. Loredo joined the meeting at 1:36 p.m.)

Mr. Wilson informed his objection is that the last paragraph gives full authority to the Chair to determine if information will be released and this could cause issues with the open records requests.

Mr. Capo apprised that there is an issue regarding the information received during executive session. He noted that the item gives the right to the Board Chair to withhold only when there is a matter of request for information discussed in closed session and provides a level of protection. Mr. Capo informed that the current process is to provide the requested information to the full Board and noted that there have been instances where information was leaked to media. He apprised that this item is an effort to keep more efficient records of what information is requested. Mr. Capo noted that the effort is to increase transparency and record who is requesting the information as it becomes a matter of public record.

Mr. Capo urged support of the policy. He apprised that the effort is to provide information as requested by the Trustee but also protects the integrity of the process.

Dr. Evans-Shabazz inquired if the discretion is based purely on items 1, 2, and 3 and noted that other than that there is no discretion. Mr. Mitchell informed that the inquiry is correct.

Ms. Loredo noted that sometimes the requests are over burdening the individuals who provide the information. She informed that some Trustees may have multiple requests and some may not request information at all. Ms. Loredo apprised that Trustees should request information that is important to alleviate over burdening staff.

Mr. Wilson noted that providing the requested information and transparency are important.

Mr. Mitchell clarified regarding the three areas of discretion and noted that in addition to those areas, information that would waive client/attorney privileges would also be withheld. He recommended adding a #4 for the Chair to have a discretion to not release information regarding attorney/client privileges. Mr. Derrick noted that the item would be sufficient as long as it is understood that attorney/client privilege information will not be release.

Dr. Evans-Shabazz informed that “his/her” discretion should be defined. Mr. Capo apprised that the recommendation would probably need to come as a separate action because the item is to approve a form that conforms with Article H, Section 7 of the bylaws.

(Ms. Mullins joined the meeting at 1:51 p.m.)

Mr. Wilson suggested that the bylaws are reviewed regarding the last paragraph of Article H, Section 7 to ensure it does not contradict the state’s Open Records Act.

Mr. Wilson inquired if the form is retroactive regarding information he previously requested.

Mr. Capo noted that previous procedure was to have the Trustee meet with Board Counsel and sign for the documents.

Ms. Mullins inquired if the item contradicts with state laws. Mr. Mitchell informed that the form conforms with state laws.

Vote – The motion passed with a vote of 3-0.

Dr. Maldonado apprised that the procedure has been to distribute to all Board members and inquired for clarification if the action requires that the information be distributed to only the Trustee requesting the information.

Ms. Mullins noted that she would like to be informed of the request but would not like to receive the information.

BOARD COUNSEL REVIEW OF CERTAIN CATEGORIES OF CONTRACTS ABOVE CHANCELLOR’S SIGNATURE AUTHORITY

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

Mrs. Sane asked Dr. Maldonado to provide an overview of the action being requested. She informed that she is not clear as to why the Board should participate in the procurement process by having Board Counsel to review.

Dr. Maldonado apprised that the request is being presented at the request of the Board and noted that his objective is to make certain the Board is comfortable with execution of contracts that are above his signature authority.

Mrs. Sane inquired of the need for Board Counsel to enter the process especially since General Counsel currently reviews the contracts. Dr. Maldonado informed that the idea is that Board Counsel reviews the contracts from the Board's perspective.

Ms. Mullins apprised that there are different perspectives and noted that she would be more comfortable with having the item in place.

Dr. Tamez noted that it would be great to have both Board and General Counsel speak to the item after the vetting process.

Mr. Glaser apprised that his concern would be to make certain the item is not adding additional work.

Mr. Capó noted that when reviewing the multiple perspectives of the issues, the compromise was to leave the real estate in the language because they normally are the larger contracts.

Ms. Loredó informed that the Chancellor should have authority to handle the contracts as designated by the Board. She apprised that the Board approves contracts that are over the Chancellor's signature authority.

Dr. Tamez noted that the item merely adds another level of review.

Mr. Glaser recommended changing the wording from "requiring Board Counsel to review" to "allowing Board Counsel to review". He noted that requiring may be too restrictive.

Vote – The motion passed with a vote of 3-0.

BOARD EXPENDITURE REPORT FOR FISCAL YEAR 2014-2015

Dr. Maldonado informed that the report is the required semi-annual report of Board expenditures that details travel and community affairs.

Mr. Capó noted a correction to the report that the Association of Community College Trustees Annual Leadership Congress was held in Chicago, IL.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 2:15 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

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

June 11, 2015

Minutes

The Board of Trustees of Houston Community College met as a Committee of the Whole on Thursday, June 11, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Chair*
Robert Glaser, *Vice Chair*
Adriana Tamez, *Secretary*
Carolyn Evans-Shabazz
Eva Loreda
Sandie Mullins
Christopher W. Oliver
Neeta Sane
David Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Vice Chancellor, Information Technology
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
Dr. Kathleen Fleming for William, Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Janet May, Chief Human Resources Officer

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Zeph Capó, Chair, called the meeting to order at 4:02 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: Capó, Evans- Shabazz, Glaser, Loredó, Mullins, Sane, Tamez and Wilson)

REPORT FROM BOARD GOVERNANCE COMMITTEE

Dr. Tamez noted that the following items were approved at the Board Governance Committee:

- Approval of Administrative Form for Trustee Requests for Documents.
- Board Counsel Review of Certain Categories of Contracts Above Chancellor's Signature Authority

Dr. Tamez informed that the committee also reviewed the Board Expenditure report.

Mr. Capó recessed the meeting at 4:08 p.m. and reconvened at 4:12 p.m.

REPORT FROM ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE

Ms. Loredó provided a report from the Academic Affairs/Student Services Committee Meeting and noted that item A. Approve Tuition and Fees for Non-Credit Classes was pulled. She informed that the following reports were presented:

- Student Success Update
- Update on Institutional Transformation Plan
- HCC Report on Smoking Policy and Procedure
- Establishment of Environmental Enhancement Committee
- Update on Athletics Program

ADOPTION OF FORT BEND AND HARRIS COUNTY LOCAL OPTION EXEMPTIONS TAX YEAR 2015

Motion – Ms. Mullins moved and Dr. Tamez seconded.

Dr. Maldonado apprised that the Board requested a review of various scenarios regarding the local homestead exemptions for tax year 2015. He noted that Ms. Zamora would provide an overview of the recommendation.

Mrs. Zamora informed that in review of the various scenarios the increase in exemption would save homeowners \$5 annually and would cost the college of approximately \$7 million.

Ms. Mullins requested an explanation regarding the local homestead exemption. Mrs. Zamora apprised that if the homestead exemptions were raised from 10% to 15%, it would only save the homeowner \$3 but would cost the college approximately \$3.7 million.

Mr. Glaser expressed appreciation to the administration for reviewing the various scenarios for the assisting the homeowners. He noted that the college was moving in the right direction.

Mr. Wilson inquired as to what initiated the discussion of reviewing the various scenarios. Mrs. Zamora noted that the college has to provide the local option exemptions to the county by July 1, 2015.

Mrs. Sane inquired of the number of households that would benefit. Mrs. Zamora informed that approximately 87,000 households are in the college's taxing district and noted that approximately 45,000 would benefit once the 65 and older is netted out.

Ms. Loredo apprised that any assistance that can be provided to seniors and disabled would be greatly appreciated.

Mr. Wilson noted that there is a report from the compensation committee and buildings coming online that will need to be financed. He informed that he supports a tax break; however, it is a complicated puzzle.

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

AUTHORIZE TRANSFER OF FUNDS BETWEEN BOND CIP PROJECTS

Motion – Ms. Mullins moved and Ms. Loredo seconded.

Dr. Maldonado apprised that the item is to level the funding of the Capital Improvement Plan (CIP) projects. He noted that efforts have been taken to optimize the return on investment for the properties. He informed that there is a zero effect on the total CIP projects.

Mr. Chuck Smith provided an overview of the justifications for the budget transfer regarding the CIP projects. He informed that extraordinary amount of effort has been expended to ensure that all the programs needs of the original CIP are met and to honor the commitment to complete the projects within budget.

Ms. Mullins inquired if the 4th floor for the Alief project was originally a part of the current CIP. Mr. Smith apprised that he would have to review the project scope and provide an answer.

Mr. Wilson noted that it was his understanding that the 3rd and 4th floors were supposed to be built with other bond projects. He inquired if a contact hour analysis has been reviewed. He apprised that he has other questions regarding the item.

Mr. Capo requested clarification as to how the Construction Manager at Risk (CMAR) process was designed to allow funds to be pulled from savings on one project and transferred to other bond projects as needed. Mr. Smith noted that the CMAR process allows the adjustment of details of the project to remain under budget as opposed to the

design bid build process, which builds according to the plans regardless of the cost. He informed that the effort is to hold the commitment made to the taxpayers.

Mr. Capo referenced the transfer of \$3.6 million to Central Campus and inquired if this would make up for the loss taken by the culinary project. Mr. Smith apprised that the transfer would allow for the completion of the culinary project.

Dr. Tamez noted that the workforce building is needed at Southeast as well as the funding for the culinary program at Central. She informed that the space is needed for preparing the workforce students.

Mrs. Sane apprised that she agrees with both Dr. Tamez and Ms. Mullins that the promises need to be fulfilled in all the areas but would like to know why some projects fall short of the budget, but not all, as construction costs should rise for all the projects. She referenced the percentage that is being moved around and noted that it now appear as if the recommendation is changing the bond project all together.

Dr. Maldonado apprised that the big changer in the bond project was the decision by the Board to acquire property with bond funds that was not part of the original CIP concept.

Mrs. Sane noted that she is aware of the approval but informed that she does not want to compromise West Loop or any projects. She inquired if other avenues could be considered to fund the differences.

Mr. Smith informed that the Board could decide on funding and apprised that the effort is to use the funds for the CIP to complete the CIP projects to optimize the results. He noted that in the case of West Loop, the review depicted that there were going to be classrooms in the parking garage and informed that he held a discussion with the college president regarding the vacant building near the campus. Mr. Smith apprised that the Board approved the purchase of the building allowing for the usage of the facility for classrooms and the parking garage would be for parking only.

Mrs. Sane noted that she is uncomfortable with approving the item at this time and would like to see more information on what the completed CIP will look like.

Ms. Loreda inquired how it will be certain that the funds will not be needed for the project if the project has not been completed.

Dr. Evan-Shabazz inquired if there are any projects losing contents. She informed that she does not have a problem approving the item if all the projects will be completed according to what was promised to the taxpayers.

Mrs. Sane inquired as to what has been compromised at Coleman College. Mr. Smith apprised that nothing will be compromised at Coleman since some of the floors have been shelled and noted that the building has been moved down to 10 floors with a tunnel to the current Coleman building.

Vote – The motion passed with a vote of 6-2 with Ms. Mullins and Mr. Wilson opposing.

Mr. Capo informed that Trustee Glaser would preside over the remainder of the meeting.

(Mr. Capo left at 5:00 p.m.)

UPDATE ON BOND CAPITAL IMPROVEMENT PLAN (CIP) RELATED MATTERS

Dr. Maldonado noted that Mr. Chuck Smith would provide a summary of the CIP projects.

Mr. Smith provided the monthly CIP update to include the following:

- Internships
- Small Business Enterprise Outreach Effort
- Gamechanger and Groundbreaker Brand
- Challenges
 - Funding and cost escalation
 - Recommend amounts of rain
- Upcoming Events

PLANNED ROOF REPLACEMENTS

Dr. Maldonado informed that Mr. Chuck Smith would provide a report regarding roof replacements.

(Dr. Evans-Shabazz and Dr. Tamez stepped out 5:06 p.m.)

Ms. Loreda inquired if quality material is purchased for roofing. Mr. Smith apprised that the manufacturer is required to warranty the roof and to have a person on site while the roof is being installed.

(Dr. Evans-Shabazz and Dr. Tamez returned at 5:09 p.m.)

Mr. Wilson inquired why a new roof is being put on a building that is a tear down. Mr. Smith noted that it is not a guarantee that the building is a tear down.

Dr. Evans-Shabazz inquired if there is a way to access buildings to determine if it would be a tear down or possible sale before making the roof repairs. Mr. Smith informed that replacement was recommended for buildings that are going to be kept in service and the recommendation for repair was strategic to ensure no facilities degrade in condition.

APPROVAL OF MIDTOWN MANAGEMENT DISTRICT SERVICE AND IMPROVEMENT PLAN FOR FISCAL YEARS 2015-2024

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

Dr. Maldonado apprised that the Midtown Management District (Management District) is required to present its plan to the college. He noted that the Management District is different from the Midtown Tax Increment Reinvestment Zone (TIRZ). He apprised that the

Management District finds and recommends projects to the TIRZ; the relationship is similar to the Public Facility Corporation.

Mrs. Zamora noted that the citizens of the Midtown area pay an assessment fee to the Management District. She informed that the Midtown Management District is related to the Midtown TIRZ.

Dr. Tamez inquired as to how the Midtown Management District is different. Dr. Maldonado apprised that the Management District is a separate organization than the Midtown TIRZ.

Mr. Mitchell noted that the TIRZ receives the funds and the Management District maintains the projects after they are in place. He informed that the projects are completed by TIRZ and then turned over to the Management District.

Ms. Loreda inquired as to who are the HCC representatives for the Midtown TIRZ. Dr. Maldonado noted that Trustees Glaser, Loreda and Tamez are the Trustees serving on the TIRZ along with Mrs. Zamora for the college.

Ms. Mullins expressed appreciation to those members serving on the Board. Mr. Glaser informed that the Trustees appointed to the Board have not been notified of the meetings. Dr. Tamez apprised that she is receiving notices regarding the meetings and noted that she will provide the information.

(Mr. Oliver arrived at 5:27 p.m.)

Dr. Maldonado informed that the estimate regarding the tax base increase is available. Mr. Smith apprised that it is approximately \$1.5 billion.

Mr. Oliver noted that he does not see a detailed listing of the CIP items, including the Master Plan as requested.

Mr. Glaser informed that he would like to receive a briefing regarding the interactions of the entities that HCC foregoes tax revenue. He apprised that an executive summary could be provided to give an update.

Vote – The motion passed with vote of 6-2 with Mr. Oliver and Mr. Wilson opposing.

AMENDMENT TO URBAN REDEVELOPMENT INTERLOCAL AGREEMENT

Motion – Mrs. Sane moved and Dr. Tamez seconded.

Dr. Maldonado noted that the item allows the college to join all taxing entities. He informed that the item allows delinquent properties to be placed back on the tax roll. He apprised that sale of any of the properties would allow for distribution from the proceeds amongst those entities on the tax roll. Mrs. Zamora noted that the college is giving permission to allow the properties to be sold below value. She informed that HCC would receive approximately \$90 from each property sold.

Dr. Evans-Shabazz apprised that the effort should be to give the property owner every opportunity to pay the back taxes before selling the property. Dr. Tamez inquired as to how the process is handled. Dr. Maldonado noted that the effort is to get the property back on the tax roll and informed that he would review to ensure that every effort is given to making certain the individuals are able to maintain the property.

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

(Ms. Mullins stepped out at 5:44 p.m.)

(Dr. Evans-Shabazz stepped out at 5:44 p.m.)

ENERGY ENGINEERING CONSULTING SERVICES (PROJECT RFQ 15-18)

Motion – Dr. Tamez moved and Ms. Loredo seconded.

Mr. Smith apprised that the item relates to the energy efficiency improvements. He noted the fiscal impact will result in an annual savings of approximately \$668,000 annually in operating expenses.

(Ms. Mullins returned at 5:45 p.m.)

Mr. Oliver inquired of the relations with the energy project approved last month. Dr. Maldonado explained that this is the consulting firm that will monitor and report on the project.

(Ms. Loredo stepped out at 5:46 p.m.)

Mr. Smith informed that the consultant will prepare the Utility Assessment Report as well as the periodic reports, which will be provided to State Energy Conservation Office (SECO). He apprised that approximately \$4 million of the funds borrowed will be placed back into infrastructure.

Mr. Oliver inquired is there is an option to opt out of the SECO contract. Mr. Smith noted that there is an opt-out regarding the SECO contract; however, the legal obligation is to pay off any funds borrowed.

(Ms. Loredo returned at 5:48 p.m.)

Mr. Wilson informed that 195 firms were solicited and five firms responded. He inquired if the lowest bid firm had an advantage over any of the others. Mr. Smith apprised that they did not have any advantage and noted that the scores were close.

Mr. Wilson inquired if the firm has done work in Harlingen. Mr. Smith responded that he is not aware. Dr. Maldonado noted that he was not certain.

(Dr. Evans-Shabazz returned at 5:50 p.m.)

Mr. Wilson informed that he is reluctant because the Chevron contract did not produce savings.

Mr. Oliver inquired as to what does small business practices mean. Mr. Rogelio Anasagasti apprised that the points are allocated for the firm's commitment to use small businesses to perform the work.

Mr. Oliver inquired as to how no one was given points for the small business portion. Mr. Anasagasti noted that the turnaround time was short and informed that there was no firm commitment. Mr. Smith apprised that the appearance is that no attention was given to small business participation but noted that the firms would have an opportunity to participate under the \$4 million borrowed.

Dr. Tamez inquired as to when small business opportunities are brought forward such as with the Gamechanger. Mr. Anasagasti informed that small businesses do compete in other projects. He apprised that the effort is to set a goal on every project and noted that in this case the market yielded what was available.

Dr. Tamez requested an update on who is receiving the work. Dr. Maldonado informed that an update can be provided similar to the one provided under the CIP.

Dr. Evans-Shabazz inquired as to how it is determined what newspapers are used. Dr. Maldonado apprised that HCC assists with outreach through programs, such as Gamechanger. He asked Mr. Anasagasti to provide clarification regarding this specific RFQ. Mr. Anasagasti noted that three minority publications as well as the major circulation newspaper are used and informed that the effort is utilize major papers of circulation with the broadest distribution to expand outreach.

Dr. Evans-Shabazz apprised that she is not familiar with the African American Newspaper used. She noted that consideration may need to be given to other African American newspapers. Mr. Anasagasti informed that the message is also pushed to about sixty online media.

Ms. Loreda apprised that the recommended firm has previous experience with HCC and inquired if the firms are evaluated. She inquired if there is a follow-up evaluation with the firm providing services to HCC.

(Mrs. Sane stepped out at 6:07 p.m.)

Dr. Tamez requested the number of individuals participating in the Gamechanger who are submitting proposals and actually receiving contracts.

Mr. Wilson inquired of Mr. Smith if he knew the company prior to his arrival at HCC. Mr. Smith noted that his first acquaintance with the recommended firm was at HCC.

Vote – The motion passed with a vote of 6-1 with Mr. Wilson opposing.

(Mrs. Sane returned at 6:10 p.m.)

(Dr. Evans-Shabazz left at 6:10 p.m.)

INVESTMENT REPORT FOR THE MONTH OF APRIL, 2015

Motion – Ms. Loredo moved and Dr. Tamez seconded. The motion passed with vote of 7-0.

MONTHLY FINANCIAL STATEMENT AND BUDGET REVIEW FOR APRIL 2015

Motion – Mrs. Sane moved and Ms. Loredo seconded.

Ms. Loredo requested the highlights.

Mrs. Zamora informed that revenues are approximately 6% ahead of this time last year. She noted that approximately 95% of the revenue has been recorded.

Mr. Wilson referenced the transfer in and out and requested clarification. Mrs. Zamora informed that the large amount is transferring of bond payments for the revenue bonds so that the payment could be made. She apprised that the remaining is from the Capital and Technology funds used for instructional and IT items. She noted that the moves are to record the expenditures.

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

UPDATE ON 2012-2015 STRATEGIC PLAN

Dr. Maldonado informed that the report carries over the conversation held earlier regarding the Transformation Plan. He noted that Dr. Herod would provide an update on the status.

Dr. Herod apprised that the 2012-15 Strategic Plan is being closed out. He noted that the report is regarding the three remaining initiatives as follows:

Goal #5: Support Innovation as a Way to Improve Institutional Resilience

Goal #6: Cultivate an Entrepreneurial Culture across the Organization

Goal #7: Leverage Local and International Partnerships for Institutional and Community Development

Ms. Loredo inquired of the number of students that graduated from the UT-Tyler program. Dr. Herod informed that he is not certain of the number of graduates but noted approximately 25 students moved through the first cohort.

Mr. Oliver requested to receive a copy of the Master Plan and a detailed breakdown of each item for the CIP list. He informed that he would like to receive the report as soon as possible.

Mrs. Sane noted that there was extensive involvement of the Board regarding the current plan. Dr. Maldonado noted that Dr. Herod will provide an overview with the next slide.

Dr. Herod noted that the Transformation Plan is a bridge to the new strategic plan. He informed that internal and external stakeholders will be engaged.

(Dr. Tamez stepped out at 6:27 p.m.)

PRESENTATION OF RECOMMENDATIONS FROM THE COMPENSATION ADVISORY COMMITTEE

Dr. Maldonado apprised that a compensation review was conducted by a consultant and noted that the Compensation Advisory Committee (CAC) was engaged. He informed that Dr. Steve Levey and Dr. Tod Bisch would provide a summary of the recommendations from the Compensation Advisory Committee.

Dr. Levey apprised that Fox Lawson was commissioned in 2014 to review the salary structures of the college and noted that there were three phases of the study:

- Study Initiation and Compensation Philosophy of HCC
- Conduct a Comprehensive Compensation Study
- Provide a Report and Recommendations for the College

(Dr. Tamez returned at 6:29 p.m.)

Dr. Levey informed that the primary finding was HCC salaries are below the 50th percentile of the market as follows:

- Faculty: -13%
- Pro/Technical: -7%
- Sec/Clerical: -9%

Dr. Levey apprised that the recommendation is that a salary increase be phased over a three-year period. He noted that Dr. Bisch would provide an overview of the recommendations as it relates to the charges provided by the Chancellor.

(Mr. Oliver stepped out at 6:36 p.m.)

Dr. Bisch presented a summary of the recommendations relating to the following charges:

- Recommend a Multiple Fiscal Year Plan to Address Increasing Salary Structures for Faculty, Secretarial & Clerical, and Professional & Technical Positions
- Review and Recommend a Schedule for Placement of Incoming FT Faculty on the Salary Schedule to Support Talent as a World Class Institution
- Review and Recommend a Recognition of Certifications Along with Work Experience for Staff and Faculty Positions where Advance Degrees are Neither Available nor Necessarily Indicative of Expertise
- Recommend Additional Pay Components for Faculty/Staff Who Teach/Work in High Demand Industries

- Additional CAC Recommendations
 - Recommend Human Resources facilitate a comprehensive review of all HCC job descriptions
 - Recommend an annual review of compensation “outliers”

(Mr. Oliver returned at 6:38 p.m.)

Dr. Levey informed that the recommendation is to identify the high demand industry and that it is reviewed annually. He noted that additional recommendations are included in the report.

Dr. Tamez inquired if the recommendations regarding the outliers are reviewed individually. Dr. Levey noted that is correct.

PRESENTATION OF RECOMMENDATIONS FROM THE PROCUREMENT REVIEW COMMITTEE

Dr. Maldonado introduced the Small Business Advisory Committee members and informed that the Co-Chairs were Mr. Arturo Michel and Ms. Linda Toyota.

Dr. Maldonado apprised of the recommendations from the committee and noted that some of them have already been implemented:

- Process Improvements in Developing Scope of Services
- Standardizing Evaluation Criteria and Points
- Developing a Procurement Plan to be Posted Online
- Continuation of Small Business Development and Outreach
- Updating Procedures Manual to be Posted Online
- Prioritizing Hiring of Key Staff
- Developing Performance and Monitoring Tools
- Developing Additional Training Tools

Dr. Maldonado informed that Mr. Anasagasti would provide an overview of the Procurement Review Committee Report.

Mr. Anasagasti noted that the report included recommendations for the following areas:

- Administrative
- Procurement Cycle
- Publicity and Transparency
- Small Business Enterprise
- Bid/Proposal Evaluation System
- Contract Award
- Compliance
- Training

Mrs. Sane inquired if there are any policy implications that need to be approved and implemented. Dr. Maldonado informed that there will be a process of updating the procurement manual as well as making information available online. He apprised that as recommendations are reviewed for implementation, there may be some alignment items needing policy approval.

Dr. Tamez inquired if the committee will continue to exist. Dr. Maldonado noted that the committee will remain in place. Mr. Anasagasti informed that the committee will meet periodically and agreed to meet via conference calls to collaborate.

Mr. Oliver inquired if the committee had recommended dismantling the current process would it have been done. Dr. Maldonado informed that the short answer is no. Dr. Maldonado informed that the committee recommendations are for transparency. He apprised that if a recommendation adds value, it would be implemented.

Ms. Loreda expressed appreciation to the Committee but noted that more small business/minority participation needs to be visible.

Mr. Wilson noted that the best value process is subjective and noted that he would like a system where bidders are pre-qualified and the low bidder would be awarded the job.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:10 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

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

June 23, 2015

Minutes

The Board of Trustees of Houston Community College held a Regular Meeting on Tuesday, June 23, 2015 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Chair*
Robert Glaser, *Vice Chair*
Adriana Tamez, *Secretary*
Carolyn Evans-Shabazz
Eva Loreda
Sandie Mullins
Christopher W. Oliver
Neeta Sane
David Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
Valerie Simpson for E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Vice Chancellor, Information Technology
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

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

CALL TO ORDER

Mr. Zeph Capo, Chair, called the meeting to order at 4:13 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, Loredo, Mullins, Oliver, Sane, Tamez and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Mr. Oliver led the prayer and the pledges.

APPROVAL OF MINUTES

Motion – Mrs. Sane motioned and Mr. Loredo seconded. The motion passed with vote of 9-0. The following minutes were approved:

Approval of Minutes from Academic Affairs/Student Services Committee, Audit Committee, Committee of the Whole and Special Meeting on May 14, 2015, Regular Meeting on May 21, 2015, and Special Meeting on May 27, 2015.

AWARDS, PRESENTATIONS, AND RECOGNITIONS

- **Monthly Student Recognitions Focused on Student Persistence and Success at HCC**

Dr. Irene Porcarello recognized the following students:

- Marvel Frank, Central College
- Tiffany Green, Coleman College
- Inez Goodman, Northeast College
- Jackeline Granillo, Northwest College
- Vicki Kight, Southeast College
- Aisha Lakhani, Southwest College

CHAIRMAN'S REPORT

- **Trustees District Reports:**

Ms. Mullins announced that the West Houston Institution Groundbreaking is scheduled for Wednesday, June 24, 2015 at the Alief Hayes Rd. campus and the Texas A&M Engineering Partnership will be held Thursday, June 25, 2015 at the Spring Branch campus.

Dr. Tamez acknowledged the Gathering of Eagles and noted that they held a STEM Symposium at Southeast College.

Ms. Loredo congratulated the Gathering of Eagles and the World War II veterans that were honored. She noted that as part of the Milby Alumni she has been out in the community interviewing students for scholarships. Ms. Loredo informed that Hispanic Scholarship Council took a tour of Goya Foods, who has agreed to be a main sponsor.

Dr. Evans-Shabazz apprised that the Coleman Town Hall meeting has been rescheduled for July 16, 2015.

Mr. Capo noted that he attended the HCC/HISD Middle College graduation at the West Loop campus.

- **Board Meeting Schedule**

Mr. Capo announced that a Special Meeting (Board Retreat) will be held on Saturday, June 27, 2015. He noted that there are no meetings scheduled in July. He informed that the Committee and Committee of the Whole meetings are scheduled for August 13, 2015 and the Regular Meeting on August 20, 2015.

CHANCELLOR'S REPORT

Dr. Cesar Maldonado provided the Chancellor's Report:

- **Salzburg Global Seminar**

Dr. Maldonado announced that five HCC students had the great opportunity to travel to Salzburg, Austria to participate in the annual Salzburg Global Seminar. He invited Dr. Porcarello to provide an overview of the Salzburg Global Seminar program. Dr. Porcarello invited Ms. Stephanie Sallee and Mr. Kevin McCaslin to share their experience

- **VAST Academy**

Dr. Maldonado shared that the Texas State Legislature honored the HCC VAST Academy last month during the 84th Legislative Session. The VAST Academy was awarded a proclamation in recognition of being a pioneer in providing post-secondary education to students with intellectual and developmental disabilities. The program, which was established in 1990, was one of the first programs of its kind in the nation.

HCC VAST Academy offers differently abled individuals the chance to receive post-secondary vocational training and to earn a meaningful credential that will enable them to find work and achieve independence. The Academy serves more than 150 students annually and has had more than 3000 students since its inception. Over the past quarter of a century, HCC VAST Academy has continued to fulfill its critical mission, giving its students the opportunity to feel the pride of achievement and helping them to build fulfilling, productive, and independent lives.

Dr. Maldonado thanked Dr. Sue Moraska, VAST program founder and her colleagues for supporting the students and for leading the way in providing educational opportunities to a very essential part of HCC's student population.

Dr. Maldonado recognized Mr. Ethan Brillon, Student Leader in the VAST Academy and Ms. Elilai Barkhouse-Geyer, a graduate of the program who is now employed as a part-time Office Assistant in the VAST office at Northwest College.

- **Southwest College**

This month's video highlighting exceptional programs and faculty was presented by Southwest College.

- **Adjunct Faculty Job Fair**

Dr. Maldonado informed that HCC held an Adjunct Faculty Job Fair on Saturday, June 20th at the West Loop Campus. He noted that the job fair was held to support instruction and the delivery of academics, and announced that 750 applications were received.

Procurement Committee

Dr. Maldonado invited Ms. Linda Toyota and Mr. Arturo Michel who served as co-chairs of the Procurement Review Committee to share the committee's philosophy. He thanked them for their leadership and commitment to the process which is invaluable. Dr. Maldonado apprised that the committee will continue on a quarterly basis.

Mr. Oliver recommended keeping a standing procurement committee to provide regular check-ups.

- **Moody's Investor Service Rating Upgrade**

Dr. Maldonado apprised that Moody's Investor Service revised the outlook on Houston Community College Systems outstanding rated debt from negative to stable. He noted that a rating upgrade was also given to the Junior Lien Bonds from AA3 to AA2. He informed that the upgrade reflects the System's strong operating performance, which significantly exceeded prior expectations.

- **Promotion of Mrs. Teri Zamora**

Dr. Maldonado announced that due to her efforts, work, continuous increase in scope and duties in addition of Chief Financial Officer, Mrs. Teri Zamora has been promoted to Senior Vice Chancellor.

- **Faculty Senate Report**

Ms. Susan Goll, Faculty Senate President, thanked the Board for continuing to support of faculty and the mission of the college of bettering the lives of students and the communities that HCC serves. She also expressed appreciation to the Chancellor for presenting the Board the recommendations of the Chancellor's Compensation Task Force. She noted that the combined efforts of Mrs. Zamora and Dr. Kimberly Beatty in the area of instruction leads the way to becoming an efficient, nimble and talent rich leader in higher education.

HEARING OF THE CITIZENS

No citizens came forward to speak before the Board.

CONSENT AGENDA

Motion – Mr. Glaser moved and Dr. Tamez seconded to approve the consent agenda with the exception of item A1, A2, B3 and B7. The motion passed with a vote of 9-0. The following items were approved:

- Approval of Midtown Management District Service and Improvement Plan for Fiscal Years 2015-2024
- Amendment to Urban Redevelopment Interlocal Agreement
- Adoption of Fort Bend and Harris County Local Option Exemptions Tax Year 2015
- Investment Report for the Month of April, 2015
- Monthly Financial Statement and Budget Review for April 2015

Approval of Administrative Form for Trustee Requests for Documents

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

Mr. Wilson noted that the document is cumbersome and has concerns that the document leaves one to believe that the college is not transparent. He informed that the Board bylaws Article H, Section 7 regarding the release of documents at the discretion of the Chair is contrary to state open records law.

Motion - Mr. Wilson motioned to postpone. The motion failed due to the lack of a second.

Mr. Oliver apprised that it is unfortunate that the item has to be on the agenda; however, he does understand the reason. He noted that the request for information has become costly and informed that it has come to the point that the form is necessary. Mr. Oliver apprised that administration is often duplicating the request. He noted that the form is somewhat to the extreme regarding Trustee requests for information and informed that the measure should be taken on a case by case basis. He apprised that the Board could discuss the Trustees' request in closed session.

Ms. Mullins noted that the college is a public institution and inquired if it contradicts state open records requests. Mr. Capo informed that the form is only intended for use when there is a requested for privileged information. He apprised that the form is to make certain information is not sent to a Trustee not desiring the requested information and noted that the effort is to track the request for privileged information.

Ms. Mullins inquired if there will be a delay in receiving the information and if it would slow down the process. Mr. Capo informed that he could not speak as to how quickly administration could fill the request, but there is nothing in the current form that would slow down the process.

Ms. Mullins inquired if there could be clarification that the document is related to only privileged and confidential information.

Mr. Capo noted that he would offer an amendment that would not change process but would simply add the wording privileged and confidential information to the document.

Amended Motion – Ms. Mullins moved to add the wording privileged and confidential information to the document and Mr. Oliver seconded.

Mr. Wilson informed that the bylaws speak to the Trustees responsibility to keep privileged information confidential.

Dr. Evans-Shabazz apprised that her concern is regarding the discretion of the information and recommended reviewing the bylaws to define discretion. Mr. Capo noted that it would take additional review by the Governance committee regarding the bylaws.

Mr. Oliver informed that if the purpose was to curtail the release of sensitive information, then he fully supports the item. He apprised that the Board has a fiduciary responsibility to not place the system at a disadvantage.

Mr. Capo noted that there were incidents where documents were discussed in closed session and the documents are collected by the custodian of the documents. He apprised that another issue regarding privileged information is that when it is requested, it is forwarded to the full Board and he noted that he does not want to be recipient of closed session information requested by another Trustee.

(Mr. Oliver stepped out at 5:22 p.m.)

Mrs. Sane inquired if there are any other forms utilized by other institutions and requested additional time to review what other institutions are doing.

Dr. Tamez informed that she likes the fact that there is a tracking mechanism.

Mr. Hollingsworth apprised that the sample form provided by Mr. Wilson is the document used by the public to request open records information from Harris County.

Mr. Glaser noted that his understanding is that when a request is made, the Board is notified and the information is provided to the full Board. He informed the form was created because there were a couple of issues where sensitive information has been passed on beyond the confidence of the Board. He apprised that the forms gives the Trustees the option to not receive the information if they so choose. Mr. Glaser noted that he supports the form to track requests for privileged and confidential information.

Ms. Loreda informed that the Trustees have a responsibility not to overburden the Chancellor and staff. She recommended that the Trustees ask themselves if the information going to help me make a decision on an action item.

Mr. Wilson noted that The University of Texas lawsuit was regarding a request for admission records. He apprised that there cannot be obstruction of access to information.

(Mrs. Sane stepped out at 5:30 p.m.)

Mr. Capo noted that the document is not intended to keep any Trustees from receiving information.

Dr. Tamez inquired what is considered cumbersome. Mr. Wilson apprised that he considers completing the form and the fact that the process puts the authority in the hands of the Chair to determine what information is released is cumbersome. Mr. Capo informed that he filled out the request today and it only took about ten seconds.

Ms. Mullins inquired if each page will be stamped privileged and confidential.

Vote on the Amendment – The vote on the amendment 6-1 with Trustee Wilson opposing.

Vote on Main Motion – The motion passed with vote of 6-1 with Trustee Wilson opposing.

AUTHORIZE TRANSFER OF FUNDS BETWEEN BOND CIP PROJECTS

Motion – Dr. Tamez moved and Mr. Glaser seconded. The motion passed with vote of 5-2 with Ms. Mullins and Mr. Wilson opposing.

ENERGY ENGINEERING CONSULTING SERVICES (PROJECT RFQ 15-18)

Motion – Mr. Wilson moved and Ms. Mullins seconded.

Mr. Wilson noted that he is not in favor of wasting the college's money because the previous contract did not provide any savings.

Vote – The motion passed with vote of 6-1 with Mr. Wilson opposing.

BOARD COUNSEL REVIEW OF CERTAIN CATEGORIES OF CONTRACTS ABOVE CHANCELLOR'S SIGNATURE AUTHORITY

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

Mr. Glaser apprised that he would like to offer an amendment to replace the word "require" to "allow" under the recommendation. He noted that the Board Chair could have the discretion of requesting Board Counsel to review the contracts.

Amendment - Mr. Glaser submitted an amendment so remove "require" and amending to state "allow". Ms. Mullins seconded.

(Ms. Sane returned at 5:39 p.m.)

Dr. Tamez requested that the amendment is reiterated. Mr. Glaser informed that the current language states that all real estate contracts must be reviewed by Board Counsel and apprised that the amendment would allow discretion of the Board Chair regarding review by Board Counsel.

Ms. Loredo noted that she would not want the Board Chair to have the burden of reviewing the contracts. She informed that the contract would still need to come back to the Board and the real estate professionals would be the ones to inform the Board regarding real estate.

Mrs. Sane apprised that she had some of the same concerns. She noted that the contracts would need to be reviewed by the experts in that field and it is the Chancellor's responsibility to make sure that the reviews are done by the experts. Mrs. Sane informed that the Chancellor has access to the experts as well as Board Counsel.

Dr. Tamez noted that she associates with Mrs. Sane.

Mr. Capo requested clarification to the amendment. Mr. Glaser informed that the amendment is to change the third word from requiring to allowing.

Mr. Capo apprised that if there has not been a request for Board Counsel to review the contract then they may not have information on the item when discussed in closed session.

Vote on Amendment – The motion failed with vote of 4-3-1 with Trustees Capo, Evans-Shabazz and Tamez opposing, and Trustee Sane abstaining.

Ms. Mullins inquired as to why all real estate is discussed in closed session. Mr. Hollingsworth noted that other entities discussed real estate projects in closed session so that the entity does not end up paying more for the property because of bidding.

Vote on Main Motion - The motion passed 5-3 with Trustees Glaser, Sane and Wilson opposing.

ADJOURNED TO CLOSED SESSION

Mr. Capo adjourned the meeting to Executive Session at 5:54 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.

Mr. Capo reconvened the meeting in Open Session at 8:23 p.m. and entertained any motions on pending matters.

(The following Trustees were present: (Capo, Glaser, Loredo, Mullins, and Wilson)

TOPICS FOR DISCUSSION AND/OR ACTION:

PERSONNEL AGENDA (FACULTY)

Motion – Ms. Mullins moved and Ms. Loreda seconded. The motion passed with vote of 5-0.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 8:24 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

DRAFT

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

June 23, 2015

Minutes

The Board of Trustees of Houston Community College held a Special Meeting on Tuesday, June 23, 2015 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Chair*
Robert Glaser, *Vice Chair*
Carolyn Evans-Shabazz
Eva Loreda
Sandie Mullins
Neeta Sane
David Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
Valerie Simpson for E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
Pheryl Prestage for William Carter, Vice Chancellor, Information Technology
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

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

CALL TO ORDER

Mr. Zeph Capo, Chair, called the meeting to order at 2:21 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, Sane, and Wilson)

BUDGET WORKSHOP REGARDING PROPOSED UNRESTRICTED BUDGET FOR FISCAL YEAR 2015-2016

Dr. Maldonado noted that the purpose of the workshop is to provide a snapshot of the current budget and an overview of the proposed budget for 2015-16.

(Ms. Loreda and Ms. Mullins joined the meeting at 2:22 p.m.)

Mrs. Teri Zamora provided an overview of the current budget status to include:

- Budget Assumptions
- Budget Goals
- Timeline and Next Steps
- Current Unrestricted Budget revenues
 - Comparative average cost of attendance
 - Enrollment growth
 - Comparative ad valorem tax rates
 - 2015-16 Estimated unrestricted revenues
- Current Unrestricted Budget Expenditures
 - 2015-16 Estimated unrestricted expenditures

Dr. Maldonado informed that the budget presentation will include items that previously have not been a part of the discussion, such as faculty development. He apprised that the effort is to use monies that were available to the best purpose for use.

Mr. Capo referenced the \$1.62 million in annual savings and inquired if it will be part of the debt pay down plan. Mrs. Zamora noted that the funds would be in the operating budget. She informed that the pay down will primarily be accelerated by the smaller payoffs along the way.

Ms. Loreda inquired if there will be another meeting to allow for a detailed review of the various departments. Mrs. Zamora apprised that this is a preliminary overview and that more detail will be presented when the items is recommended for Board approval.

Ms. Mullins inquired of the timeline for discussing the strategic piece. Dr. Maldonado noted that the strategic plan and facilities master plan will be presented for consideration for next year's budget. He informed that there was an effort to accelerate but noted there was concern of risking the quality of the work regarding the master plan. Dr. Maldonado apprised that separate from the budget, divesture of surplus property and strategy for acquisition on long-term will be brought forward to the Board.

Ms. Mullins inquired if the plan is to present before the Board approves this year's budget. Dr. Maldonado noted that the item would not be ready to be considered with this year's budget. He informed that the plan will be presented for the Board to consider, which would include recommendations to sell and/or acquire property.

Mr. Wilson apprised that he does not recommend selling property to fund the operating budget. He noted the proceeds should be used to pay off debt. Mr. Wilson informed that he is glad to see the report on the fund balance and noted that the Board has to be fiscally responsible. He apprised that the tax base should be handled cautiously.

Ms. Zamora provided a review of recent financial results as a part of the workshop presentation. The review included an overview of the following:

- Unrestricted Fund Balance History
- Texas Higher Education Coordinating Board (THECB) Composite Financial Index (CFI)
- Other Funds Balance

Mrs. Zamora noted that the college is relatively in good standing regarding the financial condition according to the THECB Financial Condition Analysis 2014.

Mr. Capó inquired if the debt payoff would make a difference regarding the ratio. Mrs. Zamora informed that the debt payoff will help. She apprised that the report provides a comparison of financial condition with other institutions.

Mrs. Zamora noted that several funds were set aside with Board approval:

- Student Technology Fee Fund Balance
- Accumulative Savings from Budget Task Force
- Auxiliary International Funds
- Funds set aside for Sports Fields

Mrs. Zamora noted that there will be a recommendation to the Board regarding the use of the Auxiliary International Funds such as possibly funding the Honors College students' travel.

Ms. Loredó inquired if monies allocated for other funds balances would gain interest. Mrs. Zamora informed that some interest will be realized on the funds.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:09 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

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

June 27, 2015

Minutes

The Chancellor Evaluation Committee of the Board of Trustees of Houston Community College held a meeting on Saturday, June 27, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, *Chair*

Zeph Capo, *Committee Member*

Eva Loreda, *Committee Member*

Carolyn Evans-Shabazz, *Alternate Committee Member*

Robert Glaser

David Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani

Narcisa Polonio, Facilitator, ACCT

Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Adriana Tamez, Committee Chair, called the meeting to order at 8:13 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: Capo, Evans-Shabazz, Glaser, Tamez and Wilson)

UPDATE ON CHANCELLOR'S PERFORMANCE APPRAISAL AND RELATED MATTERS

Motion – Mr. Capo moved and Dr. Tamez seconded.

Dr. Maldonado noted that the item was discussed previously; however, it was not formally adopted.

Dr. Tamez informed that she would work with Board Services to schedule the one-on-one meetings. Dr. Maldonado apprised that the one-on-one meetings were not listed on the 2014-15 calendar.

Mr. Capo noted that it was previously discussed that the one-on-one meetings were scheduled. He inquired if there is anything prohibiting using the 2015-16 calendar. Mr. Hollingsworth informed that he would recommend including the actual year so that it is identified.

Dr. Tamez apprised that individual meetings would take place in July.

(Ms. Loredo arrived at 8:19 a.m.)

Dr. Maldonado noted that the proposal is to take everything after June 30 and modify to fit the schedule for 2015-16. Mr. Hollingsworth informed that the intent is to use the 2015-16 June 30 – August 31 schedule for 2014-15.

Dr. Polonio recommended that the one-on-one meetings should include an option that would be at the discretion of the Trustee to include phone conference.

Mr. Capo apprised that it should be clarified that the Chancellor should make a good faith attempt to meet with all the Trustees.

Dr. Polonio inquired of the purpose of the meeting. Dr. Tamez noted that the purpose would be to provide each Trustee with the opportunity to meet with the Chancellor prior to the evaluation.

Dr. Polonio informed that it is a good idea but noted that it is always good to loop in the purpose such as to discuss the priorities.

Dr. Tamez apprised that the recommendation from the Chancellor Evaluation Committee is to schedule the one-on-one meetings with the Chancellor and Trustees in July and conduct the evaluation in August. The Chancellor's Performance Appraisal calendar for 2015-16 will be adopted for 2014-15 from June 30, 2015 forward.

Vote - The motion passed with a vote of 3-0.

ADJOURNED TO CLOSED SESSION

Dr. Tamez adjourned the meeting to Executive Session at 8:23 a.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 9:30 a.m. and entertained any motions on pending matters.

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

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 9:30 a.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

DRAFT

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

June 27, 2015

Minutes

The Chancellor Evaluation Committee of the Board of Trustees of Houston Community College held a meeting on Saturday, June 27, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Chair*
Robert Glaser, *Vice Chair*
Adriana Tamez, *Secretary*
Carolyn Evans-Shabazz
Eva Loreda
Sandie Mullins
Christopher W. Oliver
David Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani
Narcisa Polonio, Facilitator, ACCT

CALL TO ORDER

Mr. Zeph Capo, Chair, called the meeting to order at 9:42 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: Capo, Evans-Shabazz, Glaser, Loreda, Tamez and Wilson)

Mr. Capo introduced Dr. Narcisa Polonio with Association of Community College of Trustees (ACCT) as the facilitator for the meeting.

(Dr. Tamez stepped out at 9:43 a.m. and returned at 9:44 a.m.)

UPDATE ON CHANCELLOR'S PERFORMANCE APPRAISAL AND RELATED MATTERS

Motion – Mr. Glaser motioned and Dr. Tamez seconded.

Mr. Capo noted that the discussion from the Evaluation Committee was to revise the calendar

Vote – The motion passed with vote of 6-0.

BOARD SELF-ASSESSMENT

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

Dr. Polonio provided ACCT's background and upcoming events and reviewed the meeting agenda.

Mr. Capo informed he would like to address transparency and public confidence to reach a collective definition so that there is a common understanding moving forward.

Dr. Evans-Shabazz apprised that as a new Trustee, she is unfamiliar with the self-assessment procedure and her role in the process. Dr. Polonio noted that the question relates to voting, for example, if a Trustee is not familiar with a topic, do they abstain or participate. She informed that elected officials have a responsibility to cast a vote and only to abstain when there is a conflict of interest.

Mr. Wilson apprised that he abstains when he feels he does not have enough information to approve. Dr. Polonio noted that the Trustee's responsibility is to seek the information needed and to ensure that college operations are ongoing.

Mr. Capo noted that an abstention is the same as a no vote as it takes five affirmatives for an item to pass.

Dr. Polonio informed that the goals of the retreat are to review the following:

- Value of Board Self-Assessment
 - National standards
 - Accreditation expectations
 - Transparency and public confidence
 - Building trust and strengthening relationships
 - Define priorities and goals
 - Commitment to continuous improvement and efficiencies
- Process and Design
 - Findings and recommendations
 - Establishing Board goals and priorities
 - Aligning Board and Chancellor goals
- Developing an Action Plan and Next Steps
- Setting Benchmarks

Review the Value of Board Self-Assessment

Dr. Polonio apprised that the following are the big-ticket items across the country:

- Student Success and Completion
- Greater Workforce Focus
- Significant Reductions in Public Funding

Dr. Polonio noted the following community college trends:

- Baccalaureate degrees (technical/workforce)
- Dormitories
- Performance Based Funding
- Technical Community College Systems

Dr. Polonio informed that Technical Colleges advise and track students from the beginning. Mr. Capo inquired if direct advising adds a technical model approach to a comprehensive college model. Dr. Maldonado noted that a new model is emerging where students do not declare a major upon entrance to college, but rather they declare a discipline.

- Dropping “Community” from the Name
- Corporate College Model

Dr. Polonio informed that the Board should review and determine which, if any, of the trends are good fit for the institution. She apprised that part of the responsibility of the Board is to be future thinking and help the college seek those priorities.

(Mr. Oliver joined the meeting at 10:23 a.m.)

Dr. Polonio noted that assessment is tied to the mission of the institution and helps the Board monitor itself. She informed that accrediting bodies apply standards based on the institutions' mission. She apprised that the Board assessment is valued and a part of the accreditation expectations:

- The governing board of the institution is responsible for the selection and the periodic evaluation of the chief executive officer.
- The legal authority and operating control of the institution are clearly defined for the following areas within the institution's governance structure: institution's mission; fiscal stability of the institution; and institutional policy.
- The Governing Board has a policy addressing conflict of interest for its members.

- The governing board is free from undue influence from political, religious or other external bodies and protects the institution from such influence.
- The governing board has a policy whereby members can be dismissed only for appropriate reasons and by a fair process.
- There is a clear and appropriate distinction, in writing and practice, between the policy-making functions of the governing board and the responsibility of the administration and faculty to administer and implement policy.

Dr. Polonio continued with an overview of the value of the self-assessment to include the following:

- Transparency and Public Confidence
- Building Trust and Strengthening Relationships
- Procedures and Practices
 - Discipline
 - Guidelines
- Commitment to Continuous Improvement and Efficiencies

Review Process and Design

Dr. Polonio asked the Board to review the Board Self Assessment report; she informed that eight of the Trustees completed the self-evaluation.

(Dr. Evans-Shabazz stepped out at 10:40 a.m.)

Mr. Oliver inquired as to how prior assessments compared to the current one as a reference point. He also inquired if one Trustee not participating skewed the numbers. Dr. Polonio noted that a Trustee not participating means that one Trustee's perspective is not included.

Dr. Polonio provided an overview of the evaluation process and a summary report to include findings and recommendations:

- **Board Chancellor Relations**
Mr. Capo inquired if the number is a true representation of the Board Chancellor relationship or if it is skewed by other factors. Dr. Polonio informed that three Trustees did not respond to this question.
- **Policy Role & Direction**
Dr. Polonio summarized policy and direction to include putting things in place to allow focus on the big-ticket items and did they work, for example, is the consent agenda used correctly. She apprised that the Board has to have discipline to avoid sabotaging itself.

Dr. Polonio posed the question is the Board a managing board or a governing board. She noted that each Trustee was elected to serve as part of a group, not individually to make decisions. She informed that it is important to find a balance between the individual Trustee voice and the business of the College.

- **Community Relations**

Mr. Oliver inquired if the Chancellor has a visible presence in the community; does he represent the Board's goals.

(Mr. Wilson stepped out at 11:15 a.m.)

Mr. Oliver inquired of the reason Trustees attend events outside of their district. Ms. Loreda informed that Trustees come to the events to show support as it takes more than one Trustee to approve an item.

(Mr. Wilson returned at 11:18 a.m.)

(Dr. Evans-Shabazz stepped out at 11:21 a.m.)

Dr. Polonio apprised that only two areas were highly graded and noted that she was surprised that the Board rated themselves very highly, but not each other.

(Mr. Oliver stepped out at 11:22 a.m.)

- **Board Organization**

Dr. Polonio summarized Board Organization to include how the Board receives information, organizes itself, follows procedures and executive session confidentiality.

Dr. Tamez inquired of the consequences for disclosing confidential information. Dr. Polonio noted that legally a case could be made that the information was leaked intentionally.

Mr. Jarvis Hollingsworth informed that it is a violation of the Trustee's fiduciary duty and the client -attorney privilege could be waived. Dr. Polonio apprised that the Trustee could be individually sued for slander.

(Mr. Oliver returned 11:30 a.m. and stepped out at 11:31 a.m.)

Dr. Polonio provided an example to emphasize the seriousness of releasing confidential information. Dr. Tamez recommended utilizing Dr. Polonio's suggestion for the Board signing that they will not disclose confidential information.

(Dr. Evans-Shabazz returned at 11:34 a.m.)

(Ms. Mullins joined the meeting at 11:34 a.m.)

Dr. Polonio noted that there has to be a certain level of trust as it relates to confidential matters. Mr. Hollingsworth informed that the Trustees took an oath and are expected to honor that commitment.

Mr. Hollingsworth apprised that the challenge is that in the State of Texas, the laws is established that a Trustee within their official duties of the institution is entitled to any and every document.

(Ms. Tamez stepped out at 11:48 a.m. and returned at 11:49)

Ms. Mullins requested the Oath of Office be provided to the Board for review.

(Mr. Capo stepped out at 11:50 a.m. and returned at 11:52 a.m.)

(Mr. Oliver returned at 11:56 a.m.)

(Ms. Loreda stepped out 12:08 p.m.)

- **Standards for College Operations**

Mr. Capo inquired of the responses for questions #15 and #16. Dr. Polonio noted that question #15 showed no consistency and the rating of 3.0 does not represent the difference or conflicts regarding the item. She informed the ratings for question #16 were almost identical to #15 except two fours went down to three, indicating that the Board has different points of view in this area.

- **Board Leadership**

Dr. Polonio provided the breakdown of the responses to question #22 regarding mutual trust between Board members.

Mr. Oliver apprised that the Board treats each other with respect; however, they do not trust each other.

(Ms. Loreda returned at 12:14 p.m.)

- **Advocating for the College**

Dr. Polonio noted the overall rating was in the mid-range. Ms. Mullins informed that it contradicts with the high rating for community relations. Mr. Capo apprised that the responses that lowered the average are directly related to specific areas and not overall.

- **Board Education**

Dr. Polonio noted that the 4.14 rating for question #29 regarding orientation is above the national average.

Mr. Oliver informed that the Board is educated on what it needs to do, but is not necessarily doing it as it relates to placing undue burden on staff. He also noted that if sufficient information were provided, it would reduce the requests.

Mr. Capo recommended reviewing the information request to figure out what is being requested. Dr. Polonio advised to define “undue burden” and inquired if it is the amount of requests for information or are Trustees having conversations with staff. She also inquired if the staff is being treated with respect and is there a perception that the staff works for the Board, and staff is here to serve the Board. Dr. Polonio apprised that the staff works for the Chancellor.

Mr. Wilson noted that the 2.0 is a self-evaluation, and inquired if staff concurs that information requests places an undue burden.

Mr. Wilson requested a recap of the requests he has made. Ms. Mullins recommended printing out a list of request for documentation and to notify all Trustees when information is requested.

Dr. Maldonado suggested adding items requested to the Weekly Administrative Briefing. Mr. Hollingsworth noted that the current policy states that the Trustees are informed of the request and each Trustee can request to receive the information as well.

(Mr. Glaser stepped out at 12:41 p.m.)

Mr. Wilson apprised that the current policy gives the Board Chair the authority to withhold information. Dr. Maldonado clarified that determination is limited to releasing privileged information.

(Mr. Glaser returned at 12:43 p.m.)

Mr. Oliver stated that requests could be minimized by providing the information ahead of time.

- **Institutional Readiness for Student Success**

Dr. Polonio noted that this is an area to be reviewed for improvement next year. She informed that part of the equation is that the Board was waiting on the data. Mr. Capo apprised that Dr. Kimberly Beatty has since provided the aggregated data.

- **Individual Trustee Self-Assessment**

Dr. Polonio noted that this rating was most fascinating as it reflects that there are confident Trustees that feel good about their contribution, but there is not opportunity to include input from all.

Establishing Board Goals and Priorities

Dr. Polonio informed that the next step is to review the assessment and put all the responses together to improve as a Board.

(Ms. Loreda stepped out at 12:57 p.m. and returned at 12:59 p.m.)

Dr. Polonio asked the Trustees to pick their top two priorities from the following:

- What are the major accomplishments of the Board of the past year?
- What are the Board's greatest strengths?
- What are the areas do you think the Board could improve?

The Board participated in the exercise presented by Dr. Polonio.

(Dr. Tamez stepped out at 1:00 p.m. and returned at 1:01 p.m.)

(Dr. Evans-Shabazz stepped out at 1:05 p.m.)

(Ms. Mullins stepped out at 1:06 p.m.)

(Dr. Evans-Shabazz returned at 1:07 p.m.)

(Ms. Mullins returned at 1:08 p.m.)

Dr. Polonio reviewed the Trustees' priority selections and noted that there was very little agreement as it relates to the Board's greatest accomplishments.

(Ms. Loreda stepped out at 1:09 p.m. and returned at 1:11 p.m.)

Dr. Polonio noted that the commonality with greatest strengths was the Board's diversity. She concluded that the Board is passionate, opinionated and diverse.

(Dr. Evans-Shabazz stepped out at 1:18 p.m.)

Dr. Polonio informed that the Board responses were all over the place as it relates to areas for improvement.

Dr. Polonio summarized that part of the priority is going to have to be working on trust and building the team.

(Dr. Evans-Shabazz returned at 1:21 p.m.)

Ms. Mullins inquired if there is commonality with what areas need to be improved. Mr. Capo recommended revisiting the question and select the priorities to begin improvement.

Aligning Board & Chancellor Goals

Dr. Polonio stated that the Board might now be at a point to work on the priorities that go hand in hand with the Chancellor's priorities.

ADJOURNED TO CLOSED SESSION

Mr. Capo adjourned the meeting to Executive Session at 1:32 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.

Mr. Capo reconvened the meeting in Open Session at 4:20 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Capo, Evans-Shabazz, Loreda, Mullins and Wilson)

Vote – The Board voted 5-0 to accept that the annual self-assessment was completed.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:21 p.m.

Minutes recorded, transcribed & submitted by:
Sharon Wright, Manager, Board Services

Minutes Approved as Submitted: _____

Consent Agenda

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
1	Placement Test Fee	Dr. Cesar Maldonado Dr. Irene Porcarello

RECOMMENDATION

Authorization to purchase units for the Texas Success Initiative (TSI) Assessment and approved Ability to Benefit (ATB) and English as a Second Language (ESL) exams for the 2015 - 2016 academic year in the amount of \$235,000.00.

COMPELLING REASON/RATIONALE

The TSI Assessment and approved ESL exams are utilized to assess skill levels and properly place students into appropriate coursework to facilitate student success.

Department of Education approved ATB exams are required for students seeking Federal Student Aid who do not possess a recognized high school diploma or General Education Development (GED) Certificate.

DESCRIPTION OR BACKGROUND

The TSI Assessment was developed by the College Board and was selected by the Texas Higher Education Coordinating Board (THECB) to be administered by colleges and universities for placement purposes beginning fall 2013. The TSI Assessment assesses skills in reading, writing and mathematics. The Advanced Mathematic exam is used to determine math placement beyond College Algebra. The approved ESL exam is utilized to place students when English is their second language. Approved exams for Ability to Benefit (ATB) are used to determine a student's eligibility for Federal Student Aid if the student does not possess a GED or high school diploma. Students are charged a fee of \$29.00 for the full TSI Assessment test battery and a retesting fee of \$10 for each section (reading, writing and math) to cover the costs associated with the administration of the exams. The cost for the approved ESL exam is \$29.00 and \$10.00 for the Advanced Math Assessment. The test unit cost of the ATB test examination is \$4.50 for the full battery (MATH, Reading, and Writing).

FISCAL IMPACT

The total cost for all assessments for 2015 - 2016 is \$235,000.00. This includes \$215,000 for the TSI Assessment test and \$20,000 for the ESL, Advanced Math and ATB examination test units.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Increase Student Completion

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
2	Approve Tuition and Fees for Continuing Education	Dr. Cesar Maldonado Dr. Kimberly Beatty

RECOMMENDATION

Approve changes in tuition and fees in continuing education courses offered by the College. This change will be effective with the first registration period after September 1, 2015.

COMPELLING REASON/RATIONALE

The Texas Higher Education Coordinating Board (THECB) requires an institution's governing board to approve changes to tuition and fees. This action is also necessary in order for the instructional programs to continue offering these courses within budget given the increased costs associated with offering these courses for 2015-2016.

Attached is a list of proposed increases in tuition and fees for 13 continuing education courses currently in inventory. The recommended increases are needed to cover increased costs of textbook, state required materials for certification, increased clinical hours, laboratory consumable materials, and/or part-time subject matter experts in high demand areas (truck driving, welding, piping and design systems, network security, nurse aide, and IV therapy).

DESCRIPTION OR BACKGROUND

The THECB requires that each community college present to the Board changes in tuition and fees for continuing education courses offered by the college.

FISCAL IMPACT

Based on 2014-2015 enrollment for these areas the fiscal impact is projected as follows, with a projected 5% enrollment increase over last year.

1,330 students (estimated increase in enrollment) x tuition increase = \$190,420 for 2015-2016.

LEGAL REQUIREMENT

None

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Respond to the needs of Business and Industry

Attachment Title(s): **2015-2016 Justification Statement**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

2015-2016 Justification Statement

Course Title	Current Fee	Proposed Fee	Estimated No. Students	Difference	Justification Statement
Professional Truck Driver II	\$2,025	\$2,150	257	\$125/course (Increase by \$.78 per contact hour)	To cover increased costs in instructional materials
Welding using Multiple Process, Introduction	\$980	\$1,500	246	\$520 (Increase by \$ 3.35 per contact hour)	To cover increased costs in instructional materials
Certified Nurse Aid	\$765	\$795	430	\$30 (Increase by \$0.0054 per contact hour)	To cover increased costs for adjunct faculty
Pharmacy IV admixture-CphT	\$275	\$375	7	\$100 (Increase by \$1.67 per contact hour)	To cover increased costs in instructional materials
PDMS Basic and Functions	\$384	\$455	9	\$71 (Increase by \$4.44 per contact hour)	To cover increased costs in instructional materials and licensing
PDMS Equipment	\$576	\$650	9	\$74 (Increase by \$3.08 per contact hour)	To cover increased costs in instructional materials and licensing
PDMS Piping	\$576	\$650	9	\$74 Increase by \$3.08 per contact hour	To cover increased costs in instructional materials and licensing
PDMS Drawing Production, Basic	\$576	\$650	8	\$74 (Increase by \$3.08 per contact hour)	To cover increased costs in instructional materials and licensing
PDMS Drawing Production, Advance	\$384	\$455	8	\$71 (Increase by \$4.44 per contact hour)	To cover increased costs in instructional materials and licensing
PDMS Structural Basic	\$576	\$650	8	\$74 (Increase by \$3.08 per contact hour)	To cover increased costs in instructional materials and licensing
PDMS STRUCTURAL ADVANCED	\$384	\$455	8	\$71 (Increase by \$4.44 per contact hour)	To cover increased costs in instructional materials and licensing
A+ Certification	\$517	\$600	206	\$83 (Increase by \$1.15 per contact hour)	To cover increased costs in instructional materials and equipment
Network + Certification	\$534	\$600	63	\$66 (Increase by \$1.04 per contact hour)	To cover increased costs in instructional materials and equipment

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
3	Correction Deed and Deed Without Warranty on Waugh Drive Property	Dr. Cesar Maldonado Ashley Smith

RECOMMENDATION

Execution of Correction Deed (Special Warranty) and Deed Without Warranty on a parcel of land containing approximately 2.830 acres located on 22 Waugh Drive and formerly used as the HCCS administration building ("Property").

COMPELLING REASON/RATIONALE

The current owner, Ground One Investments, is in the process of selling the Property and has requested that HCCS agree to execute a correction deed replacing the original reversionary restriction with the alternative language that is permitted under Order 5281. The attached correction deed contains the alternative language.

In addition to the correction deed, the title company handling the current transaction, Old Republic Title Company, has requested HCCS to execute a deed without warranty, which operates to convey any interest HCCS may have attained should an automatic reversion have occurred due to any act or omission prohibited under the original deed restriction. It is our understanding that the Property has been used for commercial purposes since it was sold by HCCS in March, 2000 and we do not believe that during that time any school or other institution of learning has been operated on the site.

DESCRIPTION OR BACKGROUND

In March 2000, HCCS conveyed the Property to Realty Advisory Group, Inc. in accordance with the requirements of applicable law. The original deed by which the Property was conveyed contained a restriction in accordance with Order of Civil Action No. 5281, United States v. State of Texas ("Order 5281"), which required that any time a school district intended to sell, lease, or otherwise convey any interest in real property, the instrument documenting such transaction ("the deed") must contain certain covenants by the grantee of such real property. The deed also included a reversionary clause for violations of those covenants (primarily the operation of a dual, or segregated school system). Order 5281 was modified (in 1990) to provide alternative language to include in deeds, with the effect of removing the automatic reversion language and providing an enforcement mechanism by any party that is affected by the discriminatory conduct prohibited in the deed.

FISCAL IMPACT

None

LEGAL REQUIREMENT

This is not a sale of property owned by HCCS but a revision to an instrument by which HCCS previously executed to sell Property it owned. Section 11.154 of the Texas Education Code requires the Board President to sign a deed conveying real property.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **1. Correction Deed (Special Warranty)**
2. Deed Without Warranty
3. Exhibit A to Correction Deed and Deed Without Warranty

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

NOTICE OF CONFIDENTIALITY RIGHTS. IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

CORRECTION DEED (SPECIAL WARRANTY)

This CORRECTION DEED ("Correction Deed") is hereby executed by and between Houston Community College System ("Grantor") and Realty Advisory Group, Inc. ("Grantee"). This Correction Deed corrects and replaces the deed dated March 24, 2000 filed with the County Clerk of Harris County, Texas, under County Clerk's File Number U295457, and recorded in the Official Public Records of Real Property of Harris County, Texas under File Code 531-36-2527 (the "Original Deed"), by which instrument Grantor did convey to Realty Advisory Group, Inc. an approximately 2.830 acre tract of land, being all of Block 1, Restricted Reserve A, Houston Community College Central Administration Campus according to the Map at Harris County Clerk's Film Code #370125 and all of Lot 15 and the residue of Lots 14 and 16 Vick's Park Addition, Houston, Harris County, Texas, according to the Map at Volume 1, Page 11, Harris County Map Records, more particularly described on Exhibit A to said Original Deed, which is attached to this deed as **Exhibit A** (the "Property").

Ground One Investments, LLC, a Texas limited liability company, ("Ground One") is the current owner and successor-in-interest to Realty Advisory Group, Inc., through a series of mesne conveyances, of a portion of the Property. Ground One owns an approximately 1.0897 acre tract out of Block 1 Restrictive Reserve A, Houston Community College Central Administration Campus, which tract is more particularly described on **Exhibit B**, attached hereto and incorporated herein for all purposes (the "Ground One Property"). Ground One joins in the execution of this Correction Deed for purposes of acknowledging and ratifying the corrections made herein and compliance with the requirements of Section 5.029 of the Texas Property Code.

Pursuant to the terms of the original Order of Civil Action No. 5281, *United States v. State of Texas* ("Order 5281"), any time a school district intends to sell, lease, or otherwise convey any interest in real property, the instrument documenting such transaction much contain certain covenants by the grantee of such real property and a reversionary clause for violations of those covenants. However, in 1990, Order 5281 was modified to provide school districts and grantees receiving school district property alternate language to include in deeds, said alteration removing the automatic reversion. The purpose of this Correction Deed is to amend the original restriction under Order 5281 that was incorporated into the Original Deed and provide for the alternate language under Order 5281, which shall remove the automatic reversion and permit the relief set forth herein.

Date Executed: _____, 2015, but effective March 24, 2000.

Grantor: **Houston Community College System**
Grantor's Mailing Address
(including County): 3100 Main
Houston, Harris County, Texas 77002

Grantee: **Realty Advisory Group, Inc.**, a Texas corporation

Grantee's Mailing Address
(including County): 1001 West Loop South, Suite 690
Houston, Harris County, Texas 77027

Consideration: Ten and No/100 Dollars and other good and valuable consideration, the receipt and sufficiency of which is acknowledged.

Property: That certain tract or parcel of land situated in Harris County, Texas, more particularly described on Exhibit A, attached hereto and made a part hereof, commonly known as 22 Waugh Drive in Houston, Harris County, Texas.

Reservations and Exceptions to

Conveyance and Warranty: The Grantor and its successors and assigns reserve forever all of the oil, gas and other minerals in and under that may be produced from the Property, but Grantor and its successors and assigns expressly waives the right of ingress and egress to and from the surface of the Property as it relates to that portion of the mineral estate reserved to the Grantor, provided however, this waiver will not prohibit the pooling or unitization of this Property with other property or the production of oil, gas and other minerals by means of wells that are drilled or mines that open upon land other than the Property, but enter or bottom under the Property provided such operations do not interfere with the surface use of the Property.

There is excepted from this conveyance and the warranty in this deed all matters filed of record in the Official Records of Harris County, Texas, including but not limited all easements, conditions, covenants, regulations, restrictions, reservations and rights of record, together with all matters reflected on the Survey dated December 7, 1999, Job No. 38-24-A prepared by N. Mathis, R.P.L.S. #4517, as well as any encroachments, shortages in area and boundary line errors.

The Grantor conveys the Property subject to the following express restrictions and covenants, which shall be followed and complied with in all respects:

- (a) The above-described realty, or any part thereof, shall not be used in the operation of, or in conjunction with, any school or other institution of learning, study or instruction which discriminates against any person because of his race, color or national origin, regardless of whether such discrimination be affected by design or otherwise.
- (b) The above-described realty, or any part thereof, shall not be used in the operation of, or in conjunction with, any school or other institution of learning, study or instruction which creates, maintains, reinforces, renews, or encourages, or which tends to create, maintain, reinforce, renew or encourage, a dual school system. A "dual school system" is a system that by law, policy, or custom segregates student attendance or staff assignments to schools by race or ethnic origin.

These restrictions and conditions shall be binding upon Grantee or its successors and assigns, for a period of fifty (50) years from the date hereof.

The foregoing restrictions and the other covenants hereafter set out are covenants running with the land, and each and every parcel thereof, and shall be fully binding upon any person, firm, partnership, corporation, trust, church, club, governmental body, or other organization or entity whatever (whether private or governmental in nature), without limitation, hereafter acquiring any estate, title, interest or property in said land, whether by descent, devise, purchase or otherwise; and no act or omission upon the part of Grantor herein, its successors and assigns, shall be a waiver of the operation or enforcement of such restrictions; but neither restriction shall be construed to be a condition subsequent or special limitation on the estate thereby conveyed.

It is further covenanted, that third party beneficiaries of the restrictions set forth above shall be as follows:

- (1) As to the restrictions set out in (a) above, any person prejudiced by its violation;
- (2) As to the restrictions set out in (b) above, any public school district or any person prejudiced by its violation; and
- (3) As to either or both of the restrictions set out in (a) and (b) above, the United States of America, as plaintiff and the American G.I. Forum, the League of Latin American Citizens (LULAC) and the National Association for the Advancement of Colored People (NAACP), as intervenors, in U.S. v. Texas, Civil Action No. 5281, Tyler Division, U.S. District Court, Eastern District of Texas; reported in U.S. v. Texas, 321 F. Supp. 1043 (E.D. Tex. 1970); U.S. v. Texas, 330 F. Supp. 235 (E.D. Tex. 1971); aff'd with modifications sub nom. U.S. v. State of Texas and J.W. Edgar, et al, 447 F.2d 441 (5th Cir. 1971); stay den., sub nom. Edgar v. U.S., 404 U.S. 1206 (1971); cert den., 404 U.S. 1016 (1972).

It is further covenanted, that in case of a violation of either or both of the above restrictions, any of the third party beneficiaries above alluded to its authorized and empowered to prosecute proceedings at law or in equity against any person, firm, partnership, corporation, trust, church, club, governmental body or other organization or entity whatever (whether private or governmental in nature), without limitation:

- (A) To enforce either or both of such restrictions relating to the use of the Property;
- (B) To abate or prevent violations of either or both of such restrictions; and
- (C) To recover damages for breach of either or both of such restrictions.

It is further covenanted, that if any third party beneficiary referred to above shall prosecute proceedings at law or in equity for the aforesaid purposes, such third party beneficiary may recover reasonable attorney's fees from the violator or violators of either or both of such restrictions, if the Court finds that the proceedings were necessary to bring about compliance therewith.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells and conveys to Grantee, the Property, together with all singular the rights and appurtenances thereto in anywise belonging, to have and hold it to Grantee, Grantee's heirs, executors, administrators, successors, or assigns forever. Grantor hereby binds Grantor and Grantor's heirs, executors, administrators, and successors to warranty and forever defend all and singular the Property to Grantee and Grantee's successors, and assigns against every person whomsoever lawfully claiming or to claim the same or any part thereof, except as to the reservations from and exceptions to warranty by, through or under Grantor but not otherwise.

THE GRANTOR MAKES NO REPRESENTATIONS OR WARRANTY (EXCEPT AS TO THE WARRANTY OF TITLE CONTAINED IN THIS DEED) CONCERNING THE VALUE OF THE PROPERTY, THE CONDITION OF THE IMPROVEMENTS LOCATED UPON THE PROPERTY, THE ENVIRONMENTAL CONDITION OF THE PROPERTY, THE PRESENCE OR ABSENCE OF ANY HYDROCARBONS, ASBESTOS, ENVIRONMENTAL, HAZARDOUS, OR TOXIC CONTAMINATION OF THE PROPERTY, THE SUITABILITY OF THE PROPERTY FOR A PARTICULAR PURPOSE, THE GEOLOGICAL CONDITION OF THE PROEPRTY, THE MERCHANTABILITY OF THE PROPERTY, OR ITS FITNESS FOR A PARTICULAR PURPOSE. THE PROPERTY IS SOLD AS IS WHERE IS. ANY REPRESENTATIONS OR WARRANTIES WHICH MAY HAVE BEEN MADE OR GIVEN OR IMPLIED PRIOR TO THE DELIVERY OF THIS DEED, IF ANY, WILL NOT SURVIVE THE DELIVERY OF THIS DEED AND WILL BE MERGED INTO THIS DEED WHEN DELIVERED AND ACCEPTED BY THE GRANTEE. THE GRANTEE DURING THE BIDDING PROCESS TO ACQUIRE THIS PROPERTY AND WAS GIVEN AN ADEQUATE OPPORTUNITY TO INSPECT THE PROPERTY AND IS RELYING SOLELY UPON ITS OWN INSPECTION OF THE PROPERTY. THE GRANTEE BY ACCEPTING THIS DEED HAS RELEASED THE GRANTOR AND THE GRANTOR'S DIRECTORS, TRUSTEES, EMPLOYEES, CONSULTANTS, ATTORNEYS AND

BROKERS FROM LIABILITY OR RESPONSIBILITY FOR THE REMEDIATION OF ANY HAZARDOUS MATERIALS WHICH MAY BE ON THE PROPERTY, AS WELL AS LIABILITY OR RESPONSIBILITY RELATED TO ANY MISREPRESENTATION, INACCURACY OR LACK OF COMPLETENESS OF THE INFORMATION, SURVEYS OR ENVIRONMENTAL DATA WHICH MAY HAVE BEEN PROVIDED TO THE GRANTEE.

When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

Houston Community College System

By: _____
Zeph Capo, Chair of the Board of Trustees

THE STATE OF TEXAS §
COUNTY OF HARRIS §

This instrument was acknowledged before me on this the _____ day of _____, 2015, by Zeph Capo, Chair of the Board of Trustees of the Houston Community College System.

Notary Public, State of Texas

ACCEPTED BY GRANTEE

Realty Advisory Group, Inc.

By: _____

Name: _____

Title: _____

THE STATE OF TEXAS §
COUNTY OF HARRIS §

This instrument was acknowledged before me on this the _____ day of _____, 2015,
by _____, _____ of Realty Advisory
Group, Inc., a Texas corporation, for and on behalf of said corporation.

Notary Public, State of Texas

RATIFIED AND ACCEPTED BY THE UNDERSIGNED, as to the Ground One Property only.

Ground One Investments, LLC

By: _____

Name: _____

Title: _____

THE STATE OF TEXAS §

COUNTY OF HARRIS §

This instrument was acknowledged before me on this the _____ day of _____, 2015, by _____, _____ of Ground One Investments, LLC, a Texas limited liability company, for and on behalf of said limited liability company.

Notary Public, State of Texas

After Recording, Please Return to:

Paige Dunlap
GF No. 15002574
Old Republic Title
777 Post Oak Blvd., Suite 125
Houston, Texas 77056

Exhibit A
[Property Legal]

Exhibit B
[Ground One Property Legal]

NOTICE OF CONFIDENTIALITY RIGHTS. IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

DEED WITHOUT WARRANTY

Date Executed: _____, 2015.

Grantor: **Houston Community College System**
Grantor's Mailing Address
(including County): 3100 Main
Houston, Harris County, Texas 77002

Grantee: **Ground One Investments, LLC**, a Texas limited liability company

Grantee's Mailing Address
(including County): 1322 N. Post Oak Rd.
Houston, Harris County, Texas 77055

Consideration: Ten and No/100 Dollars and other good and valuable consideration, the receipt and sufficiency of which is acknowledged.

Property: That certain tract or parcel of land situated in Harris County, Texas, more particularly described on Exhibit A, attached hereto and made a part hereof, commonly known as 22 Waugh Drive in Houston, Harris County, Texas.

Reservations and Exceptions to
Conveyance and Warranty: The Grantor and its successors and assigns reserve forever all of the oil, gas and other minerals in and under that may be produced from the Property, but Grantor and its successors and assigns expressly waives the right of ingress and egress to and from the surface of the Property as it relates to that portion of the mineral estate reserved to the Grantor, provided however, this waiver will not prohibit the pooling or unitization of this Property with other property or the production of oil, gas and other minerals by means of wells that are drilled or mines that open upon land other than the Property, but enter or bottom under the Property provided such operations do not interfere with the surface use of the Property.

There is excepted from this conveyance and the warranty in this deed all matters filed of record in the Official Records of Harris County, Texas, including but not limited all easements, conditions, covenants, regulations, restrictions, reservations and rights of record, together with all matters reflected on the Survey dated December 7, 1999, Job No. 38-24-A prepared by N. Mathis, R.P.L.S.#4517, as well as any encroachments, shortages in area and boundary line errors.

The Grantor conveys its interest in the Property, if any, subject to the following express restrictions and covenants, which shall be followed and complied with in all respects:

- (a) The above-described realty, or any part thereof, shall not be used in the operation of, or in conjunction with, any school or other institution of learning, study or instruction which discriminates against any person because of his race, color or national origin, regardless of whether such discrimination be affected by design or otherwise.
- (b) The above-described realty, or any part thereof, shall not be used in the operation of, or in conjunction with, any school or other institution of learning, study or instruction which creates, maintains, reinforces, renews, or encourages, or which tends to create, maintain, reinforce, renew or encourage, a dual school system. A "dual school system" is a system that by law, policy, or custom segregates student attendance or staff assignments to schools by race or ethnic origin.

These restrictions and conditions shall be binding upon Grantee or its successors and assigns, for a period of fifty (50) years from the date hereof.

The foregoing restrictions and the other covenants hereafter set out are covenants running with the land, and each and every parcel thereof, and shall be fully binding upon any person, firm, partnership, corporation, trust, church, club, governmental body, or other organization or entity whatever (whether private or governmental in nature), without limitation, hereafter acquiring any estate, title, interest or property in said land, whether by descent, devise, purchase or otherwise; and no act or omission upon the part of Grantor herein, its successors and assigns, shall be a waiver of the operation or enforcement of such restrictions; but neither restriction shall be construed to be a condition subsequent or special limitation on the estate thereby conveyed.

It is further covenanted, that third party beneficiaries of the restrictions set forth above shall be as follows:

- (1) As to the restrictions set out in (a) above, any person prejudiced by its violation;

- (2) As to the restrictions set out in (b) above, any public school district or any person prejudiced by its violation; and
- (3) As to either or both of the restrictions set out in (a) and (b) above, the United States of America, as plaintiff and the American G.I. Forum, the League of Latin American Citizens (LULAC) and the National Association for the Advancement of Colored People (NAACP), as intervenors, in U.S. v. Texas, Civil Action No. 5281, Tyler Division, U.S. District Court, Eastern District of Texas; reported in U.S. v. Texas, 321 F. Supp. 1043 (E.D. Tex. 1970); U.S. v. Texas, 330 F. Supp. 235 (E.D. Tex. 1971); aff'd with modifications sub nom. U.S. v. State of Texas and J.W. Edgar, et al, 447 F.2d 441 (5th Cir. 1971); stay den., sub nom. Edgar v. U.S., 404 U.S. 1206 (1971); cert den., 404 U.S. 1016 (1972).

It is further covenanted, that in case of a violation of either or both of the above restrictions, any of the third party beneficiaries above alluded to its authorized and empowered to prosecute proceedings at law or in equity against any person, firm, partnership, corporation, trust, church, club, governmental body or other organization or entity whatever (whether private or governmental in nature), without limitation:

- (A) To enforce either or both of such restrictions relating to the use of the Property;
- (B) To abate or prevent violations of either or both of such restrictions; and
- (C) To recover damages for breach of either or both of such restrictions.

It is further covenanted, that if any third party beneficiary referred to above shall prosecute proceedings at law or in equity for the aforesaid purposes, such third party beneficiary may recover reasonable attorney's fees from the violator or violators of either or both of such restrictions, if the Court finds that the proceedings were necessary to bring about compliance therewith.

Grantor, for the consideration and subject to the reservations from and exceptions to conveyance and warranty, grants, sells and conveys to Grantee, any interest of Grantor in the Property and any of Grantor's interest, if any, to the rights and appurtenances thereto in anywise belonging, without any warranty or warranties of title or otherwise, and all warranties, whether express, implied, statutory, or might arise by common law and any of the warranties set forth in or contemplated by Section 5.023 of the Texas Property Code (or its successor) are hereby expressly excluded.

THE GRANTOR MAKES NO REPRESENTATIONS OR WARRANTY CONCERNING TITLE, THE VALUE OF THE PROPERTY, THE CONDITION OF THE IMPROVEMENTS LOCATED UPON THE PROPERTY, THE ENVIRONMENTAL CONDITION OF THE PROPERTY, THE PRESENCE OR ABSENCE OF ANY HYDROCARBONS, ASBESTOS, ENVIRONMENTAL, HAZARDOUS, OR TOXIC CONTAMINATION OF THE PROPERTY, THE SUITABILITY OF THE PROPERTY FOR A PARTICULAR PURPOSE, THE GEOLOGICAL CONDITION OF THE PROEPRTY, THE MERCHANTABILITY OF

THE PROPERTY, OR ITS FITNESS FOR A PARTICULAR PURPOSE. THE PROPERTY IS SOLD AS IS WHERE IS WITHOUT ANY WARRANTY OF TITLE OR OTHERWISE. ANY REPRESENTATIONS OR WARRANTIES WHICH MAY HAVE BEEN MADE OR GIVEN OR IMPLIED PRIOR TO THE DELIVERY OF THIS DEED, IF ANY, WILL NOT SURVIVE THE DELIVERY OF THIS DEED AND WILL BE MERGED INTO THIS DEED WHEN DELIVERED AND ACCEPTED BY THE GRANTEE. THE GRANTEE BY ACCEPTING THIS DEED HAS RELEASED THE GRANTOR AND THE GRANTOR'S DIRECTORS, TRUSTEES, EMPLOYEES, CONSULTANTS, ATTORNEYS AND BROKERS FROM LIABILITY OR RESPONSIBILITY FOR ANY MATTER WITH RESPECT TO THE PROPERTY, INCLUDING, WITHOUT LIMITATION, THE REMEDIATION OF ANY HAZARDOUS MATERIALS WHICH MAY BE ON THE PROPERTY, AS WELL AS LIABILITY OR RESPONSIBILITY RELATED TO ANY MISREPRESENTATION, INACCURACY OR LACK OF COMPLETENESS OF THE INFORMATION, SURVEYS OR ENVIRONMENTAL DATA WHICH MAY HAVE BEEN PROVIDED TO THE GRANTEE.

When the context requires, singular nouns and pronouns include the plural.

GRANTOR:

Houston Community College System

By: _____
Zeph Capo, Chair of the Board of Trustees

THE STATE OF TEXAS §
COUNTY OF HARRIS §

This instrument was acknowledged before me on this the _____ day of _____, 2015, by Zeph Capo, Chair of the Board of Trustees of the Houston Community College System.

Notary Public, State of Texas

ACCEPTED BY GRANTEE

Ground One Investments, LLC

By: _____
Name: _____
Title: _____

THE STATE OF TEXAS §
COUNTY OF HARRIS §

This instrument was acknowledged before me on this the _____ day of _____, 2015,
by _____, _____ of Ground One
Investments, LLC, a Texas limited liability company, for and on behalf of said limited liability
company.

Notary Public, State of Texas

After Recording, Please Return to:
Paige Dunlap
GF No. 15002574
Old Republic Title
777 Post Oak Blvd., Suite 125
Houston, Texas 77056

DEED WITHOUT WARRANTY

Page of

Exhibit A

METES AND BOUNDS DESCRIPTION
2.8730 ACRES OF LAND, ALL OF
BLOCK 1, RESTRICTED RESERVE A,
HOUSTON COMMUNITY COLLEGE
CENTRAL ADMINISTRATION CAMPUS AND
ALL OF LOT 15, THE RESIDUE OF LOTS 14 & 18,
VICK'S PARK ADDITION
HOUSTON, HARRIS COUNTY, TEXAS

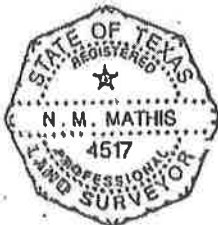
531-36-2531

All that certain 2.8730 acres of land, all of Block 1, Restricted Reserve A, Houston Community College Central Administration Campus according to the plat thereof filed at Film Code No. 370125 Harris County Map Records and all of Lot 15, the residue of Lots 14 & 18, out of Vick's Park Addition according to the plat thereof filed at Volume 1, Page 11 Harris County Map Records and being more particularly described by metes and bounds as follows:

- BEGINNING at a found 5/8" iron rod with cap marking the southerly northwest corner of said Campus Plat, from which the City of Houston Survey Marker No. 5357/0516 having Texas State Plane Coordinates of X=3,142,898.81, Y=721,551.34 bears N 67° 38' 52" E - 665.03' from said point;
- THENCE N 42° 40' 01" E - 21.21', with a 15' cut-back, to a found 5/8" iron rod with cap for corner;
- THENCE N 87° 40' 01" E - 154.60', with the south right-of-way line Barnes Street (42.5' wide), to a found 5/8" iron rod with cap and being the Point of Curvature of a curve to the right having a central angle of 64° 53' 21", a radius of 25.00';
- THENCE in a southeasterly direction for an arc distance of 28.31' to a found 5/8" iron rod with cap being the Point of Reverse Curvature of a curve to the left having a central angle of 01° 38' 37", a radius of 368.00';
- THENCE with the west right-of-way line of Waugh Drive (width varies) for an arc distance of 10.34' to a found 5/8" iron rod with cap for corner;
- THENCE S 29° 03' 16" E - 131.95', continuing with the said west right-of-way line of Waugh Drive to a found 5/8" iron rod being a point on a curve having a central angle of 27° 08' 18", a radius of 293.39', the center of said curve being located on a radial line bearing S 60° 18' 35" W from said point;
- THENCE continuing in a southerly direction with the said west right-of-way line of Waugh Drive, for an arc distance of 138.79' to a found railroad spike for corner, said point also being in the north line of that certain 11,393 square feet described in a deed dated 08-25-1998 from John R. Smallwood, et ux to Houston Community College System, filed in the Official Public Records of Real Property of Harris County, Texas at Clerk File No. T-234085, Film Code No. 520-15-3750;
- THENCE N 87° 24' 44" E - 3.30', with the north line of said 11,393 square foot tract, to a found 5/8" iron rod with cap for corner;
- THENCE S 02° 39' 11" E - 245.28', with the west right-of-way line of said Waugh Drive, (60' wide at this point), to a found "X" in concrete for corner marking the southeast corner of said Campus Plat, said point also marking the northeast corner of that certain tract of land described in a deed from United Capital Corp. to First Church of the Nazarene of Harris County, Texas filed in Volume 7044, Page 224, Deed Records, Harris County, Texas at Clerk File No. C-638460;
- THENCE S 87° 50' 14" W - 134.96' with the north line of said First Church of the Nazarene of Harris County tract, to a found 5/8" iron rod for corner;
- THENCE N 02° 39' 11" W - 92.19' to a found 5/8" iron rod marking the northeasterly southwest corner of said Campus Plat;
- THENCE S 88° 01' 54" W - 143.10' with the north right-of-way line of Blossom Street (39' wide as recognized), to a found 5/8" iron rod with cap for corner;
- THENCE N 47° 09' 03" W - 21.28' to a found 5/8" iron rod with cap for corner;
- THENCE N 02° 18' 59" W - 396.75', with the east right-of-way line of Hartman Street (34' wide), to the POINT OF BEGINNING and containing 2.8730 acres (125,149 square feet), more or less.

Compiled from a survey by:

PREJEAN & COMPANY, INC.
surveying/mapping
38-24-a.mb
December 7, 1999



N. M. Mathis

ANY PROVISION HEREIN WHICH RESTRICTS THE SALE, CONVEY, OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE IS VOID AND UNENFORCEABLE UNDER FEDERAL LAW.
THE STATE OF TEXAS }
COUNTY OF HARRIS }
I hereby certify that this instrument was FILED in File Number _____ Sequence on the date and at the time placed herein by me; and was duly RECORDED, in the Official Public Records of Real Property of Harris County, Texas on

FILED
2000 MAR 27 AM 10:35
County Clerk
HARRIS COUNTY, TEXAS
Beverly R. Kephart

MAR 27 2000

RECORDER'S MEMORANDUM

AT THE TIME OF RECORDATION, THIS INSTRUMENT WAS FOUND TO BE INADEQUATE FOR THE BEST PHOTOGRAPHIC REPRODUCTION BECAUSE OF ILLEGIBILITY, CARBON OR PHOTO COPY, DISCOLORED PAPER, ETC.



Beverly R. Kephart
COUNTY CLERK
HARRIS COUNTY TEXAS

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
4	Cooperative & Interlocal Contract Approvals for Fiscal Year 2016	Dr. Cesar Maldonado Teri Zamora Rogelio Anasagasti

RECOMMENDATION

Pending budget approval, authorize the Chancellor to negotiate and execute budgeted contract awards under cooperative and interlocal agreements for up to a three (3) year term. Any individual award under a cooperative or interlocal contract shall not exceed \$500,000 without prior Board approval.

All awards made administratively greater than \$75,000 shall be reported to the Board of Trustees on a quarterly basis.

COMPELLING REASON/RATIONALE

The use of cooperative and interlocal contracts is a national best practice and an important procurement tool that allows HCC to leverage its buying power across the aggregated volume of participating agencies while ensuring a best value award. Additionally, this method of procurement enables HCC to be most competitive in our acquisition strategy, reduce cost and create value through collaborative and shared efforts and adoption of best practices.

DESCRIPTION OR BACKGROUND

The use of cooperative and interlocal contracts allows HCC to access competitive contracts for various goods and services. Additionally, for good or services that may have multiple providers, HCC goes further to request proposals under the terms and conditions of the cooperative contract and further negotiates pricing thus ensuring HCC obtains the best value award.

HCC may access cooperatives and competitively awarded contracts from interlocal groups and government agencies provided they meet the specification requirements of HCC and were procured in a manner that satisfies HCC procurement policy.

In accordance with Section 44.031 of the Texas Education Code, the items described in the attached are for goods and services purchased by HCC under an awarded cooperative or interlocal contract as defined by Texas Local Government Code Section 791 (the "Interlocal Cooperation Act"), which allows two or more local governments including a federally recognized Indian tribe in Texas (listed under 25 USC §479a-1) to contract for the purchase of goods or services.

FISCAL IMPACT

All purchases completed under a cooperative or interlocal contract will be funded through the current budget and/or grant funded when applicable. Any individual award under a cooperative or interlocal contract shall not exceed \$500,000 without prior Board approval.

LEGAL REQUIREMENTS

This recommendation to the Board of Trustees is in accordance with Chapter 44.031(a) of the Texas Education Code and Chapter 791 of the Government Code.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **1. Cooperative & Interlocal Group List**
2. Sample Procurement Categories by Cooperative Group

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

COOPERATIVE & INTERLOCAL GROUP LIST

The following is a sample list of cooperative and interlocal groups which may be utilized by HCC to leverage buying power across the aggregated purchasing volumes of participating agencies while ensuring best value. Additional cooperatives and/or competitive contract awards allowing access to their contracts, not listed below, may be accessed provided a best value award.

1. Association of Educational Purchasing Agencies (AEPA)
2. Education & Institutional Cooperative (E&I)
3. GSA Schedule 70 (Information Technology)
4. GSA Schedule 1122 (homeland security/emergency response)
5. Harris County Department of Educations (HCDE – Choice Partners)
6. Houston-Galveston Area Council (HGAC Buy)
7. Metro Transit Authority & City of Houston Interlocal
8. Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP)
9. National Association of State Procurement Officials (NASPO – formally WSCA)
10. National IPA
11. National Joint Powers Alliance (NJPA)
12. Provista
13. Purchasing Solution Alliance (PSA)
14. Texas A&M University Interlocal Agreement
15. Texas Association of School Boards – BuyBoard (TASB)
16. Texas Community College Cooperative Purchasing Network – TCCPN (TACC)
17. Texas Department of Information Resources (DIR)
18. Texas Multiple Awards Schedule (TXMAS)
19. Texas TxSmartBuy (SmartBuy)
20. TexBuy Purchasing Cooperative
21. The Cooperative Purchasing Network (TCPN)
22. The Interlocal Purchasing System (TIPS)
23. The University of Texas System – Supply Chain Alliance
24. US Communities

Sample Procurement Categories by Cooperative Group

Cooperative & Interlocal Groups	IT Hardware Software	Goods	Services
Association of Educational Purchasing Agencies (AEPA)	X	X	X
Education & Institutional Cooperative (E&I)	X	X	X
GSA Schedule 70 (Information Technology)	X		
GSA Schedule 1122 (homeland security/emergency response)		X	X
Harris County Department of Educations (HCDE – Choice Partners)	X	X	X
Houston-Galveston Area Council (HGAC Buy)	X	X	X
Metro Transit Authority & City of Houston Interlocal		X	
Minnesota Multistate Contracting Alliance for Pharmacy (MMCAP)		X	X
National Association of State Procurement Officials (NASPO – formally WSCA)	X	X	X
National IPA	X	X	X
National Joint Powers Alliance (NJPA)	X	X	X
Provista	X	X	X
Purchasing Solution Alliance (PSA)	X	X	X
Texas A&M University Interlocal Agreement	X	X	X
Texas Association of School Boards – BuyBoard (TASB)	X	X	X
Texas Community College Cooperative Purchasing Network – TCCPN (TACC)	X	X	X
Texas Department of Information Resources (DIR)	X		X
Texas Multiple Awards Schedule (TXMAS)	X	X	X
Texas TxSmartBuy (SmartBuy)	X	X	X
TexBuy Purchasing Cooperative	X	X	X
The Cooperative Purchasing Network (TCPN)	X	X	X
The Interlocal Purchasing System (TIPS)	X	X	X
The University of Texas System – Supply Chain Alliance		X	X
US Communities	X	X	X

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
5	Cooperative Contract Awards for Fiscal Year 2016	Dr. Cesar Maldonado Teri Zamora Rogelio Anasagasti

RECOMMENDATION

Pending budget approval, authorize the Chancellor to negotiate and execute budgeted contract awards for the attached items available under cooperative agreements for up to a three (3) year term.

COMPELLING REASON/RATIONALE

The use of cooperative and interlocal contracts is a national best practice and an important procurement tool that allows HCC to leverage its buying power across the aggregated volume of participating agencies while ensuring a best value award. Additionally, this method of procurement enables HCC to be most competitive in our acquisition strategy, reduce cost and create value through collaborative and shared efforts and adoption of best practices.

DESCRIPTION OR BACKGROUND

The use of cooperative and interlocal contracts allows HCC to access competitive contracts for various goods and services. Additionally, for good or services that may have multiple providers, HCC goes further to request proposals under the terms and conditions of the cooperative contract and further negotiates pricing thus ensuring HCC obtains the best value award.

In accordance with Section 44.031 of the Texas Education Code, the items described in the attached are for goods and services purchased by HCC under an awarded cooperative or interlocal contract as defined by Texas Local Government Code Section 791 (the "Interlocal Cooperation Act"), which allows two or more local governments including a federally recognized Indian tribe in Texas (listed under 25 USC §479a-1) to contract for the purchase of goods or services.

FISCAL IMPACT

The estimated expenditure is noted for each item in the attached.

LEGAL REQUIREMENTS

This recommendation to the Board of Trustees is in accordance with Chapter 44.031(a) of the Texas Education Code and Chapter 791 of the Government Code.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Cooperative Contract Award List (FY 2016)**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

COOPERATIVE CONTRACT AWARD LIST (FY 2016)

The following is list of Cooperative Contract Awards that exceed \$500,000 that will be completed under existing cooperative contracts for Fiscal Year 2016.

1. AT&T services include redundant 1 GBS to 10GBS connectivity and bandwidth between all facilities and colleges and the Internet.

Annual budget:

- FY2016 Projected annual cost is \$1,250,000.
(FY2015 expenditure \$1,350,000)

2. Network, hardware, software, server and computer equipment for Technology Replacement Plan and related purchases.

Annual budget:

- FY2016 Projected expenditure with Dell Marketing LP will not exceed \$2,500,000.
(FY2015 expenditure \$3,500,000)
- FY2016 Projected expenditure with Apple Computer will not exceed \$1,000,000.
(FY2015 expenditure \$1,500,000)
- FY2016 Projected expenditure under cooperative and interlocal agreements for network, hardware, software, and server equipment replacement will not exceed \$3,100,000.
(FY2015 expenditure \$1,500,000)

3. Consulting contracted services for IT supported system wide projects; contracts shall be competitively sourced under cooperative contracts.

Annual budget:

- FY2016 Projected expenditure will not exceed \$3,300,000.
(FY2015 expenditure is \$3,100,000)

Balance of page intentionally left blank.

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
6	Texas Association of Community Colleges (TACC) Membership for 2015/2016	Dr. Cesar Maldonado

RECOMMENDATION

Approve payment of the 2015/2016 membership dues and associated fees for the Texas Association of Community Colleges (TACC) in the amount of \$82,907.

COMPELLING REASON/RATIONALE

The Texas Association of Community Colleges (TACC) is a non-profit association that includes all 50 public community college districts in the state. The General Appropriations Bill and legislation affecting public community college in general have been and remain the principal concerns of TACC.

DESCRIPTION OR BACKGROUND

The community colleges of Texas understand that the most critical part of their mission focuses on the success of the students who seek educational opportunities.

FISCAL IMPACT

The 2015/2016 membership period is September 1, 2015 - August 31, 2016 in the amount of \$82,907.

LEGAL REQUIREMENT

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Invoice for 2015 TACC Membership Dues and Associated Fees**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

8/14/2015 4:17 PM



Texas Association of Community Colleges

1304 San Antonio, Suite 201
Austin, TX 78701
Phone 512-476-2572 Fax 512-476-0262

INVOICE

For 2015-2016 Dues

DATE: JULY 15, 2015

TO:

Dr. Cesar Maldonado, Chancellor
Houston Community College
P. O. Box 667517
Houston, TX 77266-7517

COMMENTS OR SPECIAL INSTRUCTIONS:

The Association adopted by action of the membership at the Association meeting, July 10, 2015, the following membership and building fees for the period of September 1, 2015 – August 31, 2016.

					TERMS
					Due on receipt

DESCRIPTION			TOTAL
Association Membership Dues			\$ 50816
Building Assessment Fee			9773
Mathways Assessment			14659
TOTAL DUE			\$ 75248

NOTE: We **strongly recommend** that you pay your annual Association dues and Assessments from local non-state funds. **CHECKS ARE PAYABLE TO TEXAS ASSOCIATION OF COMMUNITY COLLEGES.**

Texas Community College Education Initiative

1304 San Antonio, Suite 201
 Austin, TX 78701
 Phone 512-476-2572 Fax 512-476-0262

INVOICE

For 2015-2016 Dues
 DATE: JULY 15, 2015

TO:

Dr. Cesar Maldonado, Chancellor
 Houston Community College
 P. O. Box 667517
 Houston, TX 77266-7517

COMMENTS OR SPECIAL INSTRUCTIONS:

The Association adopted by action of the membership at the Association meeting, July 10, 2015, the following telecommunication fees for the period of September 1, 2015 – August 31, 2016.

					TERMS
					Due on receipt

	DESCRIPTION	TOTAL
	Telecommunication Membership Fee	\$ 3909
	TOTAL DUE	\$ 3909

NOTE: We strongly recommend that you pay your annual Association dues and Assessments from local non-state funds. CHECKS ARE PAYABLE TO TEXAS COMMUNITY COLLEGE EDUCATION INITIATIVE.

June 10, 2015

TEXAS ASSOCIATION OF
COMMUNITY COLLEGES

1304 San Antonio, Suite 201
Austin, Texas 78701
512/476-2572
Fax 512/476-0262

OFFICERS

Chair

Richard G. Carpenter, Ed.D.
Lone Star College System

Chair - Elect

Johnette McKown, Ed.D.
McLennan Community College

Secretary -Treasurer

Gregory Williams, Ed.D.
Odessa College

Past Chair

William M. "Bill" Holda, Ed.D.
Kilgore College

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Temple College
Central Texas Region

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West Texas Region

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Wharton County Junior College

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Johnette McKown, Ed.D.
Chair

President and CEO

Reynaldo R. Garcia, Ph.D

INVOICE

For Subscription Agreement – Policy Reference Manual

Dr. Cesar Maldonado,
Houston Community College
P. O. Box 667517
Houston, TX 77266-7517

Dear Dr. Maldonado:

The Association adopted by action of the membership at the Association meeting, July 15, 2011, the subscription agreement renewal for the Community College Policy Reference Manual. This invoice is for the renewal period of September 1, 2015-August 31, 2016.

Please forward payment to Texas Association of Community Colleges, 1304 San Antonio, Suite 201, Austin, Texas 78701.

TOTAL DUE:

\$ 3,750

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
7	Property and Casualty Insurance (Project No. 15-22)	Dr. Cesar Maldonado Teri Zamora Rogelio Anasagasti

RECOMMENDATION

Authorize the Chancellor to negotiate policy terms and conditions, and purchase insurance policies for all lines of property and casualty insurance coverage as detailed in the attached Line of Coverage by Carrier exhibit, in accordance with RFP 15-22.

The initial policy term will be for eighteen (18) months (coverage shall be effective September 1, 2015 through February 28, 2017).

COMPELLING REASON/RATIONALE

Houston Community College issued a request for proposals for the purchase of property and casualty insurance policies. The goal of the procurement was to select the insurance companies and representatives that offer the best value to HCC for the required lines of coverage including: commercial property, flood, boiler and machinery, general liability, educator legal liability, excess liability, police professional liability, health professional liability, commercial crime, worker's compensation, automobile liability, accident, athletic injury, storage tank, international, employed lawyer liability and trip/travel accident board member.

In addition, the proposed initial policy term of 18 months was designed to allow HCC to align all policy renewals to have a future renewal date outside of the Atlantic Hurricane Season, which will be most advantageous with property insurance.

The insurance brokers working on behalf of the recommended carriers shall also support the administration and specifically the Risk Management Department with all HCC insurance related matters, in accordance with RFP 15-22.

This recommendation to the Board of Trustees is in accordance with RFP 15-22 and Chapter 44.031(a) of the Texas Education Code.

DESCRIPTION OR BACKGROUND

The Request for Proposal (RFP 15-22) was issued on June 25, 2015. The solicitation document was distributed electronically in addition to being published in local newspapers. Notice of advertisement was provided to two hundred twenty-one (221) firms. In accordance with RFP 15-22, a pre-proposal conference was held on July 9, 2015 with sixteen (16) vendor representatives from ten (10) different insurance companies participating. Eight proposals were received by the solicitation due date of July 29, 2015 at 12:00 p.m., two proposals were evaluated as a single proposal given the firms presented a partnered solution; all proposals received were evaluated in accordance with RFP 15-22.

FISCAL IMPACT

The total proposed indicative pricing for all lines of coverage is \$6,840,164. This amount is subject to change pending final negotiations of policy terms and conditions which may include variations in proposed policy deductibles, limits and policy periods.

The Chancellor shall have the authority to purchase all resulting insurance policies within 2% of the total proposed indicative pricing.

The proposed 18 month policies represent a cost reduction of approximately \$2.5 million as compared to premiums paid last year.

The funding source is HCC Operations Budget.

LEGAL REQUIRMENTS

This recommendation to the Board of Trustees is being made to the highest ranked firms offering the best value in accordance with Chapter 44.031(a) of the Texas Education Code.

Chapter 44.031(a) of the Texas Education Code requires that selection of a firm shall be made through the procurement method that provides the best value for the district. Following the competitive procurement process, HCC has selected the firms offering the best value based on the published selection criteria as evidenced in the final evaluation ranking.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **1. Line of Coverage by Carrier**
2. Summary of Procurement
3. Summary Composite Score Sheet

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

Houston Community College
RFP 15-22 Property Casualty Insurance
Line of Coverage by Carrier

	Line of Coverage	Insurance Carrier(s)	Broker	Indicative Pricing
1	Commercial Property	Lexington Insurance Company as the lead primary carrier, with excess carriers. <i>NOTE: a complete list of the proposed excess carriers for the commercial property line of coverage is noted on page 3.</i>	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 4,105,240.00
2	Commercial Property Option - Terrorism	Validus Reinsurance Ltd	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 57,649.00
3	Commercial Property Option - Flood (subject to Flood Zone determinations and decision whether to insure only Special Hazard locations)	National Flood Insurance Program	Perez Insurance Agency	\$ 275,000.00
4	Boiler & Machinery	Travelers Property Casualty Company of America	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 44,602.00
5	General Liability (GL)	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 346,448.00
6	Educators Legal Liability	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 665,009.00
7	Excess Liability (EL)	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	\$ 141,865.00
8	Excess Liability (3100 & 3200 Main)	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	Included in EL
9	Police Professional Liability	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	Included in GL
10	Health Professional Liability	United Educators Insurance	McGriff Seibels & Williams partnering with Miles Insurance Agency	Included in GL
				\$ 5,635,813.00

indicative pricing, pending final negotiation

Houston Community College
RFP 15-22 Property Casualty Insurance
Line of Coverage by Carrier

	Line of Coverage	Insurance Carrier(s)	Broker	Indicative Pricing
11	Commercial Crime	Travelers Casualty & Surety Company of America	HARCO Insurance Services	\$ 13,146.00
12	Workers' Compensation and Employer's Liability	Texas Mutual Insurance Company	HARCO Insurance Services	\$ 625,114.00
13	Business Automobile	Peerless Indemnity Insurance Company and Progressive County Mutual	HARCO Insurance Services	\$ 378,197.00
14	Accident Policy – Board Members	Reliance Standard Life Insurance Company	HARCO Insurance Services	\$ 2,715.00
15	Accident Policy – Health/Science Programs	National Union Fire Insurance Company of Pittsburg PA	HARCO Insurance Services	\$ 20,565.00
16	Accident Policy – Truck Drivers Programs	National Union Fire Insurance Company of Pittsburg PA	HARCO Insurance Services	\$ 3,672.00
17	Accident Policy – Upward Bound Programs	National Union Fire Insurance Company of Pittsburg PA	HARCO Insurance Services	\$ 2,930.00
18	Athletic Injury	Mutual of Omaha Insurance	HARCO Insurance Services	\$ 108,997.00
19	Catastrophic Athletic Injury	Mutual of Omaha Insurance	HARCO Insurance Services	\$ 2,155.00
20	Storage Tank Liability	Illinois Union Insurance Company	HARCO Insurance Services	\$ 1,449.00
21	International Insurance - Liability, International Accidental Death & Dismemberment, Executive Protection	ACE American Insurance Company	HARCO Insurance Services	\$ 17,082.00
22	Professional Employed Lawyer Liability	Philadelphia Indemnity Insurance Company	HARCO Insurance Services	\$ 28,029.00
23	Trip & Travel Accident Only Insurance – Board Member	National Guardian Life Insurance Company	HARCO Insurance Services	\$ 300.00
				\$ 1,204,351.00

indicative pricing, pending final negotiation

\$ 6,840,164.00
<i>TOTAL indicative pricing, pending final negotiation</i>

Houston Community College
RFP 15-22 Property Casualty Insurance
Line of Coverage by Carrier

Line of Coverage	Insurance Carrier(s)	Broker	Indicative Pricing
1 Commercial Property	Lexington Insurance Company as the lead primary carrier, with excess carriers participating as follows: <i>NOTE: the following is a complete list of the proposed excess carriers for the commercial property line of coverage as noted on page 1.</i>	McGriff Seibels & Williams partnering with Miles Insurance Agency	See Commercial Property Line of Coverage on Page 1
1.1	AmRisc - Certain Underwriters at Lloyd's of London		
1.2	AmRisc - Indian Harbor Insurance Company		
1.3	AmRisc - QBE Specialty Insurance Company		
1.4	AmRisc - Steadfast Insurance Company		
1.5	AmRisc - General Security Indemnity Company of America		
1.6	AmRisc - Princeton Excess & Surplus Lines Insurance Company		
1.7	AmRisc - International Insurance Company of Hannover		
1.8	National Fire & Marine Insurance Company		
1.9	Starr Surplus Insurance Company		
1.10	Chubb Custom Insurance Company		
1.11	Berkshire Hathaway Specialty Insurance Company		
1.12	Axis Surplus Insurance Company		
1.13	Ironshore Specialty Insurance Company		
1.14	Westchester Surplus Lines Insurance Company		
1.15	Westport Insurance Corporation		
1.16	RSUI Indemnity Company		
1.17	Arch Specialty Insurance Company		
1.18	Everest Indemnity Insurance Company		
1.19	Essex Insurance Company		
1.20	Scottsdale Insurance Company		
1.21	Endurance Specialty Insurance Ltd		

**SUMMARY OF PROCUREMENT
BOARD ACTION ITEM**

PROJECT TITLE: Property & Casualty Insurance

PROJECT NO.: 15-22

PROCUREMENT METHOD: Request for Proposals (Overall Best Value)

PROJECT MANAGER: Gwen Drumgoole, Manager of Risk Management

NAME OF BUYER: Jennifer Chiu, Senior Buyer

PURPOSE: Houston Community College issued a request for proposals for the purchase of property and casualty insurance policies. The goal of the procurement was to select the insurance companies and representatives that offer the best value to HCC for the required lines of coverage including: commercial property, flood, boiler and machinery, general liability, educator legal liability, excess liability, police professional liability, health professional liability, commercial crime, worker's compensation, automobile liability, accident, athletic injury, storage tank, international, employed lawyer liability and trip/travel accident board member.

In addition, the proposed initial policy term of 18 months was designed to allow HCC to align all policy renewals to have a future renewal date outside of the Atlantic Hurricane Season, which will be most advantageous with property insurance.

RECOMMENDED VENDOR: See the attached Line of Coverage by Carrier exhibit.

LEGAL REQUIREMENTS: This recommendation to the Board of Trustees is being made to the highest ranked firms offering the best value in accordance with Chapter 44.031(a) of the Texas Education Code.

Chapter 44.031(a) of the Texas Education Code requires that selection of a firm shall be made through the procurement method that provides the best value for the district. Following the competitive procurement process, HCC has selected the firms offering the best value based on the published selection criteria as evidenced in the final evaluation ranking.

LOCATION INFORMATION: In servicing the recommended insurance policies under RFP 15-22, the proposed insurance carriers will be working with the noted insurance

brokers that will be servicing the recommended lines of coverage from their local Houston office.

PROJECTED VALUE: The total proposed indicative pricing for all lines of coverage is \$6,840,164. This amount is subject to change pending final negotiations of policy terms and conditions which may include variations in proposed policy deductibles, limits and policy periods.

The Chancellor shall have the authority to purchase all resulting insurance policies within 2% of the total proposed indicative pricing.

The proposed 18 month policies represent a cost reduction of approximated \$2.5 million as compared to the premiums paid last year.

The funding source is HCC Operations Budget.

CONTRACT TERM: The initial policy term will be for eighteen (18) months (coverage shall be effective September 1, 2015 through February 28, 2017).

ADVERTISEMENT: This procurement was advertised in the following newspapers:

- The Houston Chronicle: June 28 & July 5, 2015
- African American: Week of June 29 & July 6, 2015
- La Informacion: Week of June 29 & July 6, 2015
- Voice of Asia: Week of June 29 & July 6, 2015

PROCUREMENT NOTICE:

A notice of the procurement was distributed to following on June 25, 2015

- Notice to HCC Board of Trustees
- Houston Minority Business Council
- Texas State Procurement Website
- HCC Procurement Operations Website

SOLICITATION INFORMATION:

The Request for Proposal (RFP 15-22) was issued on June 25, 2015. The solicitation document was distributed electronically in addition to being published in local newspapers. Notice of advertisement was provided to two hundred twenty-one (221) firms. In accordance with RFP 15-22, a pre-proposal conference was held on July 9, 2015 with sixteen (16) vendor representatives from ten (10) different insurance companies participating. Eight proposals were received by the solicitation due date of July 29, 2015 at 12:00 p.m., two proposals were evaluated as a single proposal given the firms presented a partnered solution; all proposals received were evaluated in accordance with RFP 15-22.

COMPETITIVE: Yes

**PROPOSAL
EVALUATION:**

Responses were evaluated by the Evaluation Committee which consisted of an independent insurance consultant with relevant subject matter understanding in the areas of property, casualty and related coverage solicited by HCC; who evaluated proposals in accordance with the published evaluation criteria noted below.

Evaluation Criteria	Available Points
Insurance carrier's profile, overview and qualifications & experience	5
Demonstrated qualifications of insurance carrier's personnel and team	5
Insurance carrier's proposed approach and methodology	5
Insurance carrier's past performance & references	5
Price/cost schedules, premium rates	75
<u>Insurance carrier's small business practices</u>	<u>5</u>
	Total 100

**PRIOR HCC
EXPERIENCE:**

Yes

REFERENCES:

Evaluated and found to be favorable.

**SMALL BUSINESS
GOAL:**

In accordance with the Houston Community College - Small Business Development Program, for this solicitation, HCC advertised a Best Effort – Small Business participation goal.

The recommended insurance policies include the use of the following two certified SBE firms: Miles Insurance Agency and Perez Insurance Agency.

Balance of page intentionally left blank.

RFP 15-22 Property & Casualty Insurance

Summary Composite Score Sheet

Firm	Evaluation Criteria						Total
	Insurance carrier's profile, overview and qualifications & experience	Demonstrated qualifications of insurance carrier's personnel and team	Insurance carrier's proposed approach and methodology	Insurance carrier's past performance & references	Price/cost schedules, premium rates	Insurance carrier's small business practices	
Available Points	5	5	5	5	75	5	100
McGriff, Seibels & Williams of Texas partnering with Miles Insurance Agency							
McGriff/Miles Commercial Property	5.00	5.00	5.00	5.00	75.00	5.00	100.00
McGriff/Miles General Liability	5.00	5.00	5.00	4.00	70.00	5.00	94.00
McGriff /Miles Boiler & Machinery	5.00	5.00	5.00	5.00	75.00	5.00	100.00
McGriff/Miles Flood	5.00	4.00	3.00	3.00	75.00	5.00	95.00
Perez Insurance Agency							
Perez Flood	5.00	4.00	3.00	3.00	75.00	5.00	95.00
HARCO Insurance Services							
HARCO Automobile	4.00	4.00	3.00	4.00	70.00	0.00	85.00
HARCO Workers Compensation	5.00	5.00	5.00	5.00	70.00	0.00	90.00
HARCO Accident/Athletic Injury	5.00	5.00	5.00	5.00	70.00	0.00	90.00
HARCO Commercial Crime	5.00	5.00	5.00	5.00	75.00	0.00	95.00
HARCO Professional Employed Lawyer	5.00	5.00	5.00	5.00	70.00	0.00	90.00
HARCO Excess Liability 3100/3200	2.00	3.00	1.00	3.00	40.00	0.00	49.00
HARCO International	5.00	5.00	5.00	5.00	75.00	0.00	95.00
HARCO Storage Tank	5.00	5.00	4.00	4.00	65.00	0.00	83.00

Firm	Evaluation Criteria						Total
	Insurance carrier's profile, overview and qualifications & experience	Demonstrated qualifications of insurance carrier's personnel and team	Insurance carrier's proposed approach and methodology	Insurance carrier's past performance & references	Price/cost schedules, premium rates	Insurance carrier's small business practices	
<i>Available Points</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>5</i>	<i>75</i>	<i>5</i>	<i>100</i>
J.P. West							
JP West General Liability	5.00	5.00	5.00	4.00	70.00	0.00	89.00
JP West Commercial Property	3.00	3.00	3.00	3.00	50.00	0.00	62.00
JP West Boiler & Machinery	0.00	0.00	0.00	0.00	40.00	0.00	40.00
JP West Commercial Crime	0.00	0.00	0.00	0.00	50.00	0.00	50.00
JP West Flood	5.00	4.00	3.00	3.00	75.00	0.00	90.00
Marsh USA							
Marsh General Liability	5.00	5.00	5.00	4.00	70.00	0.00	89.00
Marsh Workers Compensation	5.00	5.00	5.00	5.00	65.00	0.00	85.00
Marsh Flood (partnered with Perez Ins.)	5.00	4.00	3.00	3.00	75.00	5.00	95.00
SWBC Insurance Services							
SWBC General Liability	5.00	5.00	5.00	4.00	70.00	0.00	89.00
SWBC Accident/Athletic Injury	5.00	5.00	3.00	5.00	70.00	0.00	88.00
SWBC Commercial Crime	5.00	5.00	3.00	5.00	65.00	0.00	83.00
SWBC Professional Employed Lawyer	5.00	5.00	5.00	5.00	50.00	0.00	70.00
USI Southwest							
USI Automobile	3.00	4.00	4.00	3.00	70.00	0.00	84.00
USI Workers Compensation	3.00	4.00	4.00	3.00	65.00	0.00	79.00
USI General Liability	3.00	4.00	1.00	3.00	40.00	0.00	51.00

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
8	Capital & Technology Plan for Fiscal Year 2015-2016	Dr. Cesar Maldonado Teri Zamora

RECOMMENDATION

Approve the proposed Capital & Technology Plan for Fiscal Year 2015-2016 in the amount of \$9,000,000.

COMPELLING REASON/RATIONALE

Expendable funds currently exist in the Restricted, Unexpended Plant and Retirement of Debt Funds, with balances as of June 30, 2015 as noted below:

Fund 2 – Restricted	\$4,300,000
Fund 7 – Unexpended Plant	\$552,328
Fund 8 – Retirement of Debt	\$7,756,209

DESCRIPTION OR BACKGROUND

The sources of these funds are:

Fund 2 - Restricted	Funds represent a buildup of savings-to-date from the work of the Budget Task Force in fiscal years 2008 through 2011. These funds have been set aside for future needs.
Fund 7 - Unexpended Plant	Funds represent a portion of the Technology Fee charged to students for replacement and maintenance of technology and instructional equipment. This portion of the fee began in fiscal year 2010. Students are currently charged \$0.50 per semester credit hour, producing approximately \$560,000 per year.
Fund 8 - Retirement of Debt	Funds represent a portion of the Technology Fee charged to students for repayment of debt issued in 2006 to purchase technology equipment. This portion of the fee began in fiscal year 2007, and has accumulated a balance collected in excess of that needed to make the debt payments annually. Students are currently charged \$4.50 per semester credit hour, producing approximately \$2,175,000 per year in excess of funds needed for debt repayment.

The Capital and Technology Plan proposed for Fiscal Year 2015-2016 is to use portions of the funds in the following manner:

Fund 2 - Restricted	\$1,000,000 to fund security upgrades \$3,000,000 to fund upgrade/replacement of IT equipment \$4,000,000
Fund 7 - Unexpended Plant	\$ 500,000 to fund instructional equipment
Fund 8 - Retirement of Debt	\$4,500,000 to fund instructional equipment

FISCAL IMPACT

Fiscal Year 2015-2016 in the amount of \$9,000,000.

LEGAL REQUIREMENT

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

This item is applicable to the following:						
<input checked="" type="checkbox"/> Central	<input checked="" type="checkbox"/> Coleman	<input checked="" type="checkbox"/> Northeast	<input checked="" type="checkbox"/> Northwest	<input checked="" type="checkbox"/> Southeast	<input checked="" type="checkbox"/> Southwest	<input checked="" type="checkbox"/> 3100

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
9	Investment Report for the Month of May, 2015	Dr. Cesar Maldonado Teri Zamora

RECOMMENDATION

Approve the Investment Report for the month of May, 2015.

COMPELLING REASON/RATIONALE

The monthly report advises the Board on the status of the investment portfolio and complies with the relevant statute.

DESCRIPTION OR BACKGROUND

This report provides information related to the various investments of the college, including book values and market values.

FISCAL IMPACT

The interest income earned and earnings credit for the month totaled \$204,525 and the interest income earned and earnings credit for the fiscal year-to-date totaled \$1,897,297. The weighted average interest rate (WAR) at May 31, 2015 is .44%.

The Investment Report attached identifies HCC's investment holdings for the month ending May 31, 2015. It includes the unexpended proceeds of the various bond issues. The portfolio is highly liquid and secure with 77% of the assets invested in local government pools, money market funds, short-term certificates of deposit and interest bearing checking accounts. All pools and money market funds are rated at the highest level. Certificates of deposit, high yield savings and other bank deposits are secured with U.S. Treasuries/agencies. The balance of the portfolio is invested in U.S. Treasuries and government-sponsored entities/agencies with "AAA" credit ratings. Interest rates have remained historically low.

LEGAL REQUIREMENTS

This report is required by the Public Funds Investment Act (Texas Government Code 2256.023) to be submitted to the governing body of Houston Community College no less than quarterly.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Investment Report - May, 2015**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

HOUSTON COMMUNITY COLLEGE SYSTEM
INVESTMENT PORTFOLIO COMPOSITION
As of MAY 31, 2015

Beginning Book Value (MAY 1, 2015)	\$ 576,963,537
Beginning Market Value (MAY 1, 2015)	\$ 576,759,666
Additions/subtractions (Book value - Net)	\$ (20,387,946) *
Change in Market value	\$ (11,901)
Ending Book value (MAY 31, 2015)	\$ 556,575,591
Ending Market value (MAY 31, 2015)	\$ 556,319,689
Unrealized Gain/(Loss)	\$ (255,901)
WAM (77% of Portfolio's weighted average maturity - All Funds)	1

This report is in compliance with the investment strategies approved in Houston Community College System investment policy and is in accordance with the Public Funds Investment Act of 1999.

Note: This month's Investment does not include \$1,383,688 on deposit with Bank Of America which is earning higher than market yield from earning credits.

* Net amount provided/used for Operations	(18,766,500)
Net amount provided/used for CIP /Others	(1,621,445)
	<u>(20,387,946)</u>

EXECUTIVE SUMMARY
INVENTORY HOLDINGS REPORT
May 31, 2015

	<u>Ending Book Value</u>	<u>Ending Market Value</u>	<u>Unrealized Gain (Loss)</u>
US Treasuries	18,986,800	18,988,204	1,404
US Agencies	110,294,071	110,036,766	(257,305)
Local government pools	10,127,477	10,127,477	-
Money market funds	163,516,112	163,516,112	-
High yield savings	17,250,601	17,250,601	-
Certificates of deposit	195,250,000	195,250,000	-
Interest bearing checking	41,150,529	41,150,529	-
Total	<u>556,575,590</u>	<u>556,319,689</u>	<u>(255,901)</u>

WAR (weighted average interest rate) 0.44%

INVESTMENTS
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)
As of **MAY 31, 2015**

Description	Held At	Coupon Rate	Purchase Date	Maturity Date	Par	Beginning Mkt. Value	Beginning Book Value	Purchased (Redeemed)	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	2.48%	02/22/05	05/01/33	52,018	55,239	53,619	(193)	53,426	55,037	(3)	1,611
Fannie Mae ARM Pool 805454	Bank of America	2.64%	12/23/04	12/01/34	45,752	48,997	51,765	(154)	51,611	48,807	(44)	(2,804)
Federal Farm Credit Bank US Domestic Bond	Bank of America	0.40%	08/03/12	08/03/15	1,000,000	1,000,657	1,000,000	0	1,000,000	1,000,457	(200)	457
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	1.50%	07/30/12	07/30/27	2,000,000	1,938,298	2,000,000	0	2,000,000	1,935,486	(2,812)	(64,514)
Freddie Mac Domestic MTN Unsecured Bond	Bank of America	0.85%	03/10/14	03/10/17	1,000,000	998,454	1,000,000	0	1,000,000	998,188	(266)	(1,812)
Freddie Mac Domestic MTN Unsecured Bond	Bank of America	1.00%	08/22/12	02/22/18	1,000,000	996,737	1,000,000	0	1,000,000	997,009	272	(2,991)
Fannie Mae US Domestic Multi-step CPN Bond Structured Note	Bank of America	1.00%	08/27/12	08/27/27	2,000,000	2,002,532	1,990,000	(1,990,000)	-	-	-	-
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	01/23/15	01/22/16	2,000,000	1,999,586	1,999,720	0	1,999,720	1,999,860	274	140
Fannie Mae US Domestic MTN Series:0003 Multi-step Unsec Structured Note	Bank of America	0.50%	03/31/15	09/29/27	2,000,000	2,001,070	2,000,000	0	2,000,000	2,000,530	(540)	530
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	07/30/12	07/30/27	1,080,000	1,034,868	1,080,000	0	1,080,000	1,033,394	(1,474)	(46,606)
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	08/27/12	11/27/24	1,600,000	1,580,694	1,600,000	0	1,600,000	1,577,464	(3,230)	(22,536)
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	07/30/12	07/30/27	2,675,000	2,615,409	2,675,000	0	2,675,000	2,611,322	(4,087)	(63,678)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.00%	04/11/13	04/11/18	10,000,000	9,971,200	10,000,000	0	10,000,000	9,978,470	7,270	(21,530)
Fannie Mae US Domestic Multi-step cpn Bond Structured Note	Bank of America	0.80%	06/13/13	06/13/18	10,000,000	9,978,970	10,000,000	0	10,000,000	9,980,610	1,640	(19,390)
Federal Home Loan Bank US Domestic Multi-step CPN BND Unsecured series 0001	Bank of America	1.38%	06/30/14	06/26/19	5,000,000	5,010,025	5,000,000	0	5,000,000	5,004,590	(5,435)	4,590
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	07/10/14	06/30/16	4,000,000	4,007,812	4,001,250	0	4,001,250	4,006,564	(1,248)	5,314
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.52%	07/10/14	09/12/16	1,080,000	1,078,851	1,078,304	0	1,078,304	1,078,774	(77)	470
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.22%	09/24/14	09/18/17	3,000,000	3,007,524	2,999,670	0	2,999,670	3,006,486	(1,038)	6,816
Freddie Mac Global Unsecured Bond	Bank of America	0.70%	09/29/14	09/29/16	5,000,000	5,003,650	5,000,000	0	5,000,000	5,001,850	(1,800)	1,850
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	02/02/15	01/26/16	5,000,000	4,999,625	5,000,000	0	5,000,000	5,000,350	725	350
Fannie Mae US Domestic Multi-step cpn Bond Structured Note	Bank of America	0.65%	04/01/15	12/26/17	2,000,000	1,999,424	2,000,000	0	2,000,000	1,999,048	(376)	(952)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.75%	04/06/15	12/16/16	2,000,000	2,001,036	2,001,040	0	2,001,040	2,000,430	(606)	(610)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	04/07/15	03/11/16	5,000,000	4,997,090	4,998,425	0	4,998,425	4,997,415	325	(1,010)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	04/07/15	03/11/16	5,000,000	4,997,090	4,998,425	0	4,998,425	4,997,415	325	(1,010)
Federal Home Loan Bank US Domestic series 000 unsecured	Bank of America	0.75%	04/13/15	04/13/17	2,775,000	2,773,510	2,775,000	0	2,775,000	2,774,015	505	(985)
Freddie Mac Global Unsecured Bond	Bank of America	0.70%	05/21/15	01/27/17	5,000,000	-	-	4,994,550	4,994,550	4,991,760	-	(2,790)
Federal Home Loan Bank GLOBAL Unsecured	Bank of America	0.25%	05/21/15	10/28/16	5,000,000	-	-	5,000,000	5,000,000	4,997,090	-	(2,910)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	05/21/15	04/29/16	5,000,000	-	-	4,998,850	4,998,850	4,996,630	-	(2,220)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	03/31/17	5,000,000	-	-	4,995,300	4,995,300	4,994,530	-	(770)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	10/31/16	5,000,000	-	-	4,996,500	4,996,500	4,994,530	-	(1,970)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.22%	05/21/15	03/27/17	5,000,000	-	-	4,993,550	4,993,550	4,988,945	-	(4,605)

Description	Held At	Coupon Rate	Purchase Date	Maturity Date	Par	Beginning Mkt. Value	Beginning Book Value	Purchased (Redeemed)	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	04/30/17	5,000,000	-	-	4,993,750	4,993,750	4,992,580	-	(1,170)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	05/26/15	05/26/16	5,000,000	-	-	4,996,500	4,996,500	4,991,475	-	(5,025)
Freddie Mac MTN Domestic Unsecured Bond	Bank of America	0.70%	05/29/15	08/25/17	10,000,000	-	-	10,000,000	10,000,000	9,997,250	-	(2,750)
Freddie Mac MTN Domestic Unsecured Bond	Bank of America	0.70%	05/29/15	05/25/17	5,000,000	-	-	5,000,000	5,000,000	4,996,610	-	(3,390)
Plant Fund Interest Checking (10060-7201)	Bank Of America	0.11%	05/01/15			66,475	66,475	7	66,482	66,482	0	0
Debt Service 2001A Bond Int Checking (10080)	Bank Of America	0.11%	05/01/15			2,157,680	2,157,680	196	2,157,876	2,157,876	0	0
HCCS Merchant service (10012)	Bank Of America	0.30%	05/01/15			26,478,002	26,478,002	(7,005,291)	19,472,711	19,472,711	0	0
Checking Account- 10010-7306-2006 Jr. lien	Bank Of America	0.11%	05/01/15			229	229	0	229	229	0	0
LTD2013 Tax Bond General Checking A/C (10090)	Bank Of America	0.11%	05/01/15			8,906,457	8,906,457	8,614,637	17,521,094	17,521,094	0	0
LTD2003 Tax Bond Checking A/C (10092)	Bank Of America	0.11%	05/01/15			1,930,522	1,930,522	200	1,930,722	1,930,722	0	0
Managed PFI Account-10100-1110	Bank Of America	0.20%	05/01/15			1,415	1,415	0	1,415	1,415	0	0
Merrill Lynch, Pierce, Fenner & smith (1110)	Bank Of America	0.04%	05/01/15			455,809	455,809	16	455,824	455,824	0	0
Public Fund Money Market_Premier (159406615)	Regions Bank	0.18%	05/01/15			54,596,117	54,596,117	15,215,996	69,812,113	69,812,113	0	0
Public Fund Money Market_Premier (185913820)- fund 1110	Regions Bank	0.15%	05/01/15			120,398,588	120,398,588	(15,194,017)	105,204,572	105,204,572	0	0
Chase High Yield Savings (A/C 2049911718)	Chase Bank	0.03%	05/01/15			2,308	2,308	3,763,771	3,766,079	3,766,079	0	0
Chase High Yield Savings (A/C 3000684286)	Chase Bank	0.03%	05/01/15			80,290,827	80,290,827	(78,762,703)	1,528,125	1,528,125	0	0
Fixed Time Deposit with Unity Bank	Unity Bank	0.26%	06/09/14	06/09/15		100,000	100,000	0	100,000	100,000	0	0
Fixed Time Deposit with Unity Bank	Unity Bank	0.25%	10/18/14	10/18/15		150,000	150,000	0	150,000	150,000	0	0
Certificate of Deposit	Chase Bank	0.43%	03/22/13	09/22/15		50,000,000	50,000,000	0	50,000,000	50,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	01/24/16		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.50%	04/03/13	04/03/16		40,000,000	40,000,000	0	40,000,000	40,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	07/24/16		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.69%	03/22/13	03/22/17		30,000,000	30,000,000	0	30,000,000	30,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	07/24/17		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.99%	03/23/13	03/21/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Certificate of Deposit	Chase Bank	0.98%	03/22/13	03/22/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Certificate of Deposit	Chase Bank	1.02%	04/03/13	04/03/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Corporate Overnight Fund	Lone Star	0.14%	05/01/15			1,597,677	1,597,677	187	1,597,864	1,597,864	0	0
Tex Pool	State Street Bank	0.06%	05/01/15			8,529,213	8,529,213	400	8,529,613	8,529,613	0	0
TOTAL						576,759,666	576,963,537	(20,387,946)	556,575,591	556,319,689	(11,901)	(255,901)

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
10	Investment Report for the Month of June, 2015	Dr. Cesar Maldonado Teri Zamora

RECOMMENDATION

Approve the Investment Report for the month of June, 2015.

COMPELLING REASON/RATIONALE

The monthly report advises the Board on the status of the investment portfolio and complies with the relevant statute.

DESCRIPTION OR BACKGROUND

This report provides information related to the various investments of the college, including book values and market values.

FISCAL IMPACT

The interest income earned and earnings credit for the month totaled \$170,263 and the interest income earned and earnings credit for the fiscal year-to-date totaled \$2,067,560. The weighted average interest rate (WAR) at June 30, 2015 is .45%.

The Investment Report attached identifies HCC's investment holdings for the month ending June 30, 2015. It includes the unexpended proceeds of the various bond issues. The portfolio is highly liquid and secure with 77% of the assets invested in local government pools, money market funds, short-term certificates of deposit and interest bearing checking accounts. All pools and money market funds are rated at the highest level. Certificates of deposit, high yield savings and other bank deposits are secured with U.S. Treasuries/agencies. The balance of the portfolio is invested in U.S. Treasuries and government-sponsored entities/agencies with "AAA" credit ratings. Interest rates have remained historically low.

LEGAL REQUIREMENTS

This report is required by the Public Funds Investment Act (Texas Government Code 2256.023) to be submitted to the governing body of Houston Community College no less than quarterly.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Investment Report - June, 2015**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

HOUSTON COMMUNITY COLLEGE SYSTEM
INVESTMENT PORTFOLIO COMPOSITION
As of JUNE 30, 2015

Beginning Book Value (JUNE 1, 2015)	\$	556,575,590
Beginning Market Value (JUNE 1, 2015)	\$	556,319,689
Additions/subtractions (Book value - Net)	\$	(1,903,083) *
Change in Market value	\$	(106,159)
Ending Book value (JUNE 30, 2015)	\$	554,672,507
Ending Market value (JUNE 30, 2015)	\$	554,312,081
Unrealized Gain/(Loss)	\$	(360,426)
WAM (77% of Portfolio's weighted average maturity - All Funds)		1

This report is in compliance with the investment strategies approved in Houston Community College System investment policy and is in accordance with the Public Funds Investment Act of 1999.

Note: This month's Investment does not include \$4,292,840 on deposit with Bank Of America which is earning higher than market yield from earning credits.

* Net amount provided/used for Operations	3,237,734
Net amount provided/used for CIP /Others	(5,140,816)
	<u>(1,903,083)</u>

EXECUTIVE SUMMARY
INVENTORY HOLDINGS REPORT
June 30, 2015

	<u>Ending Book Value</u>	<u>Ending Market Value</u>	<u>Unrealized Gain (Loss)</u>
US Treasuries	18,986,800	18,990,154	3,354
US Agencies	110,292,688	109,928,908	(363,780)
Local government pools	10,128,067	10,128,067	-
Money market funds	175,496,800	175,496,800	-
High yield savings	5,294,343	5,294,343	-
Certificates of deposit	195,250,000	195,250,000	-
Interest bearing checking	39,223,809	39,223,809	-
Total	<u>554,672,507</u>	<u>554,312,081</u>	<u>(360,426)</u>

WAR (weighted average interest rate) 0.45%

INVESTMENTS
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)
As of **JUNE 30, 2015**

Description	Held At	Coupon Rate	Purchase Date	Maturity Date	Par	Beginning Mkt. Value	Beginning Book Value	Purchased (Redeemed)	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	2.48%	02/22/05	05/01/33	51,829	55,037	53,426	(189)	53,237	54,925	82	1,687
Fannie Mae ARM Pool 805454	Bank of America	2.64%	12/23/04	12/01/34	45,598	48,807	51,611	(154)	51,456	46,874	(1,786)	(4,582)
Federal Farm Credit Bank US Domestic Bond	Bank of America	0.40%	08/03/12	08/03/15	1,000,000	1,000,457	1,000,000	0	1,000,000	1,000,192	(265)	192
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	1.50%	07/30/12	07/30/27	2,000,000	1,935,486	2,000,000	0	2,000,000	1,906,682	(28,804)	(93,318)
Freddie Mac Domestic MTN Unsecured Bond	Bank of America	0.85%	03/10/14	03/10/17	1,000,000	998,188	1,000,000	(1,000,000)	-	-	-	-
Freddie Mac Domestic MTN Unsecured Bond	Bank of America	1.00%	08/22/12	02/22/18	1,000,000	997,009	1,000,000	0	1,000,000	996,387	(622)	(3,613)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	01/23/15	01/22/16	2,000,000	1,999,860	1,999,720	0	1,999,720	2,000,314	454	594
Fannie Mae US Domestic MTN Series:0003 Multi-step Unsec Structured Note	Bank of America	0.50%	03/31/15	09/29/27	2,000,000	2,000,530	2,000,000	(2,000,000)	-	-	-	-
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	07/30/12	07/30/27	1,080,000	1,033,394	1,080,000	0	1,080,000	1,017,946	(15,447)	(62,054)
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	08/27/12	11/27/24	1,600,000	1,577,464	1,600,000	0	1,600,000	1,557,685	(19,779)	(42,315)
Federal Home Loan Bank US Domestic Multi-step cpn Bond Structured Note	Bank of America	2.00%	07/30/12	07/30/27	2,675,000	2,611,322	2,675,000	0	2,675,000	2,571,889	(39,432)	(103,111)
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.00%	04/11/13	04/11/18	10,000,000	9,978,470	10,000,000	0	10,000,000	9,974,830	(3,640)	(25,170)
Fannie Mae US Domestic Multi-step cpn Bond Structured Note	Bank of America	0.80%	06/13/13	06/13/18	10,000,000	9,980,610	10,000,000	0	10,000,000	9,977,440	(3,170)	(22,560)
Federal Home Loan Bank US Domestic Multi-step CPN BND Unsecured series 0001	Bank of America	1.38%	06/30/14	06/26/19	5,000,000	5,004,590	5,000,000	0	5,000,000	5,011,845	7,255	11,845
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	07/10/14	06/30/16	4,000,000	4,006,564	4,001,250	0	4,001,250	4,006,564	-	5,314
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.52%	07/10/14	09/12/16	1,080,000	1,078,774	1,078,304	0	1,078,304	1,078,350	(424)	45
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.22%	09/24/14	09/18/17	3,000,000	3,006,486	2,999,670	0	2,999,670	3,004,653	(1,833)	4,983
Freddie Mac Global Unsecured Bond	Bank of America	0.70%	09/29/14	09/29/16	5,000,000	5,001,850	5,000,000	(5,000,000)	-	-	-	-
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	02/02/15	01/26/16	5,000,000	5,000,350	5,000,000	0	5,000,000	5,001,870	1,520	1,870
Fannie Mae US Domestic Multi-step cpn Bond Structured Note	Bank of America	0.65%	04/01/15	12/26/17	2,000,000	1,999,048	2,000,000	0	2,000,000	2,000,028	980	28
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.75%	04/06/15	12/16/16	2,000,000	2,000,430	2,001,040	(2,001,040)	-	-	-	-
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	04/07/15	03/11/16	5,000,000	4,997,415	4,998,425	0	4,998,425	4,998,850	1,435	425
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	04/07/15	03/11/16	5,000,000	4,997,415	4,998,425	0	4,998,425	4,998,850	1,435	425
Federal Home Loan Bank US Domestic series 000 unsecured	Bank of America	0.75%	04/13/15	04/13/17	2,775,000	2,774,015	2,775,000	0	2,775,000	2,773,968	(47)	(1,032)
Freddie Mac Global Unsecured Bond	Bank of America	0.70%	05/21/15	01/27/17	5,000,000	4,991,760	4,994,550	0	4,994,550	4,994,130	2,370	(420)
Federal Home Loan Bank GLOBAL Unsecured	Bank of America	0.25%	05/21/15	10/28/16	5,000,000	4,997,090	5,000,000	0	5,000,000	4,996,065	(1,025)	(3,935)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	05/21/15	04/29/16	5,000,000	4,996,630	4,998,850	0	4,998,850	4,997,090	460	(1,760)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	03/31/17	5,000,000	4,994,530	4,995,300	0	4,995,300	4,994,920	390	(380)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	10/31/16	5,000,000	4,994,530	4,996,500	0	4,996,500	4,996,875	2,345	375
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	1.22%	05/21/15	03/27/17	5,000,000	4,988,945	4,993,550	0	4,993,550	4,992,925	3,980	(625)
U.S. Treasury Notes US Govt. National	Bank of America	0.50%	05/21/15	04/30/17	5,000,000	4,992,580	4,993,750	0	4,993,750	4,991,795	(785)	(1,955)

Description	Held At	Coupon Rate	Purchase Date	Maturity Date	Par	Beginning Mkt. Value	Beginning Book Value	Purchased (Redeemed)	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.25%	05/26/15	05/26/16	5,000,000	4,991,475	4,996,500	0	4,996,500	4,992,975	1,500	(3,525)
Freddie Mac MTN Domestic Unsecured Bond	Bank of America	0.70%	05/29/15	08/25/17	10,000,000	9,997,250	10,000,000	0	10,000,000	9,979,910	(17,340)	(20,090)
Freddie Mac MTN Domestic Unsecured Bond	Bank of America	0.70%	05/29/15	05/25/17	5,000,000	4,996,610	5,000,000	0	5,000,000	5,000,645	4,035	645
Federal Home Loan Bank US Domestic Unsecured	Bank of America	0.60%	06/17/15	05/25/17	5,000,000	-	-	5,000,000	5,000,000	4,998,685	-	(1,315)
Freddie Mac MTN Domestic Unsecured Bond	Bank of America	0.88%	06/30/15	06/30/17	5,000,000	-	-	5,000,000	5,000,000	5,002,905	-	2,905
Plant Fund Interest Checking (10060-7201)	Bank Of America	0.11%	06/01/15			66,482	66,482	6	66,488	66,488	0	0
Debt Service 2001A Bond Int Checking (10080)	Bank Of America	0.11%	06/01/15			2,157,876	2,157,876	181	2,158,057	2,158,057	0	0
HCCS Merchant service (10012)	Bank Of America	0.30%	06/01/15			19,472,711	19,472,711	4,989,419	24,462,130	24,462,130	0	0
Checking Account- 10010-7306-2006 Jr. lien	Bank Of America	0.11%	06/01/15			229	229	0	229	229	0	0
LTD2013 Tax Bond General Checking A/C (10090)	Bank Of America	0.11%	06/01/15			17,521,094	17,521,094	(6,916,328)	10,604,766	10,604,766	0	0
LTD2003 Tax Bond Checking A/C (10092)	Bank Of America	0.11%	06/01/15			1,930,722	1,930,722	0	1,930,722	1,930,722	0	0
Managed PFI Account-10100-1110	Bank Of America	0.20%	06/01/15			1,415	1,415	1	1,416	1,416	0	0
Merrill Lynch, Pierce, Fenner & smith (1110)	Bank Of America	0.04%	06/01/15			455,825	455,825	15	455,840	455,840	0	0
Public Fund Money Market_Premier (159406615)	Regions Bank	0.18%	06/01/15			54,888,015	54,888,015	13,705,814	68,593,830	68,593,830	0	0
Public Fund Money Market_Premier (185913820)- fund 1110	Regions Bank	0.15%	06/01/15			120,128,669	120,128,669	(13,681,539)	106,447,130	106,447,130	0	0
Chase High Yield Savings (A/C 2049911718)	Chase Bank	0.03%	06/01/15			3,766,079	3,766,079	99	3,766,178	3,766,178	0	0
Chase High Yield Savings (A/C 3000684286)	Chase Bank	0.03%	06/01/15			1,528,124	1,528,124	40	1,528,165	1,528,165	0	0
Fixed Time Deposit with Unity Bank	Unity Bank	0.26%	06/09/14	06/09/15		100,000	100,000	0	100,000	100,000	0	0
Fixed Time Deposit with Unity Bank	Unity Bank	0.25%	10/18/14	10/18/15		150,000	150,000	0	150,000	150,000	0	0
Certificate of Deposit	Chase Bank	0.43%	03/22/13	09/22/15		50,000,000	50,000,000	0	50,000,000	50,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	01/24/16		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.50%	04/03/13	04/03/16		40,000,000	40,000,000	0	40,000,000	40,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	07/24/16		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.69%	03/22/13	03/22/17		30,000,000	30,000,000	0	30,000,000	30,000,000	0	0
Certificate of Deposit	Chase Bank	0.49%	07/25/13	07/24/17		5,000,000	5,000,000	0	5,000,000	5,000,000	0	0
Certificate of Deposit	Chase Bank	0.99%	03/23/13	03/21/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Certificate of Deposit	Chase Bank	0.98%	03/22/13	03/22/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Certificate of Deposit	Chase Bank	1.02%	04/03/13	04/03/18		20,000,000	20,000,000	0	20,000,000	20,000,000	0	0
Corporate Overnight Fund	Lone Star	0.15%	06/01/15			1,597,864	1,597,864	187	1,598,051	1,598,051	0	0
Tex Pool	State Street Bank	0.06%	06/01/15			8,529,613	8,529,613	403	8,530,016	8,530,016	0	0
TOTAL						556,319,689	556,575,590	(1,903,083)	554,672,507	554,312,081	(106,159)	(360,426)

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
11	Monthly Financial Statement and Budget Review for May 2015	Dr. Cesar Maldonado Teri Zamora

RECOMMENDATION

Approve the Financial Statement for the month of May 2015.

COMPELLING REASON/RATIONALE

The monthly report advises the Board on the status of the finances of the college.

DESCRIPTION OR BACKGROUND

This report provides information related to the various funds of the college, including fund balances, comparison to previous year and comparison to budget.

FISCAL IMPACT

Awareness and review of financial information throughout the year helps to inform decision making, and allows for mid-year adjustments, as needed.

LEGAL REQUIREMENT

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Financial Statement - May 2015**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

8/14/2015 4:17 PM



Summary Operating Statements

**For the Period
September 1, 2014 - May 31, 2015
For the Meeting of the Board of Trustees - August 13, 2015**

**for
Houston Community College System
&
Houston Community College Public Facility Corporation**

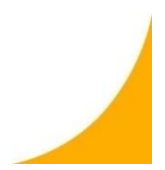


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For the Period September 1, 2014 - May 31, 2015

Houston Community College System

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Houston Community College System
Summary of Financial Statements
As of May 31, 2015

In the Unrestricted Fund as of May 31, 2015, total revenue received is \$285.5 million. This represents 95.7% of budgeted annual revenues of \$298.7 million. Expenses total \$217.8 million to date; which is 71% of the total expense budget of \$306.7 million. Compared with the same time last year, revenue shows a 6.1% increase, and expenses are 1% higher than the prior year. Actual net revenue is \$68 million to-date. That translates into a like amount increase in fund balance.

Tuition and fee revenue shows a 1.6% increase year-to-date, namely due to increases in enrollment. Tuition and fee revenue for Extended Learning shows a 36% increase due partially to an increase in enrollment and also largely to a differential category fee created for out-of-state and international students taking non-credit courses.

Salaries increased 4.3%. This increase is due namely to an across the board salary increases of 2% for full-time employees and an increase in part-time faculty salary rates.

Expenses related to supplies, instruction and other materials, and capital outlays have decreased. Decreases have resulted primarily from greater oversight of expenditures and discontinuation of the practice of allowing current unrestricted fund purchase orders to roll into the next fiscal year.

HOUSTON COMMUNITY COLLEGE SYSTEM
Unaudited Fund Balances and Activities - All Funds
as of May 31, 2015

	Unrestricted	Restricted	Auxiliary	Loan & Endowments	Scholarship	Agency	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Public Facility Corp.	Grand Total
Fund Balance as of 9/1/2014, Audited	\$ 100,704,814	\$ 8,760,527	\$ 6,048,536	\$ 509,932	\$ -	\$ (59,601)	\$ 5,418,977	\$ -	\$ 36,581,244	\$ 221,786,019	\$ (5,898,375)	\$ 373,852,073
Revenues	285,793,608	23,186,671	11,533,592	-	99,238,781	-	1,890,821	-	52,955,514	-	795	474,599,782
Expenses												
Salaries	132,263,432	4,455,377	3,518,642	-	2,656,482	-	166,794	-	-	-	-	143,060,727
Employee Benefits	14,498,631	10,436,345	756,654	-	301	-	37,725	-	-	-	-	25,729,655
Supplies & General Exp	3,005,976	165,594	748,948	-	-	-	2,068	90,129	-	-	-	4,012,715
Travel	725,366	162,309	170,180	-	-	-	-	-	-	-	-	1,057,855
Marketing Costs	817,826	24,187	17,721	-	-	-	-	-	-	-	-	859,734
Rentals & Leases	1,860,885	112,005	44,978	-	-	-	4,354	-	-	-	-	2,022,223
Insurance/Risk Mgmt	6,422,926	6,706	3,124	-	-	-	-	-	-	-	-	6,432,756
Contracted Services	15,951,964	2,684,173	1,205,179	-	-	-	133,921	-	285,682	-	-	20,260,920
Utilities	6,048,832	-	278,423	-	-	-	-	-	-	-	-	6,327,255
Other Departmental Expenses	1,101,625	96,960	2,816,549	-	-	-	-	-	-	-	-	4,015,135
Instructional and Other Materials	6,203,093	306,607	160,554	-	-	-	807,737	-	-	-	-	7,477,992
Maintenance and Repair	712,330	366,334	10,858	-	272,893	-	74,392	5,000	-	-	-	1,441,809
Transfers (In)/Out*	26,366,483	4,250,000	-	-	(2,679,264)	-	1,930,750	(8,250,000)	(21,617,969)	-	-	(0)
Debt	212,856	-	-	-	-	-	-	-	56,722,168	-	2,953,924	59,888,949
Capital Outlay	1,573,672	590,171	-	-	-	-	57,598,297	1,106,755	-	-	4,742	60,873,638
Depreciation	-	-	-	-	-	-	-	-	-	14,995,021	-	14,995,021
Scholarship Distribution					98,970,482							98,970,482
Total Expenses	217,765,900	23,656,770	9,731,811	-	99,220,894	-	60,756,038	(7,048,117)	35,389,882	14,995,021	2,958,666	457,426,865
NET REVENUE/(EXPENSES)	68,027,708	(470,099)	1,801,781	-	17,887	-	(58,865,218)	7,048,117	17,565,633	(14,995,021)	(2,957,871)	17,172,916
Fund Balance Entries	685,988	(491)				59,601	50,464,820	-		42,142,016	(59,782)	93,292,152
Fund Balance as of 05/31/2015	\$ 169,418,510	\$ 8,289,936	\$ 7,850,317	\$ 509,932	\$ 17,887	\$ -	\$ (2,981,421)	\$ 7,048,117	\$ 54,146,877	\$ 248,933,014	\$ (8,916,028)	\$ 484,317,141

*Transfers include student revenue bond payment funds, scholarship matching funds, and transfers to Unexpended Plant and Capital and Technology Funds

HOUSTON COMMUNITY COLLEGE SYSTEM
Comparison to Budget and Comparison to Previous Fiscal Year
as of May 31, 2015
75% of Year Expended

HCCS CURRENT UNRESTRICTED

	Year-to-Date Actuals Thru May 31, 2015	FY2015 Budget	Actuals as a % of Budget	Year-to-Date Actuals Thru May 31, 2015	Year-to-Date Actuals Thru May 31, 2014	Increase (Decrease) FY2015 Compared to FY2014	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 49,441,488	\$ 69,202,364	71.4%	\$ 49,441,488	\$ 49,494,917	\$ (53,429)	-0.1%
Ad Valorem Taxes	123,417,764	114,968,081	107.3%	123,417,764	110,727,935	12,689,829	11.5%
Tuition, Net	39,725,052	40,308,204	98.6%	39,725,052	38,701,780	1,023,272	2.6%
Fees	62,757,762	64,784,694	96.9%	62,757,762	62,156,607	601,155	1.0%
Other Local Income	1,751,357	2,247,796	77.9%	1,751,357	1,803,852	(52,494)	-2.9%
Tuition & Fee, Net	8,285,862	6,565,665	126.2%	8,285,862	6,090,932	2,194,929	36.0%
-- Extended Learning							
Indirect Cost Revenues, Grant	414,323	619,663	66.9%	414,323	483,261	(68,938)	-14.3%
Total Revenues	285,793,608	298,696,467	95.7%	285,793,608	269,459,285	16,334,323	6.1%
Fund Balance Transfers In	-	8,000,000	0.0%	-	-	-	0.0%
Total Revenues and Fund Balance Transfer	\$ 285,793,608	\$ 306,696,467	93.2%	\$ 285,793,608	\$ 269,459,285	\$ 16,334,323	6.1%
EXPENSES							
Salaries	132,263,432	180,771,510	73.2%	132,263,432	126,825,237	5,438,195	4.3%
Employee Benefits	14,498,631	20,230,175	71.7%	14,498,631	13,837,703	660,928	4.8%
Supplies Gen Exp	3,005,976	5,645,436	53.2%	3,005,976	3,592,947	(586,971)	-16.3%
Travel	725,366	1,305,745	55.6%	725,366	719,802	5,564	0.8%
Marketing Costs	817,826	1,366,810	59.8%	817,826	775,050	42,776	5.5%
Rental & Leases	1,860,885	2,476,739	75.1%	1,860,885	1,880,266	(19,381)	-1.0%
Insurance/Risk Mgmt	6,422,926	7,264,438	88.4%	6,422,926	6,462,004	(39,078)	-0.6%
Contract Services	15,951,964	24,295,689	65.7%	15,951,964	16,575,677	(623,713)	-3.8%
Utilities	6,048,832	10,283,832	58.8%	6,048,832	5,369,014	679,817	12.7%
Other Departmental Expenses	1,101,625	1,864,586	59.1%	1,101,625	1,876,763	(775,138)	-41.3%
Instructional & Other Materials	6,203,093	9,188,338	67.5%	6,203,093	5,804,555	398,538	6.9%
Maintenance & Repair	712,330	1,378,556	51.7%	712,330	997,793	(285,463)	-28.6%
Transfers/Debt	26,579,340	32,557,629	81.6%	26,579,340	26,775,779	(196,439)	-0.7%
Contingency	-	5,355,953	0.0%	-	-	-	0.0%
Capital Outlay	1,573,672	2,711,031	58.0%	1,573,672	4,995,290	(3,421,617)	-68.5%
Total Expenses	\$ 217,765,900	\$ 306,696,467	71.0%	\$ 217,765,900	\$ 216,487,880	1,278,020	0.6%
NET REVENUE/(EXPENSES)	\$ 68,027,708	\$ -	0.0%	\$ 68,027,708	\$ 52,971,404	\$ 15,056,303	28.4%

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Budget By Fund as of May 31, 2015

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Foundation	Marketing	Bookstore Commission	International Student Services	Cafe Club NEO 3100 Main	Scholarships	Subtotal Uncommitted
Fund Balance – September 1, 2014									\$ 2,067,478
FY2015									
Revenue	4,359,550	380,545	-	-	1,721,529	-	361,960	-	6,823,584
Salaries	165,632	319,298	77,859			255,441	175,800		994,031
Benefits	41,988	82,605	17,956			59,262	42,575		244,385
Supplies Gen Exp	30,817	76,385	26,731				10,374		144,308
Travel		5,286	4,516			22,115			31,918
Marketing Costs		17,721							17,721
Rental & Leases	4,798	31,575					580		36,953
Contract Services	724,511	259,851	31,163				823		1,016,348
Utilities	276,723						1,700		278,423
Departmental Expenses		282,067		2,475,594		21,156			2,778,816
Instructional & Other	603						159,951		160,554
Materials									
Maintenance & Repair	1,204	4,009					5,645		10,858
Insurance/Risk Mgmt									-
Exemptions and Waivers								432,131	432,131
Transfer/Debt									-
Capital Outlay									-
Total Expense	1,246,278	1,078,798	158,226	2,475,594	-	357,974	397,447	432,131	6,146,448
Contribution to Fund Balance	3,113,273	(698,253)	(158,226)	(2,475,594)	1,721,529	(357,974)	(35,487)	(432,131)	677,136
Auxiliary Fund Balance - Uncommitted Portion									\$ 2,744,614

* Expenditures in this category include mailroom, child day care, Minority Male Initiative, Govt. Relation, Mobile Go, etc.

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Budget By Fund

as of May 31, 2015

Auxiliary Funds - International and Committed Portions

	International			Committed					Total
	Saigon Tech	Qatar	Subtotal International	Minority Business Development Agency	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
Fund Balance – September 1, 2014			\$ 1,732,695	\$ 7,210	\$ 293,729	\$ 968,768	\$ 978,657	\$ 2,248,364	\$ 6,048,536
FY2015									
Revenue	46,666	3,129,677	3,176,343	14,705	56,000	1,077,953	856,368	2,005,026	12,004,953
Salaries	1,800	2,303,575	2,305,375		6,800	51,361	161,075	219,236	3,518,642
Benefits		472,705	472,705			413	39,150	39,564	756,654
Supplies Gen Exp	189	1,130	1,320		34,780	490,378	78,162	603,321	748,948
Travel	13,283	12,973	26,257		1,885	70,135	39,985	112,005	170,180
Marketing Costs			-					-	17,721
Rental & Leases			-				8,025	8,025	44,978
Contract Services		48,000	48,000		3,650	38,849	98,332	140,831	1,205,179
Utilities			-					-	278,423
Departmental Expenses		3,595	3,595		3,850	8,855	21,432	34,137	2,816,549
Instructional & Other			-					-	160,554
Materials			-					-	10,858
Maintenance & Repair			-					-	3,124
Insurance/Risk Mgmt			-			567	2,557	3,124	3,124
Exemptions and Waivers			-			38,871	358	39,229	471,361
Transfer			-					-	-
Capital Outlay			-					-	-
Total Expense	15,273	2,841,979	2,857,252	-	50,965	699,430	449,077	1,199,472	10,203,172
Contribution to Fund Balance	31,393	287,698	319,091	14,705	5,035	378,523	407,291	805,554	1,801,781
Auxiliary Fund Balance - Intl, Committed, Total			\$ 2,051,786	\$ 21,914	\$ 298,764	\$ 1,347,291	\$ 1,385,948	\$ 3,053,918	\$ 7,850,317

HOUSTON COMMUNITY COLLEGE
FY 2014-15 Adjusted Budget by Colleges
as of May 31, 2015

Budgeted Expenditures	CENTRAL	NORTH WEST	NORTH EAST	SOUTH WEST	SOUTH EAST	COLEMAN	EXTENDED LEARNING	SYSTEM	Grand Total
Salary	\$ 24,625,140	\$ 26,322,233	\$ 19,514,309	\$ 26,841,671	\$ 16,263,542	\$ 11,969,318	\$ 10,476,827	\$ 44,758,470	\$ 180,771,510
Employee Benefits	-	-	-	-	-	-	-	20,230,175	20,230,175
Supplies & Gen	278,901	268,340	230,567	295,401	293,985	276,998	171,893	3,829,351	5,645,436
Travel	131,525	146,159	42,115	68,010	55,695	138,359	61,886	661,996	1,305,745
Marketing Costs	31,334	28,914	56,020	28,377	79,100	10,542	241,240	891,283	1,366,810
Rentals & Leases	2,270	79,089	956,853	514,149	77,605	453,109	22,677	370,987	2,476,739
Insurance/Risk Mgmt	934	273	-	154	-	-	-	7,263,077	7,264,438
Contracted Services	320,503	279,798	79,608	33,651	76,817	279,031	14,544	23,211,737	24,295,689
Utilities	5,125	-	4,600	1,826	-	-	-	10,272,281	10,283,832
Other Departmental Expenses	59,548	57,342	38,852	49,399	81,266	90,100	39,790	1,448,289	1,864,586
Instructional And Other Materials	468,327	148,296	151,644	190,420	70,127	298,378	606,212	7,254,934	9,188,338
Maintenance and Repair	134,523	38,816	131,134	54,318	15,750	62,144	121,603	820,268	1,378,556
Transfers/Debt	-	864,206	5,640,442	1,250,001	-	-	-	24,802,980	32,557,629
Contingency	448,126	490,298	82,448	216,431	176,421	252,969	168,724	3,520,536	5,355,953
Capital Outlay	486,905	139,746	412,017	91,695	29,959	48,788	9,375	1,492,546	2,711,031
Total	\$ 26,993,161	\$ 28,863,510	\$ 27,340,609	\$ 29,635,503	\$ 17,220,267	\$ 13,879,736	\$ 11,934,771	\$ 150,828,910	\$ 306,696,467

Houston Community College

Balance Sheet By Fund

For Month Ended May 31, 2015

	CURRENT & LOAN FUNDS ¹	PLANT & BOND FUNDS ²	Total All Funds
ASSETS			
Current Assets:			
Cash & cash equivalents	\$ 166,119,448	\$ 52,088,352	\$ 218,207,800
Restricted cash & cash equivalents	-	-	-
Short term Investments	-	-	-
Accounts/Other receivable (net)	22,109,734	2,524,175	24,633,909
Deferred charges	438,126	-	438,126
Prepays	98,647	1,346,598	1,445,245
Total Current Assets	188,765,956	55,959,124	244,725,080
Non-current Assets:			
Restricted cash & cash equivalents	-	221,727,788	221,727,788
Restricted long-term investments	-	120,093,443	120,093,443
Long-term investments	8,931,530	-	8,931,530
Capital Assets, net	-	915,831,273	915,831,273
Total Non-current Assets	8,931,530	1,257,652,504	1,266,584,034
Total Assets	\$ 197,697,486	\$ 1,313,611,628	\$ 1,511,309,114
LIABILITIES			
Current Liabilities:			
Accounts payable	2,680,682	1,496,386	4,177,069
Accrued liabilities	680,949	18,991	699,940
Compensated absences	2,357,551	-	2,357,551
Funds held for others	664,516	189,209	853,725
Deferred revenue	5,227,205	330,001	5,557,207
Notes payable-current portion	-	-	-
Bonds payable-current portion	-	-	-
Capital lease obligations-current	-	-	-
Total Current Liabilities	11,610,903	2,034,588	13,645,491
Non-current Liabilities:			
Deposits	-	-	-
Notes payable	-	162,488,336	162,488,336
Bonds payable	-	743,883,061	743,883,061
Capital lease obligations	-	98,059,058	98,059,058
Total Non-current Liabilities	-	1,004,430,455	1,004,430,455
Total Liabilities	\$ 11,610,903	\$ 1,006,465,042	\$ 1,018,075,945
Fund Balance-			
August 31, 2014 Audited	115,964,207	263,786,241	379,750,448
Revenues Over Expenditures			
Unrestricted	70,515,477		70,515,477
Restricted	(393,102)		(393,102)
Net Investment in Plant		43,360,346	43,360,346
Total Fund Balances, Unaudited	\$ 186,086,582	\$ 307,146,587	\$ 493,233,169
Total Liabilities & Fund Balances	\$ 197,697,485	\$ 1,313,611,629	\$ 1,511,309,114

¹ Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

² Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

Houston Community College

Exemptions & Waivers

Through May 31, 2015

Account	FY 2013-14		FY 2014-15
	End of Year	Year-to-Date	Year-to-Date
	Activity	Activity thru	Activity thru
Tuition			
Budget:			
Adjusted Budget FY 2014-15, Net			\$ 40,308,204
Revenues Received:			
Tuition	45,771,753	45,613,287	46,162,342
Waivers & Exemptions:			
Dual Credit & Early College HS	(4,931,925)	(4,852,869)	(4,922,040)
Other	(2,100,332)	(2,058,638)	(1,515,250)
Total Waivers & Exemptions	(7,032,257)	(6,911,507)	(6,437,290)
Total Tuition Revenue, Net	\$ 38,739,497	\$ 38,701,780	\$ 39,725,052

Tuition - Extended Learning			
Budget:			
Budget FY 2014-15, Net			\$ 6,565,665
Revenues Received:			
Tuition	8,931,465	7,758,393	9,863,050
Waivers & Exemptions:			
Department of Corrections	(2,021,386)	(1,667,461)	(1,577,188)
Total EL Tuition Revenue, Net	\$ 6,910,079	\$ 6,090,932	\$ 8,285,862

Exemptions & Waivers	FY 2013-14		FY 2014-15		Actuals % Inc/(Dec)YTD vs. PriorYTD
	End of Year	Year-to-Date	Year-to-Date		
	Activity	Activity thru	Activity thru		
Dept of Corrections	\$ 2,021,386	\$ 1,667,461	\$ 1,577,188		-5.4%
Dual Credit Waiver	2,790,344	2,709,876	3,467,784		28.0%
Early College High School	2,141,581	2,142,993	1,454,256		-32.1%
Other:					
Employee Fee Exemptions	69,909	66,565	56,014		-15.9%
Firemen	26,082	22,833	12,393		-45.7%
Hazelwood	1,416,167	1,395,965	880,896		-36.9%
Deaf & Blind	207,012	202,261	187,955		-7.1%
High Ranking Hi SCH Grad	1,240	1,240	1,805		45.6%
Child of Disabled Vet ETC	285	285	7,264		0.0%
Nonres Teach/Research Asst	6,372	6,638	6,363		-4.1%
Nonres Competitive Scholar	11,346	11,346	8,558		-24.6%
Senior Citizens	15,532	15,625	13,413		-14.2%
Misc Tuition/Fees Waivers	6,576	6,576	-		0.0%
Scholarship Distribution	10,000	10,000	-		0.0%
A VISA Waiver (Non-Alien Waiver)	-	-	888		0.0%
Refugee Waiver	183	183	-		0.0%
Foster Children-Resident	300,508	296,404	242,804		-18.1%
Undocumented Students	11,383	11,383	5,643		0.0%
TX Tomorrow Waiver	2,912	2,558	5,810		0.0%
Surviving Spouse/Children	2,120	2,120	-		0.0%
Peace Officer Exemption	3,655	3,656	3,582		-2.0%
Adopted Student Waiver	-	-	81,610		0.0%
Stipends	3,000	3,000	252		0.0%
Scholars Costs Funded by State	6,050	-	-		0.0%
Total Other Exemptions	2,100,332	2,058,638	1,515,250		-26.4%
Grand Total Exemptions & Waivers	\$ 9,053,643	\$ 8,578,968	\$ 8,014,478		-6.6%

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
12	Monthly Financial Statement and Budget Review for June 2015	Dr. Cesar Maldonado Teri Zamora

RECOMMENDATION

Approve the Financial Statement for the month of June 2015.

COMPELLING REASON/RATIONALE

The monthly report advises the Board on the status of the finances of the college.

DESCRIPTION OR BACKGROUND

This report provides information related to the various funds of the college, including fund balances, comparison to previous year and comparison to budget.

FISCAL IMPACT

Awareness and review of financial information throughout the year helps to inform decision making, and allows for mid-year adjustments, as needed.

LEGAL REQUIREMENT

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Financial Statement - June 2015**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

8/14/2015 4:17 PM



Summary Operating Statements

**For the Period
September 1, 2014 - June 30, 2015
For the Meeting of the Board of Trustees - August 13, 2015**

**for
Houston Community College System
&
Houston Community College Public Facility Corporation**



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For the Period September 1, 2014 - June 30, 2015

Houston Community College System

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Houston Community College System
Summary of Financial Statements
As of June 30, 2015

In the Unrestricted Fund as of June 30, 2015, total revenue received is \$295.4 million. This represents 98.9% of budgeted annual revenues of \$298.7 million. Expenses total \$238.7 million to date; which is 77.8% of the total expense budget of \$306.7 million. Compared with the same time last year, revenue shows a 6.2% increase, and expenses are 1% higher than the prior year. Actual net revenue is \$56.8 million to-date. That translates into a like amount increase in fund balance.

Tuition and fee revenue shows a 2.5% increase year-to-date, namely due to increases in enrollment. Tuition and fee revenue for Extended Learning shows a 40.3% increase due partially to an increase in enrollment and also largely to a differential category fee created for out-of-state and international students taking non-credit courses.

Salaries increased 3.9%. This increase is due namely to an across the board salary increases of 2% for full-time employees and an increase in part-time faculty salary rates.

Expenses related to supplies, instruction and other materials, and capital outlays have decreased. Decreases have resulted primarily from greater oversight of expenditures and discontinuation of the practice of allowing current unrestricted fund purchase orders to roll into the next fiscal year.

HOUSTON COMMUNITY COLLEGE SYSTEM
Unaudited Fund Balances and Activities - All Funds
as of June 30, 2015

	Unrestricted	Restricted	Auxiliary	Loan & Endowments	Scholarship	Agency	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Public Facility Corp.	Grand Total
Fund Balance as of 9/1/2014, Audited	\$ 100,704,814	\$ 8,760,527	\$ 6,048,536	\$ 509,932	\$ -	\$ (59,601)	\$ 5,418,977	\$ -	\$ 36,581,244	\$ 221,786,019	\$ (5,898,375)	\$ 373,852,073
Revenues	295,434,655	25,186,662	12,500,468	-	103,385,377	-	1,934,294	-	53,059,459	-	795	491,501,708
Expenses												
Salaries	144,896,174	4,955,517	3,922,583	-	2,688,922	-	185,327	-	-	-	-	156,648,523
Employee Benefits	16,161,339	11,589,491	848,310	-	303	-	41,916	-	-	-	-	28,641,360
Supplies & General Exp	3,482,839	188,015	881,911	-	-	-	2,068	150,666	-	-	-	4,705,499
Travel	815,291	174,195	206,286	-	-	-	846	-	-	-	-	1,196,619
Marketing Costs	939,342	27,786	17,721	-	-	-	-	-	-	-	-	984,849
Rentals & Leases	2,027,981	121,055	52,982	-	-	-	4,889	-	-	-	-	2,206,906
Insurance/Risk Mgmt	6,423,066	6,706	4,398	-	-	-	-	-	-	-	-	6,434,170
Contracted Services	18,088,234	2,926,188	1,339,784	-	-	-	1,145,930	-	290,207	-	-	23,790,343
Utilities	6,803,186	-	324,145	-	-	-	-	-	-	-	-	7,127,331
Other Departmental Expenses	1,297,976	102,546	3,008,242	-	-	-	-	-	-	-	-	4,408,765
Instructional and Other Materials	6,895,764	322,753	176,356	-	-	-	807,737	-	-	-	-	8,202,610
Maintenance and Repair	763,183	400,855	13,250	-	258,864	-	74,392	14,874	-	-	-	1,525,419
Transfers (In)/Out*	27,944,164	4,250,000	-	-	(3,256,813)	-	930,620	(8,250,000)	(21,617,970)	-	-	0
Debt	258,706	-	-	-	-	-	78,726	-	52,757,586	-	2,743,418	55,838,436
Capital Outlay	1,856,354	675,771	-	-	-	-	63,022,467	1,292,395	-	-	5,269	66,852,255
Depreciation	-	-	-	-	-	-	-	-	-	16,726,060	-	16,726,060
Scholarship Distribution					103,569,433							103,569,433
Total Expenses	238,653,597	25,740,880	10,795,969	-	103,260,709	-	66,294,918	(6,792,065)	31,429,823	16,726,060	2,748,687	488,858,578
NET REVENUE/(EXPENSES)	56,781,057	(554,218)	1,704,498	-	124,667	-	(64,360,624)	6,792,065	21,629,636	(16,726,060)	(2,747,892)	2,643,129
Fund Balance Entries	685,988	(491)				59,601	55,923,573	-		42,455,951	(59,782)	99,064,840
Fund Balance as of 06/30/2015	\$ 158,171,860	\$ 8,205,817	\$ 7,753,034	\$ 509,932	\$ 124,667	\$ -	\$ (3,018,073)	\$ 6,792,065	\$ 58,210,880	\$ 247,515,910	\$ (8,706,049)	\$ 475,560,042

*Transfers include student revenue bond payment funds, scholarship matching funds, and transfers to Unexpended Plant and Capital and Technology Funds

HOUSTON COMMUNITY COLLEGE SYSTEM
Comparison to Budget and Comparison to Previous Fiscal Year
as of June 30, 2015
83.3% of Year Expended

HCCS CURRENT UNRESTRICTED

	Year-to-Date Actuals Thru June 30, 2015	FY2015 Budget	Actuals as a % of Budget	Year-to-Date Actuals Thru June 30, 2015	Year-to-Date Actuals Thru June 30, 2014	Increase (Decrease) FY2015 Compared to FY2014	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 56,010,637	\$ 69,202,364	80.9%	\$ 56,010,637	\$ 56,064,066	\$ (53,429)	-0.1%
Ad Valorem Taxes	123,472,014	114,968,081	107.4%	123,472,014	111,218,514	12,253,500	11.0%
Tuition, Net	40,462,280	40,308,204	100.4%	40,462,280	39,077,775	1,384,506	3.5%
Fees	64,149,455	64,784,694	99.0%	64,149,455	63,005,040	1,144,415	1.8%
Other Local Income	1,872,547	2,247,796	83.3%	1,872,547	1,965,384	(92,836)	-4.7%
Tuition & Fee, Net	9,044,807	6,565,665	137.8%	9,044,807	6,447,381	2,597,426	40.3%
-- Extended Learning							
Indirect Cost Revenues, Grant	422,914	619,663	68.2%	422,914	521,836	(98,922)	-19.0%
Total Revenues	295,434,655	298,696,467	98.9%	295,434,655	278,299,994	17,134,660	6.2%
Fund Balance Transfers In	-	8,000,000	0.0%	-	-	-	0.0%
Total Revenues and Fund Balance Transfer	\$ 295,434,655	\$ 306,696,467	96.3%	\$ 295,434,655	\$ 278,299,994	\$ 17,134,660	6.2%
EXPENSES							
Salaries	144,896,174	180,563,163	80.2%	144,896,174	139,394,655	5,501,518	3.9%
Employee Benefits	16,161,339	20,230,175	79.9%	16,161,339	15,272,879	888,461	5.8%
Supplies Gen Exp	3,482,839	6,054,936	57.5%	3,482,839	4,025,347	(542,508)	-13.5%
Travel	815,291	1,330,886	61.3%	815,291	816,159	(868)	-0.1%
Marketing Costs	939,342	1,369,299	68.6%	939,342	834,455	104,887	12.6%
Rental & Leases	2,027,981	2,411,703	84.1%	2,027,981	2,030,881	(2,900)	-0.1%
Insurance/Risk Mgmt	6,423,066	7,264,452	88.4%	6,423,066	6,450,392	(27,326)	-0.4%
Contract Services	18,088,234	24,112,550	75.0%	18,088,234	18,225,778	(137,544)	-0.8%
Utilities	6,803,186	10,281,047	66.2%	6,803,186	6,058,723	744,463	12.3%
Other Departmental Expenses	1,297,976	2,067,821	62.8%	1,297,976	1,984,869	(686,893)	-34.6%
Instructional & Other Materials	6,895,764	9,291,942	74.2%	6,895,764	6,489,610	406,154	6.3%
Maintenance & Repair	763,183	1,385,576	55.1%	763,183	1,136,533	(373,350)	-32.8%
Transfers/Debt	28,202,870	32,748,371	86.1%	28,202,870	29,045,580	(842,710)	-2.9%
Contingency	-	3,680,745	0.0%	-	-	-	0.0%
Capital Outlay	1,856,354	3,903,801	47.6%	1,856,354	5,337,505	(3,481,152)	-65.2%
Total Expenses	\$ 238,653,597	\$ 306,696,467	77.8%	\$ 238,653,597	\$ 237,103,365	1,550,232	0.7%
NET REVENUE/(EXPENSES)	\$ 56,781,057	\$ -	0.0%	\$ 56,781,057	\$ 41,196,629	\$ 15,584,428	37.8%

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Budget By Fund as of June 30, 2015

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Foundation	Marketing	Bookstore Commission	International Student Services	Cafe Club NEO 3100 Main	Scholarships	Subtotal Uncommitted
Fund Balance – September 1, 2014									\$ 2,067,478
FY2015									
Revenue	4,779,015	444,746	-	-	1,721,529	-	429,067	-	<u>7,374,357</u>
Salaries	185,602	380,347	86,510			279,589	195,078		1,127,126
Benefits	47,304	93,562	19,951			64,832	47,322		272,970
Supplies Gen Exp	34,792	102,419	26,801				11,929		175,941
Travel		6,032	5,967			22,115			34,115
Marketing Costs		17,721							17,721
Rental & Leases	5,247	34,750					960		40,957
Contract Services	772,681	286,284	32,879				823		1,092,666
Utilities	322,445						1,700		324,145
Departmental Expenses		300,375		2,635,713		21,156			2,957,244
Instructional & Other	762						175,594		176,356
Materials									
Maintenance & Repair	1,204	4,009					8,037		13,250
Insurance/Risk Mgmt									-
Exemptions and Waivers								389,435	389,435
Transfer/Debt									-
Capital Outlay									-
Total Expense	<u>1,370,036</u>	<u>1,225,498</u>	<u>172,108</u>	<u>2,635,713</u>	<u>-</u>	<u>387,692</u>	<u>441,443</u>	<u>389,435</u>	<u>6,621,926</u>
Contribution to Fund Balance	<u>3,408,978</u>	<u>(780,751)</u>	<u>(172,108)</u>	<u>(2,635,713)</u>	<u>1,721,529</u>	<u>(387,692)</u>	<u>(12,376)</u>	<u>(389,435)</u>	<u>752,431</u>
Auxiliary Fund Balance - Uncommitted Portion									<u><u>\$ 2,819,909</u></u>

* Expenditures in this category include mailroom, child day care, Minority Male Initiative, Govt. Relation, Mobile Go, etc.

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Budget By Fund

as of June 30, 2015

Auxiliary Funds - International and Committed Portions

	International			Committed					Total
	Saigon Tech	Qatar	Subtotal International	Minority Business Development Agency	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
Fund Balance – September 1, 2014			\$ 1,732,695	\$ 7,210	\$ 293,729	\$ 968,768	\$ 978,657	\$ 2,248,364	\$ 6,048,536
FY2015									
Revenue	46,666	3,460,143	3,506,809	18,775	56,000	1,100,594	884,510	2,059,879	12,941,045
Salaries	1,800	2,549,032	2,550,832		6,800	56,629	181,196	244,626	3,922,583
Benefits		530,860	530,860			524	43,956	44,480	848,310
Supplies Gen Exp	189	1,178	1,368		37,872	551,315	115,416	704,603	881,911
Travel	19,563	13,155	32,718		2,030	82,419	55,005	139,454	206,286
Marketing Costs			-					-	17,721
Rental & Leases			-				12,025	12,025	52,982
Contract Services		66,000	66,000		3,650	57,100	120,367	181,117	1,339,784
Utilities			-					-	324,145
Departmental Expenses		3,595	3,595		15,260	8,880	23,262	47,403	3,008,242
Instructional & Other			-					-	176,356
Materials			-					-	13,250
Maintenance & Repair			-					-	4,398
Insurance/Risk Mgmt			-			980	3,418	4,398	4,398
Exemptions and Waivers			-			49,362	1,780	51,142	440,577
Transfer			-					-	-
Capital Outlay			-					-	-
Total Expense	21,552	3,163,820	3,185,372	-	65,612	807,210	556,426	1,429,248	11,236,547
Contribution to Fund Balance	25,114	296,322	321,436	18,775	(9,612)	293,384	328,084	630,631	1,704,498
Auxiliary Fund Balance - Intl, Committed, Total			\$ 2,054,131	\$ 25,984	\$ 284,117	\$ 1,262,152	\$ 1,306,741	\$ 2,878,994	\$ 7,753,034

HOUSTON COMMUNITY COLLEGE
FY 2014-15 Adjusted Budget by Colleges
as of June 30, 2015

Budgeted Expenditures	CENTRAL	NORTH WEST	NORTH EAST	SOUTH WEST	SOUTH EAST	COLEMAN	EXTENDED LEARNING	SYSTEM	Grand Total
Salary	\$ 24,667,231	\$ 26,342,315	\$ 19,522,801	\$ 26,789,893	\$ 16,334,268	\$ 11,879,806	\$ 10,855,447	\$ 44,171,402	\$ 180,563,163
Employee Benefits	-	-	-	-	-	-	-	20,230,175	20,230,175
Supplies & Gen	294,508	281,357	240,894	348,797	291,147	297,279	169,509	4,131,445	6,054,936
Travel	130,638	143,262	38,138	67,933	53,180	138,863	58,026	700,846	1,330,886
Marketing Costs	31,334	28,947	56,020	31,259	101,822	12,692	241,240	865,985	1,369,299
Rentals & Leases	2,270	78,725	945,532	478,901	77,605	453,109	22,110	353,451	2,411,703
Insurance/Risk Mgmt	1,004	273	-	98	-	-	-	7,263,077	7,264,452
Contracted Services	326,039	270,912	72,481	26,459	65,795	268,933	14,544	23,067,387	24,112,550
Utilities	5,125	-	4,600	1,826	-	-	-	10,269,496	10,281,047
Other Departmental Expenses	50,881	59,129	37,527	46,703	69,724	89,450	36,290	1,678,117	2,067,821
Instructional And Other Materials	469,293	140,598	161,767	177,733	72,821	316,238	585,654	7,367,838	9,291,942
Maintenance and Repair	148,523	46,409	132,851	51,365	11,864	55,239	121,311	818,014	1,385,576
Transfers/Debt	-	864,206	5,640,442	1,250,001	-	-	-	24,993,722	32,748,371
Contingency	471,296	8,842	15,388	841	145,421	48,731	-	2,990,226	3,680,745
Capital Outlay	472,905	617,479	445,132	298,584	58,159	233,334	137,915	1,640,293	3,903,801
Total	\$ 27,071,047	\$ 28,882,454	\$ 27,313,573	\$ 29,570,393	\$ 17,281,806	\$ 13,793,674	\$ 12,242,046	\$ 150,541,474	\$ 306,696,467

Houston Community College

Balance Sheet By Fund

For Month Ended June 30, 2015

	CURRENT & LOAN FUNDS ¹	PLANT & BOND FUNDS ²	Total All Funds
ASSETS			
Current Assets:			
Cash & cash equivalents	\$ 153,989,298	\$ 44,927,898	\$ 198,917,196
Restricted cash & cash equivalents	8,172,272	-	8,172,272
Short term Investments	-	-	-
Accounts/Other receivable (net)	23,127,073	2,490,455	25,617,529
Deferred charges	656,087	-	656,087
Prepays	110,782	1,346,598	1,457,379
Total Current Assets	186,055,512	48,764,951	234,820,462
Non-current Assets:			
Restricted cash & cash equivalents	-	220,504,495	220,504,495
Restricted long-term investments	-	123,015,488	123,015,488
Long-term investments	5,903,575	-	5,903,575
Capital Assets, net	-	919,765,632	919,765,632
Total Non-current Assets	5,903,575	1,263,285,615	1,269,189,190
Total Assets	\$ 191,959,087	\$ 1,312,050,565	\$ 1,504,009,653
LIABILITIES			
Current Liabilities:			
Accounts payable	3,348,969	1,214,005	4,562,974
Accrued liabilities	680,949	18,991	699,940
Compensated absences	2,357,551	-	2,357,551
Funds held for others	665,070	189,209	854,279
Deferred revenue	10,141,238	582,981	10,724,220
Notes payable-current portion	-	-	-
Bonds payable-current portion	-	-	-
Capital lease obligations-current	-	-	-
Total Current Liabilities	17,193,777	2,005,186	19,198,963
Non-current Liabilities:			
Deposits	-	-	-
Notes payable	-	162,145,156	162,145,156
Bonds payable	-	740,340,383	740,340,383
Capital lease obligations	-	98,059,058	98,059,058
Total Non-current Liabilities	-	1,000,544,597	1,000,544,597
Total Liabilities	\$ 17,193,777	\$ 1,002,549,784	\$ 1,019,743,560
Fund Balance-			
August 31, 2014 Audited	115,964,207	263,786,241	379,750,448
Revenues Over Expenditures			
Unrestricted	59,171,545		59,171,545
Restricted	(370,441)		(370,441)
Net Investment in Plant		45,714,541	45,714,541
Total Fund Balances, Unaudited	\$ 174,765,311	\$ 309,500,782	\$ 484,266,093
Total Liabilities & Fund Balances	\$ 191,959,088	\$ 1,312,050,566	\$ 1,504,009,653

¹ Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

² Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

Houston Community College

Exemptions & Waivers

Through June 30, 2015

Account	FY 2013-14		FY 2014-15
	End of Year Activity	Year-to-Date Activity thru 06/30/2014	Year-to-Date Activity thru 06/30/2015
Tuition			
Budget:			
Adjusted Budget FY 2014-15, Net			\$ 40,308,204
Revenues Received:			
Tuition	45,771,753	46,079,985	47,081,104
Waivers & Exemptions:			
Dual Credit & Early College HS	(4,931,925)	(4,914,339)	(5,038,250)
Other	(2,100,332)	(2,087,871)	(1,580,574)
Total Waivers & Exemptions	(7,032,257)	(7,002,210)	(6,618,824)
Total Tuition Revenue, Net	\$ 38,739,497	\$ 39,077,775	\$ 40,462,280

Tuition - Extended Learning			
Budget:			
Budget FY 2014-15, Net			\$ 6,565,665
Revenues Received:			
Tuition	8,931,465	8,228,467	10,703,670
Waivers & Exemptions:			
Department of Corrections	(2,021,386)	(1,781,086)	(1,658,863)
Total EL Tuition Revenue, Net	\$ 6,910,079	\$ 6,447,381	\$ 9,044,807

Exemptions & Waivers	FY 2013-14		FY 2014-15		Actuals % Inc/(Dec)YTD vs. Prior YTD
	End of Year Activity	Year-to-Date Activity thru 06/30/2014	Year-to-Date Activity thru 06/30/2015		
Dept of Corrections	\$ 2,021,386	\$ 1,781,086	\$ 1,658,863		-6.9%
Dual Credit Waiver	2,790,344	2,775,922	3,554,927		28.1%
Early College High School	2,141,581	2,138,417	1,483,323		-30.6%
Other:					
Employee Fee Exemptions	69,909	68,509	59,597		-13.0%
Firemen	26,082	26,348	12,870		-51.2%
Hazelwood	1,416,167	1,409,558	925,240		-34.4%
Deaf & Blind	207,012	207,482	189,695		-8.6%
High Ranking Hi SCH Grad	1,240	1,240	1,805		45.6%
Child of Disabled Vet ETC	285	285	7,264		0.0%
Nonres Teach/Research Asst	6,372	6,372	6,363		-0.1%
Nonres Competitive Scholar	11,346	11,346	8,558		-24.6%
Senior Citizens	15,532	15,638	13,732		-12.2%
Misc Tuition/Fees Waivers	6,576	6,576	-		0.0%
Scholarship Distribution	10,000	10,000	2,800		0.0%
A VISA Waiver (Non-Alien Waiver)	-	-	888		0.0%
Refugee Waiver	183	183	-		0.0%
Foster Children-Resident	300,508	301,619	246,704		-18.2%
Undocumented Students	11,383	11,383	5,723		0.0%
TX Tomorrow Waiver	2,912	2,558	5,810		0.0%
Surviving Spouse/Children	2,120	2,120	-		0.0%
Peace Officer Exemption	3,655	3,654	3,867		5.8%
Adopted Student Waiver	-	-	89,408		0.0%
Stipends	3,000	3,000	250		0.0%
Scholars Costs Funded by State	6,050	-	-		0.0%
Total Other Exemptions	2,100,332	2,087,871	1,580,574		-24.3%
Grand Total Exemptions & Waivers	\$ 9,053,643	\$ 8,783,296	\$ 8,277,687		-5.8%

Topics for Discussion and/or Action

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Board Governance*

ITEM NO.	ITEM TITLE	PRESENTER
1	Full-Time Faculty Employee Annual Contracts	Dr. Cesar Maldonado

RECOMMENDATION

Approval of all annual contracts for full-time faculty employees as authorized by the Chancellor and in compliance with Board Policy C.3 Hiring Practices.

COMPELLING REASON/RATIONALE

Full-time contract Faculty employees are hired under one-year term contracts on a fiscal year basis under Board Policy C.3.

DESCRIPTION OR BACKGROUND

All returning full-time faculty require new contracts each fiscal year.

FISCAL IMPACT

Funds for these faculty positions are provided for in the 2016 Unrestricted Budget.

LEGAL REQUIREMENT

This board item is in accordance with Texas Local Government Code 180.007.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Listing of Full-Time Contract Faculty Employees**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Abba	Katherine A	10.5 Month
Abdallah	Ghassan M	10.5 Month
Abernathy	Carlton G.	10.5 Month
Abraham	Reni A	10.5 Month
Achee Jr.	Henri	10.5 Month
Ackelmire	Corey E	10.5 Month
Adams	Deborah	10.5 Month
Adedoyin-Tuyo	Harriet S.	10.5 Month
Afaneh	Mohammad	10.5 Month
Aguilar	Aurelio J	10.5 Month
Akin	Bobby D	9 Month
Akpanumoh	Edem D	10.5 Month
Alderman	Pamela S.	10.5 Month
Alexander	Marion Wynne	9 Month
Alexander	Nicol Jamal	9 Month
Almansor	Khansaa	9 Month
Alvanipour	Sarah	10.5 Month
Ames	Stephen C	10.5 Month
Amini	Andrew Daryoush	10.5 Month
Anderson	Angela Annette	10.5 Month
Anderson	Kristin K	10.5 Month
Anderson	Lawrence W.	10.5 Month
Anderson	Selena G.	10.5 Month
Anderson	Treva Shawn	10.5 Month
Anoka	Cyril O.	10.5 Month
Ansell	Bennie	9 Month
Anthony	David Wesley	10.5 Month
Apodaca	Jason P.	10.5 Month
Applebaum Wells	Allyson Brown	10.5 Month
Argo	Daniel Lee	10.5 Month
Ariyaratna	Rajamanthri	10.5 Month
Armstrong	Russell S	10.5 Month
Arnold	Randal H	10.5 Month
Arzola	Laura V	10.5 Month
Ashford	Betty J Blount	12 Month
Ashraf	Birjees	9 Month
Attar	Eddy A.	10.5 Month
Awasom	Lawrence Chi	9 Month
Bai	Yiyan	10.5 Month
Bailey	Kevin Elmore	10.5 Month
Bailey	Kevin Elmore	10.5 Month
Ballard	Sheryl Lee	10.5 Month
Banks	Latona Danette	10.5 Month
Barry	John Kevin	10.5 Month
Bashlor	Richard H.	10.5 Month
Baskin	Darin Lamar	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Basye	Timothy Layne	10.5 Month
Bata	Julie Ellen	10.5 Month
Batamo	Shuhsien W	10.5 Month
Batiste	Fredrick J	10.5 Month
Battieste	James Lejean	10.5 Month
Bauhs	Bryan R.	10.5 Month
Bazargan	Mohammad B	10.5 Month
Beauregard	Max Lynn	10.5 Month
Beckett	William Thomas	10.5 Month
Bel	Gladys	9 Month
Bell	Glenna G.	9 Month
Belz	Sabrina P	10.5 Month
Bemis	David A	10.5 Month
Berhe	Okubamichael G	10.5 Month
Betton	Farrish Earl	10.5 Month
Binkley	Bruce Alex	10.5 Month
Bisch	Tod C	10.5 Month
Blair	Jo W	10.5 Month
Bland	Lawrence Stephen	12 Month
Bodner	Howard Philip	10.5 Month
Boland	Nicholas S	9 Month
Bolet	Linda M	10.5 Month
Bond	Donald R.	10.5 Month
Boston	Roger L	9 Month
Boswell	Tommy	10.5 Month
Botson Jr.	Michael R.	10.5 Month
Boutte-Heiniluoma	Nichole Crystell	10.5 Month
Boyd	Jerelean	10.5 Month
Boyd	Richard B	9 Month
Boyd	Saundra Yvonne	10.5 Month
Boykin	Judith	9 Month
Bracamonte	Margarita Philomena	10.5 Month
Brade	Branson	10.5 Month
Bradshaw	Loris	10.5 Month
Brent	Cheryl Ann	9 Month
Bridges	Suzon K	10.5 Month
Briggs	Andrew Nathan	10.5 Month
Briggs	Octavia L	10.5 Month
Britton	Shenese	10.5 Month
Brogdon	Bruce S	10.5 Month
Brown	R Philip	10.5 Month
Brunet	Ellen A	10.5 Month
Bump	Douglas E	10.5 Month
Bunton	Sanya Latrece	10.5 Month
Butler	Rochelle Denson	10.5 Month
Cade	Kimberly Ann	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Caldwell	Christopher	10.5 Month
Callahan	Rita Renae	10.5 Month
Campbell	James Surachet	10.5 Month
Carey	Lorraine H.	10.5 Month
Carney	Christopher James	10.5 Month
Carothers	William Scott	10.5 Month
Carra	Claudio	10.5 Month
Cary	Paulina L	10.5 Month
Castillo	Lucy C	10.5 Month
Cavazos	Leo	10.5 Month
Cazares	Leonard L.	9 Month
Chaidez	Rosa Maria	10.5 Month
Chaisson	Lisa	10.5 Month
Chakravarty	Bindu	10.5 Month
Chambless	Jerry R	12 Month
Champagne	Brent K	10.5 Month
Chandler	James	12 Month
Chandler	Trevor L.	9 Month
Chapman	Alexander G.	10.5 Month
Chavez	Monica A.	10.5 Month
Chbat	Manhal Moussa	10.5 Month
Cherif	Abdallah	10.5 Month
Childs	Carl	12 Month
Chirinos	Katherine D	10.5 Month
Chukwu	Hyginus I.	10.5 Month
Cirillo	Jane Marie	10.5 Month
Clark	Carl	12 Month
Clarkson	Mary C	10.5 Month
Clay	Cathy Joyce	9 Month
Cleveland	Michael G	12 Month
Cody	Cheryll A	10.5 Month
Comello Jr.	Harold Raymond	10.5 Month
Comfort	Leslie Elizabeth	10.5 Month
Conn	Richard Dean	10.5 Month
Connery	James Edward	10.5 Month
Conran	Mark H	10.5 Month
Cook	Linda S	10.5 Month
Cooper	Gary	12 Month
Corley	John C	10.5 Month
Cote	Julia	10.5 Month
Cox	Nicholas P	10.5 Month
Crain	Rosalyn	10.5 Month
Crane	Jamey Lea	10.5 Month
Crasto	Darren R	10.5 Month
Cristiano	Richard John	10.5 Month
Crotser	Jeremiah Val	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Daigle	Linda J	10.5 Month
Daily	Elizabeth B.	9 Month
Davenport	Raven	10.5 Month
Davis	Patricia A	9 Month
Davis	Russell R.	9 Month
Davis-Littleton	Vikki	10.5 Month
De Garcia	Silvia Garza	10.5 Month
De Leon	Blanca	9 Month
Decker	Jennifer G	10.5 Month
DeHerrera	Noemi	10.5 Month
Demark	Mark Wayne	10.5 Month
Demers	Dean A	FAC
Dennis-Jones	Patricia A	10.5 Month
Derakhshandeh	Jamshid	10.5 Month
Dessens	Steven E	10.5 Month
Diaz-Perez	Ernesto	10.5 Month
Dikeocha	Ndu	10.5 Month
Dillon	Kathleen	10.5 Month
Dock	Gregory Ralph	12 Month
Dodd	Patricia Maria	10.5 Month
Dodson	Caprice	10.5 Month
Dopierala	Amy	10.5 Month
Douglas-Jones	Marilyn R	10.5 Month
Downey	Carlton M.	10.5 Month
Drake	Chris L	10.5 Month
Drake	Donald	10.5 Month
Driver	William D.	10.5 Month
Dunn	Christopher Kenneth	10.5 Month
Dunn	Ruth Erline	10.5 Month
Dusek	Jeremy M	10.5 Month
Dybala	Marie E	10.5 Month
Dylla	Daniel P	10.5 Month
Edwards	Emmerson	9 Month
Edwards	Peggy	10.5 Month
Ekwere	Ebong J	10.5 Month
EL-Loubani	Khaled Y	10.5 Month
Endrinal	Azucena M	10.5 Month
Eomurian	Margaret	10.5 Month
Esposito	Ronald K	10.5 Month
Evans	Bryant T.	10.5 Month
Faegh	Ali	10.5 Month
Fan	Biwun	10.5 Month
Ferguson	Mary Jane	10.5 Month
Fields	Katherine Rhodes	10.5 Month
Firat	Ibrahim Can	9 Month
Flores	Daniel Jacob	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Flores	Jose Aroldo	10.5 Month
Flores	Luis Alejandro	10.5 Month
Flowers	Selena	10.5 Month
Fonge	Michael F	10.5 Month
Ford	Shantae Renee	10.5 Month
Foster	Eva Leigh	10.5 Month
Foster	Marion S	10.5 Month
Francis	Amani	9 Month
Freeman	Margaret L	12 Month
Freytag	Jennifer Jeanene	10.5 Month
Fry	Carol A	10.5 Month
Gabi	Charles T	10.5 Month
Gallego	Ilija Immanuel	10.5 Month
Galloway	Howard Clinton	12 Month
Garcia	Cristina B	10.5 Month
Garcia	Jerilyn L	10.5 Month
Garcia	Pablo A	10.5 Month
Garcia	Pablo R	10.5 Month
Gardner	Catheryn Y	12 Month
Garg	Nupur	10.5 Month
Garza	Cynthia	10.5 Month
Garza	Natalie M.	10.5 Month
Gascon	Jackeline M	10.5 Month
Gasparo	Paul Joseph	9 Month
Gehman	Scott	10.5 Month
Gehman	Valorie	9 Month
Gelladuga	Gibson Porras	10.5 Month
Genanaw	Mesfin	10.5 Month
George	Ola Sara	10.5 Month
Gersh	David	10.5 Month
Giesbrecht	Heath Eugene	10.5 Month
Giles	Jacqueline	10.5 Month
Giles	John C	10.5 Month
Glazer	Elliott S	10.5 Month
Goeters	Joseph E	10.5 Month
Golden	Michael G	9 Month
Goll	Susan	12 Month
Gomez	Gerardo	10.5 Month
Gomez	Pete C	10.5 Month
Gonzales	Claire E	10.5 Month
Gonzales	Michael A	10.5 Month
Gonzalez	Larry J	9 Month
Gonzalez	Ovidio M.	10.5 Month
Goode	Foster A.	12 Month
Gordon	Donna L	10.5 Month
Gostenhofer	Cynthia K.	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Graham	Charles	10.5 Month
Graham	Helen Elizabeth	10.5 Month
Granado	Michael Fidelis	10.5 Month
Graves	Martha K	10.5 Month
Greco	Janice T	10.5 Month
Greene	Gloria J	10.5 Month
Griffin	Linda	10.5 Month
Griffin	Marvin L	9 Month
Grigsby	DaeJan Elizabeth	9 Month
Grimstead	Ronald Anthony	12 Month
Grisales	Joseph R	10.5 Month
Guerrero	Hilda Del	10.5 Month
Haci	Sophie	9 Month
Hackley	Karen W.	10.5 Month
Hackner	Charles W	10.5 Month
Haile	Getachew	9 Month
Hakemack	Richard M	12 Month
Hamby	Kevin L.	10.5 Month
Hanks	Norman E	10.5 Month
Hardy Jr.	Hildreth Reuben	10.5 Month
Harrington	Richard J.	10.5 Month
Harris	Tamara	10.5 Month
Harris	Vinette Meikle	10.5 Month
Harrison	Diana Lee	9 Month
Hartray	Mark F	10.5 Month
Harvey	Henry	10.5 Month
Hasell	Duncan Ingraham	10.5 Month
Hayman	Steven T.	10.5 Month
Haynes	Harold J	10.5 Month
He	Min	10.5 Month
Hebel	Nazanin	10.5 Month
Heidbreder	Paulette	10.5 Month
Heironimus	James Lee	12 Month
Hendry	Sharon M	9 Month
Henry	Margaret Mary	10.5 Month
Henson	Warner E	9 Month
Hermann	Andre	10.5 Month
Hernandez	Jaime L.	10.5 Month
Hernandez	Jessie Arrieta	10.5 Month
Hernandez	Victor J	10.5 Month
Hernsberger	Brandon Keith	10.5 Month
Herrejon	Christi Lynn	10.5 Month
Hetric	Crystal L.	10.5 Month
Hickman	Lynn O	10.5 Month
Hillar	Janett	9 Month
Hillman	Douglas S.	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Hill-Swaim	Maryellen J	9 Month
Hines	Montez L	10.5 Month
Hines	Susan	10.5 Month
Hirani	Karsan R P	10.5 Month
Hixon	Beverly Ann	10.5 Month
Hnat	Ana M	9 Month
Ho	Dac Qui Nhon	9 Month
Hodge	Brandon	10.5 Month
Holder	Angela Leah	10.5 Month
Holland	Sheryl R	10.5 Month
Holland	Toni M	10.5 Month
Horn	Jeannine L	9 Month
Housel	David P	9 Month
Hsieh	Juurong	9 Month
Hsu	Rosa	10.5 Month
Hua	Vi Vi	9 Month
Huang	Chuen S	10.5 Month
Hubbard	Erica Lynette	10.5 Month
Idlebird	Joe Calvin	10.5 Month
Imo	Charles N.	10.5 Month
Innis	Janis Johnston	10.5 Month
Iranpour	Mahzad	9 Month
Irwin	Joseph Neil	10.5 Month
Iyer	Sumithra Sivasamy	10.5 Month
Jach	Theresa Rae	10.5 Month
Jackson	Gretchen	10.5 Month
Jackson	Rodney A	12 Month
Jackson III	Herbert	10.5 Month
Jalilian Tehrani	Mohammad H	10.5 Month
Jay	Thomas R	10.5 Month
Jenkins	Patricia K.	10.5 Month
Jiang	Zhiqin	9 Month
John	Sofia A.	10.5 Month
Johnson	Alan	10.5 Month
Johnson	Patricia	9 Month
Johnson	Rhonda V	10.5 Month
Johnson	Robert B	10.5 Month
Johnson	William B.	12 Month
Johnson-Burgess	Linda Ann	10.5 Month
Jones	Helen Ann	9 Month
Jones	Linda Kay	10.5 Month
Jones	Lucy	10.5 Month
Jonstone	Joy E	9 Month
Joseph	Mildred Lovell	10.5 Month
Jrad	Lazhar	10.5 Month
Jukes	Kay B	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Kabiri	Laura Spivey	10.5 Month
Kageyama	Claire G	10.5 Month
Kalajo	Houssam	10.5 Month
Kallarackal	Eunice T.	10.5 Month
Kaminski	Stanley M.	10.5 Month
Kamm	Jeffrey M	10.5 Month
Kamrani	Sonia	9 Month
Kaushik	Kimber Lee	10.5 Month
Keys	Daphene	10.5 Month
Khan	Manzurul H	10.5 Month
Khansari	Alihossein	10.5 Month
Khuong	Christopher Q	9 Month
King	Michael John	10.5 Month
Kishell	Jason D	10.5 Month
Klander	Sharon K	9 Month
Knight	Kathleen L	9 Month
Koch	Jeffrey W.	10.5 Month
Koffel	Linda S	10.5 Month
Koledoye	Kimberly Adepeju	10.5 Month
Koshy	Anna	10.5 Month
Kotrla	Tina R.	10.5 Month
Kovalchuk	Sergius	10.5 Month
Kowai-Bell	Neneh	9 Month
Kranz	Dwight S	10.5 Month
Krieg	Elaine G.	9 Month
Krishnaswamy	Ammani	9 Month
Krishnaswamy	Komala	9 Month
Kruszewska	Donna	9 Month
Ku	Show-Hwa	9 Month
LaBorde III	Harold Joseph	10.5 Month
Lachar	Barbara H	9 Month
Lackey	Linda D	10.5 Month
Lacroix	Laurel	10.5 Month
Lambert	Diane P	10.5 Month
Landry	Terese Yolande	10.5 Month
Lange	Hiedi M.	9 Month
Langston III	James	10.5 Month
Lasher	Megan Yvonne	10.5 Month
Lawson	Mary Pyron	10.5 Month
Leathers	Reginald N	9 Month
LeBlanc	Gary L	10.5 Month
Lee	Michael A	10.5 Month
Lee	Yoojin	10.5 Month
Lehtola	Lori A	10.5 Month
Lestrer	James Robert	10.5 Month
Leveston	Donny Lee	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Lew	Raymond	9 Month
Lewinson-Evans	Charmaine A	10.5 Month
Lewis	Audrick M	10.5 Month
Lewis	Charles L	10.5 Month
Lewis-Antoine	Nicole Erica	10.5 Month
Li	Ying-Yin	10.5 Month
Lichtman	Irv	10.5 Month
Lin	Yueh-Neu	10.5 Month
Lindemann	Jeffrey	10.5 Month
Linden	Donald P	10.5 Month
Linkin	Stephen	9 Month
Litong	Domingo J.	10.5 Month
Liu	Hairong	10.5 Month
Liu	Shou Ping	9 Month
Locascio	Joseph J	9 Month
LoDato	Rosemary C	10.5 Month
Loeb	Victoria	9 Month
Lopez	Maria M.	10.5 Month
Loubser	Ileana Alexandra	10.5 Month
Lu	Dongning	10.5 Month
Luckett	Mary	10.5 Month
Lukasik	Mary Frances	10.5 Month
Lunday	Robert	10.5 Month
Lyman	Rajone Adelle	9 Month
Lynch	Jill C	10.5 Month
Lytton	Frances Fenton	10.5 Month
Macadam-Somer	Karen M	10.5 Month
Maddox	Donald L	10.5 Month
Madrid	Hector	10.5 Month
Mahoney	John	10.5 Month
Major	Penni S	10.5 Month
Mann Jr.	Hugh M	12 Month
Marek	John N	10.5 Month
Marks	Aaron G.	10.5 Month
Marshall	Joy L	10.5 Month
Marshall	R John	9 Month
Martin	Byran N.	10.5 Month
Martin	Melba B	10.5 Month
Martinez	Betty G	10.5 Month
Mathew	Mini	10.5 Month
Mayes	John	12 Month
Mays	Melvin E.	9 Month
Mc Bane	Roderick J.	10.5 Month
Mccamant-Grigsby	Susan K	10.5 Month
Mccormick	Michael A	10.5 Month
Mcdade	Joe	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
McDaniel	Brenda Joyce	10.5 Month
McDunn	Dustin R	10.5 Month
McGregor	Megan Ann	10.5 Month
McKenzie	Stephanie D	10.5 Month
Mcqueary II	Glenn Melvin	10.5 Month
McWhinney	Dalton R.	10.5 Month
Medina	Gisele M	10.5 Month
Mejia	Melinda	10.5 Month
Mello	Eileen	10.5 Month
Menon	Sarath Kumar	10.5 Month
Miller Jr.	Calvin Carey	10.5 Month
Miller-Waters	Melissa A.	10.5 Month
Millis-Horton	Cynthia M	10.5 Month
Mishra	Jasleen	10.5 Month
Mittal	Chandra K.	10.5 Month
Moghadassian	Mohammad	10.5 Month
Mook	Bryant Mason	9 Month
Moon	Joe Seung-Hoon	10.5 Month
Moon	Lizette	10.5 Month
Moore	Christiane Susanne	10.5 Month
Moore	Scotty B.	10.5 Month
Moore	William Craig	10.5 Month
Morecook	Robert C	10.5 Month
Mosley	Rhonda V	10.5 Month
Moussavi	Robabeh	10.5 Month
Mouton	Steve A	10.5 Month
Muhammad	Dorothy Alesia	10.5 Month
Mullins	Irina Konstantinovna	10.5 Month
Murphy	Randall Wade	10.5 Month
Muth	Edward	10.5 Month
Nagelhout	Gary M.	12 Month
Najafi	Kathy Tsianina	10.5 Month
Nantz	William C	10.5 Month
Navid-Tabrizi	Hossein	10.5 Month
Newton	Charles M	10.5 Month
Ngang	Fidelis N.	10.5 Month
Ngo	Daisy Gutierrez	9 Month
Nguyen	Hien The	10.5 Month
Nicholson Jr.	William Henry	10.5 Month
Nikzad	Ali R	10.5 Month
Nilsen	Joan	10.5 Month
Nioupin	Auguste N	10.5 Month
Njemanze	Harold K.	10.5 Month
Nobles	Catherine E	10.5 Month
Novak	Michelle Anne	10.5 Month
Nsonamoah	Deloris	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Nwachukwu	Ernest E	10.5 Month
Nwaguru	Israel N	10.5 Month
Nwaneri	Collins	9 Month
Obeyesekere	Mandri	10.5 Month
Ochoa	Reynaldo Enrique	9 Month
Odion	Charles I	10.5 Month
Olivares	Jaime	10.5 Month
Olowe	Abiodun	9 Month
Ooi	Wan Hin	9 Month
Opara	Chukwuemeka	10.5 Month
Ortiz	Frank H	9 Month
Otmishi	Sean	10.5 Month
Oudonesom	Viengvilay	10.5 Month
Overton	Karen E	10.5 Month
Owens	James	10.5 Month
Pace	Rhonda S	10.5 Month
Parikh	Ashlesha	10.5 Month
Parr	Janet S	9 Month
Parrott	Richard T	10.5 Month
Patke	Christopher Allan	10.5 Month
Patterson	James C	10.5 Month
Patterson	Pamela Marie	10.5 Month
Paye Sr.	Lawrence	10.5 Month
Payne	Melinda A	10.5 Month
Pearson	Anthony M	10.5 Month
Pena	Claudia	10.5 Month
Pena	Janet	10.5 Month
Pence	Nancy Ann	9 Month
Pham	Minh Q	10.5 Month
Phan	Hong Thi Thu	10.5 Month
Pierott	Carlos I	10.5 Month
Pitts	Pietro A	10.5 Month
Pleasant	Cheryl Leonard	10.5 Month
Poage	Nathan M.	10.5 Month
Pope	Tonia Rochelle	10.5 Month
Porter	Peggy	10.5 Month
Potosky	Jacqueline S.	10.5 Month
Potter	Steven R	9 Month
Price	Linda Piper	9 Month
Proctor	Betty J	10.5 Month
Puccini	Mary G	9 Month
Puder	Nichelle Renee	10.5 Month
Punch Lagard	Rita Lanell	10.5 Month
Quinn	Lucy	10.5 Month
Raman	Vasanthi Venkat	10.5 Month
Ramharack	Sukhlal	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Randle	Justine Basha	10.5 Month
Raney	Karen C.	12 Month
Rangel Jr.	Nicolas	10.5 Month
Rao	Suma V.	9 Month
Ratliff	Jerry	10.5 Month
Rawal	Bhavna D.	10.5 Month
Raynor	Autumn Fawn	10.5 Month
Resweber	Shannon Jo	10.5 Month
Revelle	Clyde Ray	10.5 Month
Revelle	William S	10.5 Month
Reyes	Manuel	10.5 Month
Reyna	Veronica Lynn	9 Month
Rice	Richard C.	10.5 Month
Rich	Wilhelmina L	10.5 Month
Richards	Bennie B	10.5 Month
Richards	Renee Lyane	10.5 Month
Ricks	Margie	9 Month
Ridouane	Suna	10.5 Month
Ringleb-Krutilek	Stacie Marie	10.5 Month
Rix	Deanna L.	10.5 Month
Rizvi	Shahjahan A	10.5 Month
Robbins	Wendy Lee	10.5 Month
Robinson	Carla D	10.5 Month
Robinson	Joella K	10.5 Month
Robinson	Keitha Ramsey	10.5 Month
Rogovein	Reisa M	10.5 Month
Rolnik	Claire Y	9 Month
Romero-Borja	Fernando	10.5 Month
Rosborough	Carol Denise	10.5 Month
Rosenkranz	Linda J	10.5 Month
Rosing	Richard	10.5 Month
Ross	Thomas	10.5 Month
Ross-Nazzal	James Anthony	10.5 Month
Rucker	Charles Anthony	12 Month
Ruppert	Julieta M	9 Month
Saber	Samir	10.5 Month
Saddler	Delores A.	10.5 Month
Said	Adnan Nemr	10.5 Month
Salehibakhsh	Fatemeh	10.5 Month
Salinas II	Luis L.	10.5 Month
Salisbury	Ruth	10.5 Month
Sanchez	Roberto	10.5 Month
Sandberg	Stewart Kim	9 Month
Sapolucia	Togba C	10.5 Month
Savant	Smita Ajay	10.5 Month
Sawant	Leena Abhay	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Sawyer	Michael J	10.5 Month
Schaffer	Christine	9 Month
Schillaci	Mary	10.5 Month
Schlanger	Deanne	10.5 Month
Schultz	Debra A	10.5 Month
Schulz	Gavin	10.5 Month
Schwartz	David J	10.5 Month
Sen	Pramila	10.5 Month
Sera	Wendy E	10.5 Month
Shah	Ancelin T.	10.5 Month
Shaikh	Shamsuddin	10.5 Month
Sharma	Chandeshwar	10.5 Month
Sharma	Meenu Kaila	10.5 Month
Sharp	Tyrone P.	10.5 Month
Shaw	Hollis	9 Month
Shawareb	Malek S	10.5 Month
Shay	Cammy	10.5 Month
Sheehan	Laura M	10.5 Month
Sherman	Nora Jo	10.5 Month
Shin	Juanna Inez	10.5 Month
Shivers	Paralee Annette	10.5 Month
Shukla	Alka	10.5 Month
Sihi	Supriya	10.5 Month
Silva	Eva	9 Month
Simmons	Kenneth E	9 Month
Simms	MarieTherese Beaupierre	10.5 Month
Simon	Lisa Ann	10.5 Month
Singh	Jyothi	10.5 Month
Singh	Ravinder	10.5 Month
Sinmaz	Ercan	10.5 Month
Smith	Billy	10.5 Month
Smith	Bren Kellar	10.5 Month
Smith	Denny A	10.5 Month
Smith	Earl	10.5 Month
Smith	James A	10.5 Month
Smith	Jason Bryant	10.5 Month
Smith	Laura A	10.5 Month
Smith	Louis Etta	10.5 Month
Smith	Newton	12 Month
Smith Jr.	Edgar	10.5 Month
Snelson	Michele R	10.5 Month
Sofranko	Michael	10.5 Month
Solti	Judith	10.5 Month
Soto	John M	12 Month
Sovine	Meagan Bryand	10.5 Month
Speer	John	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Stagg	Danielle R	10.5 Month
Stariha	Carolyn F.	10.5 Month
Starr	Joseph T	10.5 Month
Stauffer	Patrick Wayne	10.5 Month
Sterling	Shani Dessie Inell	10.5 Month
Stidham	Jennifer Boudreaux	10.5 Month
Stovall	Shandri Allen	10.5 Month
Strayhorn	Faye	10.5 Month
Suresh	Lakshmi Saritha E	10.5 Month
Sutter	John B	10.5 Month
Sutter	J-Ramsey	10.5 Month
Sutton	Samuel M	10.5 Month
Swaim	David S	10.5 Month
Swartz	Philip E	10.5 Month
Sykes	Christy Jo	12 Month
Tam	Karman L	10.5 Month
Tang	Klairon K.	10.5 Month
Tannahill	R Neal	10.5 Month
Tapp	Jennifer E.	10.5 Month
Taylor	Mia Deanka	10.5 Month
Teas	Andrew Parker	9 Month
Teel	Deanna	10.5 Month
Templeton	John F	10.5 Month
Tesh	Geneva Marie	10.5 Month
Thirtle	Valerie Bell	10.5 Month
Thomas	James B.	10.5 Month
Thomas	John C	10.5 Month
Thomas	Molly	10.5 Month
Thomas	Susan Santhi	10.5 Month
Thompson	Don A	10.5 Month
Thompson Jr.	Burnette	10.5 Month
Tien	Lifang	10.5 Month
Tierney	Christine	9 Month
Tiftickjian	Christopher N	10.5 Month
Ting	Cheng	10.5 Month
Tinnermon	Portia A	10.5 Month
Tlass	Mohamad M.	10.5 Month
Torki-Saberi	Mohammad	10.5 Month
Tran	Steven Nam	10.5 Month
Trevino	Robert J	10.5 Month
Trevino II	Robert M	10.5 Month
Trotter-Washington	Victoria	10.5 Month
Tsai	Addie B.	10.5 Month
Tucker	Aubrey S	10.5 Month
Tucker	Jamie Sue	10.5 Month
Turell	Marsha	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Tyson	Velva	10.5 Month
Ulhaque	Adnan	10.5 Month
Unruh	Phil F	10.5 Month
Usen	Emmanuel	10.5 Month
Uskup	Erhan	9 Month
Vacca	Jennifer R	10.5 Month
Vallejo	Bernardo	10.5 Month
Van Damme	Eddy	12 Month
Vance	Clen	10.5 Month
Varghese	Ranjana	10.5 Month
Varner	Justin Ryan	10.5 Month
Villamil	Melissa Marie	10.5 Month
Villanueva	Armando Ricardo	10.5 Month
Villarreal	Rodolfo C	10.5 Month
Villarreal	Stalina Emmanuelle	9 Month
Voss	Eugene	10.5 Month
Vukovich	James W	9 Month
Wachtendorf	Kirt A.	10.5 Month
Wagle	Jyoti R	10.5 Month
Walton	Jeffrey S.	10.5 Month
Ward	Pauline Patrecia	10.5 Month
Warthling	Daniel David	9 Month
Washington	Brenda	10.5 Month
Washington	Carmen L.	10.5 Month
Washington	Mira A	10.5 Month
Waters	Stephen Floyd	12 Month
Watson	Carol Lafaye	10.5 Month
Watson	Randall H	10.5 Month
Watts	Cherie Rene	10.5 Month
Weeden	Rebecca	10.5 month
Wells	David	10.5 Month
Westerfield	Shana R	10.5 Month
White	Brandon Lawrence	10.5 Month
White	David	12 Month
Whitebird	L Scott	10.5 Month
Whitney	Linda Marshall	9 Month
Wiersema	Donna S	9 Month
Wilcox	David	10.5 Month
Wildermuth	Lisa Ann	10.5 Month
Wilequet	Jeanne	10.5 Month
Williams	Cynthia	10.5 month
Williams	Hillard Gerard	10.5 Month
Williams	James S	10.5 Month
Williams	Joel	10.5 Month
Williams	Lakisha Desha	10.5 Month
Williams	Penelope	10.5 Month

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Williams	Rube Ben	10.5 Month
Williams	Sheila M	10.5 Month
Wilroy	Elizabeth Johnson	10.5 Month
Wilson	Brigid Anne	10.5 Month
Wilson	Vivian Ann	10.5 Month
Wintz	Celia	10.5 Month
Witt	Woodrow W.	10.5 Month
Woest	June	10.5 Month
Wolfe	Steven R.	10.5 Month
Woodland	Steven J.	10.5 Month
Wooten	Theresa	10.5 Month
Wright	James E	10.5 Month
Wright	Madeleine	9 Month
Yampey-Jorg	Gloria L	10.5 Month
Yip	Karen Blair	9 Month
Young	Stanley	9 Month
Zambrano	Maria C	10.5 Month
Zerby	John	9 Month
Zhu	Ying	10.5 Month
Ziemba	Kathryn	9 Month
Ziemba	Michael J.	9 Month
Zinebi	Savannah Estelle	9 Month
Zoch	Stephen P.	10.5 Month
Zoorob	Grace	10.5 Month
Ali	Sazar Abdulilah	12 Month Associate Chair
Baggett	Antrece	12 Month Associate Chair
Basharat	Mahmoud A	12 Month Associate Chair
Boyd	Denise R	12 Month Associate Chair
Clemens	Paul Leslie	12 Month Associate Chair
Davis	Syble	12 Month Associate Chair
French	Lydia Ann	12 Month Associate Chair
Garcia del Cerro	Maria Christina	12 Month Associate Chair
Hatton	Jack	12 Month Associate Chair
Jain	Renu	12 Month Associate Chair
Louis	Mary M	12 Month Associate Chair
Lowery	Ernest	12 Month Associate Chair
McGaughy	Joseph K	12 Month Associate Chair
Merritt	Richard G	12 Month Associate Chair
Montemayor	Marisol M	12 Month Associate Chair
Perry	Beverly	12 Month Associate Chair
Raborn	Robin Estelle	12 Month Associate Chair
Rhea	Donna L	12 Month Associate Chair
Ronan	Michael W	12 Month Associate Chair
Ross	David A	12 Month Associate Chair
Sauceda	Jose	12 Month Associate Chair

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Shah	Nimish	12 Month Associate Chair
Swift	Shasta Fay	12 Month Associate Chair
Tsui	Annie L	12 Month Associate Chair
Ables	Gisela R	12 Month Department Chair
Ainsworth	Joseph Alan	12 Month Department Chair
Alamnehe	Abass	12 Month Department Chair
Asgary	Homied	12 Month Department Chair
Ballard	Evelyn	12 Month Department Chair
Bilton-Beard	Pamela Denise	12 Month Department Chair
Bradbury	William B	12 Month Department Chair
Bragdon	Ann Louise	12 Month Department Chair
Brimmer	Suzette	12 Month Department Chair
Caldwell	Willie T	12 Month Department Chair
Clement	Kevin	12 Month Department Chair
Ewane	Emmanuel	12 Month Department Chair
Fife	Susan R.	12 Month Department Chair
Gosselin	Richard J	12 Month Department Chair
Grau	Marina R	12 Month Department Chair
Graves	Jennifer Lauren	12 Month Department Chair
Ha	Francis Q	12 Month Department Chair
Hernandez	Kenneth J	12 Month Department Chair
Jaber	Andrea	12 Month Department Chair
Lewis	Desmond Domonick	12 Month Department Chair
Loesch Jr.	William Thomas	12 Month Department Chair
Nitzberg	Aric Scott	12 Month Department Chair
Norwood	Pamela M.	12 Month Department Chair
Porcynaluk	Patricia	12 Month Department Chair
Raju	Ritu	12 Month Department Chair
Saenz	Karen P	12 Month Department Chair
Shell	Christy L	12 Month Department Chair
Smith	Nathan D	12 Month Department Chair
Sustaita	Hilda	12 Month Department Chair
Tafa	Kumela K	12 Month Department Chair
Tahvilian	Hosein	12 Month Department Chair
Villacis	Carlos H	12 Month Department Chair
Bumgardner	Roger D	12 Month Program Director
Carmean	Irl Chris	12 Month Program Director
Castillo	Christine M	12 Month Program Director
Collins	Alvin Lynn	12 Month Program Director
Francis	Turquessa	12 Month Program Director
Giles	Michele	12 Month Program Director
Gricar	Jeffrey C	12 Month Program Director
Ho	Elizabeth Minh	12 Month Program Director
Joseph	Jolly K	12 Month Program Director

Current Full-Time Faculty/Admin Who Received 2015-16 Contracts

Last Name	First Name	Type of Contract
Lundgren	Cynthia K	12 Month Program Director
May	Vicki	12 Month Program Director
Perez	Rosalva R	12 Month Program Director
Phinazee	Nicole Keeler	12 Month Program Director
Simmons-Johnson	Deborah	12 Month Program Director
Smith	Glenn	12 Month Program Director
Spain	Theresa L	12 Month Program Director
Tovar Jr.	Theodore	12 Month Program Director
Tyson	Carla L	12 Month Program Director
Voight	Michele Renee	12 Month Program Director

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Board Governance*

ITEM NO.	ITEM TITLE	PRESENTER
2	Full-Time Executive Administrative Employee Contracts	Dr. Cesar Maldonado

RECOMMENDATION

Authorize the Chancellor to approve contracts for full-time Executive Level Administrators (E40 and above) for the time period of September 1, 2015 – August 31, 2017.

COMPELLING REASON/RATIONALE

Full-time contracted Senior Level Administrators are hired under two-year term contracts.

DESCRIPTION OR BACKGROUND

Each year contracts are reviewed and a new contract is either extended or not extended under Board Policy C.3.

FISCAL IMPACT

Funds for these faculty positions are provided for in the 2016 Unrestricted Budget.

LEGAL REQUIREMENT

This board item is in accordance with Texas Local Government Code 180.007.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Listing of Full-Time Executive Administrative Employee Contracts**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

Contract Full-Time Executive Administrators at E40 and above

	Job Title	Incumbent	Department	College	2015-2016 Annual Base Salary	Grade
1	Chief Facilities Officer	Charles D Smith	Facilities	System	\$ 187,272.00	E40
2	Chief Human Resources Officer	Janet L May	Human Resources	System	\$ 192,474.00	E40
3	President	Dr. Margaret Ford Fisher	Office of the President	Northeast	\$ 211,919.28	E40
4	President	Dr. Orfelina Garza	Office of the President	Southwest	\$ 211,919.28	E40
5	President	Dr. William Harmon	Office of the President	Central	\$ 211,919.28	E40
6	President	Dr. Zachary Hodges	Office of the President	Northwest	\$ 211,919.28	E40
7	President	Dr. Philip Nicotera	Office of the President	Coleman	\$ 211,919.28	E40
8	President	Dr. Irene Porcarello*	Office of the President	Southeast	\$ 211,919.28	E40
9	Vice Chancellor Information Technology	Dr. William Carter	Information Technology	System	\$ 197,227.31	E40
10	Vice Chancellor Instructional Services	Dr. Kimberly Beatty	Instructional Services	System	\$ 220,320.00	E50
11	Vice Chancellor Innovation, Planning and Institutional	Dr. Edmund Herod	Innovation, Planning and Institutional Analytics	System	\$ 183,600.00	E40
12	Sr. Vice Chancellor Finance and Administration	Teri L Zamora	Finance and Administration	System	\$ 238,680.00	E60

Notes

* Currently serves as Interim Vice Chancellor Student Services (E50). 2015-2016 Interim salary \$243,708

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Board Governance*

ITEM NO.	ITEM TITLE	PRESENTER
3	Personnel Agenda (Faculty)	Dr. Cesar Maldonado

RECOMMENDATION

Approve the personnel action item for August 2015.

COMPELLING REASON/RATIONALE

Full-time contract Faculty is hired under one-year term contracts on an annual basis under Board Policy A.7.1.

DESCRIPTION OR BACKGROUND

The hiring process for full time faculty involves a review of credentials, a screening process, evaluation and interview by the hiring authority.

FISCAL IMPACT

Funds for these faculty positions are provided for in the 2015 Unrestricted Budget.

LEGAL REQUIREMENT

This board item is in accordance with Texas Local Government Code 180.007.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

Attachment Title(s): **Personnel Agenda - Faculty (August 2015)**

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

Personnel Agenda -
Faculty (For Board Approval)

Board Meeting: August 20, 2015

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
1. Abanda, Peter	Mid-South Community College	to F/T Geology Instructor/ SW	FAC/12 10.5 months	\$46,000 yr.	\$57,683 yr.	08-17-15
2. Ahmed-Zaid, Abdelnour	University of Houston	to F/T Mathematics Instructor/SW	FAC/12 10.5 months	\$45,382 yr.	\$57,683 yr.	08-17-15
3. Azzopardi, Alexa	Washtenaw Community College	to F/T Public Librarian Services/SW	FAC/06 10.5 months	\$7,392 yr.	\$51,325 yr.	08-17-15
4. Blackful, Tawne	Texas A & M Univ.	to F/T Associate Degree Nursing Instructor/ Coleman	FAC/06 10.5 months	\$78,000 yr.	\$58,658 yr.	08-17-15
5. Bukhari, Khalid	Lone Star College	to F/T Physics Instructor/ SW	FAC/12 10.5 months	\$12,402 yr.	\$57,683 yr.	08-17-15
6. Cano, Grisel	HCC F/T Associate Dean Instructional Support/SE	to F/T INRW Instructor/ NW	FAC/12 10.5 months	\$103,553 yr.	\$85,715 yr.	08-17-15
7. Cross, Carolyn	Aldine ISD	to F/T Speech Instructor/ NE	FAC/10 09 months	\$53,853 yr.	\$47,556 yr.	08-17-15

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
8. Dewlen, Ronald	HCC F/T Dean of Instructor/NE	to F/T Education & Lead Instructor/CE	FAC/12 10.5 months	\$104,010 yr.	\$85,715 yr.	08-17-15
9. Edwards, Renee	University of North Carolina-Pembroke	to F/T Economics Instructor/SW	FAC/06 10.5 months	\$12,000 yr.	\$47,416 yr.	08-17-15
10. Kidd, Terry	HCC F/T Associate Dean of Workforce/SE	to F/T Computer Networking Instructor/SW	FAC/12 10.5 months	\$75,174 yr.	\$58,838 yr.	08-17-15
11. Kilani, Shadi	HCCS P/T Biology/ Instructor/NW	to F/T Biology Instructor SW	FAC/12 10.5 months	\$3,820 sem.	\$54,356 yr.	08-17-15
12. Lodhi, Muhammad	Fayetteville Technical Community College	to F/T Biology Instructor/ NW	FAC/12 10.5 months	\$1,800 sem.	\$57,683 yr.	08-17-15
13. Meador, Arwen	University of St. Thomas	to F/T Public Services Librarian/NW	FAC/06 10.5 months	\$47,000 yr.	\$51,325 yr.	08-17-15
14. Moretta, John	HCC F/T Associate Dean/CCQ	to F/T History Instructor/ CE	FAC12 10.5 months	\$122,655 hr.	\$85,715 yr.	09-01-15

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
15. Nguyen, Giang	HCCS P/T Dental Hygiene/Instructor/Coleman	to F/T Dental Hygiene Instructor/Coleman	FAC/07 10.5 months	\$1,534 yr.	\$54,172 yr.	08-17-15
16. Ononye, Ambrose	Lone Star College	to F/T Engineering Instructor/SW	FAC/12 10.5 months	\$46,000 yr.	\$57,683 yr.	08-17-15
17. Reina, Juan Carlos	HCC F/T Director Academic Research Development/System	to F/T Physics Instructor/SW	FAC/12 10.5 months	\$77,761 yr.	\$74,620 yr.	08-17-15
18. Stevens, Genevieve	HCC F/T Dean of Instruction/CE	to F/T Psychology Instructor/SE	FAC/12 10.5 months	\$107,449 yr.	\$79,187 yr.	08-17-15
19. Tiller, Ronald	HCC F/T Associate Dean Instructional Support/NW	to F/T Government Instructor/SE	FAC/06 10.5 months	\$105,902 yr.	\$74,770 yr.	08-17-15
20. Toropu, Cristina	University of New Mexico	to F/T Mathematics Instructor/SW	FAC/12 10.5 months	\$20,748 yr.	\$57,683 yr.	08-17-15
21. Tussing, Phillip	San Jacinto College	to F/T Economics Instructor/CE	FAC/06 10.5 month	\$34,632 yr.	\$47,416 yr.	08-17-15

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
22. Velasquez, Evelyn	HCC F/T Dean of Workforce Instruction/ NW	to F/T Business Management Instructor/ CE	FAC/06 10.5 months	\$100,000 yr.	\$56,667 yr.	08-17-15
23. Wade, Freddie	HCC F/T Director Workforce Programs/ System	to F/T Workforce Instructor/SW	FAC/12 10.5 months	\$83,754 yr.	\$66,260 yr.	08-17-15
24. Warren, Pauline	HCC F/T Dean Academic Development /SE	to F/T English Instructor/SW	FAC/12 10.5 months	\$89,630 yr.	\$70,316 yr.	08-17-15
25. Webster, Matthew	University of Phoenix	to F/T Psychology Instructor/SW	FAC/12 10.5 months	\$41,718 yr.	\$56,553 yr.	08-17-15
26. Weeden, Rebecca	HCCS P/T Hotel/ Restaurant Management Instructor/CE	to F/T Hotel/Restaurant Management/Instructor/ CE	FAC/10 10.5 months	\$4,456 sem.	\$55,481 yr.	08-17-15

Credentials & Selection Process -
Faculty (For Board Approval)

Board Meeting: August 20, 2015

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee’s Credentials</u>	<u>Selection Process</u>
1. Abanda, Peter	<i>Geology Instructor</i> Must have completed at least eighteen (18) graduate hours in Geology and hold a Master’s degree. Minimum of one (1) year of college level teaching experience preferred.	Ph.D. in Science & Mathematics Instructor 4 yrs. 0 mos. Asst. Professor 1 yr. 0 mos. Total 5 yrs. 0 mos.	Job Vacancy Notice-4571 -HR Referred-19 -Screening committee evaluated and reviewed-10 -Hiring authority evaluated and interviewed-4 -Applicant selected-External New Hire F/T
2. Ahmed-Zaid, Abdelnour	<i>Mathematics Instructor</i> Must have completed at least eighteen (18) graduate hours in Math and hold a Master’s degree. Minimum of one (1) year of college level teaching experience.	Ph.D. in Mathematics Lecturer 19 yrs. 9 mos. Total 19 yrs. 9 mos.	Job Vacancy Notice-4684 -HR Referred-58 -Screening committee evaluated and reviewed-9 -Hiring authority evaluated and interviewed-5 -Applicant selected-External New Hire F/T
3. Azzopardi, Alexa	<i>Public Service Librarian</i> Master’s degree in Library Science from an A.L.A. accredited graduate program required. Prefer two (2) years exp. in a public services capacity with a broad background in library skills to include library use instruction.	M.L.S. in Library Science Librarian 14 yrs. 8 mos. Total 14 yrs. 8 mos.	Job Vacancy Notice-4683 -HR Referred-30 -Screening committee evaluated and reviewed-8 -Hiring authority evaluated and interviewed-4 -Applicant selected-External New Hire F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
4. Blackful, Tawne	<i>Associate Degree Nursing Instructor</i> Licensed as a registered nurse in Texas and hold a Master's degree in nursing or a Master's degree with a minimum of six (6) hours of graduate level nursing courses relevant to the clinical area of responsibility. Three (3) years of current professional clinical work experience in the nursing field.	M.S. in Nursing Clinical Asst. Prof. 1 yr. 2 mos. A.D.N. Instructor 1 yr. 9 mos. Health Srvcs Sprvsr 7 mos. LPN/CNA Instructor 3 yrs.1 mo. Director of Nurses 1 yr. 1 mo. Program Coord. 1 yr. 8 mos. Clinical Educator 1 yr. 3 mos.	Job Vacancy Notice-2130 -HR Referred-2 -Screening committee evaluated and reviewed-1 -Hiring authority evaluated and interviewed-1 -Applicant selected-External New Hire F/T
		Total 10 yrs. 7 mos.	
5. Bukhari, Khalid	<i>Physics Instructor</i> Must have completed at least eighteen (18) graduate hours in Physics and hold a Master's degree from an accredited institution of higher learning. Minimum of one (1) year of college teaching exp. required.	Ph.D. in Nuclear Engineering Instructor 2 yrs. 8 mos. Director 15 yrs. 10 mos. Prin. Scntfc Offcr. 18 yrs. 11 mos.	Job Vacancy Notice-4531 -HR Referred-39 -Screening committee evaluated and reviewed-9 -Hiring authority evaluated and interviewed-2 -Applicant selected-External New Hire F/T
		Total 37 yrs. 5 mos.	
6. Cano, Grisel	<i>INRW Instructor</i> Master's degree or higher with eighteen (18) graduate hours in English, Literature, Linguistics, Journalism, Writing, Developmental Education, Reading or Reading Educ., Minimum one (1) year of college level teaching experience.	Ed.D. in English/Sociology Assoc. Dean, I.S. 1 yr. 9 mos. Division Chair 2 yrs. 0 mos. Instructor 16 yrs. 0 mos. Coord. Dev.Stds. 5 yrs. 6 mos. Instructor Coord. 5 yrs. 1 mo.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
		Total 27 yrs. 4mos.	

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
7. Cross, Carolyn	<i>Speech Instructor</i> Master's degree required with a minimum of eighteen (18) graduate hours in speech communication or a related field. One (1) year of teaching experience preferably at a community college level.	M.ED. in Education Admin. B.A.A. in Communications Instructor 2 yrs. 1 mos. Teacher 7 yrs. 9 mos. Total 9 yrs. 10 mos.	Job Vacancy Notice-4725 -HR Referred-36 -Screening committee evaluated and reviewed-8 -Hiring authority evaluated and interviewed-3 -Applicant selected-External New Hire F/T
8. Dewlen, Ronald	<i>Education and Lead Instructor</i> Master's degree or higher from an accredited college or university in Education, Special Education, Gifted & Talented, Early Childhood or Bilingual Education or a Master's degree or higher with eighteen (18) graduate hours in the aforementioned qualifying fields is required. Three (3) years teaching exp. is required.	Ph.D. in Psychology Dean of Instruction 2 yrs. 9 mos. HPER Chair 6 yrs. 9 mos. Instructor 12 yrs. 5 mos. Grad. Asst. PhyEd 1 yr. 2 mos. Dir. Rec. Sports 2 yrs. 10 mos. Dir. Therapeutic 1 yr. 8 mos. Dir. Aquatics 9 mos. Total 28 yrs. 4 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
9. Edwards, Renee	<i>Economics Instructor</i> Must have completed at least eighteen (18) graduate hours in Economics and hold a Master's degree. Minimum of one (1) year of college level teaching experience or five (5) to ten (10) years of related work experience required.	M.A. in Economics Instructor 2 yrs. 0 mos. Dir. Eco. Damages 4 yrs. 1 mo. Total 6 yrs. 1 mo.	Job Vacancy Notice-4572 -HR Referred-41 -Screening committee evaluated and reviewed-4 -Hiring authority evaluated and interviewed-4 -Applicant selected-External New Hire F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
10. Kidd, Terry	<i>Computer Networking Instructor</i> Master's degree in Computer Science or Management Information Systems with a minimum of eighteen (18) graduate hours completed in Computer Science. Minimum of three (3) years of experience in a combination of teaching and computer software development req'd.	Ph.D. in Philosophy Assoc. Dean/Wkfr 10 mos. Instructor 7 yrs. 5 mos. Total 8 yrs. 3 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
11. Kilani, Shadi	<i>Biology Instructor</i> Must have completed at least eighteen (18) graduate hours in Biology and hold a Master's degree. Minimum of one (1) year of college level teaching experience or five (5) to ten (10) years of related work experience required.	M.S. in Biology Research Asst. 7 mos. Instructor 4 yrs. 7 mos. Total 5 yrs. 2 mos.	Job Vacancy Notice-4528 -HR Referred-98 -Screening committee evaluated and reviewed-13 -Hiring authority evaluated and interviewed-3 -Applicant selected-External HCC P/T to F/T
12. Lodhi, Muhammad	<i>Biology Instructor</i> Must have completed at least eighteen (18) graduate hours in Biology and hold a Master's degree. Minimum of one (1) year of college level teaching experience or five (5) to ten (10) years of related work experience required.	Ph.D. in Horticulture Instructor 7 yrs. 7 mos. Director R&D 5 yrs. 1 mo. Total 12 yrs. 8 mos.	Job Vacancy Notice-4557 -HR Referred-70 -Screening committee evaluated and reviewed-8 -Hiring authority evaluated and interviewed-4 -Applicant selected-External New Hire F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee’s Credentials</u>	<u>Selection Process</u>
13. Meador, Arwen	<i>Public Services Librarian</i> Master’s degree in Library Science from an A.L.A. accredited graduate program required. Prefer two (2) years of exp. in a library in a public services capacity with broad background in library skills to include library use instruction.	M.L.S. in Library Science Ref. Librarian 4 mos. Cir/Ref Librarian 2 yrs. 3 mos. Asst. Brnch Lbran 5 yrs. 3 mos. Children’s Librn 8 yrs. 0 mos. Program Asst. 2 mos. Total 16 yrs. 0 mos.	Job Vacancy Notice-4680 -HR Referred-29 -Screening committee evaluated and reviewed-5 -Hiring authority evaluated and interviewed-3 -Applicant selected-External New Hire F/T
14. Moretta, John	<i>History Instructor</i> Must have completed eighteen (18) graduate hours in History and hold a Master’s degree required. Minimum of one (1) year college level teaching preferred.	Ph.D. in History Assoc. Dean 9 mos. Fac. Div. Chair 5 yrs. 7 mos. Department Chair 2 yrs. 0 mos. Instructor 22 yrs.0 mos. Total 30 yrs. 4 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
15. Nguyen, Giang	<i>Dental Hygiene Instructor</i> Associate’s degree or higher in Dental Hygiene. Bachelor’s degree preferred that is closely related to the health field. Must be a Registered Dental Hygienist with a license to practice dental hygiene in Texas, or be able to obtain a license to practice dental hygiene in Texas. Minimum of one (1) year of college level teaching exp. or three (3) years of related work experience.	M.S. in Dental Hygiene Instructor 9 mos. Dental Hygienist 6 yrs. 0 mos. Total 6 yrs. 9 mos.	Job Vacancy Notice-4214 -HR Referred-3 -Screening committee evaluated and reviewed-1 -Hiring authority evaluated and interviewed-1 -Applicant selected-External HCC P/T to F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
16. Ononye, Ambrose	<i>Engineering Instructor</i> Master's degree with eighteen (18) hours in Engineering required. Ph.D. in Engineering strongly preferred. Exp. teaching and/or presenting Engineering, Science, Technology or Mathematics subjects strongly preferred.	Ph.D. in Electrical Engineering Instructor 2 yrs. 10 mos. Asst. Rsrch Prof. 1 yr. 11 mos. Sr. Image Analyst 1 yr. 1 mo. R&D Engineer 6 mos. Assoc. Rsrch Scntst 4 yrs. 5 mos. Total 10 yrs. 9 mos.	Job Vacancy Notice-4530 -HR Referred-17 -Screening committee evaluated and reviewed-6 -Hiring authority evaluated and interviewed-3 -Applicant selected-External New Hire F/T
17. Reina, Juan Carlos	<i>Physics Instructor</i> Must have completed at least eighteen (18) graduate hours in Physics and hold a Master's degree from an accredited institution of higher learning. Minimum of one (1) year of college teaching exp. required.	Ph.D. in Physics Dir Acad Rsrch Dev 2 yrs. 9 mos. Dir Title V 2 yrs. 8 mos. Instructor 13 yrs. 9 mos. Total 19 yrs. 2 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
18. Stevens, Genevieve	<i>Psychology Instructor</i> Must have completed at least eighteen (18) graduate hours in Psychology and hold a Master's degree. Minimum of one (1) year of college level teaching exp.	Ph.D. in Counseling/Psychology Dean Instruction 1 yr. 6 mos. Instructor 21 yrs. 7 mos. Total 23 yrs. 3 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
19. Tiller, Ronald	<i>Government Instructor</i> Must have completed at least eighteen (18) graduate hours in Political Science, Government, International Relations or a related field of study and hold a Master's degree. Minimum of one (1) year of college level teaching experience.	M.A. Political Science & Gov't. Assoc. Dean 1 yr. 2 mos. Interim Exec. Dean 6 mos. Dean Acad. Dev. 1 yr. 9 mos. Dept. Chair 15 yrs. 6 mos. Instructor 6 yrs. 0 mos. Teaching Asst. 7 mos. Total 25 yrs. 6 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
20. Toropu, Cristina	<i>Mathematics Instructor</i> Must have completed at least eighteen (18) graduate hours in Math and hold a Master's degree. Minimum of one (1) year of college level teaching experience.	Ph.D. in Mathematics Teaching Asst 2 yrs. 10 mos. Instructor 3 yrs. 11 mos. Math Lab Tutor 3 mos. Total 7 yrs. 0 mos.	Job Vacancy Notice-4684 -HR Referred-58 -Screening committee evaluated and reviewed-9 -Hiring authority evaluated and interviewed-5 -Applicant selected-External New Hire F/T
21. Tussing, Phillip	<i>Economics Instructor</i> Must have completed at least eighteen (18) graduate hours in Economics and hold a Master's degree. Minimum of one (1) year of college level teaching experience or five (5) to ten (10) years of related work experience required.	M.A. in Economics Instructor 4 yrs. 1 mo. Total 4 yrs. 1 mo.	Job Vacancy Notice-4726 -HR Referred-15 -Screening committee evaluated and reviewed-3 -Hiring authority evaluated and interviewed-3 -Applicant selected-External New Hire F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
22. Velasquez, Evelyn	<i>Business Management Instructor</i> Master's degree with eighteen (18) graduate hours in Business is required. Three (3) years work experience in the business administration area with emphasis in Business Admin, Int'l Bus., Marketing, Logistics or Management.	M.B.A. in Marketing Dean Workforce 1 yr. 2 mos. Spcl. Asst. Dep Chan 9 mos. Director P.R. 2 yrs. 5 mos. Ex. Dir/President 7 yrs. 2 mos. Prog. Director 1 yr. 5 mos. Total 12 yrs. 11 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
23. Wade, Freddie	<i>Workforce Student Success Instructor</i> Bachelor's degree or higher from an accredited college or university is req'd. Must have 36 months non-instructional industry work exp. directly related to the workforce program for which one is qualified to teach. Minimum of one (1) year of college level teaching exp. or three (3) to five (5) years of related work experience required.	Ed.D. In Education Administration Dir. Wkfr Initiative 6 yrs. 7 mos. Dir. Tech Prep 2 yrs. 0 mos. Tech Prep Spclst. 1 yr. 9 mos. Instructor 1 yr. 1 mo. Soc. Srvcs. Cnsltnt 2 yrs. 0 mos. Total 13 yrs. 5 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T
24. Warren, Pauline	<i>English Instructor</i> Must have completed at least eighteen (18) graduate hours in English and hold a Master's degree. Minimum of one (1) year of college level teaching experience required.	Ph.D. in Literature, English Dean Acad. Dev. 2 yrs. 4 mos. Instructor 10 yrs. 7 mos. Teaching Asst. 4 yrs. 1 mo. Total 17 yrs. 0 mos.	Job Vacancy Notice-N/A -HR Referred-N/A -Screening committee evaluated and reviewed-N/A -Hiring authority evaluated and interviewed-N/A -Applicant selected-Internal HCC F/T

FACULTY (REGULAR) – FOR BOARD APPROVAL

<u>Name</u>	<u>Job Title/Requirements</u>	<u>Nominee's Credentials</u>	<u>Selection Process</u>
25. Webster, Matthew	<i>Psychology Instructor</i> Must have completed at least eighteen (18) graduate hours in Psychology and hold a Master's degree. Minimum of one (1) year of college level teaching exp.	Ed.D. in Psychology LPC – Intern 9 mos. Instructor 6 yrs. 7 mos. Total 7 yrs. 4 mos.	Job Vacancy Notice-4708 -HR Referred-43 -Screening committee evaluated and reviewed-6 -Hiring authority evaluated and interviewed-3 -Applicant selected-External New Hire F/T
26. Weeden, Rebecca	<i>Hotel/Restaurant Management Instructor</i> Associate's degree in Hotel/Restaurant Management required. Bachelor's degree preferred. Three (3) years of direct or related work experience required. Service delivery experience required. One (1) year of teaching at the college level preferred.	M.S. in Hotel/Restaurant Mgmt. Instructor 9 mos. Area Sales Mgr. 2 yrs. 1 mo. Sr. Sales Mgr. 7 yrs. 10 mos. Dir. Sales & Mktg. 3 yrs. 0 mos. Sales Manager 3 yrs. 7 mos. Catering Mgr. 2 yrs. 2 mos. Total 19 yrs. 5 mos.	Job Vacancy Notice-4677 -HR Referred-7 -Screening committee evaluated and reviewed-4 -Hiring authority evaluated and interviewed-2 -Applicant selected-External P/T to F/T

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Chancellor Evaluation*

ITEM NO.	ITEM TITLE	PRESENTER
4	Chancellor's Evaluation for 2014-15 and Performance Goals for 2015-16	Dr. Adriana Tamez Dr. Cesar Maldonado

RECOMMENDATION

Review, discuss and approve the Chancellor's Evaluation for 2014-15 and Performance Goals for 2015-16.

COMPELLING REASON/RATIONALE

According to the Board bylaws, the Board shall evaluate the Chancellor on an annual basis.

FISCAL IMPACT

To be determined.

LEGAL REQUIREMENT

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support and Innovation.

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

ACTION ITEM

Meeting Date: August 20, 2015

Committee: *Board Governance*

ITEM NO.	ITEM TITLE	PRESENTER
5	Order Calling for Trustee Election to be held on Tuesday, November 3, 2015; and Making Other Provisions Related to the Subject	Dr. Cesar Maldonado Ashley Smith

RECOMMENDATION

Approve the Order Calling for Trustee Election on November 3, 2015, in Trustee geographic districts III, IV, VI, and VIII, for the Houston Community College System.

COMPELLING REASON/RATIONALE

The Board is required to comply with State law in calling the Election. The attached resolution is the official action of the Board that calls the election for election of Trustees for Districts III, IV, VI, and VIII.

DESCRIPTION OR BACKGROUND

The resolution also authorizes HCC to contract with Harris County to conduct the election. The resolution also sets forth voting hours, early voting locations, election day voting precincts, notice and publication requirements and delegates authority to the Chancellor to execute the necessary actions to give force and effect to the Resolution.

FISCAL IMPACT

To be determined once an agreement is negotiated with Harris County.

LEGAL REQUIREMENT

Pursuant to Chapter 130 of the Texas Education Code, Chapter 144 of the Texas Election Code, and the Federal Voting Rights Act of 1965, as amended.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Increase Student Completion and Support Innovation. Comply with state law.

Attachment Title(s): **1. Trustee Elections - Schedule of Events**
2. Resolution

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

HOUSTON COMMUNITY COLLEGE
NOVEMBER 3, 2015 TRUSTEE ELECTION
SCHEDULE OF EVENTS*

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Sat., July 25, 2015	First day to file an application for a place on the ballot	Board Services will accept applications for filing	None	Notice must be posted in a building in which HCC maintains an office. It is also advisable that it be posted on the website
Mon., August 10, 2015	Entity Information Sheet Due to Maureen McDonald at Harris County	Andrews Kurth	None	No

* This schedule contemplates a normal election. If there is a run-off, an election contest, a recount, or other unanticipated event, we will issue a supplementary schedule and task sheet.

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Friday, August 14, 2015	Deadline to verify jurisdictional boundaries with Voter Registrar	Andrews Kurth (AK has ordered the street guide)	None	It is not necessary to post the street guide on the website, but HCC could post it for candidate convenience
Thurs., August 20, 2015	Board of Trustees to approve Order Calling Election	Andrews Kurth to prepare Order	Yes	Yes
Mon., August 24, 2015	Deadline for candidates to file application for place on the ballot	Board Services will accept applications until 5:00 p.m. on this date	None	Yes - Notice must be posted in a building in which HCC maintains an office. It is also advisable that it be posted on the website

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Mon., August 24, 2015	Deadline to send notice of the ballot position drawing to be held on August 27, 2015 (it is advisable also to call and e-mail candidates to inform them of the date and time of the ballot position drawing)	Board Services	None	Yes. It is recommended that the notice of the ballot position drawing be posted on the website
Mon., August 24, 2015, 5:00 p.m.	If necessary, certify, as applicable, that only one candidate has filed to run for a particular trustee district	Andrews Kurth will prepare the certification form; Board Services will arrange to have the Secretary of the Board execute the form	Yes - the Secretary of the Board must issue the certification; this does not require full Board action	Yes, recommended

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Mon., August 24, 2015, 5:00 p.m.	If necessary, post notice of a special meeting of the Board to be held after 5:00 p.m. on August 27 or some time on August 28 to cancel any elections for trustee districts for which only one candidate filed an application for a place on the ballot	Andrews Kurth to prepare the notice; Board Services to post notice	No	Yes
Thurs., August 27, 2015	Perform ballot position drawing	Board Services	None	The results should be posted on the website
Thurs., August 27, 2015 or Fri., August 28, 2015	If necessary, special meeting of the Board of Trustees to cancel unopposed elections	Board of Trustees	Yes	N/A
Sat., August 29, 2015	Deadline for a candidate to withdraw	N/A	None	N/A

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Sat., August 29, 2015, 4:30 p.m.	Deadline to submit ballot language in four languages to Harris County	Andrews Kurth	None	No
Wed. Sept. 2, 2015	Ballot proof to be sent by County	Harris County	None	No
Thurs., Sept. 3, 2015, 4:30 p.m.	Deadline to approve ballot proof	Andrews Kurth	None	It is recommended that the approved sample ballot be posted on the HCC website in all four languages
Fri., Sept. 4, 2015	Deadline to deliver notice of the election to the county election officer and voter registrar	Andrews Kurth will send a letter enclosing the Order Calling the Election	None	No
Tues., Sept. 8, 2015	Harris County to send joint election contract	Harris County	None	No

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Monday, Sept. 14, 2015- Sunday, Dec. 13, 2015	Board Services Office must be open for 3 hours each business day during business hours for election duties	Board Services	None	No
Fri., Sept. 25, 2015	Signed joint election contract due to Harris County	HCC	None	No
Sunday, October 4, 2015	First day for publication (in English, Spanish, Vietnamese and Chinese) of Notice of Election and polling places in a newspaper published in Harris County	Andrews Kurth	No	Yes, the election notice must be posted

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Tues., October 13, 2105	Deadline for posting (in English, Spanish, Vietnamese and Chinese) of Notice of Election on bulletin board used to post HCC open meeting notices; post at each HCC College location.	Board Services	None	Yes, the election notice must be posted
Mon., October 19, 2015	If Harris County decides to use an HCC facility for early voting or an election day polling place, make arrangements to segregate the area from ongoing operations at the facility.	HCCS	None	No
Mon., October 19, 2015	First day of early voting by personal appearance.	N/A	None	Yes. It is recommended that HCC post the early voting schedule and polling places on its website.

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Mon., October 26, 2015	Deadline for publication (in English, Spanish, Vietnamese and Chinese) of Notice of Election in newspaper published in Harris County.	Andrews Kurth	None	Yes. The election notice must be posted on the HCC website.
Fri., October 30, 2015	Last day to vote early by personal appearance, unless voter is covered by an emergency provision.	N/A/	None	Yes. It is recommended that HCC post the early voting schedule and polling places on its website
Tue., November 3, 2015 Election Day	Polls open from 7:00 a.m. to 7:00 p.m. Disabled voters permitted to vote by early voting procedure at the main early voting polling place from 7:00 a.m. to 7:00 p.m.			

<u>Date</u>	<u>Event</u>	<u>Responsible Party</u>	<u>Board Action</u>	<u>Post on Website?</u>
Sun., November 8, 2015	Deadline to post notice of the election canvass if the canvass is to occur on November 11, 2015 (if the Board is going to canvass the election on another day, this date should be adjusted accordingly).	Board Services	None	Yes
Wed., November 11, 2015	First day for the Board of Trustees to canvass the Election.	Andrews Kurth will provide the canvass order for the Board of Trustees.	Yes	Yes. The official canvass should be posted.
Mon., November 16, 2015	Last day for the Board of Trustees to canvass the Election.	Andrews Kurth will provide the canvass order for the Board of Trustees.	Yes	Yes. The official canvass should be posted

ORDER CALLING TRUSTEE ELECTION FOR TRUSTEE DISTRICTS III, IV, VI, and VIII; MAKING PROVISIONS FOR THE CONDUCT AND THE GIVING OF NOTICE OF THE ELECTION; AUTHORIZING A CONTRACT WITH HARRIS COUNTY FOR ELECTION SERVICES; AND CONTAINING OTHER PROVISIONS RELATED THERETO

WHEREAS, the Board of Trustees of the Houston Community College System (the "Board") deems it necessary to call a trustee election for geographic districts III, IV, VI, and VIII pursuant to Chapter 130 of the Texas Education Code, Chapter 144 of the Texas Election Code, and the Federal Voting Rights Act of 1965, as amended, to be held on November 3, 2015 (the "Election"); and

WHEREAS, the Board, pursuant to the applicable provisions of the Texas Election Code, intends to conduct a joint election with other political subdivisions within Harris County (the "County") and contract with the Harris County Elections Administrator (the "Harris County Elections Official") for election services; and

WHEREAS, the Board finds and declares that the meeting at which this Order is considered is open to the public, and that public notice of the time, place, and purpose of the meeting was given, as required by Chapter 551, Texas Government Code, as amended; now, therefore

BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE HOUSTON COMMUNITY COLLEGE SYSTEM:

Section 1. The statements contained in the preamble of this Order are true and correct and are hereby adopted as findings of fact and as a part of the operative provisions hereof.

Section 2. A trustee election (the "Election") shall be held on November 3, 2015 ("Election Day"), in the Houston Community College System (the "System") geographic districts III, IV, VI, and VIII. Positions for geographic districts III, VI, and VIII are to be filled for a term of office commencing January 1, 2016, and continuing until December 31, 2021. The position for geographic district IV is to be filled for a term of office commencing January 1, 2016, and continuing until December 31, 2017.

Section 3. Any registered voter residing in geographic districts III, IV, VI, or VIII and desiring election to a position on the Board shall, not later than 5:00 p.m. on the seventy-first (71st) day prior to the date of the Election, which falls on August 24, 2015, file with the Board written notice announcing his or her candidacy. Such person shall request in written notice that his or her name be placed on the official ballot as a candidate in the geographic district in which he or she resides.

Section 4. All candidates shall be designated on the official ballot according to the number of the geographic district in which the candidate resides. Candidates for trustees in the Election shall be voted upon and elected only by the qualified voters residing within the geographic district in which the candidate resides. The names of the candidates for each geographic district shall be arranged by lot by the Secretary of the Board. The candidates shall be elected by majority vote, as provided for by law; and the results of the Election shall be

canvassed by the Board not earlier than the eighth (8th) day or later than the eleventh (11th) day after Election Day. In the event that no candidate receives a majority of the vote, the Board will order a runoff pursuant to the relevant portions of the Texas Election Code, the exact date and other aspects of the runoff election to be determined by the Board in conjunction with Harris County. For each geographic district in which no candidate receives a majority of the votes cast in the Election, the names of the candidates that shall be placed on the ballot for the runoff election shall be the names of the two (2) candidates who received the highest and second highest number of votes.

Section 5. The hours during which the polling places shall be open for voting on November 3, 2015, shall be from 7:00 a.m. to 7:00 p.m. The election precincts for the Election shall consist of the territory within the boundaries of geographic districts III, IV, VI, and VIII situated within all or part of one or more Harris County election precincts, which bear the precinct numbers set forth in Exhibit A attached hereto or to be attached hereto and incorporated herein.

Section 6. (a) Early voting by personal appearance for all election precincts in Harris County shall be held at the locations, at the times, and on the days set forth below, or at such other locations as hereinafter may be designated by the Harris County Elections Official.

The main early voting polling place for Harris County is:

The Harris County Administration Building
1001 Preston, 1st Floor
Houston, Texas 77002

Early voting in Harris County will be conducted from Monday, October 19, 2015, through Friday, October 23, 2015, from 8:00 a.m. until 4:30 p.m., on Saturday, October 24, 2015, from 7:00 a.m. until 7:00 p.m., on Sunday, October 25, 2015, from 1:00 p.m. until 6:00 p.m., and from Monday, October 26, 2015, through Friday, October 30, 2015, from 7:00 a.m. until 7:00 p.m. at the following locations:

Harris County Administration Building, 1001 Preston, 1st Floor, Houston, TX 77002
Moody Park, 3725 Fulton Street, Houston, Texas 77009
Kashmere Multi-Services Center, 4802 Lockwood Dr., Houston, TX 77026
Ripley House, 4410 Navigation Blvd, Houston, TX 77011
H.C.C.S. Southeast College, Learning Hub, 6815 Rustic, Bldg. D, Houston, TX 77087
Justice of the Peace/Constable Entry, 5300 Griggs Rd., Houston, TX 77021
Fiesta Mart, Inc., 8130 Kirby Drive, Houston, TX 77054
Metropolitan Multi-Services Center, 1475 W. Gray, Houston, TX 77019
Harris County Public Health Environmental Services, 2223 West Loop South, Houston, TX 77027
Northeast Multi-Services Center, 9720 Spaulding St., Bldg. #4, Houston, TX 77016
H.C.C.S. Northeast, 555 Community College Dr., Houston, TX 77013
John Phelps Courthouse, 101 S. Richey Street, Pasadena, TX 77506
Sunnyside Multi-Purpose Center, 4605 Wilmington, Houston, TX 77051
Hiram Clarke Multi-Services Center, 3810 W. Fuqua, Houston, TX 77045

Bayland Park Community Center, 6400 Bissonnet, Houston, TX 77074
Tracy Gee Community Center, 3599 Westcenter Dr., Houston, TX 77042
Trini Mendenhall Sosa Community Center, 1414 Wirt Rd., Houston, TX 77055
Lone Star College - Victory Center, 4141 Victory Dr., Houston, TX 77088
Acres Homes Multi-Services Center, 6719 W. Montgomery Rd., Houston, TX 77091
Hardy Senior Center, 11901 West Hardy Rd., Houston, TX 77076
Octavia Fields Branch Library, 1503 South Houston Ave., Humble, TX 77338
Kingwood Branch Library, 4400 Bens View Ln., Kingwood, TX 77345
Northeast Houston Baptist Church, 18000 W. Lake Houston Pkwy., Humble, TX 77346
Riley Chambers Community Center, 808 Magnolia Ave., Crosby, TX 77532
North Channel Branch Library, 15741 Wallisville Road, Houston, TX 77049
Baytown Community Center, 2407 Market St., Baytown, TX 77520
Harris County Courthouse Annex #25, 7330 Spencer Hwy., Pasadena, TX 77505
Freeman Branch Library, 16616 Diana Ln., Houston, TX 77062
Alief ISD Administration Building, 4250 Cook Rd., Houston, TX 77072
Glen Cheek Education Bldg., 16002 Westheimer Pkwy., Houston, TX 77082
Nottingham Park, 926 Country Place Dr., Houston, TX 77079
Harris County Annex #57, 19818 Franz Rd., Katy, TX 77449
Bear Creek Park Community Center, 3055 Bear Creek Dr., Houston, TX 77084
Lone Star College, Fairbanks Center, 14955 Northwest Freeway, Houston, TX 77040
Richard & Meg Weekley Community Center, 8440 Greenhouse Rd., Cypress, TX 77433
Juergen's Hall Community Center, 26026 Hempstead Hwy., Cypress, TX 77429
Prairie View A&M University - Northwest, 9449 Grant Rd., Houston, TX 77070
Tomball Public Works Building, 501B James Street, Tomball, TX 77375
Champion Forest Baptist Church/Multipurpose Bldg., 4840 Strack Rd., Houston, TX 77069
Champion Life Centre, 3031 FM 2920 Rd., Spring, TX 77388
Baldwin Boettcher Branch Library, 22248 Aldine Westfield Rd., Humble, TX 77338

(b) The Harris County Elections Official, Stan Stanart, is hereby designated as the Early Voting Clerk for Harris County to perform those functions for the Houston Community College System voters who are qualified under state and federal law in Harris County. Applications for ballots to be voted by mail by Harris County residents should be mailed to:

Stan Stanart
Harris County Clerk
Attn: Elections Division
P.O. Box 1148
Houston, Texas 77251-1148

Applications to vote by mail must be received by the Early Voting Clerk by October 23, 2015.

Section 7. The System, by separate order, may participate in a joint election with other participating governmental entities in Harris County that are also holding elections on Election Day and will contract with Harris County for election services. The Board hereby authorizes the

Chancellor of the System and/or General Counsel to enter into a contract for election services in connection with the Election.

Section 8. Prior to Election Day, the election judges, clerks, and other personnel necessary for conducting the Election will be appointed by the Harris County Elections Official, and the election judges and alternate judges may be changed and the polling places may be combined for some precincts, pursuant to the decision of the Harris County Elections Official. The Harris County Elections Official shall also be responsible for establishing the central counting station for the ballots cast in such election and appointing the personnel necessary for such station. The Board hereby authorizes the Chairman of the Board of Trustees to appoint any such other officials not designated herein or appointed by the Harris County Elections Official as are necessary and appropriate to conduct the Election in accordance with the Texas Elections Code.

Section 9. Notice of the Election shall be given pursuant to the Texas Election Code by: (i) publication in English, Spanish, Vietnamese, and Chinese in Harris County, one time, not earlier than the thirtieth (30th) day nor later than the tenth (10th) day prior to the date set for the election, in a newspaper published in the System and (ii) posting a copy of the Notice on the bulletin board used for posting notices of Board of Trustees meetings, not later than the twenty-first (21st) day prior to the date set for the Election. Notice of the Election shall also be provided to the county clerk of each county in which the System is located not later than the sixtieth (60th) day before Election Day. Notice of the Election shall also be posted on the System's website.

Section 10. The Election shall be held in accordance with the Texas Election Code, except as modified by the Texas Education Code and the Federal Voting Rights Act of 1965, as amended, including particularly Chapter 272 of the Texas Election Code pertaining to bilingual voters.

Section 11. The Chancellor of the System, or his designee, in consultation with the System's attorneys are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Texas Election Code, the Texas Education Code, and the Federal Voting Rights Act of 1965, as amended, in carrying out and conducting the Election, whether or not expressly authorized herein.

Section 12. If any provision, section, subsection, sentence, clause, or any phrase of this Order, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, neither the remaining portions of this Order nor their application to other persons or sets of circumstances shall be affected thereby, it being the intent of the Board in adopting this Order that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, invalidity, or unenforceability of any other portion hereof, and all provisions of this Order are declared to be severable for that purpose.

PASSED, APPROVED, AND ADOPTED the ___ day of August, 2015.

Chairman, Board of Trustees
Houston Community College System

ATTEST:

Secretary, Board of Trustees
Houston Community College System

(SEAL)

EXHIBIT A
Harris County Voting Precincts

Trustee District III:

0020, 0021, 0023, 0024, 0025, 0026, 0027, 0036, 0067, 0072, 0094, 0131, 0134, 0142, 0154, 0172, 0181, 0193, 0198, 0203, 0211, 0218, 0221, 0226, 0231, 0247, 0275, 0285, 0292, 0308, 0329, 0343, 0379, 0389, 0526, 0527, 0607, 0630, 0722, 0749, 0766, 0774, 0798, 0801, 0815, 0820, 0822, 0825, 0831, 0849, 0850, 0871, 0945, 0946, 1039, 1046, 1050, 1058

Trustee District IV:

0014, 0018, 0031, 0068, 0085, 0136, 0140, 0146, 0156, 0180, 0194, 0210, 0219, 0223, 0224, 0228, 0235, 0236, 0237, 0238, 0239, 0240, 0255, 0276, 0284, 0288, 0291, 0295, 0296, 0311, 0315, 0390, 0425, 0426, 0427, 0429, 0447, 0472, 0487, 0503, 0508, 0538, 0540, 0564, 0565, 0573, 0632, 0685, 0693, 0731, 0788, 0819, 0829, 0830, 0858, 0863, 0891, 0931, 0932, 0933, 0952, 1002, 1031

Trustee District VI:

0095, 0096, 0129, 0130, 0213, 0234, 0269, 0272, 0303, 0312, 0356, 0395, 0400, 0435, 0436, 0461, 0487, 0491, 0492, 0493, 0499, 0504, 0508, 0510, 0524, 0558, 0559, 0572, 0600, 0625, 0626, 0645, 0711, 0727, 0765, 0772, 0814, 1069

Trustee District VIII:

0001, 0002, 0003, 0004, 0009, 0010, 0011, 0016, 0019, 0030, 0032, 0033, 0034, 0037, 0038, 0039, 0044, 0046, 0052, 0053, 0055, 0060, 0062, 0064, 0065, 0066, 0069, 0079, 0080, 0123, 0139, 0162, 0163, 0164, 0167, 0187, 0196, 0200, 0229, 0233, 0259, 0331, 0339, 0369, 0374, 0528, 0530, 0560, 0637, 0675, 0680, 0681, 0736, 0769, 0797, 0802, 0806, 0808, 0810, 0818, 0821, 0833, 0838, 0844, 0846, 0852, 0857, 0866, 0886, 0887, 0889, 0890, 0982, 0899, 0905, 0928, 0935, 0962, 1027, 1055, 1056, 1057, 1059

REPORT ITEM

Meeting Date: August 20, 2015

Committee: *Facilities and Finance*

ITEM NO.	ITEM TITLE	PRESENTER
6	Update on Strategic Planning	Dr. Cesar Maldonado Dr. Edmund Herod

DISCUSSION

Provide an update on strategic planning.

DESCRIPTION OR BACKGROUND:

HCC is currently developing the planning and engagement process for the 2016-2019 Strategic Plan.

FISCAL IMPACT:

N/A

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Support Innovation

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

APPENDIX A



Strategic Plan 2012-2015
Creating Opportunities for Our Shared Future
Approved by the HCC Board of Trustees, June 2012

Mission:

Houston Community College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career and economic development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

Vision:

HCC will be a leader in providing high quality, innovative education leading to student success and completion of workforce and academic programs. We will be responsive to community needs and drive economic development in the communities we serve.

Guiding Principles:

Our Guiding Principles direct our interactions with students, the internal and external communities we serve, and each other, giving focus to our primary purpose: devotion to the achievement of student success, defined as timely completion of certificates and degrees that drive real accomplishments in the workplace, at universities, and in society.

- **Freedom with Responsibility**
HCC subscribes to and upholds a doctrine of freedom that follows the principle of responsibility.
- **Commitment to Excellence**
HCC believes that a commitment to doing one's very best without regard to position is the starting point of all expressions of excellence and setting of high standards for quality and performance.
- **Respect for the Person**
HCC holds that a principle of community mindfulness begins with respect for oneself and for others. Respect is the framework of personal integrity and provides the tie that binds us together.
- **Sound Stewardship**
Stewardship is the path to fulfilling HCC's Mission and acknowledges our guardianship of its resources and positive impact on the lives of our students and community at large.

Strategic Initiative #1 - Increase Student Completion

HCC currently leads the state and is fifth in the nation in the number of students who complete associate degrees. While we are proud of this fact, we can do better. We will strengthen our efforts and scale up those strategies that have been proven to increase the rates of students' persistence and completion.

HCC will continue to serve as a national Achieving the Dream (ATD) Leader College and work hand in hand with our high school partners to ensure more students enter our doors college-ready and leave well-prepared for successful transition to jobs, careers, and further education.

- Action 1.1:** Improve student preparation for higher education and transition to careers
- Action 1.2:** Improve academic success of students in their first semester
- Action 1.3:** Revamp developmental education to ensure greater success with more efficient delivery
- Action 1.4:** Improve students' persistence rates from one semester to the next
- Action 1.5:** Ensure students complete their programs of study and transition successfully to jobs/careers or further education

Strategic Initiative #2 – Respond to Business and Industry

As the supplier of skilled workers to business and industry, we have a responsibility to build partnerships and to develop the means to respond quickly with the creation and design of programs and student-learning outcomes that meet their requirements.

The employer is our customer. Our clear responsibility to both employers and to students is to narrow the jobs gap and the skills gap for both of these stakeholders.

- Action 2.1:** Engage industry leaders in dialogue to identify present and future needs
- Action 2.2:** Improve the infrastructure of workforce programs (instruction, curriculum, facilities, and equipment) to meet the business and industry needs
- Action 2.3:** Ensure students have access to information and support services to complete career and technical education programs

Strategic Initiative #3 – Develop 21st Century Learners

HCC must prepare our students to become citizens and workers capable of productive and meaningful participation in the 21st century. Core competencies of critical thinking, effective communications, quantitative reasoning, teamwork, personal responsibility, and social responsibility must be taught in all of our instructional programs.

All classrooms at HCC should meet minimum technology standards, and all faculty must be trained and supported in using effective teaching and learning strategies to promote success for students in their learning today as well as throughout their lifetime.

- Action 3.1:** Ensure adoption and commitment by HCC to 21st century core curriculum skills as defined by the Texas Higher Education Coordinating Board (THECB)
- Action 3.2:** Create new platforms and methodologies to teach and support students using effective methods of course delivery, teaching practices,
- Action 3.3:** Provide an environment conducive to optimal learning that includes consideration of facilities, technology, equipment, materials, accessibility, and concern for students

Strategic Initiative #4 – Support Faculty/Staff Professional Development and Student Leadership Development

HCC has celebrated its 40th year by enrolling and graduating more students than ever before. To ensure we continue to thrive as an essential and relevant institution for the educational development of our students and the economic development of our community, we must prepare students, faculty, and staff for the leadership roles of tomorrow.

We will do this in multiple ways – through the expansion of external resources and support, purposeful mentoring of leadership candidates, infusion of opportunities for leadership development in our instructional programs, student services, extracurricular activities, and human resources.

- Action 4.1:** Develop a system-wide strategy to encourage leadership development for students
- Action 4.2:** Develop a system-wide strategy for ongoing professional and leadership development for faculty
- Action 4.3:** Develop a system-wide strategy for provision of professional and leadership development for HCC personnel at all levels and functions of the organization

Strategic Initiative #5 - Support Innovation

HCC recognizes that in the near term there will be continuing economic turmoil to challenge the funding and stability of the institution. We also recognize that continuous technical challenges will create disruptions and opportunities in the delivery and transfer of knowledge and data.

To counter and overcome these difficulties, we must be an institution where innovation is valued and promoted. However, nothing will be accepted merely on the basis of custom, anecdote, or fad – everything we do must be proven to have long-term value in terms of strengthening our institutional resilience and capacity to serve our students and our community.

- Action 5.1:** Reduce HCC's reliance on debt to maximize the use of operating dollars for strengthening teaching and learning capabilities
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- Action 5.3:** Expand opportunities for the HCC Foundation to fund capital projects, program excellence, and faculty development
- Action 5.4:** Optimize technology and capital assets through planning for business continuity, disaster recovery, replacements, training, and environmental sustainability

Strategic Initiative #6 – Support Entrepreneurialism

Houston is an entrepreneurial, “opportunity city” where taking a risk, failing, and starting over again are valued. HCC is the “Opportunity College” and is grassroots in its approach to serving its constituents. Therefore, HCC is committed to strategic thinking that not only respects students wherever they are, but also inspires and gives them the tools and confidence to follow their dreams.

HCC will commit to an entrepreneurial culture within the organization to serve as an example of the “spirit of Houston.” For this institution, fostering a culture that encourages inspiration and dreaming helps students actualize their potential.

- Action 6.1:** Encourage an entrepreneurial culture among all members of the HCC family
- Action 6.2:** Develop and implement promising practices that nurture and reward a spirit of entrepreneurialism throughout the institution
- Action 6.3:** Strengthen HCC assessment and institutional effectiveness (IE) processes and activities

Strategic Initiative #7 – Leverage Partnerships

Houston is a global leader. The diversity of our economic structure and our willingness to embrace and value the partnerships encourage innovation. HCC is a principle partner for educational and economic opportunities, enhancing and advancing the community's quality of life. HCC is a catalyst for creating jobs.

Former U.S. Secretary of Defense Robert M. Gates described foreign language education, study abroad, and the recruitment of foreign students to U.S. campuses as key strategies in promoting America's national security and economic interests. While addressing the audience at the 2012 NAFSA conference in Houston, Gates stated, "Our economic future depends on Americans who can work successfully in an international setting."

According to an American Council on Higher Education Blue Ribbon Panel on Global Engagement (November, 2011), "It is important that college graduates, whatever their location, be not only globally competitive but also globally competent, understanding their roles as citizens and workers in an international context. While identifying common problems, we might also discover common solutions (p.6)."

- Action 7.1:** Identify and secure new local partnerships capable of improving the institution's capacity, performance, and resilience
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APPENDIX B

Personnel Report for August 23, 2015

(No Board Action Required)

Personnel Agenda -
Staff (No Board Action Required)

Board Meeting: August 20, 2015

INFORMATION ITEMS - NO BOARD ACTION REQUIRED
NON-FACULTY (REGULAR)

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
1. Adams, Jimmy	Blinn College	to F/T Director, COE-Media Arts & Tec/NW	EX10 12 months	\$91,670yr	\$88,500yr	07-20-15
2. Asper, Kris	HCCS F/T Instructor/ Mechanical Engineer Tech/SW	to F/T Director, COE- Construction/Central	EX/10 12 months	\$77,661yr	\$85,427yr	06-29-15
3. Barona, Paola	Gateway to Care	to F/T Executive Secretary/Coleman	NE/09 12 months	\$34,091yr	\$43,171yr	07-20-15
4. Bayable, Bilen	HCCS P/T Secretary/ System	to F/T Office Assistant/ System	NE/03 12 months	\$9,129yr	\$22,666yr	07-20-15
5. Buggs, James	Jackson Public School	to Payroll Support/System Specialist/System	EX/08 12 months	\$23,000yr	\$40,000yr	08/03/15
6. Burwick, Villma	HCCS P/T Lab Asst. II/SE	to F/T Lab Asst. Sr./SE	NE/05 12 months	\$9,397yr	\$31,579yr	07-16-15

INFORMATION ITEMS - NO BOARD ACTION REQUIRED
NON-FACULTY (REGULAR)

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
7. Christopher, Shyretta	Divine Kreations	to F/T Office Assistant /NE	NE/03 12 months	\$21,060yr	\$22,666yr	06-22-15
8. Do, Tina	HCCS F/T Advisor/ CE	to F/T Designated School Official/Student Advisor International/System	EX/08 12 months	\$48,996yr	\$51,923yr	07-16-15
9. Douglas, Veronica	City of Houston	to F/T Small Business Manager/System	EX/10 12 months	\$72,708 yr.	\$72,708 yr.	08-17-15
10. Drain, Jerome	HCCS F/T Dean Academic Development/ NW	to F/T Dean, Earth, Life & Natural Science/System	EXEC/20 12 months	\$92,282yr	\$110,000yr	06-29-15
11. Duplantis, Todd	HCCS F/T Director Public Relations/SW	to F/T Director HCC TV/ Communications/System	EX/11 12 months	\$63,024yr	\$82,449yr	06-16-15
12. Ezebuilo, Ijeoma	HCCS F/T Business Analyst/Peoplesoft II/ System	to F/T Sr. Programmer Analyst/System	EX/11 12 months	\$53,244yr	\$64,000yr	06-16-15

NON-FACULTY (REGULAR)
INFORMATION ITEMS - NO BOARD ACTION REQUIRED

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
13. Fuentes, Cynthia	Legacy Community College	to F/T Student Accounts Representative II/SW	NE/07 12 months	\$35,100yr	\$32,863yr	06-08-15
14. Garcia, Inez	HCCS P/T Enrollment Services Assistant /System	to F/T Continuing Education Support Specialist/System	NE/07 12 months	\$7,849yr	\$35,000yr	07-06-15
15. Gil, Alexander	Weatherford International	to F/T Procurement Analyst /Coleman	EX/08 12 months	\$105,000yr	\$51,923yr	07-06-15
16. Grant, Deedra	HCCS F/T Financial Aid Associate/NE	to F/T Financial Aid Officer /NE	EX/09 12 months	\$46,010yr	\$57,000yr	06-16-15
17. Gray, Toni	Prairie View University	to F/T VA Certifying Official/System	EX/07 12 months	\$35,665yr	\$39,780yr	08-03-15
18. Hancock, Anthony	HCCS F/T Associate Dean Workforce/SW	to F/T Director, COE- Consumer Arts & Sciences /Central	EX/11 12 months	\$84,097yr	\$84,097yr	06-29-15
19. Hanks, Bryan	HCCS F/T Temp Web Developer Sr./Coleman	to F/T Web Developer Sr. /Coleman	EX/10 12 months	\$52,200yr	\$52,200yr	07-20-15

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 NON-FACULTY (REGULAR)**

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
20. Hanley, Theodore	Miles City College	to F/T Dean, Liberal Arts, Humanities & Education/ System	EXEC/20 12 months	\$77,854yr	\$120,684yr	06-29-15
21. Hurd, Warren	HCCS F/T College Operations Officer/ NE	to F/T Executive Director, Administrative Services/ System	EXEC/20 12 months	\$86,974yr	\$104,000yr	07-16-15
22. Knight, James	HCCS F/T Faculty Division Chair/NE	to F/T Dean, Social/ Behavioral Sciences/ System	EXEC/20 12 months	\$92,856yr	\$110,000yr	06-29-15
23. Nguyen, Rosa	HCCS P/T Advisor/ CE	to F/T Advisor/Coleman	EX/07 12 months	\$16,900yr	\$35,500yr	06-22-15
24. Palomera, Yocelin	HCCS P/T Enrollment Service Assistant/System	to F/T Enrollment Service Assistant/SW	NE/05 12 months	\$13,083yr.	\$27,165yr	07-20-15
25. Pena, Emil	HCCS F/T Director Stem-Manufacturing Programs/ SE	to F/T Director, COE-Material Science/SE	EX/10 12 months	\$104,319yr	\$90,514yr	06-29-15

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 NON-FACULTY (REGULAR)**

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
26. Pittman, Natasha	Hart Energy	to F/T Graphic Designer Senior/System	EX/08 12 months	\$48,972yr.	\$50,000yr.	06-08-15
27. Quinn, Paul	HCCS F/T Interim Dean Manuf. & Trade Cluster/System	to F/T Director, COE-Manufacturing/SW	EX10 12 months	\$109,080yr	\$88,343yr	06-29-15
28. Rodriguez, Jesus	Butler Community College	to F/T Dean, Business College of Excellence/System	EXEC/20 12 months	\$80,868yr	\$110,000yr	07-13-15
29. Roman, Sandra	HCCS F/T Secretary II/SW	to F/T Campus Manager II Coleman	EX/09 12 months	\$41,870yr	\$44,615yr.	07-01-15
30. Rowlett, William	HCCS F/T Dean Academic Development/SW	to F/T Director, COE-Digital Information Technology/SW	EX/12 12 months	\$104,319yr	\$99,103yr	06-29-15
31. Sameei, Morteza	HCCS F/T Director, Science Engineer Tech/NE	to F/T Director, COE-Global Energy/NE	EX/11 12 months	\$101,796yr	\$101,796yr	06-29-15
32. Sessums, Johnny	HCC F/T Director Public Safety/System	to F/T Director, COE Public Safety/NE	EX/11 12 months	\$92,296yr	\$92,296yr	06-29-15

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 NON-FACULTY (REGULAR)**

<u>Name</u>	<u>Previous Organization</u>	<u>Proposed Title/Organization</u>	<u>FLSA/Grade</u>	<u>Previous Salary</u>	<u>Salary</u>	<u>Effective Date</u>
33. Safi-Kilonda, Josette	HCCS P/T Student Accounts Representative /SW	to F/T Student Account Representative II/Coleman	NE/07 12 months	\$10,180yr	\$31,625yr	07-20-15
34. Schroeder, Zachary	U of Houston-Downtown	to F/T Faculty Credentialing Specialist/System	EX/08 12 months	\$45,216yr	\$51,923yr.	08-03-15
35. Sever, Timor	HCCS F/T Mathematics Instructor/Central	to F/T Dean Mathematics/ System	EXEC/20 12 months	\$82,414yr	\$115,000yr	06-29-15
36. Shaw, Shardae	U of H Clearlake	to F/T Continuing Educ. Support Specialist/CE	NE/07 12 months	\$16,900yr	\$36,000yr	07-20-15
37. Straus, Maria	HCCS F/T Director of Instructional Initiatives/ System	to F/T Dean, College Readiness/System	EXEC/20 12 months	\$99,070yr	\$120,684yr	06-29-15
38. Tan, Amy	HCCS F/T Faculty Division Chair/SW	to F/T Dean English & Communication/System	EXEC/20 12 months	\$80,363yr	\$106,759yr	06-29-15

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NON-FACULTY (REGULAR)

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39. Tristan, Alicia	HCCS P/T Lab Assistant Sr./SW	to F/T Hardware/ Software Technician/SW	NE/06 12 months	\$13,083yr	\$30,756yr	07-20-15

SEPARATIONS OF EMPLOYMENT

Boncic, Victoria	Victoria Boncic, Secretary II for Southwest, effective July 31, 2015.
Canty, Bridget	Bridget Canty, Designated School Official for System, effective June 23, 2015.
Fetty, Jason	Jason Fetty, Public Service Librarian for Qatar, effective April 30, 2015.
Frank, Velma	Velma Frank, Secretary II for Northwest, effective July 02, 2015.
Frayre, Ludivina	Ludivina Frayre, Secretary III for System, effective June 30, 2015.
Geyen, Dashiell	Dashiell Geyen, Counselor for Southwest, effective June 19, 2015.
Homick, Ronald	Ronald Homick, College Director, Library Services for Central, effective July 31, 2015.
Hylton, Jim	Jim Hylton, Sr. Unix Administrator for System, effective July 20, 2015.
Larke, Clisha	Clisha Larke, Advisor for System, effective July 15, 2015.
Maciel, Diana	Diana Maciel, Training Specialist for System, effective June 09, 2015.
Niankara, Ibrahim	Ibrahim Niankara, Instructor/Economics for Northwest, effective February 05, 2015.
Obey-Monroe, Tamm	Tamm Obey-Monroe, Project Director (DOE-Solar) for Northeast, effective April 24, 2015.
Page, Mary	Mary Page, Senior Advisor for Southwest, effective July 31, 2015.
Pulido, Julie	Julie Pulido, Financial Aid Assistant for System, effective July 10, 2015.
Selby, Mary	Mary Selby, Counselor-Disability Services for Southwest, effective July 15, 2015.
Shagroni, Mahmoud	Shagroni Mahmoud, Faculty Division Chair for Southwest, effective August 31, 2015.
Smith, Jason	Jason Smith, Associate Degree Nursing/Instructor for Coleman, effective June 24, 2015.
Streeter, Patricia	Patricia Streeter, Real Estate/Instructor for Southwest, effective July 15, 2015.
Tramble, Felecia	Felecia Tramble, Office Manager for Northwest, effective June 19, 2015.
Walmsley, Andrew	Andrew Walmsley, History/Instructor for Central, effective July 16, 2015.
Wilson, Patience	Patience Wilson, Financial Aid Associate for System, effective June 12, 2015.