



AGENDA

BOARD OF TRUSTEES

SPECIAL MEETING

May 25, 2016

1:00 PM

**HCC Administration Building
3100 Main, 2nd Floor in Seminar Room B
Houston, Texas**

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

HOUSTON COMMUNITY COLLEGE

May 25, 2016

Notice is hereby given that the Board of Trustees of Houston Community College will hold a Special Meeting on the Wednesday, May 25, 2016 at 1:00 PM, or after, and from day to day as required, at HCC Administration Building, 3100 Main, 2nd Floor in Seminar Room B. 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 may be discussed in open session and vice versa as permitted by law. The Board may take final action with regard to items listed in this Notice without further action at a Regular Board Meeting.

I. Call to Order

II. Topics For Discussion and or Action

A. Consider and Interview Candidates for Director of Internal Audit

III. 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:

A. Legal Matters

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

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member who is the subject of the deliberation or hearing requests a public hearing.

1. Consider and Interview Candidates for Director of Internal Audit

C. Real Estate Matters

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.

IV. 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 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, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member 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.

V. Reconvene in Open Meeting

VI. Adjournment

CERTIFICATE OF POSTING OR GIVING NOTICE

On this **20th day of May**, 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 and (2) the Houston Community College's website: www.hccs.edu.

Posted By:

Sharon R. Wright
Director, Board Services

REPORT ITEM

Meeting Date: May 25, 2016

Special Meeting

ITEM #	ITEM TITLE	PRESENTER
A.	Consider and Interview Candidates for Director of Internal Audit	Dr. Cesar Maldonado

RECOMMENDATION

Consider and interview three (3) finalists for Director of Internal Audit.

COMPELLING REASON/RATIONALE

The Director of Internal Audit is responsible for directing and managing the internal audit function, including planning and conducting financial and operational audits for the College. This position will monitor internal processes to assure the efficient and effective operation of internal controls. The Director will also provide recommendations to the Board of Trustees and the Chancellor on core auditing functions, based on the requirements set forth by the Board of Trustees and the Texas Higher Education Coordinating Board.

DESCRIPTION OR BACKGROUND

The Board bylaws stipulate the Chancellor shall recommend three (3) finalists to the Board, each with a minimum of 10 years of experience as a full-time Auditor.

FISCAL IMPACT

Funds for this position is provided for in the 2016 Unrestricted Budget.

LEGAL REQUIREMENT

N/A

STRATEGIC ALIGNMENT

2. ORGANIZATIONAL STEWARDSHIP

B. Improve and streamline business transactions and process

This item is applicable to the following: District