

**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. Loredo 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: August 20, 2015