

**NOTICE OF A MEETING OF THE  
*Committee of the Whole*  
OF THE BOARD OF TRUSTEES**

**HOUSTON COMMUNITY COLLEGE**

**May 10, 2016**

Notice is hereby given that a Meeting of the Committee of the Whole of the Board of Trustees of Houston Community College will be held on Tuesday, May 10, 2016 at 4:00 PM, or after, and from day to day as required, at the HCC Administration Building, 3100 Main, 2nd Floor Auditorium, Houston, Texas 77002. The items listed in this Notice may be considered in any order at the discretion of the Committee Chair and items listed for closed session discussion may be discussed in open session and vice versa as permitted bylaw. Actions taken at this Meeting do not constitute final Board action and are only Committee recommendations to be considered by the Board at the next Regular Board meeting.

**I. Call to Order**

**II. Chairman's Report:**

- A. Marketing Report
- B. Trustees District Reports

**III. Topics For Discussion and/or Action:**

- A. Authorize the Disposition of Property Located on Little York Road
- B. Authorize the Disposition of Property Located on Westheimer Road
- C. Authorize the Disposition of Property Located on Delano Street
- D. Report on Bond Capital Improvement Plan (CIP) Related Matters
- E. Adoption of Fort Bend and Harris County Local Option Exemptions Tax Year 2016
- F. Purchase of Dynamic Operator Training Simulator System
- G. Purchase of Fourier Transform Spectrometer
- H. Labor and Employment Legal Services Pool (Project No. 16-22)
- I. General Legal Services Pool (Project No. 16-20)
- J. Proposed Settlement between Willie Williams and Houston Community College
- K. Investment Report for the Month of March 2016
- L. Monthly Financial Statement and Budget Review for March 2016

**IV. Report Items from Appointed and Ad Hoc Committee(s):**

- A. Academic Affairs / Student Services
  - 1. Report on Survey of Entering Student Engagement (SENSE) Results

- 2. Report on Graduation
- 3. Report on Shared Service Projects
- B. Audit
  - 1. Report on Quarterly Internal Audits
  - 2. Report on Employment of Director of Internal Audit
  - 3. Report on Quarterly Control and Compliance Attestation
- C. Board Governance
  - 1. Report on Board Expenditures for Fiscal Year 2015-16
  - 2. Report on Proposed Revisions to TASB Policies Section E: Instructions
- D. Chancellor Evaluation
  - 1. Institutional Goal Alignment
  - 2. Report on Institutional Goals
- E. Strategic Planning
  - 1. Institutional Goal Alignment
  - 2. Report on Institutional Goals
- V. **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.

    - 1. Discussion of Possible Litigation on CIP Matters
    - 2. Update on Trustee Wilson's Insurance Claim
  - 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. Proposed Settlement between Willie Williams and Houston Community College
  - 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.

1. Authorize the Disposition of Property Located on Delano Street
2. Authorize the Disposition of Property Located on Little York Road
3. Authorize the Disposition of Property Located on Westheimer Road
4. Authorize the Sale of Property Located at 288 and MacGregor
5. Concept of Footprint in West Houston

**VI. 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.

**VII. Reconvene in Open Meeting**

**VIII. Adjournment**

**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this **4th day of May 2016**, 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](http://www.hccs.edu).

Posted By:

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Sharon R. Wright  
Director, Board Services