

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

February 20, 2014

Minutes

The Academic Affairs/Student Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, February 20, 2014, at the HCC Administration Building, 2nd Floor, 3100 Main in Seminar Room B, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, *Committee Chair*
Zeph Capo, *Committee Member*
Sandie Mullins, *Committee Member*
Robert Glaser
Eva Loreda
Christopher W. Oliver
Carroll G. Robinson
David B. Wilson

ADMINISTRATION

Renee Byas, Acting Chancellor
Destinee Waiters, Acting General Counsel
Shantay Grays, Chief of Staff
William Carter, Vice Chancellor, Information Technology
Charles Cook, Vice Chancellor, Academic Affairs
Thomas Estes, Vice Chancellor, Finance and Planning
Diana Pino, Vice Chancellor, Student Services
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
Zachary Hodges, President, Northwest College
Irene Porcarello, President, Southeast College
Betty Young, President, Coleman College
Janet May, Chief Human Resources Officer
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

Jarvis Hollingsworth, System Counsel, Bracewell & Giuliani
Michelle Novak, President, Faculty Senate
Ava Cosey, President, COPA
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Dr. Adriana Tamez, Committee Chair, called the meeting to order at 4:22 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

APPROVAL OF NEW ASSOCIATE OF ARTS (AA) DEGREE IN INTERDISCIPLINARY STUDIES

Motion – Mr. Capo motioned and Ms. Mullins seconded.

Mr. Capo inquired if it is a cross concentration program or is it for specific areas of choice. Dr. Charles Cook informed that the idea is for the student to choose a particular area of concentration based on interest.

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

APPROVAL OF NEW ASSOCIATE OF ARTS (AA) DEGREE IN COMPUTER INFORMATION SYSTEMS AND ASSOCIATE OF SCIENCE (AS) DEGREE IN COMPUTER SCIENCE

Motion – Ms. Mullins motioned and Mr. Capo seconded.

Mr. Glaser inquired if the anticipation is to receive new students or returning students. Dr. Cook apprised that both are expected. He noted that the program has been a certificate program under the workforce program. Dr. Cook noted that the efforts are to provide students with the pathway regarding their academic careers.

(Ms. Loredo joined the meeting at 4:25 p.m.)

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

HCC HONORARY DEGREES FOR 2014

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

Dr. Tamez noted that there were four nominations provided.

Ms. Loredo apologized that she was unable to submit a name. Dr. Tamez informed that the nomination could still be submitted.

Dr. Cook noted that historically the procedure has been for the Board to discuss the nominees in closed session.

Dr. Tamez apprised that Mr. Jarvis Hollingsworth informed that there are no grounds for closed session regarding the matter.

Mr. Robinson noted that he is uncertain of which name to pull and apprised that he is supportive of only three names being provided to administration.

Mr. Robinson requested to remove Dr. James M. Douglas from the listing since he will be honored at the Black History Gala.

Dr. Tamez recommended tabling the item for discussion at the Regular Board Meeting. She noted that tabling would allow for the submission of the fourth name.

Mr. Hollingsworth noted that the three slots could be approved and nominations could be discussed at the Regular Board Meeting.

Vote – The motion passed with a vote of 3-0 to award three honorary degrees for 2014.

The Board will consider the recipients at the Regular Meeting on February 27, 2014.

PARTNERSHIP ACTIVITIES WITH SCHOOL DISTRICTS IN ACCORD WITH HB 5

Dr. Cook provided a report on partnership activities under way between HCC and service area school districts.

Mr. Robinson inquired of the number of individuals utilizing the Texas Success Initiative (TSI) site and asked if there is a tracking of where they are coming from. Dr. Cook informed that the tracking mechanism could be implemented.

Dr. Hodges noted that HB 5 requires that the pathway partner be declared. He informed that HCC is the model for the state regarding the method for implementation.

Mr. Robinson asked if the administration could consider engaging in a conversation with Jones High School.

(Mr. Oliver joined the meeting at 4:41 p.m.)

Mrs. Byas informed that she does have a meeting scheduled with Dr. Terry Grier, Superintendent, Houston Independent School District.

(Mr. Glaser stepped out at 4:43 p.m.)

Mr. Robinson noted that he supports the Foundation program and endorsements.

UPDATE ON ATHLETICS PROGRAM UPDATE

Dr. Diana Pino provided an overview of the Athletics Program to include:

- Northeast College Basketball Title
- Athletics Participation
- Club Sports
- Identifying Fields
- Northeast Field Construction is Underway.

(Mr. Glaser returned at 4:48 p.m.)

Mr. Capó inquired as to how the sport teams are established at the colleges. Dr. Pino noted that there is a recreational sports specialist at each of the colleges. She informed that the specialists also support the infrastructure. Dr. Pino apprised that the process is in the pilot period and noted that a review will be conducted to identify the next steps.

Mr. Capó inquired of the timeline for completing the field at Northeast. Dr. Pino informed that a response could be provided by Monday.

Ms. Mullins inquired if the funding is through the athletic fees. She inquired of the completion rate regarding those students participating in the sports activities.

FINANCIAL AID UPDATE

Dr. Tamez apprised that she requested that an update be provided to the Board regarding financial aid.

Mrs. Byas noted that the issue surrounded miscalculations regarding financial aid. She informed that the matter has been corrected. She apprised that the 2012 External Audit recorded the finding and noted that procedures have been implemented and the matter was corrected and was not reported in the 2013 Audit Report.

Mr. Robinson expressed that the Board should be apprised of issues such as this on the front end so that the Board is aware of the issue. He noted the Board was notified as soon as the Chancellor was informed of the matter. He apprised that the Chancellor needs to be properly informed so that the Board is made aware.

Dr. Tamez noted that the issue becomes a directive for the Chancellor to hold staff accountable.

Ms. Loredó inquired if the matter has been fixed. Mrs. Byas apprised that the U. S. Department of Education will conduct a site visit next week and apprised that procedures have been implemented to correct the matter.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 5:03 p.m.

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

Minutes Approved as Submitted: April 17, 2014