

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

May 8, 2014

Minutes

The Academic Affairs/Student Services Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, May 8, 2014, at the HCC Administration Building, 2nd Floor, 3100 Main in Seminar Room B, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Committee Member*
Sandie Mullins, *Committee Member*
Robert Glaser
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
Stephen Levey for 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, Board Counsel, Bracewell & Giuliani
Michelle Novak, President, Faculty Senate
Ava Cosey, President, COPA
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Zeph Capo, Committee Member, called the meeting to order at 4:23 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

FOURIER TRANSFORM SPECTROMETER FOR SOUTHEAST COLLEGE

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

Mr. Glaser inquired if the future purchases would be for updated equipment and not necessarily the same model. Dr. Stephen Levy informed that the most recent model would be purchased.

Ms. Mullins inquired when the equipment would be purchased for the other colleges. Dr. Levy informed that one spectrometer is purchased each year and noted that this is the third spectrometer purchased with the five-year grant funds.

Vote – The motion passed with a vote of 2-0.

ENGL 1301 STUDENT ONLINE INSTRUCTIONAL PACKAGE AND COURSE FEE FOR NORTHWEST COLLEGE

Motion – Ms. Mullins moved and Mr. Capo seconded. The motion passed with a vote of 2-0.

MOU BETWEEN HCC AND HISD FOR OPERATIONS OF MIDDLE COLLEGE HIGH SCHOOL (MCHS)

Motion – Ms. Mullins moved and Mr. Capo seconded. The motion passed with a vote of 2-0.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:35 p.m.

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

Minutes Approved as Submitted: June 24, 2014