

**MEETING OF
COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE
November 13, 2014**

Minutes

The Board of Trustees of Houston Community College met as a Committee of the Whole on Thursday, November 13, 2014, at the HCC Administration Building, 2nd Floor, 3100 Main in Seminar Room B, Houston, Texas.

MEMBERS PRESENT

Neeta Sane, *Chair*
Christopher W. Oliver, *Vice Committee*
Robert Glaser, *Secretary*
Zeph Capo
Sandie Mullins
Eva Loredo
Carroll G. Robinson
Adriana Tamez
David B. Wilson

ADMINISTRATION

Cesar Maldonado, Chancellor
E. Ashley Smith, Acting General Counsel
Shantay Grays, Chief of Staff
William Carter, Vice Chancellor, Information Technology
Zachary Hodges, Acting Vice Chancellor, Academic Affairs
Diana Pino, Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Planning
Michael Edwards, Acting President, Coleman College
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
Butch Herod, Acting President, Northwest College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Remmele Young, Associate Vice Chancellor, Government and External Affairs

OTHERS PRESENT

Derrick Mitchell, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate
Jodie Khan, President, COPA
Other administrators, citizens and representatives from the news media

(The following Trustees were present: Capó, Glaser, Loredó, Mullins, Robinson, Tamez, Sane and Wilson)

CALL TO ORDER

Mrs. Neeta Sane, Chair, called the meeting to order at 4:04 p.m. and declared the Board convened to consider matters pertaining to Houston Community College as listed on the duly posted Meeting Notice.

AUTHORIZE TRANSFER OF FUNDS FROM BOND CIP PROJECT J (NORTHEAST-NORTH FOREST CAMPUS) TO BOND CIP PROJECT I (NORTHEAST-NORTHLINE CAMPUS)

Motion – Mr. Glaser moved and Mr. Capó seconded.

Mr. Wilson inquired if there has been any consideration to take the funds from Central as opposed to North Forest.

Mr. Chuck Smith noted that a meeting was held with the culinary department at Central. He informed that it was concluded that there is a need for a more robust facility. He noted that the design team has been asked to revisit the drawings and apprised that approximately \$9 million will be needed. Mr. Smith informed that there is currently discussion to determine the best option regarding the program needs. Dr. Cesar Maldonado apprised that placing the culinary arts program in the basement does not provide the space needed.

Mr. Robinson inquired if the approval affects the commitment of the Early College High School (ECHS) in North Forest and inquired of the expansion that the \$3.5 million provides at Northline.

Mr. Smith provided an overview as it relates to moving funds from the North Forest project to Northline to include:

- Unduplicated student head count for each of the campuses (Northline is 32 sq. ft. per student and North Forest is 82 sq. ft. per student)
- THECB Space Allocation Model
- Utilization Efficiency
- Non-quantitative Factors
- 2010 Facilities Master Plan
- Northline (Project I) Cost Estimate
- North Forest (Project J) Cost Estimate

Dr. Maldonado noted that moving the funds does not prohibit starting up an ECHS at North Forest.

(Mr. Oliver joined the meeting at 4:15 p.m.)

Mr. Smith informed that the effort is to increase the size of the classrooms.

Mr. Oliver inquired if the recommended changes are in alignment with the 2010 Master Plan. Mr. Smith apprised that the recommendation is in line with the scope of the 2010 Master Plan.

Dr. Tamez asked that Mr. Smith advise of the plan that Mr. Oliver referenced. Mr. Smith informed that it is the plan provided by ESPA.

Dr. Tamez inquired if there are any other plans being used. Mr. Smith noted that the book provided to the Board references the Facilities Master Plan, which is the ESPA document. He informed that not all colleges have a master plan and noted that the firm Llewelyn Davies Sahni provided a plan that referenced land uses.

Mr. Oliver informed that the 2010 Master Plan might not meet some of the challenges in the future. He noted that the college has kept to the original plan.

Mrs. Sane inquired if the plans that were originally presented are being followed.

Mr. Capo apprised that he has visited all of the sites in the Northeast area and noted that the campus that he sees the most students at depicting the greatest need is Northline. He informed that there continues to be an issue regarding the childcare center, which has been removed from the plan. He inquired as to how meeting the needs will be addressed.

Mr. Smith noted that the 2010 Master Plan version is strictly a land usage plan. He informed that the size of the building was determined by the amount of funds allocated for the project.

Mr. Wilson apprised that he read the 2010 ESPA Plan and noted that it was seriously flawed. He informed that the college should look at the current status of the college and spend the funds where needed.

Mr. Capo apprised that the Northline is at a quarter of what was originally intended.

Mr. Robinson noted that his frustration is not with Dr. Maldonado and Mr. Smith. He informed that everyone avoided the discussion regarding options for the funds obtained. Mr. Robinson apprised that now he is in an awkward position because he advocated for the bond in North Forest. He noted that he doubled the funds for Coleman and now there is a conversation about applying a master plan that should have been done previously.

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Mr. Robinson inquired of the status of the bond burn rate. Dr. Maldonado informed that the college is behind the goal but feels comfortable that the college will be close to meeting the requirements.

Mr. Robinson apprised that he supports Culinary Arts; however, he will not support moving the funds because he made a commitment to the North Forest community.

Dr. Maldonado informed that the process is where it should be and noted that this is a course correction that is needed to move forward.

Mr. Oliver informed that there needs to be a workable framework to use as a guide going forward.

Mr. Capo clarified that the space factor should not be the deciding factor regarding the ECHS. Dr. Maldonado apprised that the ECHS is a separate discussion and apprised that nothing brought forth today prevents the ECHS.

Ms. Mullins inquired if the transfer of funds affects the commitment made to the community. Mr. Smith noted that the transfer of the funds allows for all programs promised to be delivered in North Forest, and provides the resources for space at the Northline Campus.

Ms. Mullins requested that Dr. Maldonado follow up on his comments. Dr. Maldonado informed that the Master Plan is a framework to build on and apprised that administration is ready to move forward with the projects.

Dr. Tamez requested that Dr. Maldonado provide an overview of the Southeast project for the record. Mrs. Sane informed that the overview could be provided as part of the CIP Update report.

Ms. Loreda apprised that a promise is a promise. She noted that if a school was promised to North Forest, then it should be delivered. She apprised that additional space is needed at Northline. Ms. Loreda noted that the comments from North Forest are that they do not feel as if a real college is being provided.

Dr. Tamez informed that she disagrees with Mr. Robinson in that the presidents spent more than what was allocated. She apprised that if there was a failure of communication by previous administration and if the Board failed to oversee the project that is a different story.

Mr. Robinson noted that almost all the projects are over budget. He informed that the Board does not supervise the presidents.

Vote – The motion passed with vote of 7-1-1 with Mr. Robinson opposing and Mr. Wilson abstaining.

ADJOURNED TO CLOSED SESSION

Mrs. Sane adjourned the meeting to Executive Session at 4:50 p.m. notice having previously been given and reiterated in accordance with Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Mrs. Sane stated that any final action, vote or decision on any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Mrs. Sane reconvened the meeting in Open Session at 6:20 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Glaser, Loreda, Mullins, Robinson, Tamez, Oliver, Sane and Wilson)

Motion - Mr. Oliver motioned and Dr. Tamez seconded to move that the remaining items to the Regular meeting agenda for Tuesday, November 18, 2014. The motion passed with a vote of 7-0-1 with Mr. Wilson abstaining. The following items moved to the Regular meeting agenda under Topics for Action and/or Discussion:

- Investment Policy for 2015
- Investment Report for The Month of September 2014
- Monthly Finance Statement for September 2014
- Acceptance of Donation from National Oilwell Varco
- Update on Bond Capital Improvement Plan (CIP) Related Matters

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 6:21 p.m.

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

Minutes Approved as Submitted: January 22, 2015