

**MEETING OF THE
BOARD GOVERNANCE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

September 11, 2014

Minutes

The Board Governance Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, September 11, 2014, at the HCC Administration Building, 2nd Floor, 3100 Main in Seminar Room B, Houston, Texas.

MEMBERS PRESENT

Zeph Capo, *Committee Chair*
Robert Glaser, *Committee Member*
Sandie Mullins, *Committee Member*
Eva Loredo
Carroll G. Robinson
Neeta Sane
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

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

CALL TO ORDER

Mr. Zeph Capo, Committee Chair, called the meeting to order at 2:17 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: Capo, Glaser, Loreda, Mullins, Sane, Tamez and Wilson)

MODIFICATION TO BOARD POLICY G.1: DISCRIMINATION AND HARASSMENT

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

Dr. Cesar Maldonado noted that the recommended proposal is to comply with Title IX funding requirements.

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

MODIFICATION TO BOARD POLICY D.1: EQUAL EDUCATION OPPORTUNITIES AND D.4.5: SEXUAL HARASSMENT, ASSAULT, AND VIOLENCE

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

Dr. Maldonado informed that the proposed change is noted in the redlined version and is a requirement of Title IX.

Ms. Mullins requested a legal explanation on the matter.

Mr. E. Ashley Smith apprised that the objective was to give discretion to HCC regarding registered sex offenders with a seven-day review.

Ms. Mullins inquired how the college identifies sex offenders. Dr. Maldonado noted that the offender must disclose and if they do not then, they are in violation.

Mr. Capo informed that the offender might not be on the college facilities.

Dr. Maldonado requested that Dr. Diana Pino provide guidance.

Dr. Pino apprised that there is a sex offender review panel that consists of representatives from instruction and the police department. She noted that the review entails visiting the website to see if an offender is listed on the web. Dr. Pino informed that high-risk offenders are not eligible for admission.

Dr. Pino apprised that the title change was made to be more representative. She noted that the revisions are needed for the Title IX requirements

Dr. Maldonado informed that the change is only the title.

Vote – Motion passed with vote of 3-0.

TRAVEL AUTHORIZATION FOR TRUSTEE CARROLL ROBINSON TO ATTEND 2015 AFRICAN AMERICAN LEGISLATIVE SUMMIT

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

Ms. Mullins apprised that she wanted to make certain the expenses are reviewed and that there are no legalities.

Mr. Wilson inquired if there is any value to the college. Ms. Mullins noted that there has been previous discussion regarding such issues.

Mr. Capo informed that there has been a discussion in the Governance committee that a report should be provided.

Dr. Tamez apprised that good points have been made and noted that the conference is within the capacity of the role as a Trustee.

Mr. Capo informed that the conference is similar to the Black Caucus event, which is on the approved conference list.

(Mr. Robinson joined the meeting at 2:29 p.m.)

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

REPORT ON REVISIONS TO BOARD POLICY REGARDING PROHIBITED CONTRACTS/PURCHASES

Mr. Derrick Mitchell apprised that the report is being provided as requested references adding a year to the prohibition of a former Trustee or family member from entering a contract with the college after leaving the Board. He noted that the current statute is one year, which is similar to the city of Houston.

DISCUSS POLICY REGARDING CHANCELLOR'S INTERNATIONAL TRAVEL

Mr. Capo apprised that he is not in favor of the Saigon Tech program and noted that there is no substance. He informed that the issue is regarding the Chancellor's travel to Saigon Tech. He apprised that there was discussion of having a similar approved listing as that in place for the Board.

Mr. Robinson expressed appreciation for having the item on the agenda.

Ms. Loreda noted that another concern was as to who is in charge when the Chancellor travels internationally as well as safety concerns.

Ms. Mullins informed that she is not a proponent of international efforts unless there is a profit that benefits the students locally.

Mr. Capo apprised that his concerns are similar and noted that Vietnam travel could be five figures. He inquired as to who will be responsible for the cost. Mr. Capo informed that his preference would be no international travel unless it comes before the Board for approval.

Mr. Wilson apprised that there are two different items regarding international travel for the Chancellor. He noted that such restrictions are getting too much into the weeds.

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Mr. Glaser informed that when the Chancellor was brought on, he was given latitude to operate the college. He apprised that previous administrators have been alleged to have abused travel and noted that trust needs to be given to the Chancellor to allow him to run the institution. Mr. Glaser informed that there will need to be justification of actions but noted that the Chancellor needs to be able to operate the institution and the international programs should be addressed as needed.

Mrs. Sane apprised that the international initiatives will be on the agenda next month. She informed that there will be an in-depth discussion on the international initiatives.

Mr. Robinson apprised that for him the issue is not travel but policies, processes, and procedures. He noted that the part of the responsibilities of the Board is to make certain there are processes in place. Mr. Robinson informed that there should be awareness of who is in charge in the Chancellor's absence. He apprised that the effort is to prepare before something happens to make certain there are policies in place.

(Mrs. Sane and Mr. Robinson stepped out at 2:46 p.m.)

(Mrs. Sane returned at 2:47 p.m.)

Dr. Maldonado noted that his staff was informed of who was in charge in his absence while traveling to Saigon Tech. He informed that he does have an international trip scheduled with RC2020 and noted that the travel is vital in providing the opportunity to have a presence on the RC2020 Board. He apprised that he understands the Board's concerns and takes them seriously and noted that he will improve regarding advising the Board of his international travel.

Mrs. Sane commended Dr. Maldonado regarding his efforts since coming on board and informed that there have been several pressing issues, and he has done an excellent job in handling the issues.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 2:51 p.m.

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

Minutes Approved as Submitted: October 16, 2014