

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

August 13, 2015

Minutes

The Academic Affairs/Student Success Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, August 13, 2015, at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, *Committee Chair*
David B. Wilson, *Committee Member*
Zeph Capo, *Alternate Committee Member*
Carolyn Evans-Shabazz
Robert Glaser

ADMINISTRATION

Cesar Maldonado, Chancellor
Shantay Grays, Chief of Staff
E. Ashley Smith, Acting General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
Fheryl Prestage for William Carter, Vice Chancellor, Information Technology
Butch Herod, Vice Chancellor, Innovation, Planning and Institutional Analytics
Irene Porcarello, Interim Vice Chancellor, Student Services
Teri Zamora, Vice Chancellor, Finance and Administration
Margaret Ford Fisher, President, Northeast College
Fena Garza, President, Southwest College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Rudy Soliz, Interim President, Southeast College
Janet May, Chief Human Resources Officer
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell & Giuliani
Susan Goll, President, Faculty Senate

CALL TO ORDER

Ms. Eva Loreda, Committee Chair, called the meeting to order at 3:12 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, Evans-Shabazz, Glaser, Loredo, and Wilson).

PLACEMENT TEST

Motion – Mr. Wilson moved and Mr. Capo seconded.

Dr. Maldonado informed that the item is an authorization to purchase units of the Texas Success Initiative (TSI) Assessment; Ability to Benefit (ATB) and English as a Second Language exam for the 2015-16 academic year in the amount of \$235,000.

Dr. Porcarello apprised that the efforts are part of the assessment and placement requirements currently in place.

Mr. Capo noted that there must be other options for getting students ready for college besides testing. He noted that he would desire to have more understanding regarding options available for students and college faculty and administrators.

Ms. Loredo inquired as to what is in place now. She inquired if students are able to retake the test in order to meet the standards.

Dr. Porcarello informed that there are other options for students that do not pass the TSI, Math Integrated Education Test (MIET) and the Reading Integrated Education Test (RIET) She apprised that the students are able to retake the TSI.

Dr. Maldonado noted that there is a \$29 initial cost and a \$10 retest fee.

Dr. Evans-Shabazz inquired if there is an additional cost for retesting or is it included in the fee. Dr. Maldonado informed that the cost for retesting is \$10 per section.

Dr. Evans-Shabazz apprised that the item should be revised to denote that the cost for retesting is \$10 for each section.

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

APPROVE TUITION AND FEES FOR CONTINUING EDUCATION

Motion – Mr. Capo moved and Mr. Wilson seconded.

Dr. Maldonado noted that an item was presented a couple of months ago but was pulled. He informed that the item is being re-presented to include only those items that have a fee increase.

Ms. Loredo inquired if there will be an effort to make certain classes available for the students to complete the certificates. Dr. Beatty apprised that the classes are part of the Continue Education courses and the courses are provided at various times to make certain the students are able to complete the certificate programs.

Mr. Wilson referenced the welding course and noted that the cost is a significant increase. He requested a comparison of the Continue Education courses of other community colleges. Dr. Maldonado informed that the comparison would be provided in the Weekly Administration Briefing.

Dr. Beatty apprised that regarding the welding course, there was an increase in the cost of material and noted that there are some opportunities to offset the cost for students.

Ms. Loreda informed that there should be an effort to make certain the students are able to complete the course.

Dr. Maldonado apprised that even with the increase the college remains within market regarding the welding course.

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

BUSINESS MANAGEMENT SPECIALIZATION - INSURANCE SPECIALIST LEVEL 1 CERTIFICATE

Dr. Maldonado noted that the item provides an update of a certificate in Insurance Specialization (Level 1).

Dr. Beatty informed that that the purpose of the program is to expand offerings to meet the demand of students and the community. She apprised that the review of the offerings emerged from Dr. Ford Fisher's work with the community.

Mr. Glaser recommended an annual review of all the programs to determine those that need to be sunseted.

Dr. Ford Fisher informed that the Greater North Houston Chamber of Commerce recommended the development of the program. She noted that the effort was to have a feeder program that would eventually circulate throughout the district.

UPDATE ON STUDENT SUCCESS

Dr. Maldonado noted that the update is to keep the Board informed of the college's activities regarding student success.

Dr. Beatty provided an update to include:

- Guided Pathways to Success - The goal of the partnership between HCC and the University of Houston is to increase student completion rates.
- Achieving the Dream - The goal is to increase success and completion by institutionalizing promising practices at scale.

- Research and Development Project - MDRC and Texas Higher Education Coordination Board have partnered to evaluate the effectiveness of the TSI for students placed in Adult Basic Education courses.
- Engaging Latino Students for Transfer and College Completion - The goal is to increase seamless transfer opportunities for current HCC Hispanic students to the University of Houston.

UPDATE ON ATHLETIC PROGRAM

Dr. Porcarello provided an overview of the recreational and wellness programs.

(Mr. Glaser stepped out at 3:48 p.m.)

UPDATE ON INSTITUTIONAL TRANSFORMATION PLAN

Dr. Butch Herod provided update to include the following:

- Instruction

(Mr. Glaser returned at 3:49 p.m.)

- Student Services
- Finance and Administration
- Sustainability
- Legal and Compliance
- Communication

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:50 p.m.

Minutes recorded, transcribed & submitted by:
Melinda Davila, Executive Secretary, Board Services

Minutes Approved as Submitted: September 17, 2015