

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

May 10, 2016

Minutes

The Academic Affairs/Student Services Committee of Houston Community College met on May 10, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

Members Present

Eva Loreda, *Committee Chair*
John P. Hansen, *Committee Member*
Carolyn Evans-Shabazz
Neeta Sane
Adriana Tamez

Administration

Dr. Cesar Maldonado, Chancellor
Melissa Gonzalez, Chief of Staff
Ashley Smith, General Counsel
Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer
William Carter, Vice Chancellor, Information Technology
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College/Interim Vice Chancellor, Student Services
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Carme Williams, Executive Director, HCC Foundation
Remmele Young, Associate Vice Chancellor, Governmental and External Affairs

Others Present

Jarvis Hollingsworth, Board Counsel, Bracewell LLP
David White, President, Faculty Senate
Other administrators, citizens, and representatives from the news media

CALL TO ORDER

Ms. Eva Loreda, Committee Chair, called the meeting to order at 2:30 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: Loreda, Hansen, Tamez, and Wilson)

TOPICS FOR DISCUSSION AND/OR ACTION

- **Report on Graduation**

Dr. Beatty informed that Mr. Jamey Rootes, President of the Houston Texans and Chair of the Greater Houston Partnership is the commencement speaker and that a photographer would be located off stage to the right operating the event. Dr. Beatty informed that almost 2000 students registered to participate in the graduation on Saturday, May 14, 2016 and that 143 graduates were registered to participate in the GED graduation on Wednesday, May 11, 2016. Also, she apprised that Dr. Melissa Gonzales would provide the commencement address at the GED Ceremony. She continued that the HCC Foundation would be awarding three scholarships via a random drawing.

Dr. Beatty informed that a student competition was held to design a graduation program cover for the GED and regular graduation commencements. She announced Scott Almaguer as the winner for the graduation program cover and Stenio Garcia as the winner for the GED cover.

(Dr. Tamez joined the meeting at 2:40 p.m.)

Dr. Beatty noted there will be a graduation rehearsal on Friday, May 13, 2016 at 6:00 p.m. and apprised that parking for the rehearsal is free. Dr. Tamez requested a calendar invite be sent to the Board regarding the rehearsal.

- **Report on Shared Service Projects**

Dr. Maldonado informed that Dr. Phillip Nicotera would provide an update on the Share Service projects.

Dr. Nicotera informed that the goal is to improve the student experience. He noted there will be different projects in an effort to improve the experience as students are on-board with HCC. He noted, the key is for the students to maintain enrollment. Dr. Nicotera provided an overview of the shared projects to include the following:

- Components of a Comprehensive Student Success Agenda
- Admission and Enrollment Projects
- New Student Orientation
- Career Advising
- Mapping Discipline Adjacency
- Learning Support
- Early Alert Program
- Congruence Workshop
- Purpose
- Expected Outcomes

- Feedback - President's Presentation & Roundtable

Ms. Loredo expressed she was glad to see the advising project and noted she is going to propose that more funding be allocated for advising during the budgeting process.

- **Report on Survey of Entering Student Engagement (SENSE) Results**

Dr. Maldonado apprised that Dr. Beatty would provide an overview of the Survey of Entering Student Engagement (SENSE) results.

Dr. Beatty provided an overview of the benchmark areas and the results regarding the SENSE. She noted that the projects were aligned with the following benchmarks:

- Early Connections
- High Expectations and Aspirations
- Clear Academic Pathway
- Effective Track to College Readiness
- Engaged Learning
- Academic Support

(Mrs. Sane joined the meeting at 2:58 p.m.)

Dr. Beatty reviewed the following survey results:

- Benchmarks of Effective Educational Practices with Entering Students
- Aspects of Highest Student Engagement
- Aspects of Lowest Student Engagement
- Academic and Student Support Services
- Academic Goal Setting and Planning

Mrs. Sane inquired if there has been an analysis as to why the students are not utilizing advising services. Dr. Beatty informed that the survey provided the data and the college will now review to conduct an analysis as to the "why".

Ms. Loredo expressed that the information is great and could possibly be something the full Board could review. She noted this type of data is needed in order for the students to be successful.

Ms. Loredo expressed appreciation to the faculty and staff for their efforts.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:11 p.m.

Minutes recorded, transcribed & submitted by:

Sharon Wright, Director, Board Services

Minutes Approved as Submitted: June 16, 2016