

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

November 13, 2014

Minutes

The Board Governance Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, November 13, 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 Loreda
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
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Mr. Zeph Capo, Committee Chair, called the meeting to order at 3:05 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, and Wilson)

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

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

Dr. Cesar Maldonado apprised that the item was approved in September and noted that there was a clerical omission and is being presented to add a word. Mr. Capo informed that the word “sex” was added.

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

**MODIFICATION TO BOARD BYLAWS ARTICLE A, SECTION 10(E): MECHANISMS
FOR ENFORCEMENT**

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

Mr. Derrick Mitchell apprised that the item is a revision in the mechanism for enforcement of the Board bylaws. He noted that the change is to Article A, Section 10(e) to allow the Chair to initiate an investigation after receiving an approval of the majority of the Board. He informed that the major difference is that the current policy allows an investigation to be called regarding a complaint by any one. Mr. Mitchell noted that this would require a majority of the Board to approve the investigation.

Mr. Capo inquired as to how complaints are brought forward. Mr. Mitchell apprised that the practice has been to see it in writing. He recommended including the language “in writing”.

Mr. Capo inquired if a motion is needed on the recommendation to amend.

Amendment – Ms. Mullins moved and Mr. Glaser seconded to amend to include “complaint in writing”. The motion passed with a vote of 3-0.

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

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 3:14 p.m.

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

Minutes Approved as Submitted: January 22, 2015