



AGENDA

ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE OF THE BOARD OF TRUSTEES

Committee Members

Trustee Eva Loreda, Chair

Dr. Adriana Tamez

Trustee Dave Wilson

Alternate Member

Trustee Zeph Capo

April 9, 2015

3:00 p.m.

**HCC Administration Building
3100 Main, 2nd Floor Auditorium
Houston, Texas 77002**



Strategic Plan 2012-2015

Creating Opportunities for Our Shared Future
(Approved by the HCC Board of Trustees, June 22, 2012)

Mission

Houston Community College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career and economic development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

Vision

HCC will be a leader in providing high quality, innovative education leading to student success and completion of workforce and academic programs. We will be responsive to community needs and drive economic development in the communities we serve.

Strategic Initiatives

- Initiative #1: Increase Student Completion
- Initiative #2: Respond to Business and Industry
- Initiative #3: Develop 21st Century Learners
- Initiative #4: Support Faculty/Staff Professional Development and Student Leadership
- Initiative #5: Support Innovation
- Initiative #6: Support Entrepreneurialism
- Initiative #7: Leverage Partnerships

**NOTICE OF A MEETING OF THE
ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE
OF THE BOARD OF TRUSTEES**

HOUSTON COMMUNITY COLLEGE

April 9, 2015

Notice is hereby given that a Meeting of the Academic Affairs/Student Services Committee of the Board of Trustees of Houston Community College will be held on Thursday, the ninth (9th) day of April, 2015 at 3:00 p.m., or after, and from day to day as required, at the HCC Administration Building, 3100 Main, 2nd Floor Auditorium, Houston, Texas 77002. The items listed in this Notice may be considered in any order at the discretion of the Committee Chair and items listed for closed session discussion may be discussed in open session and vice versa as permitted by law. Actions taken at this Meeting do not constitute final Board action and are only Committee recommendations to be considered by the Board at the next Regular Board meeting.

I. Call to Order

II. Topics for Discussion and/or Action:

- A. Report on International Travel Student Trip to Salzburg Global Seminar.
- B. Update on Student Success.
- C. Update on Institutional Transformation Plan.
- D. Report on Library Service Plan for Transformation.
- E. Update on Athletics Program.

III. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071; 551.072 and 551.074, the Open Meetings Act, for the following purposes:

A. Legal Matters

- 1. Consultation with legal counsel concerning pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

B. Personnel Matters

- 1. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, or to hear complaints or changes against an officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

The Houston Community College Board of Trustees (the "Board") will not consider or act upon any item before this committee. This meeting is not a Regular Meeting of the Board but because a quorum of the Board may attend, the meeting of this committee is also being posted as a Meeting of the Board.

C. Real Estate Matters

1. Deliberate the purchase, exchange, lease, or value of real property for Agenda items if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

IV. Additional Closed or Executive Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning:

Section 551.071 – For the purpose of a private consultation with the Board's attorney about pending or contemplated litigation, a settlement offer, or matters on which the attorney's duty to the System under the Texas Disciplinary Rules of Professional Conduct clearly conflicts with the Texas Open Meetings Laws.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation to the System if deliberation in an open meeting would have a detrimental effect on the position of the System in negotiations with a third person.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

Section 551.076 – To consider the deployment, or specific occasions for implementation of security personnel or devices, or a security audit.

Section 551.082 – For the purpose of considering discipline of a student or to hear a complaint by an employee against another employee if the complaint or charge directly results in a need for a hearing, unless an open hearing is requested in writing by a parent or guardian of the student or by

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the employee against whom the complaint is brought.

Section 551.084 – For the purpose of excluding a witness or witnesses in an investigation from a hearing during examination of another witness in the investigation.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

V. Reconvene in Open Meeting

VI. Adjournment

Certificate of Posting or Giving of Notice

On this 6th day of April, 2015, at or before 3:00 p.m., this Notice was posted at a place convenient to the public and readily accessible at all times to the general public at the following locations: (1) Administration Building of the Houston Community College, 3100 Main, First Floor, Houston, Texas 77002; (2) the Harris County's Criminal Justice Center, 1201 Franklin, Houston, Texas 77002; (3) the Fort Bend County Courthouse, 401 Jackson, Richmond, Texas 77469; and (4) the Houston Community College website, www.hccs.edu. The Houston Community College's Fort Bend County public meeting notices may be viewed after hours (*i.e.* between the hours of 5:30 p.m. and 7:30 a.m.) on the kiosk located on the west side of the new Fort Bend County Courthouse (the "William B. Travis Building"), located at 309 South Fourth Street, Richmond, Texas 77469.

Sharon R. Wright, Manager
Board Services

REPORT ITEM

Meeting Date: April 9, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
A	Report on International Travel Student Trip to Salzburg Global Seminar	Dr. Cesar Maldonado Dr. Irene Porcarello

DISCUSSION

Report on international travel as follows:

Participants traveling to Salzburg from May 22, 2015 - May 30, 2015, will attend plenary lectures, participate in small group work, and benefit from this cultural exchange. Participants Include:

One Chaperone:

Dr. Maya Durnovo - Chief Entrepreneurial Initiatives Officer (HCC - System Office)

Five Students:

Anastasia Navarro - (HCC - Central College)
Stephanie Salleee - (HCC - Northwest College)
Irene Martinez - (HCC - Northeast College)
Alejandra Soto (HCC - Southeast College)
Kevin McCaslin - (HCC - Southwest College)

DESCRIPTION OR BACKGROUND

The Study Abroad Office is sending five students and one chaperone to participate in the Salzburg Global Seminar, Global Citizenship Program (GCP), an ongoing program.

The GCP is an intensive, one week program focused on academic discussion among a group of students from two-year and four-year US higher education institutions.

Each year, the students prepare for the trip with in-class discussions of the reading materials required by Salzburg prior to arrival. The trip is considered a Short Term Faculty-Led Program, tied to the summer course, GOVT 2389, taught by Professor John Speer.

Housing and meals are provided at the Salzburg Global Seminar headquarters in the Schloss Leopoldskron.

The Study Abroad Office has worked with the HCC Office of Risk Management to secure insurance covering students' and faculty health, travel, and repatriation if necessary for up to \$2 million each.

FISCAL IMPACT

The total cost of the program is covered by the OISS&SA budget and is estimated at \$28,000.00 (Salzburg fee, flights, insurance, housing, meals, in-country travel). Students pay the tuition cost for the HCC course GOVT 2389.

STRATEGIC INITIATIVES ALIGNMENT

Strategic Initiative: Leverage Local and International Partnerships for Institutional and Community Development.

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

REPORT ITEM

Meeting Date: April 9, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
B	Update on Student Success	Dr. Cesar Maldonado Dr. Kimberly Beatty

DISCUSSION

Report on student success outcomes (success in developmental education, persistence, and completion of programs of study) as outlined in the 2012-2015 Strategic Plan. The report will also include new goals relative to student success measures (college readiness, successful course completion, degree attainment, graduation rates for 1st time credential seeking, and transfer rates) that align with the Chancellor's goals and the State funding model.

DESCRIPTION OR BACKGROUND

As HCC goes through transformation, it is also necessary to create a student success agenda that aligns with the State funding model and the Chancellor's goals as well as inform the next strategic plan.

FISCAL IMPACT

N/A

STRATEGIC INITIATIVES ALIGNMENT

Strategic Initiative: Increase Student Completion

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

REPORT ITEM

Meeting Date: April 9, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
C	Update on Institutional Transformation Plan	Dr. Cesar Maldonado

DISCUSSION

Provide an overview on the institutional transformation plan.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Increase Student Completion

This item is applicable to the following:
 Central Coleman Northeast Northwest Southeast Southwest 3100

REPORT ITEM

Meeting Date: April 9, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
D	Report on Library Service Plan for Transformation	Dr. Cesar Maldonado Dr. Kimberly Beatty

DISCUSSION

Report on HCC Libraries and their support of teaching and learning as they transition to the new HCC Transformation Plan and Centers of Excellence.

DESCRIPTION OR BACKGROUND

Based on the HCC transformation model of Centers of Excellence, library faculty, staff, services, spaces, and collections will need to be aligned to support specialized programs offered at each location.

A Library Service Plan is currently being drafted that will address these issues.

FISCAL IMPACT

N/A

STRATEGIC INITIATIVES ALIGNMENT

Strategic Initiative: Increase Student Completion through Advanced Educational Opportunities

Ensure Instructional Programs Provide the Knowledge and Skills Required for 21st Century Learners

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100

REPORT ITEM

Meeting Date: April 9, 2015

Committee: *Academic Affairs/Student Services*

ITEM NO.	ITEM TITLE	PRESENTER
E	Update on Athletics Program	Dr. Cesar Maldonado Dr. Irene Porcarello

DISCUSSION

An update will be provided on recreational sports and wellness programming.

DESCRIPTION OR BACKGROUND

The board approved the collection of a \$6 athletics fee in 2008. The fee is collected from credit students each semester enrolled. The fee is used to provide students with an opportunity to participate in a variety of club and intramural sports as well as wellness activities. In June of 2010, a program director of recreational sports and student activities was hired.

- Recreation Sports and Wellness goals for AY14-15:
 1. Increase participation in programming by 30% from AY13-14.
 2. Improve tracking of student participation.
 3. Provide a greater variety of programming in which students are interested in order to engage the greatest number of students.

- Recreation Sports and Wellness goals outcomes for AY14-15
 1. 4,632 are unique students participated in Recreational Sports and Wellness programming across the district. This was a 232% increase in participation from AY13-14.
 2. Tracking of student participation is recorded in a team site and updated regularly by the rec-specialists and limited support staff. iPods were purchased at the beginning of the spring 2014 term for rec-specialists to scan student ID cards to record participation.
 3. The participation increases were due primarily to broader focus on wellness activities and club sports.

Event_Category	College					System	Grand Total
	Central	Northeast	Northwest	Southeast	Southwest		
Club Sport	35	57	1,065	192	460	1	1,810
Fitness/Wellness	295	3	289	446	115	1	1,150
Indoor Physical Recreation	53	2	105	1,500	42		1,702
Intramural Sport				2	9		11
Outdoor Physical Recreation	28		23	49			100
Recruiting Fair		17	19	51	16		103
Grand Total	411	79	1,501	2,240	642	2	4,876

• Potential goals for AY15-16:

1. Evaluate best practices at NW and SE to implement at the other colleges in order to increase student engagement across the district.
2. Continue tracking of student activity in the various recreational and sports programming categories.
3. Increase HCC website presence of recreational co-curricular programming.
4. Maximizing technology to survey student interests in additional recreational co-curricular programming with targeted outreach to inform students of those programs.
5. Update recreational sports handbook and guidelines and align with CAS standards.
6. Provide training to coaches and program advisors on student engagement, student success, and student leadership to maximize benefit of student participation in co-curricular programs.

STRATEGIC GOAL ALIGNMENT

Strategic Initiative: Enrich Institutional Capacity for Faculty and Staff Professional Development and Student Leadership Development. Expand opportunities for student learning and engagement activities.

This item is applicable to the following:

Central Coleman Northeast Northwest Southeast Southwest 3100