

**SPECIAL MEETING  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**August 28, 2015**

**Minutes**

The Board of Trustees of Houston Community College held a Special Meeting on Friday, August 28, 2015 at the HCC Administration Building, Second Floor Seminar Room B, 3100 Main, Houston, Texas.

**MEMBERS PRESENT**

Zeph Capo, *Chair*

Robert Glaser, *Vice Chair*

Carolyn Evans-Shabazz

Eva Loreda

Christopher W. Oliver

Neeta Sane

David Wilson

**ADMINISTRATION**

Cesar Maldonado, Chancellor

Shantay Grays, Chief of Staff

E. Ashley Smith, Acting General Counsel

Kimberly Beatty, Vice Chancellor, Instructional Services, Chief Academic Officer

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

Phillip Nicotera, President, Coleman College

Rudy Soliz, Interim 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**

Melissa Mihalick, Board Counsel, Bracewell & Giuliani

Gene Locke, Andrews & Kurth

John P. Hansen, Trustee Elect

Other administrators, citizens and representatives from the news media

**CALL TO ORDER**

Mr. Zeph Capo, Chair, called the meeting to order at 1:38 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, Oliver, Sane and Wilson)*

**RESOLUTION RELATING TO CANCELLATION OF TRUSTEE ELECTIONS IN UNOPPOSED DISTRICTS AND MATTERS RELATED THERETO**

Motion – Mrs. Sane moved and Mr. Oliver seconded.

Mr. Gene Locke noted that two of the four seats are unopposed and the law allows the institution to declare the candidate the victor for the term to begin January 2016. He informed that one of the benefits is lowering the expense of elections.

Ms. Loredo inquired of the possibility of a write-in candidate. Mr. Locke apprised that legally the unopposed candidate will be declared elected and any write-ins will be null and void.

Vote – The motion passed with a vote of 7-0.

**HCCS APPLICATION TO THE COMMISSION ON PRESIDENTIAL DEBATES**

Motion – Mrs. Sane moved and Mr. Oliver seconded

Dr. Maldonado provided an overview of the process to date and noted that the recommendation is to withdraw from the list of prospective host institutions. Dr. Maldonado informed that the decision is based on a different economic environment and noted the focus of administration will be on transformation and student success.

Vote – The motion passed with a vote of 7-0.

**ADJOURNED TO CLOSED SESSION**

Mr. Capo adjourned the meeting to Executive Session at 1:49 p.m. notice having previously been given and reiterated in accordance with Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Mr. Capo stated that any final action, vote or decision on any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Mr. Capo reconvened the meeting in Open Session at 2:38 p.m. and entertained any motions on pending matters.

*(The following Trustees were present: (Capo, Evans-Shabazz, Glaser, Loredo, Oliver, Sane and Wilson)*

**ENGAGEMENT OF LEGAL SERVICES WITH NUGENT & PETERSON**

Motion – Mr. Oliver moved and Mrs. Sane seconded.

Vote – The motion passed with a vote 6-0-1 with Mr. Wilson abstaining.

**MARKETING AND MEDIA RELATIONS CONTRACT SERVICES**

Motion – Mr. Oliver moved and Mrs. Sane seconded.

Mr. Wilson inquired of the procurement process. Ms. Mihalick informed that the discussion should be held in closed session due to attorney-client privilege.

Vote – The motion passed with a vote of 6-1 with Mr. Wilson opposing.

**ADJOURNED TO CLOSED SESSION**

Mr. Capo adjourned the meeting to Executive Session at 2:40 p.m. notice having previously been given and reiterated in accordance with Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Mr. Capo stated that any final action, vote or decision on any item discussed in Executive Session would be taken up in Open Session or in a subsequent Public Meeting.

Mr. Capo reconvened the meeting in Open Session at 3:46 p.m. and entertained any motions on pending matters.

*(The following Trustees were present: (Capo, Evans-Shabazz, Glaser, Loredo, Sane and Wilson)*

**CHANCELLOR'S EVALUATION FOR 2014-15 AND PERFORMANCE GOALS FOR 2015-16**

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

Mr. Capo noted the report needs to be accepted and that action taken on the performance goals is to execute an extension to complete no later than November 2015.

Vote – The motion passed with a vote of 5-1 with Mr. Wilson opposing.

**ADJOURNMENT**

With no further business coming before the Board, the meeting adjourned at 3:49 p.m.

*Minutes recorded, transcribed & submitted by:*

Melinda Davila, Executive Secretary, Board Services

Minutes Approved as Submitted: September 17, 2015