

**NOTICE OF A REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
HOUSTON COMMUNITY COLLEGE**

**August 15, 2013**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston Community College will be held on Thursday, the fifteenth (15<sup>th</sup>) day of August 2013 at 4:00 p.m., or after, and from day to day as required, at the HCC Administration Building, 2<sup>nd</sup> Floor Auditorium, 3100 Main, Houston, Texas. The items listed in this notice may be considered in any order at the discretion of the Chair or Board and items listed for closed session discussion may be discussed and/or approved in open session and vice versa as permitted by law.

**I. Call to Order**

**II. Prayer and Pledge of Allegiance**

**III. Approval of Minutes**

Approval of Minutes from Special Meeting of June 5, 2013, Academic Affairs/Student Services Committee Meeting of June 18, 2013, Board Governance Committee Meeting of June 18, 2013, Chancellor Search Committee Meeting of June 18, 2013, Committee of the Whole Meeting of June 18, 2013, External Relations of June 18, 2013, Regular Meeting of June 25, 2013 and Special Meeting of July 11, 2013

**IV. Awards, Presentations, and Recognitions**

- A. Check Presentation by JPMorgan Chase Foundation in Support of Workforce Education Enhancement at HCC

**V. Chairman's Report**

**VI. Chancellor's Report**

- A. Faculty Senate Report (President of Faculty Senate)

**VII. Hearing of Citizens**

**VIII. Consent Agenda**

**A. Academic Affairs/Student**

- 1. Apprenticeship Training Agreement for Non-Credit Classes

Houston Community College  
Regular Board Meeting – August 15, 2013

2. Student Exam Costs for Surgical Technology and Medical Assistance Programs
3. Placement Test
4. Conditional Letters of Admission for 6th Graders in HCC Service Area

**B. Board Governance**

5. Renewal of Full-time Faculty Employee Annual Contracts for Fiscal Year 2013-14
6. Proposed Revisions to Board Bylaws

**C. External Relations**

7. HCC Presidential Debate Resolution

**D. Interim Chancellor Search**

8. Executive Search Services (Project No. 13-41)

**E. Facilities and Finance**

9. Investment Report for the Month of May 2013
10. Investment Report for the Month of June 2013
11. Monthly Finance Report for July 2013
12. Ground Lease with Texas Medical Center
13. Television Production Services (Project No. 13-45)
14. Property and Casualty Insurance Program Services (Project No. 13-35)
15. Armored Car Transportation Services (Project No. 13-43)
16. Financial Advisory Services (Project No. 13-42)
17. Payment to Bracewell & Giuliani LLP for Professional Services
18. Order Calling for Trustee Election to be held on Tuesday, November 5, 2013; and Making Provisions Related to the Subject

**IX. Topics for Discussion and/or Action**

**A. Personnel**

1. Personnel Agenda for August 2013

**X. Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.071, 551.072, 551.073, and 551.074, the Open Meetings Act, for the following purposes:**

**A. Legal Matters**

1. Consultation with legal counsel concerning 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
2. Consultation with General Counsel on Pending Legal Matters

**B. Personnel Matters**

1. Deliberate Individual/Faculty/Administration Classified Staff
  - a. Employment of Faculty – Regular and Executive Contracts
2. Deliberate the appointment, employment, evaluation, reassignment, duties, leave, discipline, contract status, or dismissal or to hear complaints or charges against the chancellor, employees or board members

**C. Real Estate and Property 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 negotiations

**Reconvene in Open Meeting**

**XI. Consider Action on Agenda Items, Including Closed Session Matters**

## **XII. 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 any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

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.

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

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.

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

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.

Houston Community College  
Regular Board Meeting – August 15, 2013

**XIII. Adjournment**

**XIV. Dinner**

Following the conclusion of all business, the Board of Trustees will meet for dinner in the Chancellor's Conference Room, 12<sup>th</sup> Floor, Suite 12D15, System Administration Building, 3100 Main, Houston, Texas 77002, where the Board may generally discuss System business, but will not take action on such business.

**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this 9<sup>th</sup> day of August 2013 at or before 4:00 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) the HCC 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's website, [www.hccs.edu](http://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