

**NOTICE OF A REGULAR MEETING  
OF THE BOARD OF TRUSTEES**

**HOUSTON COMMUNITY COLLEGE**

**May 16, 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 sixteenth (16<sup>th</sup>) day of May 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 Academic Affairs/Student Services Committee Meeting of April 11, 2013, Board Governance Committee Meeting of April 11, 2013, Committee of the Whole Meeting of April 11, 2013, External Relations Committee Meeting of April 18, 2013, and Regular Meeting of April 18, 2013

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

- A. Check Presentation to Opportunity 14 from H-E-B
- B. 2013 Faculty and Staff Campaign

**V. Chairman's Report**

**VI. Chancellor's Report**

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

**VII. Hearing of Citizens**

**VIII. Consent Agenda**

**A. Board Governance**

- 1. Resolution Reaffirming Commitment to College Safety and Security

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2. Travel Authorization for Trustees Herlinda Garcia and Eva Loredo to attend the National Association of Latino Elected and Appointed Officials (NALEO)
3. Proposed Revisions to Board Bylaws and Compensation and Expenses Policy

**B. Facilities and Finance**

4. Renewal of Lease Agreement for 4014 Bluebonnet Drive Stafford, Texas
5. Bond Oversight Committee
6. Construction Audit Services
7. Investment Report for the Month of March 2013
8. Monthly Finance Report for April 2013

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

**A. Academic Affairs/Student Services**

1. Report on HCC and Houston Independent School District's Visit to Middle College at Guilford Technical Community College in Greensboro, NC
2. Campus Safety Plan
3. Report on Enrollment Management (Recruitment and Retention)

**B. External Relations**

4. Update on Student Marketing Campaign
5. Legislative Update and Any Other Related Board Action, as Necessary

**C. Facilities and Finance**

6. Procurement Update from the Office of General Counsel and the Office of Procurement Operations
7. Payment to Bracewell & Giuliani LLP for Professional Services (April 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:

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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.

### **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.

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**CERTIFICATE OF POSTING OR GIVING NOTICE**

On this 13<sup>th</sup> day of May 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.

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Sharon R. Wright, Manager  
Board Services