

**MEETING OF THE
ACADEMIC AFFAIRS/WORKFORCE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON COMMUNITY COLLEGE**

October 13, 2016

Minutes

The Academic Affairs/Workforce Committee of the Board of Trustees of Houston Community College held a meeting on Thursday, October 13, 2016 at the HCC Administration Building, Second Floor Auditorium, 3100 Main, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Committee Chair
John P. Hansen, Committee Member
Carolyn Evans-Shabazz, Alternate Committee Member
Zeph Capo
Robert Glaser
Neeta Sane

ADMINISTRATION

Cesar Maldonado, Chancellor
Melissa Gonzalez, Vice Chancellor/Chief of Staff
Ashley Smith, General Counsel
Teri Zamora, Senior Vice Chancellor, Finance and Administration
Kimberly Beatty, Vice Chancellor, Instructional Services/Chief Academic Officer
Athos Brewer, Vice Chancellor, Student Services
William Carter, Vice Chancellor, Information Technology
Madeline Burillo, President, Southwest College
Margaret Ford Fisher, President, Northeast College
William Harmon, President, Central College
Zachary Hodges, President, Northwest College
Phillip Nicotera, President, Coleman College
Irene Porcarello, President, Southeast College
Janet May, Chief Human Resources Officer
Terrence Corrigan, Director, Internal Audit

OTHERS PRESENT

Jarvis Hollingsworth, Board Counsel, Bracewell LLP
Melissa Miller-Waters, President, Faculty Senate
Other administrators, citizens and representatives from the news media

CALL TO ORDER

Ms. Eva Loredo, Committee Chair, called the meeting to order at 11:08 a.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: Evans-Shabazz, Glaser, Hansen, Loredo, and Tamez)

TOPICS FOR DISCUSSION AND/OR ACTION

REPORT ON HONORS TRAVEL ABROAD

Dr. Maldonado noted the honors travel abroad presents the students an opportunity to travel internationally. He noted that Dr. Beatty and Dr. Cheryl Peters would provide details regarding the scheduled travel to Italy.

Dr. Peters noted the students would be traveling to Florence and Venice, Italy as part of the HCC Honors College curriculum. She noted that Dr. Wilcox will accompany her and the students on the international travel experience during the spring semester inclusive of Spring Break (March 9-18, 2017).

REPORT ON LIBRARY WEEKEND HOURS

Dr. Maldonado noted that Dr. Beatty would provide an update regarding the library weekend hours. Dr. Beatty reported on the following:

- Campus Weekend Library
- Saturday and Sunday Gate Count
- Expanded Weekend Hours - Preliminary Conclusions

Dr. Beatty noted a brief student usage survey will be conducted.

Mr. Glaser expressed appreciation to Mrs. Loredo for bringing the issue forward and administration for addressing the issue.

(Mr. Capo joined the meeting at 11:17 a.m.)

Mrs. Loredo noted that she was approached by some librarians during Fun Day to express appreciation for the extended library hours. She noted that there should be monitoring to see which colleges are utilizing the services.

REPORT ON WORKFORCE PROGRAMS AND ENROLLMENT

Dr. Beatty provided a report on the workforce programs, enrollment and an overview of how the data is organized.

Dr. Beatty highlighted college readiness and noted there is a student success course entitled LEAD that is listed even though it is not a workforce course.

Ms. Loredo referenced the total number at the bottom and inquired if this is the number of students enrolled. Dr. Beatty noted the number represents the number enrolled.

Ms. Loredo wished Dr. Evans-Shabazz a happy birthday.

Ms. Loredo also noted that she attended the Fun Day activities throughout the colleges.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 11:25 a.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved: November 17, 2016