



AGENDA

BOARD OF TRUSTEES REGULAR MEETING

**September 17, 2025
4:00 PM**

3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002

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

September 17, 2025

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Houston Community College will be held on Wednesday, September 17, 2025 at 4:00 PM, or after, and from day to day as required, 3100 Main Street, 2nd Floor Auditorium, Houston, Texas 77002. 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

- A. Approval of Minutes for August 2025

IV. Awards, Presentations, and Recognitions

- A. Check Presentation by Wells Fargo
- B. Faculty and Staff Recognition Regarding HCC's Vocational Nursing to Associate Degree Nursing Education Program
- C. Recognition of National Hispanic Heritage Month

V. Chair's Report

- A. Trustees District Report

VI. Chancellor's Report

- A. United Student Council Report
- B. Faculty Senate Report
- C. Staff Senate Report

VII. Hearing of Citizens

VIII. Consent Agenda

- 1. Acceptance of Donated Item by Camden Living
- 2. Monthly Investment Report, Financial Statement and Budget Review for July 2025
- 3. Approve Chancellor's Annual Priorities and Performance Goals for 2025-26

IX. Topics for Discussion and/or Action

- A. HVAC Roof Top Replacement Project, Spring Branch Campus (Project No. IFB 25-35)
- B. Employee Engagement Survey (Project No. RFP 25-39)
- C. Cooperative Contract Awards for Fiscal Year 2026
- D. Full-Time Faculty Academic Year Contract Renewals

X. 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

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

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

C. Real Estate Matters

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.

1. Discuss Potential Real Estate Opportunities

XI. 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, employee or board member to hear complaints or changes against an officer, employee or board member unless the officer, employee or board member 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 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.

XII. Reconvene in Open Meeting

XIII. Adjournment

XIV. Personnel Agenda - Staff

CERTIFICATE OF POSTING OR GIVING NOTICE

On this **12th day of September 2025**, 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 and (2) the Houston Community College's website: www.hccs.edu.

Posted By:

Sharon R. Wright
Director, Board Services

ACTION ITEM

Meeting Date: September 17, 2025

Approval of Minutes

ITEM #	ITEM TITLE	PRESENTER
A.	Approval of Minutes for August 2025	Dr. Margaret Ford Fisher Sharon Wright

RECOMMENDATION

Approve meeting minutes for August 2025.

COMPELLING REASON AND BACKGROUND

In accordance with the Board bylaws, the Board shall prepare and keep minutes of each open meeting.

The following Board meetings were held in August 2025:

- Academic and Student Affairs Committee on August 6, 2025
- Audit Committee on August 6, 2025
- Board Governance Committee on August 6, 2025
- Committee of the Whole on August 6, 2025
- Marketing Committee on August 6, 2025
- Special Meeting on August 6, 2025
- Regular Meeting on August 20, 2025
- Special Meeting (Board Retreat) on August 22, 2025

LEGAL REQUIREMENT

In accordance to Board Bylaws, Article G, Section 9

STRATEGIC ALIGNMENT

1. *Student Success*

ATTACHMENTS:

Description	Upload Date	Type
Draft Minutes - August 2025	9/10/2025	Attachment

This item is applicable to the following: District

**MEETING OF THE
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 6, 2025

Minutes

The Academic and Student Affairs Committee of Houston City College Board of Trustees met on Wednesday, August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Adriana Tamez, Committee Chair
Sean Cheben, Committee Member
Monica Richart

CHANCELLOR'S COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea Burrridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Dr. Adriana Tamez, Committee Chair, called the meeting to order at 1:01 p.m. and declared the Board convened to consider matters about Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Richart, Tamez)

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

ACADEMIC STUDENT SUPPORTS

Dr. Ford Fisher noted that the report provides an update on Academic Student Support Services and appraised that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer will give the update.

Dr. Perez reported on the following:

- Library, Tutoring, and Digital Access Centers
- Library Web Page Views and Database Downloads
- Library Instruction, Webinars, and Student Projects
- Key Takeaways and Next Steps
- Success Rate (ABC) of SCH Students Receiving Tutoring Services vs. All HCC Students by Subject in Fall 2024
- Academic Year 2024-2025 Tutoring Student by Subject Area
- AY 2024-2-25 Digital Access Centers (DAC) Usage

Dr. Tamez inquired about how tutoring success is measured, noting the importance of both the data source and the analysis of the numbers. Dr. Andrea Burrridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, apprised that the records are obtained from the Tutoring-Learning Center and linked to the student's semester grades. She further noted that a comparison is conducted to evaluate student performance over the course of the semester.

FY25 STUDENT PERFORMANCE OUTCOMES

Dr. Ford Fisher noted that the report is an overview of the FY2025 Student Performance Outcomes. She apprised that Dr. Burrridge and Dr. Perez would provide the report.

Dr. Burrridge provided a report on the following:

- Course Success (Fall and Spring)
- Gateway Course Success Rates

- Retention vs. Persistence
- Retention (Fall to Spring)
 - Fall to Fall Positive Outcome (Retention + Transfer +
 - IPEDS 150% (3 yr) Completion Rate
 - Achieving the Dream (AtD) 200% (4 yr) Completion Rate
- Completions
- Achieving the Dream (AtD) 4-Year Transfer Rate
- Transfers

Dr. Perez provided an overview of the following:

- Student Success Strategies
- HCC Student Success Framework
- HCC Student Success Strategy Map
- General Strategies
 - Caring Campus
 - Talent Strong Texas Pathways
 - Proactive Advising
- Paying for College Webpage
- Financial Support
- Preventing Stop-Out
- Pathways Stop

Trustee Cheben requested that the full benchmarking data set be included with the reports. Dr. BurrIDGE noted that the benchmarking data could be provided and apprised that it typically lags approximately one year behind. She noted that the available data would be provided.

Trustee Cheben requested that performance updates based on advising platforms continue to be provided.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 1:25 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

**AUDIT COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 6, 2025

Minutes

The Audit Committee of Houston City College Board of Trustees met on Wednesday, August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Pretta VanDible Stallworth, Committee Chair
Renee Patterson, Committee Member
Monica Richart, Committee Member
Eva Loredó
Adriana Tamez

CHANCELLOR'S COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea BurrIDGE, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Dr. Pretta VanDible Stallworth, Committee Chair, called the meeting to order at 1:30 p.m. and declared the Board convened to consider matters about Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Patterson, Richart, Tamez, and VanDible Stallworth)

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

INTERNAL AUDIT STATUS REPORT

Dr. Ford Fisher noted that the report provides an update on the Internal Audit for 2025. She apprised that Mr. Terrance Corrigan, Executive Director, Internal Auditing, would provide the report.

- Summarized Internal Audit Status Information
- Follow-up on Observation Action Plans
- External Audit/Review Activity
- Independence Impairments & Scope Limitations
- Information Attachments
- Detailed FY 2025 Internal Audit Plan Status Report
- Audit Observations Follow-up Status Report
- McConnell & Jones Recommendations Follow-up Status Report

Mr. Corrigan noted that the internal audit function has not experienced any independence impairments or scope limitations.

FY 2026 INTERNAL AUDIT PLAN FOR APPROVAL

Motion – Trustee Monica Richart motioned, and Trustee Renee Patterson seconded.

Dr. Ford Fisher noted that the Internal Audit Plan for FY2026 is presented for approval. She apprised that Mr. Terrance Corrigan will provide an overview and address inquiries.

Mr. Corrigan provided an overview of the Internal Plan to include:

- Plan Development Considerations
- Project Types

(Trustee Loreda joined the meeting at 1:41 p.m.)

- Planned Projects
 - Operational
 - Compliance

- Information Technology
- Advisory Services
- Administrative
- Observation Action Plan Follow-ups

Vote – The motion passed with a vote of 3-0, with Trustees VanDible Stallworth, Richart, and Patterson in favor.

INTERNAL AUDIT STRATEGIC PLAN

Dr. Ford Fisher noted that the Internal Audit Strategic Plan and apprised that Mr. Terrance Corrigan would provide the overview.

Mr. Corrigan reported on the following:

- Global Internal Audit Standard (GIAS) 9.2 “Internal Audit Strategy” Requirements
- Strategic Plan Contents
 - Introduction
 - Internal Audit Department Information
 - Internal Audit Vision
 - Methodology for Delivering Results
 - Alignment with HCC “Institutional 10-Year Priorities”
 - Strategic Objectives
 - Strategic Objectives and Supporting Initiatives

PRESENTATION FROM EXTERNAL AUDIT FIRM ON AUDIT APPROACH AND PLAN

Dr. Ford Fisher noted that Dr. Sherry Hawn, Senior Vice Chancellor for Finance and Administration and Chief Finance and Building Operations, would introduce the External Auditors to provide an overview of the Audit Approach.

Dr. Hawn introduced Erica Brown from Forvis Mazars to provide an overview of the Audit approach and plan for the FY2025 Financial Audit.

Ms. Brown reported on the following:

- Overview & Responsibilities
- Planned Timing of the Engagement
- Planned Audit Scope
- Significant Risks of Material Misstatement
- Use of Resources (Harvest Investments)
- Work Performed on Components of the System
- Adoption of New Accounting Standards
 - GASB 101, Compensated Absences
 - GASB 102, Concentrations and Constraints

REPORT ON QUARTERLY CONTROL AND COMPLIANCE ATTESTATION

Dr. Ford Fisher apprised that Dr. Nicole Montgomery, General Counsel, would provide the report on Quarterly Control and Compliance Attestation.

Dr. Montgomery apprised that one attestation will be addressed with the Board in Closed Session during the Special Meeting scheduled for 3:30 p.m. on August 6.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 1:59 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

**MEETING OF THE
BOARD GOVERNANCE COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 6, 2025

Minutes

The Board Governance Committee of Houston City College Board of Trustees met on Wednesday, August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Monica Richart, Committee Chair
Sean Cheben, Committee Member
Dave Wilson, Committee Member
Eva Loreda
Adriana Tamez

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea BurrIDGE, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President
Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHER PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Monica Richart, Committee Chair, called the meeting to order at 2:30 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Loreda, Richart, Tamez, and Wilson)

HEARING OF THE CITIZENS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

PROPOSED CHANGES TO POLICY FLA (LOCAL), DGC (LOCAL), AND GD (LOCAL) IN COMPLIANCE WITH SENATE BILL 2972 LIMITING EXPRESSIVE ACTIVITIES ON CAMPUS

Motion – Trustee Sean Cheben motioned, and Trustee David Wilson seconded.

Dr. Ford Fisher noted the item presented is the proposed changes to Policy FLA (LOCAL), DGC (LOCAL), and GD (LOCAL) in Compliance with Senate Bill 2972: Limiting Expressive Activities on Campus. She apprised that Dr. Nicole Montgomery, General Counsel, and Melissa Mihalick, Board Counsel, would provide an overview and entertain questions.

Vote – The motion passed with a vote of 3-0, with Trustees Richart, Cheben, and Wilson in favor.

PROPOSED CHANGES TO CDC (LOCAL) - ACCOUNTING: AUDITS

Motion – Trustee Sean Cheben motioned, and Trustee David Wilson seconded.

Dr. Ford Fisher noted that the item is regarding proposed changes to CDC (Local): Accounting Audits. She apprised that Dr. Nicole Montgomery and Ms. Melissa Mihalick would provide an overview and entertain questions.

Vote – The motion passed with a vote of 3-0, with Trustees Richart, Cheben, and Wilson in favor.

APPROVE RESCISSION OF POLICY DGD (LOCAL) AND DHBB (LOCAL)

Motion – Trustee Sean Cheben motioned, and Trustee David Wilson seconded.

Dr. Ford Fisher apprised that Dr. Montgomery will provide the report on the rescission of policy DGD (LOCAL) and DHBB (LOCAL).

Dr. Montgomery noted that the item provides for rescission to remove DGD and DHBB (Local). She apprised that the duplicated language has been identified in the attachments.

Vote – The motion passed with a vote of 3-0, with Trustees Richart, Cheben, and Wilson in favor.

FACULTY SENATE ESTABLISHMENT UNDER SENATE BILL 37 AND APPROVE BGC (LOCAL)

Motion – Trustee Sean Cheben motioned, and Trustee David Wilson seconded.

Dr. Montgomery provided an overview and acknowledged Dr. Nichole Boutte-Heiniluoma, Faculty Senate President, to provide an overview of the Faculty Senate election procedures.

Dr. Boutte-Heiniluoma provided an overview of the nomination procedure and noted that elections will be held on August 15, 2025.

Dr. Montgomery noted one amendment regarding the librarians and apprised that one would be appointed by the Chancellor, while the remaining two would be elected by the Faculty Senate.

Ms. Mihalick provided an overview of the recommended revisions to policy BGC (Local).

Trustee Richart inquired whether there had been collaboration with the Faculty Senate regarding the policy. Dr. Montgomery noted that the Faculty Senate had representation in the process.

Trustee Wilson requested feedback from the Faculty Senate on whether the policy is workable. Dr. Boutte-Heiniluoma noted that there had been extensive debate and conversation regarding the matter. She apprised that, to the best extent possible, the policy meets the needs considering SB 37 and noted that the effort was to establish a Faculty Senate policy before the deadline.

Trustee Loredó expressed appreciation to the Governance Committee for its expeditious review of the policy.

Trustee Cheben expressed appreciation to the Faculty Senate and faculty delegation. He noted that efforts had been made to foster constructive dialogue with the Administration. He referenced the last paragraph of SB 37, which confirms that the changes have been made, and inquired about the timeline.

Ms. Mihalick noted that the requirement is under review and apprised that, if confirmation is needed, the item would be placed on the agenda for August 20, 2025.

Trustee Cheben asked when the other elements of SB 37 would be reviewed.

Dr. Montgomery noted that a report item would be provided to the Board with the timeline.

Dr. Ford Fisher noted that additional components had been discussed with the Chancellor's Executive Council on August 4, 2025. She apprised that the SB 37 Task Force would continue and that additional faculty would be added. She further noted that a report would be provided in the Weekly Administrative Briefing (WAB).

Trustee Cheben referenced the component regarding the review of certificates and programs and apprised of his desire to see a plan formulated.

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Board Governance Committee Meeting – August 6, 2025 - Page 4

Motion to Amend: Trustee Richart motioned, and Trustee Sean Cheben seconded to amend the last paragraph on page 1 of the policy that one Librarian will be appointed by the Chancellor and two will be elected by Faculty.

Vote on the Amendment – The motion passed with a vote of 3-0, with Trustees Richart, Cheben, and Wilson in favor.

Vote on Motion as Amended – The motion passed with a vote of 3-0, with Trustees Richart, Cheben, and Wilson in favor.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 2:57 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

**COMMITTEE OF THE WHOLE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 6, 2025

Minutes

The Houston City College Board of Trustees held a Committee of the Whole meeting on Wednesday, August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Laolu Davies, Vice Chair (via Video Conference)
Sean Cheben, Secretary
Cynthia Lenton-Gary
Renee Patterson
Monica Richart
Adriana Tamez
Pretta VanDible Stallworth
Dave Wilson

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea Burrridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President

Houston City College
Committee of the Whole – August 6, 2025, Page 2

Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 4:31 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Davies (via videoconference), Lenton-Gary, Loreda, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)

HEARING OF THE CITIZENS

No citizens requested to speak before the Board.

TOPICS FOR DISCUSSION AND/OR ACTION

APPROVAL OF FUNDS FOR THE CONNECT 2 WORKFORCE INITIATIVE

Dr. Ford Fisher noted that the proposal is recommended in response to the Board's request to revisit the proposed student technology fee waiver item presented in June 2025. She apprised that the Administration proposed the funding of Connect 2 Workforce Initiative and appraised that Dr. Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer and Dr. Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations, would provide the overview.

Dr. Perez provided an overview of the Connect 2 Workforce initiative.

Dr. Hawn provided an overview of the following:

- Connect 2 Workforce Framework
- FY26 One Year Investment Strategy
- 2024-2025 Enrollment in Selected COEs
- Projected Return - High Demand Courses
- Tracking and Assessment

Trustee Cheben noted that it would be helpful to have a holistic view of program cuts and deferred maintenance to focus on priority areas for investment. Dr. Hawn apprised that reserves should not be used for operational costs and noted that the Administration is beginning the FY 2027 budget planning process to provide a more comprehensive picture of the overall budget.

Trustee Loreda expressed appreciation for the efforts to assist students and inquired how soon students would receive information on the program if approved. Dr. Ford Fisher apprised that outreach would begin through the Communications team to determine the approach. She noted

that updates will be provided in the Weekly Administrative Briefing (WAB) and further apprised that students have expressed interest through Community Partnership meetings.

Trustee Loredó inquired if METRO transportation efforts would be part of the equation. Dr. Hawn noted that the college is awaiting METRO to provide a contract regarding the METRO cards to assist students and apprised that the cost of the METRO cards will be approximately \$29,000. She apprised that the college would sponsor the cards, with students receiving four new rides per card.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Davies, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

MONTHLY INVESTMENT REPORTS, FINANCIAL STATEMENTS AND BUDGET REVIEWS FOR MAY AND JUNE 2025

Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Monica Richart seconded.

Dr. Ford Fisher noted that the item is presented to accept the monthly investment report, Financial Statement, and Budget Review and apprised that Dr. Sherry Hawn would provide an overview and entertain any questions.

Dr. Hawn provided an overview of the Executive Summary.

Trustee Wilson inquired about the debt and the monthly principal payment. Ms. Dawn Stevens, Interim Associate Vice Chancellor for Finance and Accounting, noted that bond payments are not made monthly and apprised that the next payment is due at the end of August.

Trustee Wilson inquired about the amount of the semi-annual bond payment. Ms. Stevens noted that the amount could be provided.

Trustee Wilson noted that he would like to see the debt paid off and the funds redirected to cover deferred maintenance. He apprised that the goal should be for the college to operate on a cash basis. Dr. Hawn noted that this would require building a sufficient fund balance to retire the debt.

Dr. Hawn noted that the Board would be asked to provide feedback on the guiding principles for the next budget process. Dr. Ford Fisher apprised that the college seeks to move in the direction referenced by Trustee Wilson to become debt-free and noted that related information could be shared through the Weekly Administrative Briefing (WAB).

Trustee Davies inquired whether not using debt was a guiding principle or if the recommendation was for the Trustees to provide feedback on guiding principles. Dr. Hawn noted that guiding principle recommendations would be provided for Board review.

Trustee Davies noted that not utilizing debt should be established as a guiding principle and apprised that financial tools should be available for the Board.

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Committee of the Whole – August 6, 2025, Page 4

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Davies, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:59 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

DRAFT

**MEETING OF THE
MARKETING COMMITTEE
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 6, 2025

Minutes

The Marketing Committee of Houston City College Board of Trustees held a meeting on Wednesday, August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Dave Wilson, Committee Chair
Pretta VanDible Stallworth, Committee Member
Adriana Tamez, Committee Member
Sean Cheben, Alternate Member
Eva Loreda
Renee Patterson
Monica Richart

CHANCELLOR'S COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea Burrigge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President

Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Dave Wilson, Committee Chair, called the meeting to order at 3:01 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Loredo, Richart, Tamez, VanDible Stallworth, and Wilson)

OPPORTUNITY FOR PUBLIC COMMENTS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

STRATEGIC COMMUNICATIONS & MARKETING PLAN

Dr. Ford Fisher noted that Dr. Rima Adil, Interim Vice Chancellor, Communications and Todd Duplantis, Interim Executive Director of Communication and Marketing, would provide the presentation on the Strategic Communications and Marketing Plan.

(Trustee Richart stepped out at 3:05 p.m.)

Dr. Adil provided an overview of the plan to include:

- Strategic Goals/Objects
- Student Centered, Marketing and Communication
- Data Driven Marketing, Internal Alignment, and Performance Tracking
- KPI Alignment to Advance Student Success and Community Outreach through Marketing & Communication
- Proposed Tracking Dashboards
- Other Relevant Measurable Outcomes
- Programmatic Ads KPI Tracking
- Report and Outcomes for 2024-2025

(Trustee Loredo stepped out at 3:12 p.m.)

Trustee Cheben noted that a step appears to have been overlooked and apprised that the three high-level items were not included. Dr. Adil apprised that the team is in the process of reviewing and developing the plan.

Houston City College
Marketing Committee – August 6, 2025 – Page 3

(Trustee Loredó returned at 3:14 p.m.)

Mr. Duplantis noted that an effort will be made to establish a Marketing Council to review and align high-level initiatives, including newsletters and related communications. Dr. Ford Fisher apprised that many wrap-around services are not currently reflected in the marketing message and noted that the intent is to convey that HCC provides opportunities to assist students to advance their lives.

(Trustee Richart returned at 3:28 p.m.)

Dr. Adil recapped the communications campaign efforts referenced on pages 10 and 11 and noted that artificial intelligence tools are available to assist with marketing efforts. She apprised that the Communications team is working to clean up the website by removing broken links and conducting a content audit.

(Trustee Patterson joined the meeting at 3:32 p.m.)

Dr. VanDible Stallworth referenced page 10 and inquired about the target audience for the Key Performance Indicators (KPI), including current percentages and enrollment targets for each group. She noted that Southwest College's social media is actively working to broaden its presence and further apprised that fan-based engagement is not included on the site.

With no further business coming before the Board, the meeting adjourned at 3:33 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

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

August 6, 2025

Minutes

The Board of Trustees of Houston City College held a Special Meeting on August 6, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Laolu Davies Vice Chair (via Video Conference)
Sean Cheben, Secretary
Cynthia Lenton-Gary
Renee Patterson
Monica Richart
Adriana Tamez
Pretta VanDible Stallworth
David Wilson

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement and Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services and Chief Academic Officer
Miguel Ramos, Vice Chancellor, Instructional Services
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President

Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 4:14 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Lenton-Gary, Loreda, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)

HEARING OF THE CITIZENS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

ADOPT RESOLUTION FOR NAME CHANGE TO HOUSTON CITY COLLEGE

Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Renee Patterson seconded.

Dr. Ford Fisher noted that Dr. Nicole Montgomery, General Counsel, would provide an overview of the resolution approving the change of name of the Houston City College System to Houston City College and authorizing the Chancellor to take all action necessary to implement the name change and registration of trademarks for Houston City College and entertain questions.

Vote – The motion passed with a vote of 8-0 with Trustees Loreda, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

ORDER CALLING FOR TRUSTEE ELECTIONS TO BE HELD ON TUESDAY, NOVEMBER 4, 2025; AND MAKING OTHER PROVISIONS RELATED TO THE SUBJECT

Motion – Trustee Sean Cheben motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item is to approve the order calling for elections on November 4, 2025, in Trustee geographic districts I, II, and VII for Houston City College.

Dr. Montgomery noted that the language has been revised to denote Houston City College.

Vote – The motion passed with a vote of 8-0 with Trustees Loreda, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

REVIEW THE TAX RATE ADOPTION PROCESS FOR TAX YEAR 2025 (FY 2026) AND REVIEW THE CALCULATED AND PROPOSED TAX RATES

Dr. Ford Fisher noted that the item provides an overview of the Tax Rate Adoption Process for Tax Year 2025 (FY 2026) and She noted that Dr. Sherry Hawn, Senior Vice Chancellor, Finance and Administration and Chief Finance and Building Operations, would provide an overview.

Dr. Hawn introduced Blair Riley and Trey Stone from Linebarger to provide the overview.

Ms. Blair reported on the following:

- Texas Constitution and Tax Code Chapter 26: Four Guiding Principles of TNT
- Truth-N-Taxation (TNT) Steps
- Designated Officer or Employee Calculates Benchmark Tax Rates
 - No-New Revenue Tax Rate
 - Voter-Approval Tax Rate
- Special Taxing Units Elections
- Debt
- Before Hearing/Rate Adoption
- August CAD Notice
- Transparency Database
- Before Hearing/Rate Adoption Hearing Notice
- Rate Adoption-Deadline
- Rate Adoption-Hearing
- HCC Website and other Website Requirements
- 2025 TNT Calendar

Ms. Blair noted that the Texas Legislature has reconvened for a special session and apprised that there will be some discussion on the tax rate.

Trustee Wilson inquired about the M&O and debt rate for the proposed FY 2025. Dr. Hawn apprised that the total tax rate is 0.096182, with M&O at 0.081632, and noted that the approved FY 2026 budget reflects a total rate of 0.09587, with M&O at 0.086264, while the debt rate decreases as debt is paid off.

REVIEW THE 2025 PRELIMINARY TAX RATE AND ANNOUNCE THE TIMELINE FOR THE PUBLIC HEARING AND FINAL ADOPTION OF 2025 TAX RATE (FY 2026)

Dr. Ford Fisher noted that the item provides a review of the 2025 Preliminary Tax Rate and announced the timeline for the public hearing and final adoption of the 2025 Tax Rate (FY 2026). She apprised that Dr. Hawn would provide an overview and entertain questions.

Dr. Hawn provided an overview of the proposed tax rate and noted that the data is preliminary. She apprised that scenarios are being prepared in case valuations are lower or higher than anticipated and noted that the tax roll is scheduled to be available on August 18.

Trustee Cheben inquired about comparisons of enrollment trends with national student enrollment to assess the magnitude. Dr. Hawn provided an overview of the current international enrollment, noted that the numbers are preliminary, and apprised that Dr. Andre Burrridge, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, could provide further detail. Dr. Burrridge apprised that preliminary data indicate a 5–10% decline in international students and noted that late enrollment last year was due to Hurricane Beryl.

DESIGNATE OFFICIAL TO CALCULATE TAX RATES FOR TAX YEAR 2025 (FY 2026)

Motion – Dr. Adriana Tamez motioned, and Dr. Cynthia Lenton-Gary seconded.

(Trustee Davies joined the meeting at 4:03 p.m.)

Dr. Ford Fisher noted that the item is a recommendation to designate the Senior Vice Chancellor of Finance & Administration as the officer to calculate tax rate information required under Texas Tax Code Section 26.04(c).

Trustee Loredo recessed the meeting at 4:03 p.m. and reconvened at 4:05 p.m.

(The following Trustees were present: Cheben, Davies (via Video Conference), Lenton-Gary, Loredo, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)

Vote – The motion passed with a vote of 9-0, with Trustees Loredo, Davies, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

ADJOURNED TO CLOSED SESSION

Trustee Eva Loredo adjourned the meeting to Executive Session at 4:06 p.m. notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Trustee Eva Loredo stated that any final action, vote, or decision on any item discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Eva Loredo reconvened the meeting in Open Session at 4:30 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Cheben, Davies (via Video Conference), Lenton-Gary, Loredo, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson)

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:30 p.m.
Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

**REGULAR MEETING
OF THE BOARD OF TRUSTEES
HOUSTON CITY COLLEGE**

August 20, 2025

Minutes

The Board of Trustees of Houston City College held a Regular Meeting on Wednesday, August 20, 2025, at the HCC Administration Building, 3100 Main, Second Floor Auditorium, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Laolu Davies, Vice Chair
Sean Cheben, Secretary
Cynthia Lenton-Gary
Renee Patterson
Monica Richart
Adriana Tamez
Pretta VanDible Stallworth
Dave Wilson

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Strategic Communications and Marketing
Lisa Alcorta, Vice Chancellor, Student Services
Nichole Boulette-Heiniluoma, Faculty Senate President
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, Online College
Michael Edwards, Office of the Ombudsman
Betty Fortune, Interim President, Northeast College
Frances Villagran-Glover, President, Southeast College
Lutricia Harrison, President, Coleman College
Sherry Hawn, Senior Vice Chancellor, Finance & Administration/Chief Finance & Building Operations
Edmond "Butch" Herod, President, Central College
Zachary Hodges, President, Northwest College
Warren Hurd, Vice Chancellor, Administrative Services
James Jackson, Interim Chief Information Officer, Information Technology
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
Rodney Nathan, Interim Vice Chancellor for Talent Engagement/Chief Human Resource Officer
Norma Perez, Senior Vice Chancellor for Instructional Services/Chief Academic Officer
Karen Schmidt, Executive Director, HCC Foundation
James Walker, Interim Chief Facilities Officer
Michael Webster, President, Southwest College
Morgan Yette, Staff Senate President

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Remmele Young, Vice Chancellor of External and Governmental Relations, Transfer and Alumni Relations

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 4:04 p.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Davies, Loreda, Patterson, Tamez, VanDible Stallworth, and Wilson)

PRAYER AND PLEDGE OF ALLEGIANCE

Trustee Eva Loreda led in the prayer and pledges.

APPROVAL OF MINUTES FOR APRIL 2025

Motion – Trustee Laolu Davies motioned, and Dr. Adriana Tamez seconded.

Vote – The motion passed with a vote of 7-0, with Trustees Loreda, Cheben, Davies, Patterson, Tamez, VanDible Stallworth, and Wilson in favor.

AWARDS, PRESENTATIONS, AND RECOGNITIONS

The awards and recognition were as follows:

(Trustee Patterson stepped out at 4:08 p.m.)

- Dr. Butch Herod and Kathie Herod Endowment Scholarship Fund Check Presentation
- Recognition of Dr. Nichole Boutte-Heiniluoma, Faculty Senate President for Academic Year 2025

(Dr. Lenton-Gary joined the meeting at 4:11 p.m.)

- Recognition of Morgan Yette, Staff Senate President for 2024-2025

CHAIR'S REPORT

- **RECOGNITION**

Recognition of Dr. Ford Fisher as the ACCT 2025 Chief Executive Officer Award for the Western Region

- **TRUSTEE DISTRICT REPORT**

District II – Trustee Patterson noted that she attended the Community Partnership meeting held in District II and expressed appreciation to Dr. Betty Fortune, Interim President,

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Northeast College, and her team for assisting in expanding programs to include VAST. She further noted the excitement regarding the dual credit programs at Wheatley and Forest Brook High Schools.

District III – Dr. Tamez thanked the Chancellor, Presidents, Faculty, and Staff for the Community Partnership meetings in District III.

District IV – Trustee Davies noted several Pinning Ceremonies at Coleman College recognizing student completion, highlighting the Dental and Radiology programs. He recognized Professor Patricia Gow, who received the Legacy Award for over 40 years of service in Radiography. He further noted that a Community Partnership meeting was held at Coleman College.

District V – Trustee Cheben recognized Dr. Nichole Boulette-Heiniluoma, Faculty Senate President, and Dr. Nathan Smith, Instructional Services Fellows, for their participation in developing the Faculty Senate policy. He also recognized the Early College High Schools (ECHS), particularly Challenge ECHS, for being ranked among the top 15 Houston area high schools per U.S. News ranking.

District VII – Dr. Lenton-Gary highlighted the Community Partnership meeting held at the Missouri City Campus on July 30, 2025. She apprised that two individuals contacted her regarding offering scholarships at HCC and noted that another organization expressed interest in providing internship opportunities.

District VIII – Trustee Loredó congratulated Dr. France Villagran-Glover, President, Southeast College, on the robotics classes and noted the students' excitement about the program. She apprised that she attended the Community Partnership meetings in District VIII and thanked the presidents for assisting students who experienced challenges with enrollment.

District IX – Dr. VanDible Stallworth expressed appreciation to President Butch Herod, Central College, and noted that eleven backpack drives were held in District IX. She also thanked Dr. Michael Webster, Southwest College, for the dual credit programs that have seen increased enrollment. She expressed appreciation to Dr. Ford Fisher for hosting the Community Partnership meeting at South Campus and noted that the seniors are ready to participate in community classes. She encouraged the Trustees to attend the Rotary Club meetings to speak on the HCC programs.

- **BOARD MEETING SCHEDULED**

Trustee Loredó noted that a Special Meeting (Board Retreat) will be held on August 22, 2025. She apprised that the next Committees/COTW meetings will be held on Wednesday, September 3, 2025, and Special and Regular meetings will be on Wednesday, September 17, 2025.

CHANCELLOR'S REPORT

Dr. Ford Fisher expressed appreciation to the faculty and staff for their efforts and provided the following report:

- Welcome to New and Returning Students
- HCC Participation in the grant project with Bloomberg and the Greater Houston Partnership
- Welcomed Dr. Lisa Alcorta, Vice Chancellor, Student Services
- Acknowledgment of Dr. Nicole Montgomery on being hired as the General Counsel

(Trustee Davies stepped out at 4:40 p.m.)

- HCC Annual Enrollment Comparison

(Trustee Richart joined the meeting at 4:41 p.m.)

- HCC Total Enrollment Comparison (Fall 2024 vs. Fall 2025)
- Highlighted HCC Interior Design Student Named One of Gucci's 2025 Changemakers
- Status of Professional Nurse Associate Degree Program

Trustee Wilson expressed appreciation to all who contributed to the Nursing program and thanked Dr. Ford Fisher, Trustee Eva Loreda, and Dr. Lenton-Gary, Immediate Past Chair, for their leadership.

Trustee Davies noted that the approval of the Nursing Program is a testament to hard work and emphasized the importance of the program being reinstated. He thanked the Chancellor for her leadership.

UNITED STUDENT COUNCIL REPORT

The United Student Council is in the process of electing officers. The report will resume in September.

FACULTY SENATE REPORT

Dr. Nichole Boutte-Heiniluoma, Faculty Senate President, provided a report highlighting accomplishments AY 2024-25:

- Serve As Liaison to Administration
- Deeper Faculty Engagement
- Strengthening Collaboration
- Encourage Faculty Involvement in Events
- Bridge to Ensure the Voices of Workforce Faculty Are Heard
- Creation Of Faculty Success Committee
- Bedi-Chek Auction
- Faculty Senate Policy (SB 37)
- Farewell as the last Faculty Senate President under the name Houston City College

(Trustee Davies returned at 4:49 p.m.)

STAFF SENATE REPORT

Ms. Morgan Yette reported on the following:

- Staff Senate Conference
- Recognition of Inaugural Staff Senators
- New Staff Senators elected for 2025-2027
- Recognition of Employee of the Month for June

HEARING OF THE CITIZENS

The following citizens spoke before the Board:

- Ivy Spivey

ADJOURNED TO CLOSED SESSION

Trustee Eva Loredo adjourned the meeting to Executive Session at 5:07 p.m., notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open Meetings Law. Trustee Eva Loredo stated that any final action, vote, or decision on any item discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Eva Loredo reconvened the meeting in Open Session at 5:22 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Cheben, Davies, Loredo, Lenton-Gary, Patterson, Richart, VanDible Stallworth, and Wilson)

CONSENT AGENDA

Motion – Trustee Sean Cheben motioned, and Trustee Monica Richart seconded to approve the Consent Agenda.

Vote – The motion passed with a vote of 8-0 with Trustees Loredo, Cheben, Davies, Lenton-Gary, Patterson, Richart, VanDible Stallworth, and Wilson in favor.

The following items were approved:

- Acceptance of Donated Item by E&E Aviation
- Acceptance of Donated Item by NASA
- Acceptance of Donated Item by PepsiCo Foundation Truck and Trailer
- Acceptance of Donated Item by Apple CEI
- Acceptance of Donated Item by Center Point Energy
- FY 2026 Internal Audit Plan for Approval
- Proposed Changes to Policy FLA (LOCAL), DGC (LOCAL), and GD (LOCAL) in Compliance with Senate Bill 2972 Limiting Expressive Activities on Campus

- Proposed Changes to CDC (LOCAL) - Accounting: Audits
- Approve Rescission of Policy DGD (LOCAL) and DHBB (LOCAL)
- Faculty Senate Establishment Under Senate Bill 37 and Approve BGC (LOCAL), As Amended Approval of Funds for the Connect 2 Workforce Initiative
- Monthly Investment Reports, Financial Statements and Budget Reviews for May and June 2025

**UNEMPLOYMENT INSURANCE CLAIMS MANAGEMENT AND EMPLOYMENT VERIFICATION
(PROJECT NO. RFP 25-36)**

Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute a contract with Equifax Inc., to provide Unemployment Insurance Claims Management and Employment Verification in support of the Talent Engagement Department and in accordance with RFP 25-36, and apprised that Mr. Rodney Nathan, Interim Vice Chancellor, Talent Engagement, would provide the overview and address any questions.

(Dr. Tamez joined the meeting at 5:26 p.m.)

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

**ENTERPRISE SOLUTION FOR INSTITUTIONAL ASSESSMENT, STRATEGIC PLANNING &
ACCREDITATION (PROJECT NO. RFP 25-26)**

Motion – Dr. Adriana Tamez motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute a contract with SPOL to provide an Enterprise Solution for Institutional Assessment, Strategic Planning & Accreditation, in support of the Planning & Institutional Effectiveness department and in accordance with RFP 25-26.

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

AUDIO/VIDEO PRODUCTION RENTAL SERVICE (PROJECT NO. 25-24)

Motion – Dr. Adriana Tamez motioned, and Trustee Sean Cheben seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute a contract with Password Production to provide Audio/Video Production Rental Services, in accordance with RFP 25-24. She noted that Dr. Sherry Hawn, Senior Vice Chancellor, Finance & Administration/Chief Finance & Building Operations, and Dr. Rima Adil, Interim Vice Chancellor, Strategic Communications and Marketing, would provide the overview and entertain questions.

Dr. Hawn noted that Password Production is a renewal contract for two years with the option to renew for three additional years. She noted that there are no internships involved, which is

one of the standards when evaluating vendors. She noted that the approach ensures compliance with Procurement.

Trustee Richart requested that the intern requirements be clarified. Dr. Hawn noted that it is a standard question asked as a benefit for the students.

Trustee Richart requested a legal review of the requirement regarding the interns to ensure it does not appear that something is being given in exchange for the contract.

Trustee Cheben inquired whether the Communication team had personnel to perform the work in lieu of contracting it out. Dr. Ford Fisher noted that the team members advised that the skillset is not available in-house.

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

**PARKING LOT LIGHTING REPLACEMENTS AND LOT RENOVATIONS, STAFFORD CAMPUS
(PROJECT NO. IFB 25-32)**

Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute a contract with McDonald Municipal and Industrial a Division of C.F. McDonald Electric, Inc., the lowest responsible bidder meeting specifications, to provide Parking Lot Lighting Replacements and Lot Renovations, Stafford Campus, in accordance with IFB 25-32 and apprised that Bob McCracken Vice Chancellor, Administration and Operations will provide the overview and entertain questions.

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

PROFESSIONAL ENVIRONMENTAL CONSULTING SERVICES (PROJECT NO. RFQ 25-34)

Motion – Dr. Adriana Tamez motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to execute a contract with Separation System Consultants, Inc., to provide Professional Consulting Services, in support of the Facilities Department regarding environmental health and safety, and apprised that Bob McCracken will provide the overview and entertain questions.

Trustee Davies inquired whether the firm was the incumbent and if there could be more than one provider. Mr. McCracken noted that the firm is not the incumbent and that the work could have been managed as smaller contracts.

Vote – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

INCREASE IN SPENDING AUTHORITY FACILITIES MAINTENANCE SERVICES (PROJECT NO. RFP 19-56)

Motion – Dr. Cynthia Lenton-Gary motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item authorizes an increase in spending authority for the contract with TDIndustries, Inc. to continue providing facilities maintenance services in accordance with RFP 19-56.

Mr. McCracken noted that five years ago, the Board approved the agreement as a 10-year contract, with a flat rate for the first five years and a 1% increase over the following five years.

Trustee Loredó inquired if custodial services were included. Mr. McCracken noted that the contract includes custodial services as well as behind-the-scenes equipment.

Trustee Davies inquired about the justification for engaging in the contract for over five years. Mr. McCracken noted that the contract does not have to continue if the firm is underperforming and apprised that the cost was significantly lower than that of the other original bidders.

Trustee Davies inquired whether the firm is performing as expected. Mr. McCracken noted that the firm is performing as expected.

Trustee Davies requested an update on the contract's performance by next Spring. Mr. McCracken concurred.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

INCREASE IN SPENDING AUTHORITY SECURITY GUARD SERVICES (PROJECT NO. RFP 24-28)

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item authorizes an increase in spending authority of \$500,000 annually for the contract with Citywide Protection Unit to provide security guard services in accordance with RFP 24-28 for the District Administration building and parking garage, and apprised that Bob McCracken will provide the overview and entertain questions.

Mr. McCracken noted that the item corrects an error where the prior year's spending was used. He apprised that the number of posts has increased along with the addition of 24/7 security in the parking lot.

Trustee Davies noted a 20% increase in salaries. Mr. McCracken apprised that coverage increased by 35%, clarified that 20% applies to officer salaries and not supervisors, and apprised that it is a not-to-exceed contract.

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Trustee Davies requested an update on the contract. Mr. McCracken noted that an update could be provided in January 2026 as part of the Safety and Security update.

Trustee Loredó inquired if the coverage is for 3100 Main. Mr. McCracken concurred. Trustee Cheben noted that the 100% cost increase is significant and inquired about the original scope. He apprised that the \$500K increase only covers years one and two, and inquired if there is an opportunity to rebid after year two to rescope the item. Mr. McCracken noted that it may be possible and apprised that other options are under review.

Vote – The motion passed with a vote of 8-1, with Trustees Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor; and Trustee Loredó opposing.

COOPERATIVE CONTRACT AWARDS FOR FISCAL YEAR 2026

Motion – Trustee Sean Cheben motioned, and Trustee Laolu Davies seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute contracts available through government cooperative purchasing programs using various suppliers for items and services that are approved in the Fiscal Year 2026 Budget and apprised that Dr. Sherry Hawn, Senior Vice Chancellor, Finance & Administration/Chief Finance & Building Operations, will entertain questions.

Dr. VanDible Stallworth noted that the list presented for Information Technology does not align with the list previously provided to the Audit Committee regarding the IT Plan. She recommended removing the IT component until the Audit Committee receives clarification.

Dr. VanDible Stallworth inquired about the computer replacement and noted that several of the items were not listed on the presentation to the Audit Committee. She noted that the switch appraisal was mentioned, but some of the items on the cooperative agreement were not listed.

Dr. Ford Fisher noted that it may be more advantageous to provide a report with the requested information. Dr. VanDible Stallworth noted that her concern is approving the item today before receiving the report. She noted that she would rather see the details before approving the IT portion of the cooperative contract.

Trustee Cheben noted that he would also appreciate receiving the information requested by Dr. VanDible Stallworth and noted that he would like to see the updated information requested by the Board. He noted that the information is insufficient for the spending amount. He apprised that there are two types of procurement and noted that the desire of the Board is to drive accountability. He noted that he would be in favor of postponing the item and inquired if any critical services would be disrupted if the item is postponed. Dr. Hawn noted that the Canvas Learning Management System is critical. James Jackson apprised that the Telecommunications item is essential. Dr. Montgomery noted that the Staffing Services are needed.

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Trustee Davies referenced the JOC contracts mentioned by Dr. Hawn and noted that they are not listed. Dr. Hawn apprised that it should be listed on the page as part of the cooperative contract. She noted that the version with the JOC listed could be provided.

Trustee Wilson noted that he is concerned with the Board questioning every spend and noted that the Board should be setting the policy.

Dr. VanDible Stallworth noted that the request is to receive clarification on the information that was presented to the Audit Committee regarding the listing of IT items, because some of the items listed were not presented in the report to the Audit Committee. She noted that the effort is to reconcile the IT items.

Amended Motion #1 – Trustee Cheben moved to divide the question to include the funding request for Telecommunications, Staffing Services, and the first year of the Instructure/Canvas Learning Management System for \$5.642 million. Trustee Monica Richart seconded.

Modify Amendment #1 – Trustee Cheben moved to increase the amount for Staffing Services to the full amount. There were no objections to the amendment.

Vote on the Amended Motion #1 – The motion passed with a vote of 9-0, with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

Amended Motion #2 – Trustee Laolu Davies motion that the balance of the items for Item H be postponed until the next Regular Board meeting, Trustee Sean Cheben seconded.

Vote on the Amended Motion #2 – The motion passed with a vote of 9-0 with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

Amended Motion #3 – Trustee Seam Cheben motion to approve \$5.642 million for the Cooperative Agreements, Trustee Monica Richart seconded.

Vote on Amended Motion #3 – The motion passed with a vote of 9-0 with Trustees Loreda, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

SOLE SOURCE CONTRACT AWARDS FOR FISCAL YEAR 2026

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Dr. Ford Fisher noted that the item authorizes the Chancellor to negotiate and execute contracts with various sole source suppliers for items/services that are listed on the attached document and that are approved in the Fiscal Year 2026 Budget, and apprised that Dr. Sherry Hawn will entertain questions.

Dr. Hawn provided an overview of vendors who uniquely provide products and services.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

APPROVE SENATE BILL 17 CERTIFICATION REPORT SUBMISSION

Motion – Dr. Cynthia Lenton-Gary motioned, and Dr. Adriana Tamez seconded.

Dr. Ford Fisher noted that the item approves Senate Bill 17 certification report to the Texas Higher Education Coordinating Board and authorizes the Board Chair and Chancellor to take all action necessary to certify HCC's compliance with Senate Bill 17. She noted that Dr. Nicole Montgomery, General Counsel, would provide the overview and address any questions.

Vote – The motion passed with a vote of 8-0-1, with Trustees Loredó, Cheben, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor; and Trustee Davis abstaining.

APPROVE SENATE BILL 18 CERTIFICATION REPORT SUBMISSION

Dr. Ford Fisher noted that the item authorizes the Board Chair and Chancellor or designee to submit a Senate Bill 18 (SB 18) report to the Texas Higher Education Coordinating Board regarding tenure for faculty. She noted that HCC does not offer tenure to faculty and apprised that Dr. Montgomery will provide the overview of the item.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

PERSONNEL AGENDA – FACULTY

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

ADOPT A RESOLUTION ESTABLISHING FACULTY SENATE

Motion – Trustee Laolu Davies motioned, and Trustee Sean Cheben seconded.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

APPROVE RESOLUTION IN MEMORIAM OF EMILIA (EMILY) COLE

Motion – Trustee Laolu Davies motioned, and Dr. Cynthia Lenton-Gary seconded.

Trustee Richart noted that Ms. Emily Cole, a member of District I community, worked diligently to ensure the community had a voice and made a difference as Principal at Jefferson Davies High School.

Trustee Loredó noted that she worked with Ms. Cole during her tenure as principal and apprised that Ms. Cole consistently supported and identified scholarship opportunities for students.

Vote – The motion passed with a vote of 9-0, with Trustees Loredó, Cheben, Davies, Lenton-Gary, Patterson, Richart, Tamez, VanDible Stallworth, and Wilson in favor.

HCC FOUNDATION QUARTERLY REPORT

Dr. Ford Fisher noted that Ms. Karen Schmidt, Executive Director, HCC Foundation, would provide an overview of the HCC Foundation Quarterly Report.

Ms. Schmidt noted that the information in the report is unaudited as of August 1, 2025. She announced the Scholarship Luncheon on Friday, February 27, 2026.

(Trustee Davies stepped out at 6:55 p.m.)

CAPITAL IMPROVEMENT PROJECTS REPORT

Mr. McCracken noted that the report is provided from a project management perspective and apprised that the projects are not funded with operational dollars. He provided an overview of the projects:

(Trustee Davies returned at 6:57 p.m.)

- Financials Report
- Central: Culinary Shell Build-Out
- Systemwide: Safety and Security: Door Hardware
- Southeast: Woodridge Demolition & View Corridor
- Systemwide: Safety and Security: Access Control
- Northeast: North Forest Collaboratorium
- Systemwide: Signage and Wayfinding
- Deferred Maintenance Update:
 - Financials Report
 - Financial Summary by College
 - Deferred Maintenance Program Update

Trustee Cheben referenced the view corridor and requested actual vs. budgeted figures and details on any reallocations to the general account or other items. Mr. McCracken referenced slide 5 regarding the projects and noted that funds could not be moved between line items as the projects were funded through the bond dollars.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 7:00 p.m.

Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

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

August 22, 2025

Minutes

The Board of Trustees of Houston City College held a Special Meeting on August 22, 2025, at the HCC Administration Building, 9th Floor, 9th Floor, Pacific Ocean Room, Houston, Texas.

MEMBERS PRESENT

Eva Loreda, Chair
Laolu Davies, Vice Chair
Sean Cheben, Secretary
Cynthia Lenton-Gary
Renee Patterson
Monica Richart
Adriana Tamez (via Video Conference)
Pretta VanDible Stallworth
David Wilson

CHANCELLOR COUNCIL

Margaret Ford Fisher, Chancellor
Rima Adil, Interim Vice Chancellor, Communications
Andrea Burrige, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness
Jerome Drain, President, Online College
Bob McCracken, Vice Chancellor, Administration and Operations
Nicole Montgomery, General Counsel
James Walker, Interim Chief Facilities Officer

OTHERS PRESENT

Melissa Mihalick, Board Counsel, Thompson and Horton, LLP
David Rutledge, Consultant, Association of Community College Trustees
Debbie DiThomas, Consultant, Association of Community College Trustees

CALL TO ORDER

Trustee Eva Loreda, Chair, called the meeting to order at 9:07 a.m. and declared the Board convened to consider matters of Houston City College as listed on the duly posted Meeting Notice.

(The following Trustees were present: Cheben, Lenton-Gary, Loreda, Patterson, Richart, and Wilson)

HEARING OF THE CITIZENS

No citizens signed up to speak before the Committee.

TOPICS FOR DISCUSSION AND/OR ACTION

Trustee Loredó provided an overview of the agenda topics to include:

- Effective Board Governance
- Reaffirm Mission Statement for Houston City College
- Review of the Vision Statement and Strategic Plan
- Board Self-Assessment for 2024-2025
- Chancellor Evaluation for 2024-2025
- Discuss Chancellor's Annual Priorities and Performance Goals for 2025-26
- Discuss Board Goals for 2025-26

EFFECTIVE BOARD GOVERNANCE REFRESHER

Dr. David Rutledge and Dr. Debbie DiThomas, ACCT Consultants, opened the discussion with the message that Trustees need to refresh and be reminded of their roles and responsibilities.

(Trustee Davies joined the meeting at 9:10 a.m.)

Mr. Rutledge noted that the intent is to review the session and for each of the Trustees to have an opportunity to express their concerns openly.

Dr. DiThomas presented the activity regarding the Top 20 Truths for Effective Boards Survey. She noted the survey was completed at the retreat held on March 7, 2025, and will provide an opportunity for the Board to see how they have progressed.

(Dr. Tamez joined the meeting via videoconference at 9:16 a.m.)

(Dr. VanDible Stallworth joined the meeting at 9:19 a.m.)

Dr. Rutledge and Dr. DiThomas presented on the following:

- Board Fiduciary Duties
- Board Legal Authority/Mandates
- Consider documenting in policy that trustees will annually, publicly reaffirm their commitment to their roles
- Board Roles and Responsibilities

Dr. DiThomas highlighted the importance of Trustees understanding their role and avoiding micromanagement. She noted that the Board has only one employee, and it is the Chancellor's responsibility to run the daily operations of the College. Dr. DiThomas and Dr. Rutledge continued the discussion to include the following:

- Truth, Truth, Lie Activity
- Case Study Exercise with Group Discussion
- Effective Board Governance: Communication Protocols
 - Board Services Pre-Inquiry Questions (Trustee Tracking Report)

- Best Practices for Communication Protocols
- Effective Board Governance: Community Engagement
 - Objective
 - Plan Strategically
- Implementing Effective Board Governance Practices: High-Performing Board

(Trustee Davies stepped out at 11:04 a.m.)

REAFFIRM MISSION STATEMENT FOR HOUSTON CITY COLLEGE

Motion – Trustee Sean Cheben motioned, and Trustee Monica Richart seconded.

(Trustee Davies returned at 11:06 a.m.)

Dr. Andrea BurrIDGE, Vice Chancellor for Strategy, Planning, and Institutional Effectiveness, noted that a survey was distributed to the Board regarding the Mission Statement for Houston City College. She noted that four responses were received and apprised that the consensus of the responses was that no revisions were needed to the mission statement.

(Trustee Patterson stepped out at 11:07 a.m.)

Dr. Tamez noted that she was in favor but was unable to turn on her video. Ms. Mihalick noted that Dr. Tamez could not vote without her video on. Dr. Tamez noted for the record her support for leaving the mission statement as is.

(Dr. Lenton-Gary stepped out at 11:08 a.m.)

Vote – The vote passed with a vote of 6-0, with Trustees Loredó, Davies, Cheben, Richart, VanDible Stallworth, and Wilson in favor.

(Dr. Lenton-Gary returned at 11:09 a.m.)

(Trustee Patterson returned at 11:10 a.m.)

REVIEW THE VISION STATEMENT AND STRATEGIC PLAN

Dr. Andrea BurrIDGE provided an overview of the vision statement and strategic plan.

Dr. VanDible Stallworth noted the importance of adapting to the rapid demand and changes.

Trustee Richart noted that she preferred resources to be focused on the core mission of workforce and associate degrees. She apprised that too much attention may be directed toward bachelor's degrees and noted that a large percentage of the population may not be focused on bachelor's degree programs.

Trustee Cheben noted that the evolving industry landscape extends beyond medical and oil and gas, warranting further review of the strategic plan and ecosystem focus. He referenced the

success of HCC's early college high schools and apprised that policy and strategic discussion is needed regarding program focus, including P-Tech.

Trustee Davies would like to focus on innovative and creative careers, STEM, and healthcare.

Dr. VanDible Stallworth recommended adding a focus on Adult Basic Education (ABE) and General Educational Development (GED).

Dr. Burrridge presented questions for the Board to consider regarding their perspectives on strategic focus, and the Board provided feedback.

Trustee Richart noted that she would like to have honest discussions that allow for both affirmative and dissenting viewpoints.

Trustee Cheben noted the need for a direct connection with employers. He emphasized the importance of having a vision for students entering the College, leading to job placement, particularly in healthcare and artificial intelligence programs, and apprised that intentionality must be brought to job placement efforts.

Dr. Burrridge provided an overview of the strategic priorities and opened the discussion on what changes they would recommend.

Dr. Burrridge reported on the following:

- Student Success
- Academic Rigor
- Personalized Learning
- College of Choice
- Community Investment

Trustee Richart recommended that a listing of suggestions be provided, allowing the Board to offer feedback.

Trustee Davies mentioned the importance of long-term prioritization. Trustee Cheben recommended internal engagement to receive input from employees as well as engagement with the community. He noted that employees need to be comfortable with the document.

Dr. Burrridge noted that the intent is to develop a set of priorities that can also be presented to faculty and staff for feedback on shaping the institution's strategic plan.

Dr. Burrridge asked the Trustees to complete the survey no later than August 31, 2025.

ADJOURNED TO CLOSED SESSION

Trustee Eva Loredó adjourned the meeting to Executive Session at 11:59 a.m. notice having previously been given and reiterated per Sections 551.071, 551.072, and/or 551.074 of the Open

Meetings Law. Trustee Eva Loredo stated that any final action, vote, or decision on any item discussed in Executive Session would be taken up in the Open Session or a subsequent Public Meeting.

Trustee Eva Loredo reconvened the meeting in Open Session at 4:10 p.m. and entertained any motions on pending matters.

(The following Trustees were present: Cheben, Davies, Loredo, Richart, VanDible Stallworth, and Wilson)

Trustee Loredo announced that **Item D - Board Self-Assessment for 2024-25** and **Item E - Chancellor's Performance Evaluation for 2024-25** were discussed in closed session. She expressed appreciation to Dr. DiThomas and Dr. Rutledge for facilitating the retreat.

ADJOURNMENT

With no further business coming before the Board, the meeting adjourned at 4:11 p.m.
Minutes submitted by Sharon Wright, Director, Board Services

Minutes Approved as Submitted: _____

ACTION ITEM

Meeting Date: September 17, 2025

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
1.	Acceptance of Donated Item by Camden Living	Dr. Margaret Ford Fisher Dr. Michael Webster

RECOMMENDATION

Acceptance of the donation of digital media equipment.

FISCAL IMPACT

Donation Value: In-kind contribution at a total of \$4,700.00.

Additional Costs: no additional costs included in HCC Budget

LEGAL REQUIREMENT

Approved by the Office of General Counsel

STRATEGIC ALIGNMENT

1. *Student Success*

ATTACHMENTS:

Description	Upload Date	Type
Wells Fargo Acknowledgement Letter	8/14/2025	Attachment

This item is applicable to the following: Southwest



**HCC Foundation
Executive Committee**

David D. Itz
Board Chair

Ryan F. McCauley
Immediate Past Chair

Melissa Vela
*Vice Chair of
Board Relations*

Ed Fierro
*Vice Chair of
Governance*

Jennifer Waldner Grant
*Vice Chair of Philanthropic
Strategy*

Juanita S. Parker
Secretary

Cecelia Allen
Treasurer

Margaret Ford Fisher, Ed.D.
HCC Chancellor

Karen L. Schmidt, M.B.A., CFRE
HCC Foundation President

July 28, 2025

Anneli Joplin
Director of Learning Innovation
Camden
11 Greenway Plaza, Suite 2400
Houston, Texas 77046

Ms. Joplin:

Thank you for the wonderful in-kind donation of various digital media equipment for the Digital Communication program. We anticipate that Houston Community College's Board of Trustees will determine its formal acceptance of the donation at the September 17, 2025, board meeting. We will keep you aware of this process.

While, according to IRS regulations, we cannot declare the value of your donation, you have valued your in-kind contribution of at \$4,700.00. Your generosity has furthered the efforts of the student programs at Houston Community College.

As one of the largest community colleges in the nation, HCC's top priority and mission is focused on serving our students and student success. We know that education changes lives and is an equalizer, creating opportunities for all. HCC works to ensure students acquire the skills needed to compete in today's marketplace and contribute to the economic growth of Houston's region.

I appreciate you joining the HCC Foundation in its mission of ensuring that all Houston students have access to education and the chance at building a promising future.

Sincerely,

Karen Schmidt, M.B.A., CFRE President
Houston Community College Foundation

All gifts to the HCC Foundation are tax deductible to the extent allowed by law. In compliance with IRS tax reporting laws, the amount of your charitable contribution is limited to the excess of your payment over the value of goods or services provided by HCCF. The HCCF tax identification number is #74-1885205. No goods or services were provided in exchange for this donation.

From: Joplin, Anneli <AJoplin@camdenliving.com>

Sent: Thursday, July 24, 2025 11:47:59 AM

To: kristina.perez <kristina.perez@hccs.edu>

Subject: RE: Digital media equipment donation

[External Email Notice: This email is from outside the Houston Community College System. HCC will never use external email accounts to send confidential information, job opportunities, business/financial-related emails, or account password/expiration updates.]

Hi Kristina,

I hope your week is going well! Thank you for the reminder.

Here's the itemized list with approximate market values:

Item	Value
DJI Ronin-M Handheld Gimbal Stabilizer with Stand	\$750
Ikan Portable Teleprompter Kit	\$800
4 Ikan LED Panel Lights and Stands	\$1,200
Canon XA30 Camera	\$500
Shure Wireless Presenter Kit	\$150
Porta-Booth Pro Portable Vocal Recording Booth	\$250
Ikan DH7 7" 4K HDMI UHD Monitor	\$400
Dracast V-Mount 2X 90W Hour Batteries & Charger	\$600
Tripod and Carrying Case	\$50
Total	\$4,700

Let me know if you need anything else.

Anneli Joplin
Director of Learning Innovation
Camden

ACTION ITEM

Meeting Date: September 17, 2025

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
2.	Monthly Investment Report, Financial Statement and Budget Review for July 2025	Dr. Margaret Ford Fisher Dr. Sherry Hawn

RECOMMENDATION

Accept the Investment Report, Financial Statement and Budget Review for the month of July 2025.

COMPELLING REASON AND BACKGROUND

- The monthly investment report provides the Board with a status of the investment portfolio, including book and market values, and complies with the relevant statute. This report includes the unexpended proceeds of various bond issues.
 - The portfolio is liquid and secure with 56% of the assets invested in local government pools, money market funds and interest-bearing checking accounts.
 - All pools and money market funds are rated “AAA” by Standard & Poor’s, which is the highest level. All bank deposits are secured with U.S. Treasuries/Agencies. The balance of the portfolio is invested in U.S. Treasuries and government-sponsored entities/agencies with “AAA” credit ratings.
- The monthly financial statement and budget review provides the Board with a status analysis of the college and information related to the various funds of the college, including fund balances, comparison to previous year and comparison to budget.
- Awareness and review of financial information throughout the year helps to inform decision making, and allows for mid-year adjustments, if needed.

FISCAL IMPACT

For July, the interest income earned for the month and fiscal year to date totaled \$1,063,120 and \$15,246,118, respectively. The weighted average interest rate (WAR) on July 31, 2025, was 4.20% compared to 4.23% last month and 5.17% a year ago.

Interest expense on outstanding debt was \$1,550,824 for the month of July 2025.

LEGAL REQUIREMENT

The investment report is required by the Public Funds Investment Act (Texas Government Code §2256.023) to be submitted to the governing body of Houston Community College no less than quarterly.

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Financial Report Presentation	8/20/2025	Presentation
Investment Report - July 2025	8/21/2025	Attachment
Financial Statement - July 2025	8/20/2025	Attachment

This item is applicable to the following: District



FY 2025

Summary of July 2025

Monthly Investment Report, Financial Statements, and Budget Review

Dr. Margaret Ford Fisher, Chancellor

Dr. Sherry Hawn, Senior Vice Chancellor, Finance &
Administration and CFO/CBO

September 3, 2025

Fund 1: Unrestricted Revenues

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2025 Adjusted Budget	Year-to-Date Actuals Thru July 31, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru July 31, 2025	Year-to-Date Actuals Thru July 31, 2024	Increase (Decrease) FY 2025 Compared to FY 2024	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 68,243,000	\$ 71,778,893	105.2% A	\$ 71,778,893	\$ 66,386,683	\$ 5,392,210	8.1%
Ad Valorem Taxes	224,386,251	222,640,440	99.2%	222,640,440	206,602,814	16,037,626	7.8%
Tuition & Fees, Net	126,237,802	130,634,969	103.5% B	130,634,969	115,435,121	15,199,848	13.2%
Other Local Income	22,736,208	15,340,846	67.5% C	15,340,846	22,448,223	(7,107,376)	-31.7%
Tuition & Fees, Net -- Extended Learning	7,885,993	8,390,995	106.4% D	8,390,995	7,655,263	735,732	9.6%
Grant Revenue - Indirect Cost	650,000	744,533	114.5% E	744,533	553,234	191,299	34.6%
Total Revenues	450,139,254	449,530,676	99.9%	449,530,676	419,081,337	30,449,339	7.3%
Fund Balance Transfers In & Rolled POs	17,809,983	17,809,983	100.0%	17,809,983	7,045,981	10,764,002	152.8%
Total Revenues and Fund Balance Transfers	\$ 467,949,237	\$ 467,340,659	99.9%	\$ 467,340,659	\$ 426,127,319	\$ 41,213,340	9.7%

Fund 1: Unrestricted Expenses

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2025 Adjusted Budget	Year-to-Date Actuals Thru July 31, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru July 31, 2025	Year-to-Date Actuals Thru July 31, 2024	Increase (Decrease) FY 2025 Compared to FY 2024	% Increase (Decrease)
EXPENSES							
Salaries	256,313,126	230,028,951	89.7%	230,028,951	185,887,887	44,141,064	23.7%
Employee Benefits	38,314,188	28,067,212	73.3% F	28,067,212	23,446,301	4,620,911	19.7%
Supplies & General Expense	6,762,234	4,943,443	73.1% G	4,943,443	3,703,329	1,240,114	33.5%
Travel	1,393,173	720,719	51.7% H	720,719	578,764	141,954	24.5%
Marketing Costs	3,935,654	3,005,672	76.4% I	3,005,672	1,861,532	1,144,140	61.5%
Rentals & Leases	401,693	311,304	77.5% J	311,304	178,955	132,350	74.0%
Insurance/Risk Mgmt.	9,351,814	8,217,955	87.9%	8,217,955	7,682,093	535,862	7.0%
Contracted Services	40,853,557	31,291,454	76.6% K	31,291,454	21,677,215	9,614,239	44.4%
Utilities	11,245,475	8,432,710	75.0% L	8,432,710	7,643,391	789,318	10.3%
Other Departmental Expenses	3,979,748	2,426,089	61.0% M	2,426,089	1,870,214	555,874	29.7%
Instructional & Other Materials	11,301,981	8,222,974	72.8% N	8,222,974	8,519,314	(296,341)	-3.5%
Maintenance & Repair	3,397,273	2,766,250	81.4% O	2,766,250	1,440,795	1,325,454	92.0%
Transfers\Debt	55,094,331	40,285,415	73.1% P	40,285,415	66,274,842	(25,989,427)	-39.2%
Contingency/Initiatives	2,363,967	-	0.0%	-	-	-	0.0%
Capital Outlay	22,371,023	13,818,637	61.8% Q	13,818,637	2,992,451	10,826,186	361.8%
Scholarship Distribution	870,000	397,808	45.7% R	397,808	-	397,808	100.0%
Total Expenses	\$ 467,949,237	\$ 382,936,591	81.8%	\$ 382,936,591	\$ 333,757,084	\$ 49,179,507	14.7%
NET REVENUE/(EXPENSES)	(0) \$ 84,404,068			\$ 84,404,068	\$ 92,370,235	\$ (7,966,167)	

Explanation of Variance Amounts

Variance Code	Notes
A	State appropriations are higher when compared to prior year primarily due to the “Dynamic Adjustment” of \$4.7 million. The adjustment was the result of THECB recalculation of performance-based funding.
B	Tuition and Fees collections are done for FY25, as summer classes have begun.
C	Other Local Income Includes Transfers-Out for Unrealized Gains and Losses and reflects the volatility of the financial market.
D	Tuition and Fees, Extended Learning collections fluctuate as course offerings fluctuate.
E	Grant Revenue - Indirect Cost do not occur equally by month; it is contingent on activity for the month.
F	Employee Benefits – Pension & OPEB expenses are recorded at year-end, creating a delay in reporting.
G	Supplies and General expenses are incurred as needed throughout the year, leading to periodic spending fluctuations.
H	Travel expenses are trending down following the travel ban in FY24; Travel will likely be under budget by FYE.
I	Marketing expenses occur based on timing of marketing campaigns.
J	Rental expenses occur based on events during the year and is expected to be within budget by year end.
K	Contracted Services is trending down & may be under budget by year end.
L	Utility expenses are lower this month but is expected to increase as we receive summer bills.
M	Other Departmental expenditures occur at irregular intervals but will be within budget by year-end.
N	Instructional & Other Material expenses are incurred at irregular intervals, resulting in fluctuations throughout the year.
O	Maintenance & Repairs occur as needed and vary from month to month.
P	Transfers/Debt occur at irregular intervals, debt payments occur twice per year. Transfer/Debt will be within budget by year-end.
Q	Capital Outlays occur at irregular intervals based on construction schedules and needs.
R	Scholarships are distributed based on needs and are generally awarded during the Summer semester.

Thank You



HOUSTON COMMUNITY COLLEGE SYSTEM

MONTHLY INVESTMENT REPORT

For the Month of July 2025

**Prepared by
Finance & Administration Division**

The investment portfolio of the Houston Community College System is in compliance with the Public Funds Investment Act and the College's Investment Policy and Strategies.

/s/ Sherry Hawn

Sherry Hawn, JD, CPA

Senior Vice Chancellor, Finance & Administration and CFO/CBO

/s/ Dawn Stephens

Dawn Stephens

Interim Associate Vice Chancellor, Finance & Accounting

/s/ Victor Onwumere

Victor Onwumere

Executive Director, Finance & Treasury

HOUSTON COMMUNITY COLLEGE SYSTEM

INVESTMENT PORTFOLIO COMPOSITION

July 31, 2025

Beginning Book Value (July 1, 2025)	\$	494,071,652
Beginning Market Value (July 1, 2025)	\$	496,740,588
Additions/Subtractions (Book Value - Net)	\$	(5,171,671)
Change in Market Value	\$	(529,662)
Ending Book Value (July 31, 2025)	\$	488,899,982
Ending Market Value (July 31, 2025)	\$	491,039,268
Unrealized Gain/(Loss)	\$	2,139,286
WAM (56% of Portfolio's Weighted Average Maturity)		1 day
WAM (44% of Portfolio's Weighted Average Maturity - Securities Held To Maturity)		327

* Net amount provided/(for) operations	\$	(5,218,978)
* Net amount provided/(for) CIP/others		47,307
	\$	(5,171,671)

EXECUTIVE SUMMARY

INVENTORY HOLDINGS REPORT

July 31, 2025

	Ending Book Value	Ending Market Value	Unrealized Gain (Loss)
US Treasuries	\$ 171,941,432	\$ 173,514,229	\$ 1,572,797
US Agencies	44,397,708	44,964,197	566,489
Local Government Pools	148,539,684	148,539,684	-
Money Market Funds	73,845,201	73,845,201	-
Certificate of Deposit	50,000,000	50,000,000	-
Interest Bearing Checking	175,958	175,958	-
Total	\$ 488,899,982	\$ 491,039,268	\$ 2,139,286
WAR (Weighted Average Interest Rate)		4.20%	

INVESTMENTS
INVENTORY HOLDINGS REPORT (OPERATING AND OTHERS)
July 31, 2025

Description	Held At	Coupon Rate	Yield Rate	Purchase Date	Maturity Date	Par	Discount AMT	Beginning Mkt. Value	Beginning Book Value	Net Change	Ending Book Value	Ending Mkt. Value	Change in Mkt. Value	Unrealized Gain/(Loss)
Fannie Mae ARM Pool 708686	Bank of America	4.0690%	0.0000%	02/22/05	05/01/33	7,560	\$ (1,473)	\$ 7,736	\$ 9,033	\$ (60)	\$ 8,973	\$ 7,679	\$ -	\$ (1,294)
Fannie Mae ARM Pool 805454	Bank of America	4.6720%	0.0000%	12/23/04	12/01/34	8,496	(5,915)	8,721	14,411	(54)	14,357	8,676	-	(5,681)
Federal Home Loan Bank Global Unsecured	Bank of America	0.3800%	4.4730%	01/19/24	09/04/25	10,000,000	635,453	9,928,888	9,364,548	-	9,364,548	9,961,950	33,062	597,403
Federal Farm Credit Bank US Domestic Unsecured	Bank of America	4.2500%	4.3200%	02/12/25	01/28/28	10,000,000	19,430	10,120,793	9,980,570	-	9,980,570	10,047,657	(73,136)	67,087
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	4.7020%	03/05/24	09/15/25	5,000,000	87,500	4,992,969	4,912,500	-	4,912,500	4,996,289	3,320	83,789
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	4.6970%	03/05/24	09/15/25	5,000,000	87,150	4,992,969	4,912,850	-	4,912,850	4,996,289	3,320	83,439
U.S. Treasury Note US Govt Treasury	Bank of America	0.2500%	4.7930%	03/20/24	09/30/25	10,000,000	661,500	9,900,293	9,338,500	-	9,338,500	9,932,813	32,520	594,313
U.S. Treasury Note US Govt Treasury	Bank of America	4.2500%	4.7300%	03/28/24	10/15/25	5,000,000	35,547	4,998,926	4,964,453	-	4,964,453	4,999,180	254	34,727
U.S. Treasury Note US Govt Treasury	Bank of America	4.2500%	4.7350%	03/28/24	10/15/25	5,000,000	35,938	4,998,926	4,964,063	-	4,964,063	4,999,180	254	35,117
U.S. Treasury Note US Govt Treasury	Bank of America	5.0000%	5.0300%	04/24/24	10/31/25	5,000,000	2,214	5,010,254	4,997,786	-	4,997,786	5,006,680	(3,574)	8,893
U.S. Treasury Note US Govt Treasury	Bank of America	4.0000%	5.0160%	04/11/24	12/15/25	10,000,000	162,109	9,992,481	9,837,891	-	9,837,891	9,992,334	(147)	154,443
U.S. Treasury Note US Govt Treasury	Bank of America	3.3800%	3.4940%	09/16/24	09/15/27	10,000,000	33,594	9,929,688	9,966,406	-	9,966,406	9,887,891	(41,797)	(78,516)
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0060%	10/25/24	07/31/27	15,000,000	15,000,000	14,705,859	14,510,850	-	14,510,850	14,655,469	(50,391)	144,619
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	3.8800%	10/15/24	10/15/27	10,000,000	10,000,000	10,033,594	9,996,484	-	9,996,484	9,987,500	(46,094)	(8,984)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	3.6300%	3.5600%	09/13/24	09/13/27	15,000,000	(27,510)	14,922,325	15,027,510	-	15,027,510	14,867,132	(55,193)	(160,378)
FARMER MAC DOMESTIC MTN UNSECURED	Bank of America	4.3500%	4.3430%	02/12/25	01/28/28	10,000,000	(1,750)	10,124,659	10,001,750	-	10,001,750	10,071,104	(53,555)	69,354
U.S. Treasury Note US Govt Treasury	Bank of America	3.7500%	4.1240%	12/5/2024	8/31/2026	10,000,000	10,000,000	9,975,781	9,937,500	-	9,937,500	9,955,859	(19,922)	18,359
U.S. Treasury Note US Govt Treasury	Bank of America	3.7500%	4.1640%	12/5/2024	8/31/2026	10,000,000	10,000,000	9,975,781	9,930,859	-	9,930,859	9,955,859	(19,922)	25,000
U.S. Treasury Note US Govt Treasury	Bank of America	0.8800%	4.1540%	12/5/2024	6/30/2026	10,000,000	10,000,000	9,695,606	9,506,250	-	9,506,250	9,703,906	8,301	197,656
U.S. Treasury Note US Govt Treasury	Bank of America	4.5000%	4.2080%	1/29/2025	3/31/2026	15,000,000	15,000,000	15,041,162	15,048,633	-	15,048,633	15,019,980	(21,182)	(28,652)
U.S. Treasury Note US Govt Treasury	Bank of America	3.5000%	4.0790%	2/26/2025	1/31/2028	30,000,000	30,000,000	29,844,141	29,524,219	-	29,524,219	29,709,375	(134,766)	185,156
U.S. Treasury Note US Govt Treasury	Bank of America	2.7500%	4.0810%	2/26/2025	2/15/2028	10,000,000	10,000,000	9,759,766	9,631,250	-	9,631,250	9,720,313	(39,453)	89,063
U.S. Treasury Note US Govt Treasury	Bank of America	3.8800%	4.0150%	3/19/2025	3/15/2028	10,000,000	10,000,000	10,046,875	9,960,938	-	9,960,938	9,995,313	(51,563)	34,375
Debt Service 2001A Bond Interest Checking	Bank of America		2.2500%				-	1,299	1,299	2	1,302	1,302	-	-
HCCS Merchant Service	Bank of America		0.8100%				-	20,330	20,330	(1,303)	19,028	19,028	-	-
LTD 2013 Tax Bond General Checking	Bank of America		2.2500%				-	123	123	155,505	155,628	155,628	-	-
Chase Certificate of Deposit	Chase		3.4200%					50,000,000	50,000,000	-	50,000,000	50,000,000	-	-
Merrill Lynch (Morgan Stanley Govt/Goldman Sachs)	Bank of America		4.2300%				-	76,418,249	76,418,249	(5,690,717)	70,727,532	70,727,532	-	-
Money Market 2006 Jr. Lien Debt Reserve	Bank of America		4.2300%				-	3,106,935	3,106,935	10,734	3,117,669	3,117,669	-	-
Lone Star (Corporate Overnight Fund)	State Street Bank		4.4284%				-	67,700,263	67,700,263	253,990	67,954,253	67,954,253	-	-
TexPool - General Funds	State Street Bank		4.3274%				-	12,993,790	12,993,790	(127,119)	12,866,672	12,866,672	-	-
TexPool - Prime	State Street Bank		4.4312%				-	67,491,409	67,491,409	227,350	67,718,759	67,718,759		
TOTAL								\$ 496,740,588	\$ 494,071,652	\$ (5,171,671)	\$ 488,899,982	\$ 491,039,268	\$ (529,662)	\$ 2,139,286



Summary Operating Statements

**For the Period
September 1, 2024 - July 31, 2025**

For the Meeting of the Board of Trustees - September 3, 2025

for

Houston Community College System



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For the Period September 1, 2023 - July 31, 2025

Houston Community College System

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Summary of Financial Statements As of July 31, 2025

On June 26, 2024, the Board of Trustees approved the FY 2025 operating budget totaling \$465.1 million. The FY 2025 budget included conservative revenue and expense estimates. Included in the FY 2025 budget is a fund balance transfer totaling \$15 million to continue addressing deferred maintenance. Other major operating expenses were also approved to address IT Network/Infrastructure, \$5M; Safety and Security, \$2.3M; Instructional Services Support, \$2.5M; and Dual Credit Support, \$1.1M.

The Board approved the FY 2025 Auxiliary budget, Restricted Funds budget, and the Capital and Technology Plan budget. The approved FY 2025 Auxiliary Services budget totals \$8.6 million. Overall, this is a 10% increase compared to the prior year, primarily due to increased scholarship funding for students, annual salary increases, and the rental of HCCS space for campus wide events. The Restricted budget totals \$144.6 million for grant activities, financial aid, and payments for employee benefits. Finally, the approved Capital and Technology Plan budget totals \$7.9 million, which is earmarked for the continuation of asset upgrades and replacement of information and instructional technology equipment.

The Unrestricted Fund as of July 31, 2025, total revenues, fund balance transfers and rolled purchase orders (POs) are \$467.3 million. This represents 99.9% of the budgeted total of \$467.9 million. Expenses total \$383 million to date, which is 81.8% of the total expense budget of \$467.9 million. Compared with the same period last year, revenues and transfers are higher by 9.7% and expenses are higher by 7.3%. Actual net revenue is \$84.4 million to date.

Ad Valorem tax revenue is trending at 7.8% higher when compared to last year. This is namely due to the increase in taxable valuations compared to prior year. Revenue is expected to fall within budget plan at year end.

State appropriations are higher when compared to prior year primarily due to the “Dynamic Adjustment” of \$4.7 million. The adjustment was the result of THECB recalculation of performance-based funding.

Tuition and fees, net, which include revenues for semester credit hour (SCH) courses, are **13.2%** higher than last year at this time. Gross tuition and fee revenues are up 13.3% compared to last year due to increased enrollments and increased program offerings in high demand fields (see page 9). Total waivers and exemptions increased by 13.8% primarily due to Dual Credit waivers.

Other local income, which includes investment income, is lower by \$7.1 million due to the volatility of the finance market.

Continuing Education/Non-credit tuition and fees, net are 9.6% higher than last year at this time. Gross tuition and fees revenues are up by 9.6%.

Actual salaries for FY 2025 are 12.8% higher compared to FY 2024; this is due primarily to a Board approved salary increase of 7.5% for faculty, full-time employees, part-time hourly staff, and a 4% increase for executive staff. Employee benefits are higher by 9% for FY 2025 compared to FY 2024.

Transfers/Debt remain high due to continuing the budgeted transfers for Deferred Maintenance and technology fees.

Several line-item expenses (supplies, travel, marketing, insurance, contracted services, instructional and other material, etc.) have variances due to timing differences in recording transactions from year-to-year. Expenses are expected to be within budget by year-end.

Debt interest expense for the month totaled \$1,550,824 compared to this time in FY 2024 of \$1,563,940.

HOUSTON COMMUNITY COLLEGE SYSTEM
Statement of Revenues, Expenses and Fund Balances - All Funds
As of July 31, 2025

	Unrestricted	Restricted	Auxiliary	Loans	Scholarship	Unexpended Plant	Capital and Technology	Retirement of Debt	Investment in Plant	Total
Revenues	\$ 449,530,676	\$ 33,126,403	\$ 8,171,455	\$ -	\$ 142,711,610	\$ 1,575,390	\$ -	\$ 44,818,286	\$ 398,161	\$ 680,331,981
Expenses										
Salaries	230,028,951	5,598,528	852,414	-	2,744,631	-	-	-	-	239,224,523
Employee Benefits	28,067,212	18,625,176	155,726	-	-	-	-	-	-	46,848,114
Supplies & General Expense	4,943,443	543,988	682,163	-	-	134,831	277,392	-	-	6,581,817
Travel	720,719	87,078	100,132	-	-	-	-	-	-	907,928
Marketing Costs	3,005,672	71,987	465	-	-	-	-	-	-	3,078,125
Rentals & Leases	311,304	2,056	5,425	-	-	10,834	-	-	-	329,619
Insurance/Risk Mgmt.	8,217,955	2,098	2,618	-	-	-	-	-	-	8,222,671
Contracted Services	31,291,454	1,060,474	1,548,765	-	-	67,847	445,322	12,925	-	34,426,788
Utilities	8,432,710	-	395,451	-	-	-	-	-	-	8,828,160
Other Departmental Expenses	2,426,089	612,938	467,815	-	399,465	-	-	-	-	3,906,306
Instructional & Other Materials	8,222,974	568,713	6,009	-	-	24,877	142,562	-	-	8,965,135
Maintenance & Repair	2,766,250	-	1,634	-	-	-	(287)	-	-	2,767,597
Transfers (In)/Out ¹	40,222,122	-	-	-	(1,417,639)	(993,098)	(24,572,500)	(13,238,885)	-	-
Debt	63,294	-	-	-	-	-	-	51,078,045	-	51,141,339
Capital Outlay	13,818,637	907,641	180,402	-	-	6,111,826	20,102,502	-	-	41,121,009
Amortization/Depreciation	-	-	-	-	-	-	-	-	32,505,311	32,505,311
Scholarship Distribution	397,808	-	1,263,905	-	141,003,599	-	-	-	-	142,665,312
Total Expenses	382,936,591	28,080,676	5,662,925	-	142,730,056	5,357,116	(3,605,008)	37,852,086	32,505,311	631,519,753
Net Revenues/(Expenses)	66,594,085	5,045,727	2,508,530	-	(18,446)	(3,781,726)	3,605,008	6,966,201	(32,107,151)	48,812,228
Other Adjustments and Transfers										
Debt Principal Payments ²	(48,000,000)	-	-	-	-	-	-	-	90,855,209	42,855,209
Debt Refinancing	-	-	-	-	-	-	-	-	-	-
Capitalization of Assets & CIP ²	3,116,721	116,568	-	-	-	1,617,436	8,835,303	-	6,811,998	20,498,026
Transfers of Completed Projects/Assets	(3,116,721)	(116,568)	-	-	-	(773,253)	(745,070)	-	4,751,613	-
Transfers of Balances between Funds	-	-	-	-	-	-	-	-	-	-
Total Other Adjustments and Transfers	(48,000,000)	-	-	-	-	844,182	8,090,233	-	102,418,819	63,353,234
Beginning Fund Balances, Audited	68,450,207	1,058,425	22,536,108	238,698	3,181,945	85,619,954	28,679,244	18,825,701	505,730,743	734,321,025
Ending Fund Balances	\$ 87,044,292	\$ 6,104,152	\$ 25,044,638	\$ 238,698	3,163,499	\$ 82,682,410	\$ 40,374,483	\$ 25,791,902	\$ 576,042,412	\$ 846,486,484

¹Transfers include student revenue bond payment funds, scholarship matching funds, and transfers to Unexpended Plant and Capital and Technology Funds.

²Per government accounting practices, items included in the expenses category above are subsequently deducted from YTD expenses shown above and reclassified as increases or decreases to appropriate asset and liability line items on the balance sheet (page 8). Also, includes GASB 96 SBITA.

HOUSTON COMMUNITY COLLEGE SYSTEM
Unrestricted Revenues and Expenses
Comparison to Budget and Previous Fiscal Year
As of July 31, 2025
91.7% of Year

	Budget Comparison			Previous Fiscal Year Comparison			
	FY 2025 Adjusted Budget	Year-to-Date Actuals Thru July 31, 2025	Actuals as a % of Budget	Year-to-Date Actuals Thru July 31, 2025	Year-to-Date Actuals Thru July 31, 2024	Increase (Decrease) FY 2025 Compared to FY 2024	% Increase (Decrease)
REVENUES							
State Appropriations	\$ 68,243,000	\$ 71,778,893	105.2%	\$ 71,778,893	\$ 66,386,683	\$ 5,392,210	8.1%
Ad Valorem Taxes	224,386,251	222,640,440	99.2%	222,640,440	206,602,814	16,037,626	7.8%
Tuition & Fees, Net	126,237,802	130,634,969	103.5%	130,634,969	115,435,121	15,199,848	13.2%
Other Local Income	22,736,208	15,340,846	67.5%	15,340,846	22,448,223	(7,107,376)	-31.7%
Tuition & Fees, Net -- Extended Learning	7,885,993	8,390,995	106.4%	8,390,995	7,655,263	735,732	9.6%
Grant Revenue - Indirect Cost	650,000	744,533	114.5%	744,533	553,234	191,299	34.6%
Total Revenues	450,139,254	449,530,676	99.9%	449,530,676	419,081,337	30,449,339	7.3%
Fund Balance Transfers In & Rolled POs	17,809,983	17,809,983	100.0%	17,809,983	7,045,981	10,764,002	152.8%
Total Revenues and Fund Balance Transfers	\$ 467,949,237	\$ 467,340,659	99.9%	\$ 467,340,659	\$ 426,127,319	\$ 41,213,340	9.7%
EXPENSES							
Salaries	256,313,126	230,028,951	89.7%	230,028,951	203,986,419	26,042,532	12.8%
Employee Benefits	38,314,188	28,067,212	73.3%	28,067,212	25,745,003	2,322,209	9.0%
Supplies & General Expense	6,762,234	4,943,443	73.1%	4,943,443	4,157,469	785,974	18.9%
Travel	1,393,173	720,719	51.7%	720,719	716,410	4,309	0.6%
Marketing Costs	3,935,654	3,005,672	76.4%	3,005,672	2,550,121	455,551	17.9%
Rentals & Leases	401,693	311,304	77.5%	311,304	196,840	114,464	58.2%
Insurance/Risk Mgmt.	9,351,814	8,217,955	87.9%	8,217,955	7,694,741	523,214	6.8%
Contracted Services	40,853,557	31,291,454	76.6%	31,291,454	24,671,942	6,619,512	26.8%
Utilities	11,245,475	8,432,710	75.0%	8,432,710	8,513,514	(80,804)	-0.9%
Other Departmental Expenses	3,979,748	2,426,089	61.0%	2,426,089	2,045,217	380,872	18.6%
Instructional & Other Materials	11,301,981	8,222,974	72.8%	8,222,974	9,575,831	(1,352,858)	-14.1%
Maintenance & Repair	3,397,273	2,766,250	81.4%	2,766,250	1,576,992	1,189,258	75.4%
Transfers\Debt	55,094,331	40,285,415	73.1%	40,285,415	61,824,116	(21,538,701)	-34.8%
Contingency/Initiatives	2,363,967	-	0.0%	-	-	-	0.0%
Capital Outlay	22,371,023	13,818,637	61.8%	13,818,637	3,654,633	10,164,004	278.1%
Scholarship Distribution	870,000	397,808	45.7%	397,808	-	397,808	100.0%
Total Expenses	\$ 467,949,237	\$ 382,936,591	81.8%	\$ 382,936,591	\$ 356,909,248	\$ 26,027,343	7.3%
NET REVENUE/(EXPENSES)	-	\$ 84,404,068		\$ 84,404,068	\$ 69,218,071	\$ 15,185,997	

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Revenues and Expenses by Fund

As of July 31, 2025

Auxiliary Funds - Uncommitted Portion

	Main Leasing	Misc. Auxiliary *	Bookstore Commission	Scholarships	Subtotal Uncommitted
Revenues	\$ 4,712,083	\$ 246,314	\$ 1,386,056	\$ -	\$ 6,344,453
Expenses					
Salaries	284,581	99,008	-	81,271	464,860
Employee Benefits	68,044	12,060	-	1,346	81,450
Supplies & General Expense	30,034	81,033	-		111,067
Travel		2,664	-		2,664
Marketing Costs	465		-		465
Rentals & Leases			-		-
Insurance/Risk Mgmt.			-		-
Contracted Services	1,414,840	53,263	-		1,468,103
Utilities	395,451		-		395,451
Other Departmental Expenses	1,242	367,342	-		368,584
Instructional & Other Materials			-		-
Maintenance & Repair	6,362		-		6,362
Transfers/Debt			-		-
Capital Outlay	98,430	34,278	-		132,708
Scholarship Distribution		17,232	-	1,203,813	1,221,045
Total Expenses	2,299,449	666,880	-	1,286,430	4,252,759
Contribution to Fund Balance	\$ 2,412,635	\$ (420,566)	\$ 1,386,056	\$ (1,286,430)	2,091,694
Beginning Fund Balance, Audited					18,426,404
Ending Fund Balance					\$ 20,518,097

* Expenditures in this category include Government Relations, Mobile Go, etc.

HOUSTON COMMUNITY COLLEGE SYSTEM

Auxiliary Revenues and Expenses By Fund

As of July 31, 2025

Auxiliary Funds - International and Committed Portions

	<u>International</u>		<u>Committed</u>				<u>Total</u>
	Other International Initiatives	Subtotal International	Student Vending Commission	Student Activity Fee	Student Athletic Fee	Subtotal Committed	Total Auxiliary
Revenues	\$ -	\$ -	\$ -	\$ 1,013,654	\$ 813,348	\$ 1,827,002	\$ 8,171,455
Expenses							
Salaries	-	-	-	28,517	359,038	387,555	852,414
Employee Benefits	-	-	-	1,182	73,095	74,276	155,726
Supplies & General Expense	24,852	24,852	-	457,956	89,570	547,526	683,445
Travel	45,534	45,534	-	48,577	3,357	51,934	100,132
Marketing Costs		-	-			-	465
Rentals & Leases	15	15	-		5,410	5,410	5,425
Insurance/Risk Mgmt.		-	-	2,527	91	2,618	2,618
Contracted Services		-	-	50,067	30,596	80,662	1,548,765
Utilities		-	-			-	395,451
Other Departmental Expenses	4,976	4,976	-	77,395	16,861	94,255	467,815
Instructional & Other Materials		-	-			-	-
Maintenance & Repair		-	-			-	6,362
Transfers/Debt		-	-			-	-
Capital Outlay		-	-	22,059	25,635	47,694	180,402
Scholarship Distribution		-	-	42,860		42,860	1,263,905
Total Expenses	75,376	75,376	-	731,138	603,652	1,334,790	5,662,925
Contribution to Fund Balance	(75,376)	(75,376)	-	282,516	209,696	492,213	2,508,530
Beginning Fund Balance, Audited		1,559,228	(1,284,080)	1,957,474	1,877,082	2,550,476	22,536,108
Ending Fund Balance	\$ 1,483,852		\$ (1,284,080)	\$ 2,239,990	\$ 2,086,779	\$ 3,042,689	\$ 25,044,638

HOUSTON COMMUNITY COLLEGE SYSTEM
Unrestricted Adjusted Budgets and Actuals by Division - Summary Comparison
As of July 31, 2025
91.7% of Year

Division	FY 2025 Adjusted Budget	Actuals as of July 31, 2025	% Spent	FY 2024 Adjusted Budget	Actuals as of July 31, 2024	% Spent
Central College	\$ 15,682,646	\$ 14,195,759	90.5%	\$ 13,421,714	11,639,509	86.7%
Northwest College	18,980,691	16,848,955	88.8%	16,753,286	14,236,623	85.0%
Northeast College	17,721,855	16,363,310	92.3%	14,501,445	13,494,249	93.1%
Southwest College	16,805,438	15,893,770	94.6%	14,430,911	13,079,891	90.6%
Southeast College	18,354,030	17,359,378	94.6%	16,043,813	14,254,247	88.8%
Coleman College	22,307,695	20,022,004	89.8%	19,168,938	16,763,200	87.4%
Academic Instruction	83,275,668	80,685,661	96.9%	75,969,476	69,703,356	91.8%
Office of the Chancellor	11,167,178	9,145,667	81.9%	10,735,208	7,923,481	73.8%
Instructional Services	12,220,888	8,984,628	73.5%	10,503,007	7,262,264	69.1%
Online College	3,127,215	2,789,079	89.2%	2,626,045	2,169,649	82.6%
Student Services	11,567,405	7,831,834	67.7%	10,201,971	7,411,043	72.6%
Strategy, Planning & Institutional Effectiveness	4,947,025	3,863,385	78.1%	4,977,219	3,534,549	71.0%
External & Governmental Relations, Transfers and Alumni Relations	2,113,536	1,572,945	74.4%	1,370,640	380,453	27.8%
Legal & Compliance	16,897,770	14,164,777	83.8%	15,962,845	13,336,633	83.5%
Finance & Accounting	79,050,936	69,039,173	87.3%	81,458,034	70,123,925	86.1%
System	127,093,048	79,035,706	62.2%	104,742,006	84,125,738	80.3%
Grand Total	\$ 467,949,237	\$ 382,936,591	81.8%	\$ 421,779,824	\$ 356,909,248	84.6%

HOUSTON COMMUNITY COLLEGE SYSTEM

Balance Sheet by Fund

As of July 31, 2025

	CURRENT & LOAN FUNDS ¹	PLANT & BOND FUNDS ²	TOTAL ALL FUNDS	PRIOR YEAR TOTAL ALL FUNDS
ASSETS				
Current Assets:				
Cash & cash equivalents	\$ 149,129,604	\$ 102,079,647	\$ 251,209,251	\$ 258,745,698
Short-term Investments	-	-	-	24,276,204
Accounts receivable (net)	67,513,647	1,322,317	68,835,964	33,556,602
Deferred charges	1,549,919	-	1,549,919	9,295,791
Prepays	8,924,978	-	8,924,978	9,796,823
Total Current Assets	227,118,148	103,401,964	330,520,112	335,671,118
Non-current Assets:				
Restricted cash & cash equivalents	-	25,018,914	25,018,914	29,056,899
Long-term investments	218,462,071	-	218,462,071	143,424,474
Long-term lease receivable	21,380,799	-	21,380,799	20,465,825
Capital assets, net	7,752,154	1,126,003,741	1,133,755,895	1,144,265,340
Total Non-current Assets	247,595,024	1,151,022,655	1,398,617,679	1,337,212,538
Total Assets	\$ 474,713,172	\$ 1,254,424,619	\$ 1,729,137,791	\$ 1,672,883,656
Deferred Outflows of Resources:				
OPEB	9,794,624	-	9,794,624	9,794,624
Pension	37,434,988	-	37,434,988	37,434,988
Advance Funding Valuation	-	1,563,806	1,563,806	1,563,806
Total Deferred Outflows of Resources	\$ 47,229,612	\$ 1,563,806	\$ 48,793,418	\$ 48,793,418
Total Assets and Deferred Outflows of Resources	\$ 521,942,784	\$ 1,255,988,424	\$ 1,777,931,209	\$ 1,721,677,074
LIABILITIES				
Current Liabilities:				
Accounts payable	16,312,942	46,304	16,359,246	13,700,554
Accrued Interest- SBITA	276,218	-	276,218	276,218
Accrued liabilities	355,381	24,938	380,319	18,074,315
Compensated absences	4,955,308	-	4,955,308	4,955,308
Funds held for others	653,056	189,209	842,265	908,680
Deferred revenue	43,134,287	1,405,374	44,539,661	40,229,119
SBITA- Current portion	3,399,100	-	3,399,100	3,399,100
Net OPEB liability-current portion	3,565,628	-	3,565,628	3,565,628
Notes payable-current portion	-	180,875	180,875	720,798
Bonds payable-current portion	-	-	-	41,215,000
Total Current Liabilities	72,651,920	1,846,700	74,498,620	127,044,720
Non-current Liabilities:				
SBITA Liability	3,984,779	-	3,984,779	3,984,779
Net OPEB liability	123,908,453	-	123,908,453	123,908,453
Net pension liability	105,104,799	-	105,104,799	105,104,799
Notes payable	-	1,770,569	1,770,569	1,770,569
Bonds payable	-	517,639,133	517,639,133	517,639,133
Total Non-current Liabilities	232,998,031	519,409,702	752,407,733	752,407,733
Total Liabilities	\$ 305,649,951	\$ 521,256,402	\$ 826,906,353	\$ 879,452,453
Deferred Inflows of Resources:				
Leases	21,256,852	-	21,256,852	24,622,076
OPEB	60,962,942	-	60,962,942	60,962,942
Pension	12,477,761	-	12,477,761	12,477,761
Advance Funding Valuation	-	9,840,817	9,840,817	9,840,817
Total Deferred Inflows of Resources	\$ 94,697,555	\$ 9,840,817	\$ 104,538,372	\$ 107,903,596
Total Liabilities and Deferred Inflows of Resources	\$ 400,347,506	\$ 531,097,219	\$ 931,444,725	\$ 987,356,049
Beginning Fund Balances, Audited	95,465,383	638,855,642	734,321,025	655,881,162
Net Revenue/(Expenses)				
Unrestricted	21,102,615	-	21,102,615	22,698,096
Restricted	5,027,281	-	5,027,281	950,125
Net Investment in Plant	-	86,035,563	86,035,563	54,791,642
Ending Fund Balances	\$ 121,595,279	\$ 724,891,205	\$ 846,486,484	\$ 734,321,025
Total Liabilities & Fund Balances	\$ 521,942,784	\$ 1,255,988,424	\$ 1,777,931,209	\$ 1,721,677,074

¹ Includes Unrestricted, Restricted, Loan & Endowment, Scholarship, Agency and Auxiliary Funds.

² Includes Unexpended Plant, Retirement of Debt and Investment in Plant Funds.

HOUSTON COMMUNITY COLLEGE SYSTEM

Exemptions and Waivers Detail

As of July 31, 2025

	FY 2024		FY 2025	
	Prior Year Activity thru 8/31/2024	Year-to-Date Activity thru 07/31/2024	Year-to-Date Activity thru 07/31/2025	Actuals % Increase/ (Decrease)YTD vs. Prior YTD
Tuition & Fees				
Budget:				
Adjusted Budget, Annual*	\$ 106,400,157	\$ 101,709,073	\$ 126,237,802	24.1%
Revenues:				
Gross Tuition & Fees	134,172,076	134,740,963	152,608,605	13.3%
Waivers & Exemptions:				
Dual Credit & Early College HS	(16,567,432)	(16,558,787)	(19,216,420)	16.0%
Other	(2,786,646)	(2,747,055)	(2,757,216)	0.4%
Total Waivers & Exemptions	(19,354,078)	(19,305,842)	(21,973,636)	13.8%
Total Tuition & Fees Revenue, Net	\$ 114,817,998	\$ 115,435,121	\$ 130,634,969	13.2%

Tuition & Fees - Extended Learning (EL)				
Budget:				
Adjusted Budget, Annual*	\$ 4,862,714	\$ 5,758,835	\$ 7,885,993	36.9%
Revenues:				
Gross Tuition & Fees	7,665,722	7,655,263	8,390,995	9.6%
Waivers & Exemptions:				
Department of Corrections	-	-	-	0.0%
Total EL Tuition & Fees Revenue, Net	\$ 7,665,722	\$ 7,655,263	\$ 8,390,995	9.6%

	FY 2024		FY 2025	
	Prior Year Activity thru 8/31/2024	Year-to-Date Activity thru 07/31/2024	Year-to-Date Activity thru 07/31/2025	Actuals % Increase/ (Decrease)YTD vs. PriorYTD
Exemptions & Waivers				
Dual Credit & Early College HS Waiver	16,567,432	16,558,787	19,216,420	16.0%
Other Exemptions:				
Employee Fee Exemptions	44,993	44,513	45,533	2.3%
Firemen	29,460	29,460	43,929	49.1%
Hazelwood	1,145,051	1,141,281	1,256,601	10.1%
Deaf & Blind	150,320	149,328	141,103	-5.5%
High Ranking High School Grad	3,025	3,025	1,364	-54.9%
Good Neighbor Program	67,042	67,042	104,266	55.5%
Child of Disabled Vet	3,757	3,757	2,817	-25.0%
Employee of State College & University	3,164	3,164	4,703	48.6%
Non-resident Teach/Research Assistant	6,876	6,876	10,602	54.2%
Non-resident Competitive Scholarships	13,823	13,823	6,555	-52.6%
Senior Citizens	450,277	445,290	439,300	-1.3%
Concurrent Enrollment	-	-	222	100.0%
Foster Children-Resident	272,473	272,129	304,639	11.9%
TX Tomorrow Waiver	-	-	277	100.0%
Surviving Spouse/Children	1,589	1,589	-	-100.0%
Peace Officer Exemption	8,202	8,202	16,211	97.6%
Adopted Student Waiver	351,710	351,068	354,365	0.9%
FAST Book & OD Fees	234,884	206,508	24,729	-88.0%
Total Other Exemptions	2,786,646	2,747,055	2,757,216	0.4%
Grand Total Exemptions & Waivers	\$ 19,354,078	\$ 19,305,842	\$ 21,973,636	13.8%

*Amount net of exemptions & waivers.

ACTION ITEM

Meeting Date: September 17, 2025

Consent Agenda

ITEM #	ITEM TITLE	PRESENTER
3.	Approve Chancellor’s Annual Priorities and Performance Goals for 2025-26	Trustee Eva Loreda Dr. Margaret Ford Fisher

RECOMMENDATION

Approve Chancellor’s annual priorities and performance goals for 2025-26.

COMPELLING REASON AND BACKGROUND

In accordance with Board Bylaws, Article F, Section 5.C, the Committee of the Whole shall review and recommend to the Board for approval the annual goals and objectives of the Chancellor.

STRATEGIC ALIGNMENT

1. Student Success, 2. Personalized Learning , 3. Academic Rigor , 4. Community Investment , 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
FY2025-2026 Proposed Goals and Priorities	8/26/2025	Presentation

This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online



FY2025-2026 Proposed Goals

Dr. Margaret Ford Fisher, Chancellor

September 3, 2025

OVERVIEW OF PROPOSED GOALS

1. Increase Student Persistence from 59% to 61%
2. Help More Students Matriculate Through Their Developmental Sequence by 5%
3. Grow Enrollments in Credentials of Value by 5%
4. Increase the Number of Students Who Are Persisting to a Baccalaureate Degree and Grow Enrollment by 10%
5. 50% of students entering Houston Reconnect earn an award within 1 Year
6. Create LVN to ADN Pathway
7. Update HCC's technology infrastructure by installing software and hardware updates, and develop a Technology Master Plan
8. Update HCC Facilities Master Plan and continue to execute the Deferred Maintenance Plan
9. Develop a strategy and timeline to address all statutory provisions of and compliance with SB 37, including adherence to applicable dates.



GOAL 1: INCREASE STUDENT PERSISTENCE FROM 59% TO 61%

Objective: Achieve annual growth of 2%.

➤ **Baseline:** 59% (Anticipated)

Final Fall 2024 through Fall 2025 Persistence Rate will be available in February 2026, after transfers to 4-year institutions in Fall 2025 become available.

➤ **Target:** 61%

➤ **Stretch Goal:** 63%

GOAL 2: HELP MORE STUDENTS MATRICULATE THROUGH THEIR DEVELOPMENTAL SEQUENCE BY 5%

Objective: HCC will increase the number of students eligible to enroll in college-level courses through pre-enrollment methods such as TSI academies and through successful completion of developmental coursework.

- **Baseline:** 5,415 of 23,666 Math (22.8%)
9,844 of 15,747 Reading (62.5%)
8,910 of 15,401 Writing (57.8%)
- **Target:** 5,686 Math (24.0%)
10,366 Reading (65.6%)
9,355 Writing (60.7%)
- **Stretch Goal:** 6%

GOAL 3: GROW ENROLLMENTS IN CREDENTIALS OF VALUE BY 5%

Objective: Achieve annual growth of 5% in Credentials of Value. Bachelors, associates, SCH certificates, ATCs, OSAs, and most ICLCs are Credentials of Value.

- **Baseline:** 56,594 using FY 26 THECB definitions of Credentials of Value
- **Target:** 59,424 students enrolled in Credentials of Value (5%)
- **Stretch Goal:** 61,122 students enrolled in Credentials of Value (8%)

Note: Both the THECB and SACSCOC require HCC to facilitate students' completion of their declared degree; for this reason, HCC cannot require students enrolled in academic plans which are no longer Credentials of Value to change their major; moreover, changing students' majors typically results in requirement of additional coursework, increasing both time to degree and expense.

GOAL 4: INCREASE THE NUMBER OF STUDENTS WHO ARE PERSISTING TO A BACCALAUREATE DEGREE AND GROW ENROLLMENT BY 10%

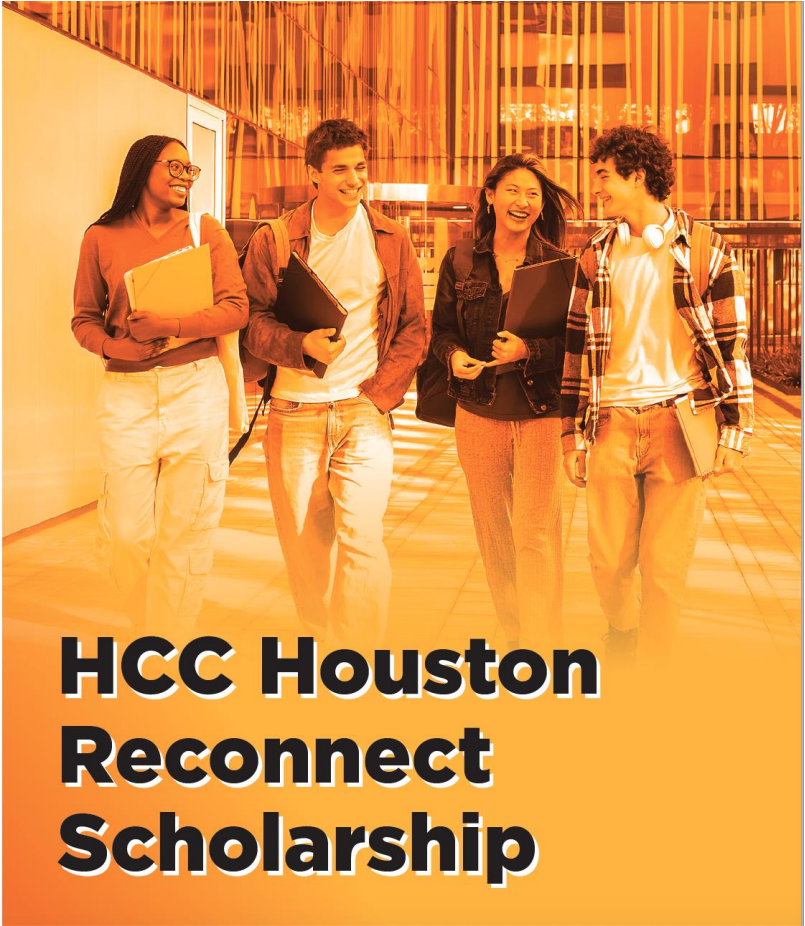
Objective: Increase student access to baccalaureate degree programs in Healthcare Management and Artificial Intelligence & Robotics.

- **Baseline:** 38 students enrolled in Artificial Intelligence and Robotics (AY 2025)
127 students enrolled in Healthcare Management (AY 2025)
- **Target:** 42 students in Artificial Intelligence & Robotics
140 students enrolled on Healthcare Management
- **Stretch Goal:** 50% growth for AI and Robotics; 30% growth for Healthcare Management

GOAL 5: 50% OF STUDENTS ENTERING HOUSTON RECONNECT EARN AN AWARD WITHIN 1 YEAR

Objective: Support students financially who are close to completion through short-term credentials.

- **Baseline:** HCC has not offered a program like Houston Reconnect before.
- **Target:** 50% earn a credential
- **Stretch Goal:** 60% earn a credential



GOAL 6: CREATE LVN TO ADN PATHWAY

Objective: The Texas Board of Nursing has granted approval for HCC to reopen its Nursing program with the LVN to ADN pathway. HCC will implement this pathway in such a manner that students persist and are prepared to succeed on the Nursing examination (NCLEX). Note that the students will not sit for the NCLEX in time to obtain results for the Chancellor’s goals; hence, leading indicators are utilized.

- **Enrollment:** 20 students enroll in Fall, 30 in Spring
- **Student Success:** Course success rates of over 85%; Fall-Spring retention over 85%. *(Note that course success rates are set to 85% to discourage faculty from passing students in the case that some students have not mastered skills necessary for a successful nursing career. Overall success rates at HCC are ~75%).*
- **Workforce readiness:** Develop new clinical and employer partnerships to strengthen job pipelines and preceptorship opportunities.
- **Program Sustainability:** Pilot hybrid and flexible scheduling options to support working LVNs and adult learners.



GOAL 7: UPDATE HCC'S TECHNOLOGY INFRASTRUCTURE BY INSTALLING SOFTWARE AND HARDWARE UPDATES, AND DEVELOP A TECHNOLOGY MASTER PLAN

Objective: Ensure all critical systems at HCC are upgraded to current supported software and hardware versions. Develop a comprehensive Technology Master Plan that: (i) plans and documents the implementation and integration of enterprise software with emphasis on Enterprise Resource Planning systems (PeopleSoft or replacement platform), (ii) outlines future infrastructure improvements and replacement schedules, and (iii) ensures strategic alignment with institutional goals.

GOAL 8: UPDATE HCC FACILITIES MASTER PLAN AND CONTINUE TO EXECUTE THE DEFERRED MAINTENANCE PLAN

Objective: Update the Facilities Master Plan and present to the Board of Trustees for review and approval in July 2026 and continue to execute the Deferred Maintenance Plan and maintain exigent spending below 15% of the Facilities Budget.

GOAL 9: DEVELOP A STRATEGY AND TIMELINE TO ADDRESS ALL STATUTORY PROVISIONS OF AND COMPLIANCE WITH SB 37, INCLUDING ADHERENCE TO APPLICABLE DATES

Objective: Ensure HCC’s governance structure and Board Policies meet the compliance requirements of SB 37. Provide updates on a regular basis in the Weekly Administrative Briefing (WAB) and/or Board Governance Committee meeting.



Thank you

ACTION ITEM

Meeting Date: September 17, 2025

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
A.	HVAC Roof Top Replacement Project, Spring Branch Campus (Project No. IFB 25-35)	Dr. Margaret Ford Fisher Robert McCracken James Walker

RECOMMENDATION

Authorize the Chancellor to execute a contract with Hartman Comfort Solutions, the lowest responsible bidder meeting specifications, to provide HVAC Roof Top Unit (RTU) Replacement Project, Spring Branch Campus, in accordance with IFB 25-35.

COMPELLING REASON AND BACKGROUND

- The College issued an Invitation for Bid for HVAC RTU Replacement Project, Spring Branch Campus. The HVAC equipment serving the Science Hall Building at HCC's Spring Branch Campus is reaching the end of its service life. A new design has been developed to replace the existing system with equipment of the same capacity, utilizing the most energy-efficient and code-compliant technologies available today. This upgrade aims to enhance temperature and humidity control within the building while also transitioning it to the Schneider Electric Ecostruxure platform.
- The project improves the student experience and protects HCC assets. HCC will benefit from the maintenance of the property to attract and retain students, faculty and staff.
- The project consists of the HVAC mechanical system replacement with the coordination of the existing building automation system (BAS) controls (Ecostruxure). The project is located at HCC's Spring Branch Campus, Science Hall, 1050 West Sam Houston Parkway, Houston, TX 77043, and will affect 19,417 sq. ft. of building structural cooling area.

FISCAL IMPACT

The total bid received from the lowest bidder responsible shall not exceed six hundred, seventy-eight thousand and five hundred dollars (\$678,500).

The funding source for this project is the Facilities Deferred Maintenance budget.

LEGAL REQUIREMENT

This recommendation to the Board of Trustees is in accordance with section 2269.101 of the Texas Government Code and pursuant to the published IFB 25-35.

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Summary of Procurement - IFB 25-35	9/10/2025	Attachment
Bid Tally - IFB 25-35	9/8/2025	Attachment

This item is applicable to the following: Northwest, District

**SUMMARY OF PROCUREMENT
BOARD ACTION ITEM**

PROJECT TITLE: IFB 25-35 HVAC Roof Top Unit (RTU) Replacement Project, Spring Branch Campus

PROCUREMENT METHOD: Invitation for Bid (Lowest Responsible Bidder)

PROJECT DEPARTMENT: Facilities Department

NAME OF BUYER: Art Lopez, Senior Buyer

PURPOSE: The College issued an Invitation for Bid for HVAC RTU Replacement Project, Spring Branch Campus. The HVAC equipment serving the Science Hall Building at HCC's Spring Branch Campus is reaching the end of its service life. A new design has been developed to replace the existing system with equipment of the same capacity, utilizing the most energy-efficient and code-compliant technologies available today. This upgrade aims to enhance temperature and humidity control within the building while also transitioning it to the Schneider Electric Ecostruxure platform.

The project improves the student experience and protects HCC assets. HCC will benefit from the maintenance of the property to attract and retain students, faculty, and staff.

The project consists of the HVAC roof top unit replacement with the coordination of the existing building automation system (BAS) controls (Ecostruxure). The project is located at HCC's Spring Branch Campus, Science Hall, 1050 West Sam Houston Parkway, Houston, TX 77043, and will affect **19,417 sq. ft.** of building structural cooling area.

The scope of work includes but is not limited to:

- Mechanical equipment removal
- New Mechanical equipment Material & Install
- Mechanical Controls (BAS)
- Electrical Scope
- Plumbing Scope
- Submittal Requirements
- Warranty and Maintenance Closeout Requirements
- General Conditions

The recommended contractor has over three (3) years of mechanical experience in construction (MEP).

The project duration shall have three hundred (300) calendar days to complete the HVAC RTU Replacement Project, Spring Branch Campus.

RECOMMENDED VENDOR: Hartman Comfort Solutions

PROPOSED SUBCONTRACT: Watkins Trade Services, provides electrical services
Schneider Electric, provides HVAC controls services

LEGAL REQUIREMENTS:	This recommendation is in accordance with Chapter 2269.101 of the Texas Government Code titled Subchapter C - Competitive Bidding Method.
LOCATION INFORMATION:	In performing the work under IFB 25-35, the recommended firm will be working from its Conroe, TX office.
PROJECTED VALUE:	<p>The resulting PO Contract for the lowest responsible bid received has a total base bid amount of six hundred and eighteen thousand and five hundred dollars (\$618,500).</p> <p>With contingencies (10% of engineer's estimate) of sixty thousand dollars (\$60,000), for a total amount not to exceed six hundred, seventy-eight thousand and five hundred dollars (\$678,500).</p> <p>This project supports the Facilities Department Deferred Maintenance Program that improves the overall facilities conditions.</p>
ENGINEER'S ESTIMATE:	The Architect/Engineer's estimate is six hundred thousand dollars (\$600,000) .
CONTRACT TERM:	The contract term will be through successful project completion, including project close-out and warranty period.
PROCUREMENT ADVERTISEMENT & NOTICE:	<p>This procurement was advertised, and a notice of procurement was distributed as follows:</p> <ul style="list-style-type: none"> • HCC Procurement Operations Website on April 9, 2025 • State of Texas Electronic Business Daily Website on April 24, 2025 • The Daily Court Review on April 10 and April 17, 2025 • Notice to HCC Board of Trustees on April 14, 2025
SOLICITATION INFORMATION:	The Invitation for Bid was published on April 9, 2025, and the solicitation document was distributed electronically in addition to being published in the local newspaper. A pre-bid conference was held on April 24, 2025, and a question-and-answer period was allowed through April 30, 2025. Four (4) bids were received by the solicitation due date of May 14, 2025, by 2:00 p.m. and all bids received were evaluated in accordance with IFB 25-35.
COMPETITIVE:	Yes
BID EVALUATION:	The lowest responsible bid was reviewed by the Facilities Department who concurred with the award recommendation and confirmed that the bid meets the specifications and requirements of IFB 25-35.
PRIOR HCC EXPERIENCE:	Yes
EDUCATION AND NON-EDUCATION EXPERIENCE:	<p>The recommended firm has previous MEP & HVAC construction renovation experience with the following institutions:</p> <ul style="list-style-type: none"> • Houston City College, Replace Chiller Compressor and Fan Motors • Huffman Fire Department, Huffman, TX, Ductwork Replacement, Station 51

- Kensington Iconic Joint Venture, Greenway Plaza, Houston, TX, Demo and Install New 110 Ton Chiller
- HISD 2025 Capital Improvements, Chiller Installation
- Houston METRO, Annual Boiler Maintenance

REFERENCES:

Evaluated and found to be favorable.

SMALL BUSINESS GOAL:

This project has thirty-five (35%) percent – Small Business participation goal. The firm recommended is a certified small business with METRO and City of Houston and will self-perform 57% of all work. In addition, the recommended firm is subcontracting non-certified subcontractors to provide 43% of the work, see below.

- Watkins Trade Services, 17%
- Schneider Electric, 26%

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IFB 25-35 HVAC Roof Top Unit (RTU) Replacement Project, Spring Branch Campus

Bid Tally

Firm	Bid Response			
	Proposed Base Bid	Contingency Amount (10% Engineer's Estimate)	Total Award Price	Project Duration (in calendar days)
UMD Construction*	\$592,600.00	\$60,000.00	\$652,600.00	90 Days
Hartman Comfort Solutions	\$618,500.00	\$60,000.00	\$678,500.00	300 Days
T&R Mechanical, Inc.	\$731,101.00	\$60,000.00	\$791,101.00	154 Days
METCO Engineering Inc.	\$917,000.00	\$60,000.00	\$977,000.00	100 Days

* UMD Construction, Withdrew their Bid

ACTION ITEM

Meeting Date: September 17, 2025

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
B.	Employee Engagement Survey (Project No. RFP 25-39)	Dr. Margaret Ford Fisher Robert McCracken Rodney Nathan

RECOMMENDATION

Authorize the Chancellor to execute a contract with ath Power Consulting Corporation, to provide Employee Engagement Surveys in support of the Talent Engagement Department and in accordance with RFP 25-39.

COMPELLING REASON AND BACKGROUND

- Houston City College issued a request for proposals for Employee Engagement Survey services. The recommended vendor(s) will be contracted to support HCC's Human Resources and Talent Engagement initiatives by designing and administering a comprehensive employee engagement survey.
- The scope of services includes survey planning and consultation, collaborative development of survey questions, secure distribution and participation tracking, data analysis and detailed reporting, actionable recommendations for improvement, staff training on reporting tools, employer branding support, and ongoing professional guidance throughout the project.
- HCC employs approximately 6,000 full-time and part-time faculty, staff, and administrators across diverse academic and workforce training programs. Employee engagement surveys are conducted biennially, typically around April or May, to assess progress and inform strategic decision-making.
- The recommended vendor has experience working with large, complex institutions and demonstrate expertise in survey design, analysis, and reporting.

FISCAL IMPACT

The annual cost under the resulting contract shall be as follows:

- Year 1: Fifty-Six Thousand Seven Hundred Dollars (\$56,700)
- Year 2: Fifty-Seven Thousand Five Hundred and Fifty Dollars (\$57,550)
- Year 3: Fifty-Eight Thousand Four Hundred and Fourteen Dollars (\$58,414)
- Year 4: Fifty-Nine Thousand Two Hundred and Ninety Dollars (\$59,290)
- Year 5: Sixty Thousand One Hundred and Seventy-Nine Dollars (\$60,179)

The total maximum contract value of Two Hundred and Ninety-Two Thousand One Hundred and Thirty-Three Dollars (\$292,133), for the full term of the contract. The funding source shall be the Talent Engagement Department budget.

LEGAL REQUIREMENT

The recommendation to the Board of Trustees is being made to the highest ranked firms offering the best value in accordance with Chapter 44.031(a) of the Texas Education Code and pursuant to the published RFP 25-39.

STRATEGIC ALIGNMENT

5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
Summary of Procurement - RFP 25-39	9/10/2025	Attachment
Summary of Composite Scores - RFP 25-39	9/10/2025	Attachment

This item is applicable to the following: District

**SUMMARY OF PROCUREMENT
BOARD ACTION ITEM**

PROJECT TITLE:	Employee Engagement Survey
PROCUREMENT METHOD:	Request for Proposal (Over-all best value)
PROJECT DEPARTMENT:	Talent Engagement
NAME OF BUYER:	Sara El Kharif, Senior Buyer
PURPOSE:	<p>Houston Community College issued a request for proposals for Employee Engagement Survey services. The recommended vendor(s) will be contracted to support HCC's Human Resources and Talent Engagement initiatives by designing and administering a comprehensive employee engagement survey.</p> <p>HCC employs approximately 6,000 full-time and part-time faculty, staff, and administrators across diverse academic and workforce training programs. Employee engagement surveys are conducted biennially, typically around April or May, to assess progress and inform strategic decision-making.</p> <p>The recommended vendor has experience working with large, complex institutions and demonstrate expertise in survey design, analysis, and reporting.</p> <p>The scope of services under the resulting contract includes:</p> <ul style="list-style-type: none">• Initial consultation and survey planning• Finalization of survey questions in collaboration with HCC• Secure distribution of the survey and participation monitoring• Statistical analysis of survey results• Detailed reporting with insights and trends• Actionable recommendations and support in developing improvement plans• Staff training on interpreting and using online reporting tools• Employer branding support to strengthen HCC's recruitment and retention efforts• Ongoing professional support and strategic guidance
RECOMMENDED VENDOR:	ath Power Consulting Corporation
PRIOR VENDOR:	Energage, LLC
LEGAL REQUIREMENTS:	<p>This recommendation to the Board of Trustees is being made to the highest ranked firm offering the best value in accordance with Chapter 44.031 (a) of the Texas Education Code.</p> <p>Pursuant to the published RFP 25-39 document and in accordance with Chapter 44.031 (a) of the Texas Education Code, The Evaluation Committee has selected the offeror based on demonstrated competence, knowledge, and qualification of the services provided.</p>

Following the competitive procurement process, HCC has selected the firm offering the best value based on the published selection criteria as evidenced in the final evaluation ranking.

LOCATION INFORMATION: In performing the work under RFP 25-39, the recommended firm ath Power Consulting Corporation will be working from its North Andover, MD location.

PROJECTED VALUE: The annual cost under the resulting contract shall be as follows:

- Year 1: Fifty-Six Thousand Seven Hundred Dollars **(\$56,700)**
- Year 2: Fifty-Seven Thousand Five Hundred Fifty Dollars **(\$57,550)**
- Year 3: Fifty-Eight Thousand Four Hundred Fourteen Dollars **(\$58,414)**
- Year 4: Fifty-Nine Thousand Two Hundred Ninety Dollars **(\$59,290)**
- Year 5: Sixty Thousand One Hundred Seventy-Nine Dollars **(\$60,179)**

The total maximum contract value of Two Hundred and Ninety-Two Thousand One Hundred and Thirty-Three Dollars **(\$292,133)** for the full term of the contract.

The funding source shall be the Talent Engagement Department budget.

PRIOR YEAR'S SPEND: Forty-four thousand dollars **(\$44,000)**

CONTRACT TERM: It is anticipated that the contract term resulting from this solicitation, if any, will be Three (3) years with the option to renew it for Two (2) additional one-year terms.

PROCUREMENT ADVERTISEMENT & NOTICE:

This procurement was advertised, and a notice of procurement was distributed as follows:

- HCC Procurement Operations Website on May 5, 2025
- Texas State Procurement Website on May 8, 2025
- Notice to HCC Board of Trustees on May 12, 2025
- The Daily Court Review on May 8, 2025, and May 18, 2025

SOLICITATION INFORMATION: RFP 25-39 was issued on May 5, 2025, and the solicitation document was distributed electronically in addition to being published in the local newspaper. A virtual pre-proposal meeting was held on May 15, 2025, and a question-and-answer period was allowed through May 22, 2025. Twenty-Nine (29) proposals were received by the solicitation due date of June 19, 2025, at 2:00 p.m. Twenty-Nine (29) proposals were evaluated in accordance with RFP 25-39. Seven (7) proposals were disqualified due to incomplete pricing.

COMPETITIVE: Yes.

PROPOSAL EVALUATION: Responses were evaluated by the Evaluation Committee using an evaluation process which consisted of five (5) HCC representatives with relevant subject matter understanding who evaluated and scored proposals in accordance with the published evaluation criteria noted below.

Evaluation Criteria	Available Points
Firm's qualification and experience Demonstrated qualifications of personnel and team	20
Proposed approach and methodology	35
Past performance & references	15
Small business practices	5
Pricing	25
<hr/>	
Total	100

EVALUATION COMMITTEE QUALIFICATIONS:

Evaluator 1 – Represents the Talent Engagement Department; is business owner who will have overall responsibility for the work effort following contract award and has in-depth understanding of the service requirements.

Evaluator 2 – Represents Talent Engagement Department, has in-depth understanding of the service requirements.

Evaluator 3 – Represents Internal Audit, has in-depth understanding of the service requirements.

Evaluator 4 – Represents Enterprise Business Application Department, has in-depth understanding of the service requirements.

Evaluator 5 – Represents Planning and Institutional Effectiveness Department, has in-depth understanding of the service requirements.

PRIOR HCC EXPERIENCE: No

REFERENCES: Evaluated and found to be favorable.

HIGHER EDUCATION EXPERIENCE:

The recommended supplier has experience with the following educational institutions:

- Lone Star College
- Johnson County Community College
- University of California, Berkeley
- Maine Community College System

VALUE ADDED:

ath Power Consulting Corporation will engage 1 HCC student intern per annual survey cycle in support of delivering the scope of services defined.

SMALL BUSINESS GOAL:

In accordance with the Houston Community College - Small Business Development Program, for this solicitation, HCC advertised as 5% – Small Business participation goal.

ath Power Consulting Corporation is not certified SBE and will self-perform the work under the resulting contract.

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RFP 25-39 - Employee Engagement Survey

Summary Composite Score Sheet

Firm	Evaluation Criteria					Total
	Firm's Qualification and Experience & Demonstrated Qualifications of Personnel and Team	Proposed Approach and Methodology	Past Performance & References	Price Proposal	Small Business Practices	
Available Points	20	35	15	25	5	100
ath Power Consulting Corporation	16.40	29.40	13.80	9.41	0.00	69.01
ModernThink	16.40	29.40	13.20	9.76	0.00	68.76
Gallagher Benefit Services, Inc.	16.00	28.00	11.10	5.57	5.00	65.67
BDO USA, P.C.	17.20	30.10	13.20	4.22	0.00	64.72
Gallup	16.80	28.70	12.60	2.88	0.00	60.98
Deloitte Consulting LLP	16.00	28.70	11.40	0.96	0.00	57.06
Memra Language Services	8.00	16.10	5.70	25.00	0.00	54.80
Gibson Consulting Group	11.60	21.70	9.30	9.70	0.00	52.30
Shamrock Holdings LLC	10.80	19.60	8.40	13.10	0.00	51.90
Huron Consulting Group	12.80	22.40	11.10	4.14	0.00	50.44
Abelita LLC	11.20	19.60	8.10	6.43	5.00	50.33
Evolve Market Research, LLC	8.40	15.40	6.00	18.97	0.00	48.77
WaterLight Group	11.60	20.30	4.80	5.35	5.00	47.05
Creative Consumer Research	9.60	16.10	6.90	12.95	0.00	45.55
Prolific Success Events & Consulting	8.40	15.40	6.60	9.82	5.00	45.22
Board of Regents of the University of Nebraska for the University of Nebraska-Lincoln	10.00	13.30	6.30	15.20	0.00	44.80
Technical Assent, LLC	11.20	21.00	8.10	3.38	0.00	43.68
PowerTrain, Inc.	10.40	19.60	8.70	3.49	0.00	42.19

Firm	Evaluation Criteria					Total
	Firm's Qualification and Experience & Demonstrated Qualifications of Personnel and Team	Proposed Approach and Methodology	Past Performance & References	Price Proposal	Small Business Practices	
Available Points	20	35	15	25	5	100
Bridget Hardaway	7.60	15.40	5.70	2.37	5.00	36.07
HR&Co.	8.40	15.40	7.80	1.35	0.00	32.95
Mjach Designs, Limited	7.60	13.30	6.30	5.29	0.00	32.49
Blue People LLC	7.20	12.60	3.60	8.77	0.00	32.17
AmeriCheckUSA*	0.00	0.00	0.00	0.00	0.00	0.00
ADR Consulting Group LLC**	0.00	0.00	0.00	0.00	0.00	0.00
Eleserve, LLC**	0.00	0.00	0.00	0.00	0.00	0.00
Franq**	0.00	0.00	0.00	0.00	0.00	0.00
Vesta Rea & Associates L.L.C.**	0.00	0.00	0.00	0.00	0.00	0.00
The Theodoros Group, LLC**	0.00	0.00	0.00	0.00	0.00	0.00
PROFESA LLC**	0.00	0.00	0.00	0.00	0.00	0.00

* Disqualified due to incomplete technical proposal.

** Disqualified due to incomplete pricing.

ACTION ITEM

Meeting Date: September 17, 2025

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
C.	Cooperative Contract Awards for Fiscal Year 2026	Dr. Margaret Ford Fisher Dr. Sherry Hawn Robert McCracken

RECOMMENDATION

Authorize the Chancellor to negotiate and execute contracts under various cooperative purchasing programs using various suppliers for items/services that are listed on the attached document and that are approved in the Fiscal Year 2026 Budget.

COMPELLING REASON AND BACKGROUND

- The attached report updates the initial report of August 20, 2025, where the following cooperative contracts were approved by the Board:
 - Telecommunications - \$880k
 - Instructure/Canvas - \$562k [1 year of 5-year contract]
 - Staffing Services - \$4.2M
- The following cooperative contracts are presented anew after HCC provided a response to the reconciliation request of IT cooperative items as compared to the Baseline IT Audit, and a detailed spreadsheet containing (1) purchase year, (2) quantity purchased, and (3) installation timing of switches, firewalls, routers, access points, power supplies, batteries, phone handsets, and personal computers, as requested. The initial Baseline Audit considered replacement technology whereas the cooperative contracts initially listed and shown below include growth-oriented IT purchases beyond substitutes.
 - Technology Replacement Plan - \$10.9M
 - Oracle - \$2.7M
 - Instructure/Canvas - \$2.5M [4 Years, 2-5]
 - Microsoft - \$0.6M
 - Food Services - \$2.6M
 - Promotional Items - \$1.2M
 - Office Supplies & Furniture - \$1.4M
- The use of cooperative and interlocal contracts is a national best practice and an important procurement tool that allows HCC to leverage its buying power across the aggregated volume of participating agencies while ensuring the best-value award.
- This method of procurement enables HCC to be most competitive in our acquisition strategy, reduce costs, and create value through collaborative and shared efforts.

- When possible, Procurement Operations competes items or services among various cooperative programs to ensure an overall best-value award and the most advantageous contract is obtained.

FISCAL IMPACT

The projected expenditures are included in the FY 2026 Budget and noted on the attached contract award list.

LEGAL REQUIREMENT

This recommendation to the Board of Trustees is in accordance with Texas Education Code Section 44.031(a) and government Code Chapter 791(a).

STRATEGIC ALIGNMENT

1. Student Success, 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
FY2026 Cooperative and Interlocal Contract Award Listing	9/10/2025	Attachment

This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online

FY 2026 Cooperative Contract Award List

Description	Estimated Amount																								
<p>Technology Replacement Plan – Authorizes cooperative contract purchases of network, hardware, software, server, and computer equipment in accordance with the IT Strategic Plan (i.e. Dell Products, Apple, and Cisco).</p> <table> <tr><td>Cisco 4500 & Nexus Switch Upgrades</td><td>\$1,148,000</td></tr> <tr><td>Cisco True Up from 2025</td><td>\$1,486,000</td></tr> <tr><td>Cisco Access Point Upgrade</td><td>\$907,000</td></tr> <tr><td>Phone Devices</td><td>\$295,000</td></tr> <tr><td>Super Cluster Upgrade</td><td>\$350,000</td></tr> <tr><td>Server RAM and DASD Additions for Growth</td><td>\$300,000</td></tr> <tr><td>IDF Room UPS Battery Replacement</td><td>\$150,000</td></tr> <tr><td>Computer Replacement</td><td>\$5,644,000</td></tr> <tr><td>Classroom Technology</td><td>\$516,000</td></tr> <tr><td>Student Loaner Laptops</td><td>\$125,000</td></tr> <tr><td>Total Amount</td><td>\$10,921,000</td></tr> </table>	Cisco 4500 & Nexus Switch Upgrades	\$1,148,000	Cisco True Up from 2025	\$1,486,000	Cisco Access Point Upgrade	\$907,000	Phone Devices	\$295,000	Super Cluster Upgrade	\$350,000	Server RAM and DASD Additions for Growth	\$300,000	IDF Room UPS Battery Replacement	\$150,000	Computer Replacement	\$5,644,000	Classroom Technology	\$516,000	Student Loaner Laptops	\$125,000	Total Amount	\$10,921,000	\$10,921,000		
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Total Amount	\$10,921,000																								
<p>Oracle – Authorizes cooperative contracting through service agreements to support HCC software, hardware, and maintenance. In FY25, two items were part of multiyear contracts, and the remaining 9 items were annual purchases. We purchased the following for ~\$2.6M in FY25:</p> <table> <tr><td>PeopleSoft Software License</td><td>\$1,611,000 [year 1 of 3]</td></tr> <tr><td>Oracle Taleo Platform Cloud</td><td>\$107,000 [year 2 of 3]</td></tr> <tr><td>Oracle Super Cluster Hardware</td><td>\$205,000</td></tr> <tr><td>Oracle Super Cluster Software</td><td>\$98,000</td></tr> <tr><td>Oracle Hardware Consolidated</td><td>\$296,000</td></tr> <tr><td>Weblogic Annual Renewal</td><td>\$3,000</td></tr> <tr><td>Weblogic Server</td><td>\$4,000</td></tr> <tr><td>Oracle Active Data Guard</td><td>\$76,000</td></tr> <tr><td>Exadata Storage Server Software</td><td>\$137,000</td></tr> <tr><td>MicroFocus Visual COBOL</td><td>\$1,000</td></tr> <tr><td><u>EDU Cloud</u></td><td><u>\$18,000</u></td></tr> <tr><td>Total Amount (FY25)</td><td>\$2,556,000</td></tr> </table>	PeopleSoft Software License	\$1,611,000 [year 1 of 3]	Oracle Taleo Platform Cloud	\$107,000 [year 2 of 3]	Oracle Super Cluster Hardware	\$205,000	Oracle Super Cluster Software	\$98,000	Oracle Hardware Consolidated	\$296,000	Weblogic Annual Renewal	\$3,000	Weblogic Server	\$4,000	Oracle Active Data Guard	\$76,000	Exadata Storage Server Software	\$137,000	MicroFocus Visual COBOL	\$1,000	<u>EDU Cloud</u>	<u>\$18,000</u>	Total Amount (FY25)	\$2,556,000	\$2,690,000
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<p>Microsoft Unified Enterprise Support – Authorizes cooperative contracting for enterprise support providing 24/7 hands-on assistance and immediate escalation for urgent issues. Service includes evaluations of IT health and access to subject matter engineers who can resolve issues immediately. (\$170,000)</p> <p>Microsoft A5 Security – Authorizes cooperative contracting for additional cybersecurity features that benefits all faculty, staff and students and help reduce the cybersecurity threat to the institution. (\$400,000)</p>	\$570,000																								

Description	Estimated Amount																
<p>Instructure/Canvas Learning Management System – Authorizes cooperative contracting for Canvas LMS, a learning management system designed to streamline educational experiences and centralized access to materials and interactions making online, in-person, or blended learning more efficient. This platform is critical to student success.</p> <p>The subscription includes access to the Canvas LMS cloud-based platform, a custom URL for an HCC branded user experience, and 24/7 technical support to ensure continuous assistance and system reliability.</p> <table> <tr> <td>Year 2 (FY27)</td><td>\$590,000</td></tr> <tr> <td>Year 3 (FY28)</td><td>\$619,000</td></tr> <tr> <td>Year 4 (FY29)</td><td>\$650,000</td></tr> <tr> <td>Year 5 (FY30)</td><td>\$683,000</td></tr> <tr> <td>Total Amount</td><td>\$2,542,000</td></tr> </table>	Year 2 (FY27)	\$590,000	Year 3 (FY28)	\$619,000	Year 4 (FY29)	\$650,000	Year 5 (FY30)	\$683,000	Total Amount	\$2,542,000	\$2,542,000						
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Total Amount	\$2,542,000																
<p>Food Services – Authorizes cooperative contracting for food catering services for events and special meetings. Approved vendors under this category include, but are not limited to: Compass Group USA, Inc. (Canteen) (\$800,000), America To Go (\$1,780,000).</p>	\$2,580,000																
<p>Promotional Items – Authorizes cooperative contracting for the purchase of promotional items, branded merchandise, and custom marketing materials used to support institutional branding, student recruitment, community engagement, and outreach events. Approved vendors under this category include but are not limited to: The Urban Circle LLC, Promo Universal, LLC, Buffalo Specialties Inc., Amazing Awards Inc., Brand IQ LLC, All Printing, Marketing Magic International. We purchased the following for ~\$1.2M in FY25:</p> <table> <tr> <td>The Urban Circle</td><td>\$925,000</td></tr> <tr> <td>Promo Universal</td><td>\$139,000</td></tr> <tr> <td>Buffalo Specialties</td><td>\$79,000</td></tr> <tr> <td>Amazing Awards</td><td>\$20,000</td></tr> <tr> <td>Brand IQ</td><td>\$26,000</td></tr> <tr> <td>All Print & Office Supply</td><td>\$22,000</td></tr> <tr> <td>Marketing Magic International</td><td>\$3,000</td></tr> <tr> <td>Total Amount (FY 25)</td><td>\$1,214,000</td></tr> </table>	The Urban Circle	\$925,000	Promo Universal	\$139,000	Buffalo Specialties	\$79,000	Amazing Awards	\$20,000	Brand IQ	\$26,000	All Print & Office Supply	\$22,000	Marketing Magic International	\$3,000	Total Amount (FY 25)	\$1,214,000	\$1,200,000
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Total Amount (FY 25)	\$1,214,000																
<p>Office Supplies & Furniture – Authorizes cooperative contracting for the purchase of general office supplies, business essentials, Furniture, and miscellaneous operational items used to support day-to-day functions across departments and campuses. Approved vendors under this category include but are not limited to: Smarketing Business Systems, Inc., Facility Interiors, Butler Business Products, Kay Davis Associates, LLC, Tejas Office Products. We purchased the following for ~\$1.1M in FY25:</p> <table> <tr> <td>Smarketing Business Systems</td><td>\$365,000</td></tr> <tr> <td>Facility Interiors</td><td>\$155,000</td></tr> <tr> <td>Kay Davis Associates</td><td>\$216,000</td></tr> <tr> <td>Tejas Office Products</td><td>\$359,000</td></tr> <tr> <td>Butler Business Products</td><td>\$40,000</td></tr> <tr> <td>Total Amount (FY 25)</td><td>\$1,135,000</td></tr> </table>	Smarketing Business Systems	\$365,000	Facility Interiors	\$155,000	Kay Davis Associates	\$216,000	Tejas Office Products	\$359,000	Butler Business Products	\$40,000	Total Amount (FY 25)	\$1,135,000	\$1,400,000				
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ACTION ITEM

Meeting Date: September 17, 2025

Topics for Discussion and/or Action

ITEM #	ITEM TITLE	PRESENTER
D.	Full-Time Faculty Academic Year Contract Renewals	Dr. Margaret Ford Fisher Rodney Nathan

RECOMMENDATION

Approval of the renewal of the Full-Time Faculty Contracts for Academic Year 2026.

COMPELLING REASON AND BACKGROUND

Full-Time contracted faculty are employed under academic year term employment contracts on an annual basis as outlined under DCA (LEGAL): Employment Practices Term Contracts.

Each academic year full-time contracted faculty receive a new employment contract for the upcoming academic year. Contract types consist of 9-month, 10.5-month and 12-month term lengths.

FISCAL IMPACT

Funds for full-time faculty contract renewals are included in the in the approved Fiscal Year 2026 Unrestricted Budget.

STRATEGIC ALIGNMENT

1. Student Success, 2. Personalized Learning , 3. Academic Rigor , 4. Community Investment , 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
September 2025 Faculty Personnel Agenda	9/3/2025	Attachment
Faculty Agreement Renewal List FY 2025 - 2026	9/3/2025	Attachment

This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online

**INFORMATION ITEMS - BOARD ACTION REQUIRED
FACULTY (REGULAR)**

Name	Previous Organization or HCCS Job Title	Proposed New Job Title	Contract Type/Grade	Employment Action Reason	Annual Salary	Effective Date
Adikari, Upeksha	P/T Mathematics College Level	F/T Mathematics (Developmental) Instructor	10.5 months Grade: 6	Transfer	\$ 66,209	9/2/2025
Afhami, Niloofer	F/T (Temp) Government Instructor	F/T Government Instructor	10.5 Months Grade: 6	Transfer	\$ 70,216	8/11/2025
Akiyde, Adebolujo	P/T Heating, AC & Refrigeration Instructor	F/T Heating, Ventilation, AC & Refrigeration Instructor	10.5 months Grade: 10	Transfer	\$ 73,003	8/18/2025
Barahona, Michael	F/T (Temp) Auto Mechanic Instructor	F/T Auto Mechanic Instructor	10.5 Months Grade: 2	Transfer	\$ 53,195	8/16/2025
Barker, Tricia	Tarrant County College	F/T English Instructor	10.5 Months Grade: 7	New Hire	\$ 68,860	8/18/2025
Brown, Sandra	F/T Legal Assistant Tech	F/T Legal Assistant Tech Instructor	10.5 Months Grade 12	Transfer	\$ 75,898	9/2/2025
Corrales, Juan	P/T Drafting & Design Technology Instructor	F/T Construction Engineering Technology Instructor	10.5 months Grade: 6	Transfer	\$ 67,532	8/18/2025
Depew, Elizabeth	P/T Art Instructor	F/T Art Instructor	10.5 Months Grade: 8	Transfer	\$ 70,216	8/11/2025
Doddi, Spandana	P/T Computer Science Instructor	F/T Computer Programming Instructor	10.5 Months Grade: 9	Transfer	\$ 62,328	8/16/2025
Haymes, Thomas	P/T Government Instructor	F/T Government Instructor	10.5 Months Grade: 6	Transfer	\$ 66,209	8/11/2025
Hood, Anna	P/T Intensive English Instructor	F/T Intensive English Instructor	10.5 Months Grade :6	Rehire	\$ 66,125	8/25/2025
Jordan, Lisa	Dew University	F/T Geographic Information System Instructor	10.5 Months Grade: 12	New Hire	\$ 75,898	8/11/2025
Khademakbari, Reza	P/T Mathematics College Level Instructor	F/T Mathematics Developmental Instructor	10.5 Months Grade: 6	Transfer	\$ 66,125	8/25/2025
Lan, Ih-Ren	P/T Mathematics Instructor	F/T Mathematics (College Level) Instructor	10.5 Months Grade: 12	Transfer	\$ 75,898	8/16/2025
Menacer, Youssaf	P/T Mathematics	F/T Mathematics (College Level) Instructor	10.5 Months Grade: 12	Rehire	\$ 68,744	8/16/2025
Olivas, Rito	P/T Welding Instructor	F/T Welding Instructor	10.5 Months Grade: 2	Transfer	\$ 59,831	8/25/2025
Page-Rice, Morgan	P/T Art Instructor	F/T Art Instructor	10.5 Months Grade: 8	Transfer	\$ 70,216	8/11/2025
Pena, Michael	P/T Film Making Instructor	F/T Film Production Instructor	10.5 Months Grade:10	Transfer	\$ 70,166	8/18/2025
Rajan, Karthik	P/T AAS Artificial Intelligence Instructor	F/T AAS Artificial Intelligence Instructor	10.5 Months Grade: 10	Transfer	\$ 73,003	8/11/2025
Ramirez, Roger	PT Mathematics (College Level) Instructor	F/T Mathematics (College Level) Instructor	10.5 Months Grade: 6	Transfer	\$ 61,166	8/18/2025

Name	Previous Organization or HCCS Job Title	Proposed New Job Title	Contract Type/Grade	Employment Action Reason	Annual Salary	Effective Date
Robertson-Shirdon, Diana	PT Embedded Dual Credit	F/T Medical Assistant Instructor	12 Months Grade: 8	Transfer	\$ 80,245	8/18/2025
Smith, Chineva	P/T Student Success Academic Instructor	F/T Student Success Academic Instructor	10.5 Months Grade: 6	Transfer	\$ 56,509	9/2/2025
Valentine, Tracy	P/T English Instructor	F/T English Instructor	10.5 Months Grade: 6	Transfer	\$ 62,389	8/18/2025
Zettler, Paul	San Jacinto College	F/T Instrumentation Technology Instructor	10.5 Months Grade: 8	New Hire	\$ 70,216	8/11/2025

Last Name	First Name	2025-26 Faculty Agreement Renewal Contract Type
Anderson	Rhena	Faculty 12 Months
Aslam	Mahrukh	Faculty 10.5 Months
Blankenship	Sidney	Faculty 10.5 Months
Bonnette	Sidney	Faculty 10.5 Months
Chamblee	Mikel	Faculty 10.5 Months
Chambless	Jerry	Faculty 12 Months
Davidson	Michelle	Faculty 12 Months
Goeters	Charlotte	Faculty 10.5 Months
Goeters	Joseph	Faculty 10.5 Months
Greenbaum	Joseph	Faculty 9 Months
Hopson III	James	Faculty 10.5 Months
Hoya Jr.	Billy	Faculty 12 Months
Jabbur	James	Faculty 10.5 Months
King	Malcolm	Faculty 10.5 Months
Leonard	Marcus	Faculty 9 Months
Lestrer	James	Faculty 10.5 Months
Mccrory Jr.	Benjamin	Faculty 12 Months
Mcmanus	Patricia	Faculty 10.5 Months
Meador	Jacob	Faculty 10.5 Months
Novak	Timothy	Faculty 10.5 Months
Payne	Melinda	Faculty 10.5 Months
Rauch	Jacwylyn	Faculty 10.5 Months
Rhea	Donna	Faculty 9 Months
Ross	Michael	Faculty 10.5 Months
Ruggiero	Jamie	Faculty 10.5 Months
Salinas II	Luis	Faculty 10.5 Months
Sesay Travis	Marie	Faculty 12 Months
Shivers	Paralee	Faculty 10.5 Months
Snider	Gary	Faculty 9 Months
Sundaram	Chitra	Faculty 10.5 Months
Uskup	Erhan	Faculty 9 Months
Wagle	Jyoti	Faculty 9 Months
Williams	Hillard	Faculty 10.5 Months
Williams	Penelope	Faculty 12 Months

ACTION ITEM

Meeting Date: September 17, 2025

Adjournment

ITEM #	ITEM TITLE	PRESENTER
XIV.	Personnel Agenda - Staff	Dr. Margaret Ford Fisher Rodney Nathan

RECOMMENDATION

Approve the personnel action items for September 2025.

COMPELLING REASON AND BACKGROUND

Full-Time staff are employed under academic year term employment contracts on an annual basis as outlined under DCA (LEGAL): Employment Practices Term Contracts.

FISCAL IMPACT

Funds for these faculty positions are provided for in the FY 2026 Unrestricted Budget.

STRATEGIC ALIGNMENT

1. Student Success, 2. Personalized Learning , 3. Academic Rigor , 4. Community Investment , 5. College of Choice

ATTACHMENTS:

Description	Upload Date	Type
September 2025 - Staff Personnel Agenda	9/3/2025	Attachment

This item is applicable to the following:

Central, Coleman, Northeast, Northwest, Southeast, Southwest, District, Online

INFORMATION ITEMS - NO BOARD ACTION REQUIRED**ADMINISTRATOR/ADMINISTRATIVE/CLERICAL/PROFESSIONAL TECHNICAL - STAFF (REGULAR)****INTERNAL HIRES**

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Gevara, Samira	P/T Library Assistant	F/T Library Assistant	Southwest	Non-Exempt Grade: 1	\$ 35,400	9/1/2025
Grigoryeva, Armenui	P/T Assistant, Financial Aid	F/T Assistant Enrollment Services	Northwest	Non-Exempt Grade: 2	\$ 42,100	9/2/2025
Kelly, Patricia	P/T Assistant, Financial Aid	F/T Assistant, Financial Aid	System	Non-Exempt Grade: 2	\$ 36,000	8/18/2025
Naranjo Correa, Esteban	P/T Hardware/Software Technician	F/T Service Desk Technician	System	Exempt Grade: 5	\$ 50,500	9/2/2025
Perez, Kimberly	P/T Assistant, Financial Aid	F/T Assistant, Financial Aid	System	Non-Exempt Grade: 2	\$ 36,125	8/18/2025
Reyes-Beene, Barbara	P/T Reception Assistant	F/T Administrative Assistant	Northeast	Non-Exempt Grade: 3	\$ 42,000	9/1/2025

INFORMATION ITEMS - NO BOARD ACTION REQUIRED**ADMINISTRATOR/ADMINISTRATIVE/CLERICAL/PROFESSIONAL TECHNICAL - STAFF (REGULAR)****INTERNAL HIRES**

Name	Previous HCCS Job Title	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Baylor, Lillie	F/T Virtual Admission Specialist	F/T Advisor, Pathways & Case Management	System	Exempt Grade: 7	\$ 60,500	9/1/2025
Castow, Michelle	F/T (Temp) Director Communication Services	F/T Director Communication Services	System	Exempt Grade: 10	\$ 106,000	8/18/2025
Magsarili, Joyce	F/T Accountant II	F/T Senior Accountant	System	Exempt Grade: 9	\$ 98,000	9/1/2025
Pierre, Arliscia	F/T Manager, Budget & Contract Compliance	F/T Manager, Legal Contracts	System	Exempt Grade: 9	\$ 83,850	8/29/2025
Tran, Phuong	F/T Student Recruiter	F/T Advisor, Pathways & Case Management	Northwest	Exempt Grade: 7	\$ 64,800	8/18/2025

INFORMATION ITEMS - NO BOARD ACTION REQUIRED**ADMINISTRATOR/ADMINISTRATIVE/CLERICAL/PROFESSIONAL TECHNICAL - STAFF (REGULAR)****EXTERNAL HIRES**

Name	Previous Organization	New Job Title	College	FLSA/Grade	Annual Salary	Effective Date
Alanis, Nevaeh	Star Cinema Grill	F/T Operation, Police Telecommunication	Southwest	Exempt Grade: 4	\$ 43,529	9/2/2025
Foster, Eric	University of Houston	F/T Curriculum Specialist, Curriculum	Southwest	Exempt Grade: 4	\$ 49,000	9/2/2025
Lewis, Patsy	Lane Staffing	F/T Executive Assistant	System	Non-Exempt Grade: 6	\$ 58,000	8/18/2026
Pitts, Chelsea	Yes Prep Northside Secondary	F/T Student Recruiter	Southeast	Exempt Grade: 5	\$ 54,600	9/1/2025
Sullivan, Barry	Navarro College	F/T Chief Information Officer	System	Exempt Grade: E40	\$ 240,000	9/2/2025
Wachholz-LaSota, Rachel	Pollution Control Services	F/T Coordinator Case Management	System	Exempt Grade: 7	\$ 83,000	8/18/2025

**INFORMATION ITEMS - NO BOARD ACTION REQUIRED ADMINISTRATOR/ADMINISTRATIVE/CLERICAL/PROFESSIONAL
TECHNICAL - STAFF (REGULAR)**

SEPARATIONS OF EMPLOYMENT

	Name	Employment details
1	Allen, Brenda	Reception, Southwest, effective September 01, 2025.
2	Anderson, Ronald	Supervisor Teacher, Central, effective September 01, 2025.
3	Araujo, Ivan	Advisor, Pathways & Case Management, Northeast, effective August 16, 2025.
4	Attar, Eddy	Compute Network Programming Instructor, Southeast, effective August 16, 2025.
5	Brown, Todd	Commercial Truck Driving Instructor, Northeast, effective August 16, 2025.
6	Brunet, Ellen	History Instructor, Southwest, effective August 16, 2025.
7	Castro, Gloria	Specialist, Adult Education Compliance, System, effective September 01, 2025.
8	Chakravarty, Bindu	Chemistry Instructor, Northeast, effective August 16, 2025.
9	Contreras, Sergio	Advisor, Pathways & Case Management, Southeast, effective July 24, 2025.
10	De Los Santos, Kameco	Program Coordinator, Northwest, effective August 19, 2025.
11	Flowers, Willirine	Advisor, Pathways & Case Management, Southwest, effective August 30, 2025.
12	Foster, Eva	English Instructor, Northwest, effective August 16, 2025.
13	Garcia, Richard	Sr. Computer Operator, System, effective August 30, 2025.
14	Gardner, Jennifer	Specialist Instructional Support, Central effective August 09, 2025.
15	Hickey, Maria	Assistant, Student Services, Southwest, effective September 01, 2025.
16	Hollins, Erica	Budget Specialist, System, effective September 01, 2025.
17	Hsieh, Juurong	Engineering Instructor, Southeast, effective August 16, 2025.
18	Iglesias, Laura	Coordinator, Transfer Services, Northeast, effective July 31, 2025.
19	Kruszewska, Donna	Intensive English Instructor, Northwest, effective August 16, 2025.
20	Machuca, Jacqueline	Student Recruiter, Northeast, effective August 01, 2025,
21	Mansaw, Karen	Administrative Assistant, Southwest, effective September 01, 2025.
22	Mostley, Corlas	Sr. Computer Operator, System, effective August 01, 2025.
23	O'Brien, Pamela	Specialist Student Records, System, effective August 01, 2025.
24	Patterson, James	History Instructor, Southeast, effective August 16, 2025.
25	Peters, Reginald	Director, College P-16, Northeast, effective July 26, 2025.
26	Pham, Richard	Sr. Analyst, Records Management, System, effective August 30, 2025.
27	Phillips, Kate	Film Production Instructor, Northwest, effective August 16, 2025.
28	Quevedo, David	Manager, Student Recruitment, (Interim), Southwest, effective August 01, 2025.
29	Ramos, Emma	AVC, Information Technology, System, effective August 31, 2025.
30	Resweber, Shannon	Development Instructor, Southwest. effective August 16, 2025.
31	Rodriguez, Rebecca	Lab Assistant II, System. effective August 09, 2025.
32	Salas Rubio, Charly	Campus Service Technician, Central effective July 01, 2025.
33	Sanders, Verba	Office Manager, Northeast, effective September 01, 2025.
34	Shukla, Alka	Chemistry Instructor, Southeast, effective August 16, 2025.
35	Singh, Jyothi	Faculty Associate Chair, Southwest, effective September 01, 2025.
36	Smalley, Annie	Student Recruiter, Northwest, effective August 30, 2025.
37	Smith, Hannah	Associate, Enrollment Services, Southwest, effective July 12, 2025.
38	Songue, Yvan	Biology Instructor, Southwest, effective September 01, 2025.
39	Stephens, Paul	Advisor, Pathways & Case Management, Central, effective September 01, 2025.
40	Tan, Amy	Dean, English & Communication, Central, effective July 25, 2025.

41	Thomas, Desmond	Advisor, Pathways & Case Management, Central, effective August 13, 2025.
42	Watson, Diane	CE-Vast Academy, System, effective August 16, 2025.
43	Wesbrooks, Doris	Student Recruiter, Northwest, effective August 1, 2025.
44	Williams, Brandon	Philosophy Instructor, Northwest, effective August 16, 2025.